



SPECIAL CITY COUNCIL CLOSED SESSION MEETING AGENDA

**South Pasadena City Council / Redevelopment Successor Agency /
Public Financing Authority / Housing Authority
City Manager's Conference Room, Second Floor, 1414 Mission Street
Wednesday, April 9, 2014 6:30 p.m.**

City Council

Marina Khubesrian, M.D., Mayor / Agency Chair / Authority Chair
Robert S. Joe, Mayor Pro Tem / Agency Vice Chair / Authority Vice Chair

Councilmembers / Agency Members / Authority Members
Michael A. Cacciotti; Diana Mahmud; Richard D. Schneider, M.D.

Sergio Gonzalez, City Manager / Agency Executive Director / Authority Executive Director
Evelyn G. Zneimer, City Clerk / Agency Secretary / Authority Secretary
Yvette Hall, Chief Deputy City Clerk / Chief Deputy Agency Secretary / Chief Deputy Authority Secretary
Richard. L. Adams II, City Attorney / Agency Counsel / Authority Counsel

*Council will convene in open session at 6:30 p.m.
The public may comment on closed session items prior to the Council recessing to closed session.*

Closed Session Agenda	Description
1. Roll call	Mayor Khubesrian, Councilmembers Cacciotti, Joe, Mahmud, Schneider
2. Public comments	Public comments on Closed Session item only
3. Personnel Item	Pursuant to Government Code Section 54957 (b) (1) Performance Evaluation of City Manager

Accommodations



Meeting facilities are accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 403-7230. Hearing assistive devices are available in the Council Chambers. Notification at least 72 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).

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.

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

04/03/2014
Date


Desiree Jimenez, Deputy City Clerk

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SPECIAL CITY COUNCIL MEETING AGENDA

**South Pasadena City Council / Redevelopment Successor Agency /
Public Financing Authority / Housing Authority
Amedee O. “Dick” Richards, Jr., Council Chambers, 1424 Mission Street
Wednesday, April 9, 2014 7:30 p.m.**

City Council

Marina Khubesrian, M.D., Mayor / Agency Chair / Authority Chair
Robert S. Joe, Mayor Pro Tem / Agency Vice Chair / Authority Vice Chair

Councilmembers / Agency Members / Authority Members
Michael A. Cacciotti; Diana Mahmud; Richard D. Schneider, M.D.

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Richard L. Adams II, City Attorney / Agency Counsel / Authority Counsel

*In order to address the Council, please complete a Public Comment Card.
Time allotted per speaker: 3 minutes.
No agenda item may be taken after 11:00 p.m.*

Presentations and Announcements

Roll call, Invocation* (Councilmember Cacciotti)

Pledge of Allegiance – Daisy Troop #6871

**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.*

1. Closed Session announcements — a Closed Session agenda has been posted separately
2. Presentation of a Certificate of Appreciation to Former Mayor Fletcher Swan for the donation of historical artifacts and photographs of the South Pasadena Santa Fe Depot for an upcoming South Pasadena Library Exhibit
3. Presentation of Certificates of Recognition to Kristen Dubé and Donna Potts for being named as 2013 Library Co-Volunteers of the Year
4. Presentation of a Certificate of Recognition to the South Pasadena Chinese-American Club on its 25th Anniversary and service to the South Pasadena community
5. Presentation of a Proclamation declaring May 2014, as “Mental Health Awareness Month” in the City of South Pasadena

6. Presentation of a Proclamation declaring April 22, 2014, as “Earth Day” in the City of South Pasadena
7. Councilmembers’ comments (3 minutes each)
8. City Manager communications
9. Reordering of and Additions to the Agenda

Opportunity to Comment on Consent Calendar

In order to address the Council, please complete a Public Comment Card. Time allotted per speaker: 3 minutes. Items listed under the consent calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless an audience member or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

Consent Calendar

10. Approval of the minutes of the Regular City Council Meeting of March 19, 2014
11. Approval of prepaid warrants in the amount of \$2,047,529.40, General City Warrants in the amount of \$900,974.02 and payroll in the amount of \$382,153.57
12. Approval of a resolution adopting Amendment Number Two to the Memorandum of Understanding between the Public Service Employees’ Association – Part Time Unit and the City of South Pasadena
13. Discretionary fund request from Mayor Khubesrian in the amount of \$500 for The Place Teen Center
14. Award contract in the amount of \$36,437.40 to Galpin Motors for purchase of 2014 Ford Fusion Energi SE for Deputy Fire Chief Staff vehicle using AB 2766 Subvention funds
15. Adoption of a resolution initiating the proceedings and ordering the preparation of the Engineer’s Report for Fiscal Year 2014-15 Lighting and Landscaping Maintenance District

Public Comments and Suggestions

Time reserved for those in the audience who wish to address the City Council. The audience should be aware that the Council may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda. Please note: Public input will also be taken during all agenda items. In order to address the Council, please complete a Public Comment Card. Time allotted per speaker: 3 minutes

Public Hearing

16. Adoption of an interim urgency ordinance pursuant to Government Code Section 65858, extending a citywide moratorium on the establishment or expansion of massage establishments

Action/Discussion

17. Approval to hire consultant to conduct a Feasibility Study for a possible Community Center in South Pasadena and appropriate additional Park Impact Fees for the Study
18. Direction regarding a fee waiver request for the use of the Senior Center kitchen by “The Place” Teen Center

19. Direction regarding the use of Rule 20A funds for the Underground Utility District in Garfield Park
20. Consideration of a resolution to expand membership of the Ad Hoc Downtown Project Advisory Committee to include a representative from the South Pasadena Arts Council
21. Authorize a letter of support for Assembly Bill 2201 relating to U.S. Selective Service System
22. Direction regarding amending the South Pasadena Municipal Code Chapter 31.48 Landscaping standards – parkway improvements

Adjournment

FUTURE CITY COUNCIL MEETINGS (OPEN SESSION)

Wednesday, April 23, 2014	Special City Council Meeting	Council Chambers	7:30 p.m.
Wednesday, May 7, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.
Wednesday, May 21, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.

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

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

- South Pasadena Public Library, 1100 Oxley Street;
- City Clerk's Office, 1414 Mission Street; and on the
- web at: www.southpasadenaca.gov/citycouncilmeetings

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk's Office 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 72 hours prior to that meeting are available for public inspection at the City Clerk's Office, located at City Hall, 2nd floor, 1414 Mission Street prior to the meeting. During the meeting, these documents will be included as part of the "Counter Copy" of the agenda packet kept in the Amedee O. "Dick" Richards, Jr., Council Chambers at 1424 Mission Street. Documents distributed during the meeting will be available following the meeting at the City Clerk's Office. 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 and are replayed for at least 24 hours following the meeting. Meetings are also streamed live via the internet from the City website at www.southpasadenaca.gov. Six months of archived meetings, indexed by agenda item, are also available. A DVD of regularly scheduled meetings is available for checkout at the South Pasadena Public Library. DVD and audio CD copies of meetings can be purchased from the City Clerk's Office.

Accommodations



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04/03/2014

Date

Desiree Jimenez, Deputy City Clerk

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THE CITY OF SOUTH PASADENA EXPRESSES

APPRECIATION



Fletcher Swan

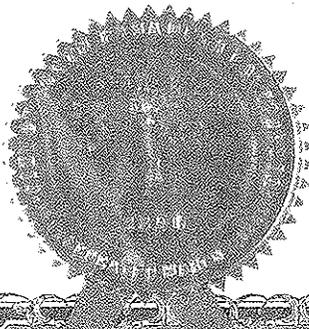
Former Mayor of the City of South Pasadena

In appreciation for the generous donation of historical artifacts and photographs of the South Pasadena Santa Fe Depot for an upcoming South Pasadena Library Exhibit sponsored by the Rotary Club of South Pasadena

Dated this 9th day of April, 2014

Marina Khubesrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk



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CITY OF SOUTH PASADENA

CERTIFICATE OF RECOGNITION



Kristen Dubé

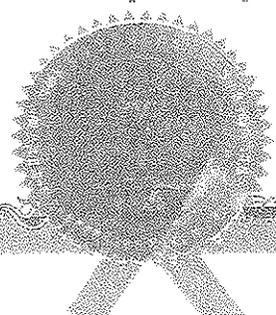
2013 Library Co-Volunteer of the Year

In recognition of the invaluable contribution and dedicated commitment to assist the South Pasadena Public Library in promoting public awareness of the Library's operations and serving as an integral part in providing exceptional service to the South Pasadena community

Dated this 9th day of April, 2014

Marina Khubesrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk



CITY OF SOUTH PASADENA

CERTIFICATE OF RECOGNITION



Donna Potts

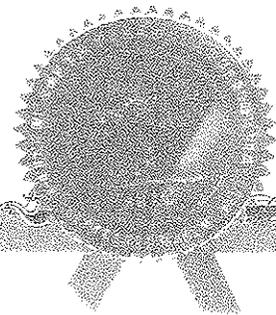
2013 Library Co-Volunteer of the Year

In recognition of the invaluable contribution and dedicated commitment to assist the South Pasadena Public Library in promoting public awareness of the Library's operations and serving as an integral part in providing exceptional service to the South Pasadena community

Dated this 9th day of April, 2014

Marina Khubesrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk



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CITY OF SOUTH PASADENA

CERTIFICATE OF RECOGNITION



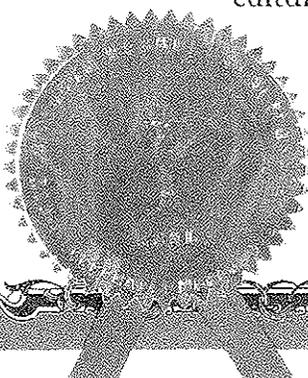
South Pasadena Chinese-American Club 25th Anniversary Celebration

In recognition of 25 years of outstanding contributions and dedicated commitment to promote cultural exchange, support educational and community programs, and expand cultural awareness of a variety of cultures throughout the South Pasadena community

Dated this 9th day of April, 2014

Marina Khubestrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk



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CITY OF SOUTH PASADENA

PROCLAMATION



Declaring May 2014, as
“Mental Health Awareness Month”
in the City of South Pasadena

- WHEREAS, mental health is essential to everyone's overall health and well-being; and
- WHEREAS, according to the World Health Organization (WHO), mental health is “a state of well-being in which every individual realizes his or her own potential, can cope with the normal stress of everyday life, can work productively and fruitfully, and is able to make a contribution to their community;” and
- WHEREAS, mental health conditions are real and prevalent in our nation with many Americans experiencing times of difficulty and stress in their lives; 1 in 4 adults, or 60 million Americans, struggle with a treatable mental health condition each year, whether that is depression, anxiety, post-traumatic stress disorder or substance abuse; and
- WHEREAS, too often, shame and stigma leave people feeling like there is no place to turn, therefore, it is important to recognize the signs of mental health issues and commit to lending a hand to those who are struggling; and
- WHEREAS, for many, getting help begins with a conversation and individuals suffering from a mental health condition should speak to someone they trust and consult a health care provider; and
- WHEREAS, promotion and prevention are effective ways to reduce the burden of mental health conditions and helps residents live longer and healthier lives through improved availability of behavioral health resources; and
- WHEREAS, with effective treatment, those individuals with mental health conditions can recover and lead full, productive lives.

NOW, THEREFORE, I, Marina Khubesrian, M.D., Mayor, on behalf of the City Council of the City of South Pasadena, hereby proclaim May 2014, as “Mental Health Awareness Month” in the City of South Pasadena and urge the community to increase awareness and promote greater understanding and hope for all people with mental health conditions.

Marina Khubesrian, M.D., Mayor

April 9, 2014
Date

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CITY OF SOUTH PASADENA

PROCLAMATION

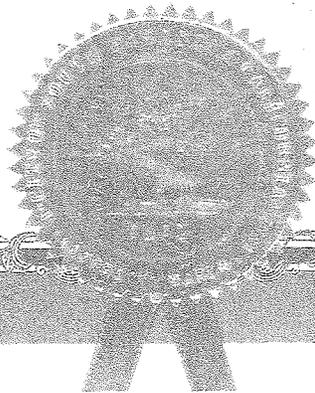


Declaring April 22, 2014,
as "Earth Day" in the
City of South Pasadena

- WHEREAS, Tuesday, April 22, 2014, marks the forty-fourth annual Earth Day celebration, a day to increase public awareness of the need to protect the environment and conserve resources; and
- WHEREAS, the global community now faces extraordinary challenges, such as environmental degradation, food and water shortages, and global health issues; and
- WHEREAS, it is understood that the citizens of the community must step forward and take action to combat these global challenges; and
- WHEREAS, a sustainable environment can be achieved on an individual level through educational efforts, public policy, and consumer activism campaigns; and
- WHEREAS, our community is reminded to act locally by conserving all resources, promoting clean air through biking, encouraging the use of public transportation and planting of trees; and
- WHEREAS, the South Pasadena Public Works Department is working with the community to conserve water and other resources through programs, public events, flyers and other outreach efforts; and
- WHEREAS, the City of South Pasadena encourages residents and businesses to think globally and act locally by doing their part to benefit the community and the planet.

NOW, THEREFORE, I, Marina Khubesrian, M.D., on behalf of the City Council of the City of South Pasadena, hereby declare April 22, 2014, as "Earth Day" in the City of South Pasadena and encourage everyone to participate in this very worthwhile event.

Marina Khubesrian, M.D., Mayor April 9, 2014
Date



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**MINUTES OF THE REGULAR MEETING OF THE
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY
PUBLIC FINANCING AUTHORITY/HOUSING AUTHORITY
OF THE CITY OF SOUTH PASADENA CONVENED
THIS 19TH DAY OF MARCH, 2014 AT 7:30 P.M.
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

ROLL CALL

Mayor Khubesrian convened the Regular Meeting of the South Pasadena City Council/Redevelopment Successor Agency (Agency)/Public Financing Authority (Authority)/Housing Authority (Authority) at 7:35 p.m.

Chief Deputy City Clerk Hall called the roll. Present were City Councilmembers/Agency/Authority Members Cacciotti, Mahmud, and Schneider; Mayor Pro Tem/Agency/Authority Vice Chair Joe; and Mayor/Agency/Authority Chair Khubesrian.

Absent: None.

Other Officials and Staff present: City Clerk Zneimer; City Manager/Agency/Authority Executive Director Gonzalez; City Attorney/Agency/Authority Counsel Adams; Assistant City Manager Straus; Police Chief Miller; Deputy Fire Chief Riddle; Finance Director Batt; Assistant Finance Director Lieu, City Librarian Fjeldsted; Public Works Director Toor; Planning and Building Director Watkins; Water Conservation Analyst Figoni; Grants Analyst Perkosky; Senior Planner Mayer; and Chief Deputy City Clerk Hall.

INVOCATION

Mayor Pro Tem Joe presented the invocation.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Joe led the Pledge of Allegiance.

AGENDA ITEM 10

1. CLOSED SESSION ANNOUNCEMENTS

City Attorney Adams reported that at 6:30 p.m., Mayor Khubesrian called to order the Closed Session Meeting of the City Council of March 19, 2014. He stated all Councilmembers were present. City Attorney Adams reported there was no one from the public wishing to speak on the Closed Session agenda items. He stated Mayor Khubesrian recessed the meeting into Closed Session to discuss the following items as listed on the Closed Session Agenda: 3) Conference with Legal Counsel, Existing Litigation, Pursuant to Government Code Section 54956.9(d)(1), Name of Case: City of South Pasadena v. Robert C. Winters, Diane Lee Alari, Case No. GS O14 444; and 4) Conference with Legal Counsel, Anticipated Litigation, Pursuant to Government Code Section 54956.9(d)(4), Number of Potential Cases: One. City Attorney Adams announced there was no reportable action on either item.

2. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO DEVIN GRAB, SOUTH PASADENA ATHLETE, FOR HER ACHIEVEMENTS IN ATHLETICS AND ACCEPTANCE TO UCLA WATER POLO TEAM

Mayor Khubesrian noted that Devin Grab could not be present to receive her Certificate of Recognition, and that it would be mailed to her.

3. PRESENTATION OF A CERTIFICATE OF RECOGNITION FOR THE SOUTH PASADENA VARSITY VOLLEYBALL TEAM, 2013 RIO HONDO LEAGUE CHAMPIONS

Mayor Khubesrian presented a Certificate of Recognition to two team members of the South Pasadena Varsity Volleyball Team for the 2013 Rio Hondo League Champion.

4. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO ALISON E. FARRAR FOR BEING NAMED AS A CANDIDATE IN THE 2014 U.S. PRESIDENTIAL SCHOLARS PROGRAM

Mayor Khubesrian presented a Certificate of Recognition to Alison E. Farrar for being named as a candidate in the 2014 U.S. Presidential Scholars Program.

5. PRESENTATION OF A CERTIFICATE OF APPRECIATION TO FORMER MAYOR FLETCHER SWAN FOR THE DONATION OF HISTORICAL ARTIFACTS AND PHOTOGRAPHS OF THE SOUTH PASADENA SANTA FE DEPOT FOR AN UPCOMING SOUTH PASADENA LIBRARY EXHIBIT

Mayor Khubesrian noted that Former Mayor Fletcher Swan could not be present to receive his Certificate of Appreciation, and that it would be presented at a future City Council meeting.

6. COUNCILMEMBERS' COMMENTS (3 MINUTES EACH)

Councilmember Schneider announced the South Pasadena Tournament of Roses fundraising event "Spring Fling" to be held on Saturday, March 22, 2014, at the War Memorial Building, from 6:00 p.m. to 10:00 p.m.

Mayor Pro Tem Joe announced he attended the March 6, 2014, Southern California Association of Governments meeting of all policy committee members regarding the topic of California's water drought issues.

Councilmember Mahmud announced that she attended the San Gabriel Valley Council of Governments' (SGVCOG) Energy, Environmental and Natural Resources Committee (Committee) meeting. She reported that the Committee will present to the SGVCOG's Board of Governors, a recommendation to approve AB 1331 regarding the water bond. Councilmember Mahmud also announced the following events: 1) SGVCOG will be sponsoring a free Transportation Forum on Wednesday, March 26, 2014, at 8:30 a.m., at the Pacific Palms Hotel in the City of Industry; 2) Hike and Bike Tour of the Hahamongna Water Shed, sponsored by the Arroyo Seco Foundation, on Saturday, March 22, 2014, at 9:00 a.m.; and 3) Water Conservation Analyst Figoni is hosting a Water Wise Landscape Workshop on Saturday, March 22, 2014, from 9:00 a.m. to 12:30 p.m., and on Thursday, April 3, 2014, from 6:00 p.m. to 8:30 p.m.

Councilmember Cacciotti announced that Water Conservation Analyst Figoni is available to visit residents to provide landscaping assessments and recommendations. Councilmember Cacciotti requested that staff follow up on the following items: 1) Send letter regarding water leak to 1831 Ramona Avenue (west side of street); 2) Check sprinkler in median on Fair Oaks Avenue at Lyndon Street for water overspray; 3) Sprinklers on during mid-day hours at the church at 1316 Lyndon Street; 4) Oak tree on Fair Oaks Avenue at Columbia Street leaning over onto traffic lane; 5) Replace tree stump in median on Fair Oaks Avenue with new tree; 6) Review red curb area on Meridian Avenue at Mission Street to allow for closer passenger drop off. Councilmember Cacciotti requested an ordinance be considered limiting the time vehicles can idle. Councilmember Cacciotti indicated he visited the library and Emergency Operations Center, and noted that additional building space is needed. He congratulated Deputy Fire Chief Riddle on his recent promotion.

Mayor Khubesrian provided an update on the Senior Center's Dial-A-Ride Program. She requested the reallocation of \$500 of her discretionary funds to The Place, previously allocated for a mural at the Senior Center, seconded by Councilmember Cacciotti.

City Librarian Fjeldsted announced the unveiling of the Children's Hour artwork created by artist Merrell Gage on March 21, 2014, at 1:00 p.m., and invited the public to attend. Mayor Khubesrian announced that the City of South Pasadena (City) received an A+ score from the Los Angeles Conservancy Preservation Report Card for its historical

preservation policies, and an information slide was displayed. Mayor Khubesian stated she traveled to Sacramento with City Manager Gonzalez, Lisa Pendleton, Secretary, Women Involved in South Pasadena Political Action representative, and Lisa Boyd, Moms for Family and Community representative, to participate in a press conference with mayors, city officials, and public safety officials from other cities. She testified in front of a joint committee of the Senate and Assembly that is overseeing the Sunset Review process for the California Massage Therapy Council (CAMTC). Mayor Khubesian commented that she attended the Los Angeles County Mayors' Conference with City of Los Angeles Mayor Garcetti. She also participated in a radio interview with Larry Mantle, Host of Air Talk, 89.3 KPCC, regarding the topic of massage establishments.

7. CITY MANAGER COMMUNICATIONS

City Manager Gonzalez announced the City's Budget Kick-Off meeting for the public would be held on Wednesday, April 16, 2014, at 6:30 p.m. City Manager Gonzalez announced that Public Works Director Toor would provide an update on the Wilson Reservoir Replacement Project. Public Works Director Toor provided a PowerPoint presentation on the Wilson Reservoir Replacement Project and responded to Councilmembers' questions.

8. REORDERING OF AND ADDITIONS TO THE AGENDA

None.

CONSENT CALENDAR

Councilmember Cacciotti requested that Item Nos. 14 and 15 be removed from the Consent Calendar for separate consideration. Councilmember Schneider requested that Consent Calendar Item No. 9 be removed from the Consent Calendar for separate consideration.

MOTION: M/S Mahmud/Cacciotti to approve Consent Calendar Item Nos. 10, 11, 12, and 13; and including Prepaid Warrants #182422-182480 in the amount of \$572,345.58, General City Warrants #182481-182620 in the amount of \$238,528.39, and Payroll 03-14-14 in the amount of \$433,605.31 totaling \$1,244,479.28; and Sitting as the Successor Agency to the Community Redevelopment Agency, approve Redevelopment Successor Agency warrants for \$16,857.69 (included in above total). By roll call vote, the motion passed unanimously. Absent: None.

The Consent Calendar consisted of the following items:

10. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$572,345.58, GENERAL CITY WARRANTS IN THE AMOUNT OF \$238,528.39 AND PAYROLL IN THE AMOUNT OF \$433,605.31

11. MONTHLY INVESTMENT REPORTS FOR JANUARY 2014

12. AUTHORIZE CITY MANAGER TO EXECUTE SUBRECIPIENT AGREEMENT FOR FISCAL YEAR 2013 (FY 2013) URBAN AREA SECURITY INITIATIVE (UASI) GRANT PROGRAM IN THE AMOUNT OF \$66,848

13. DISCRETIONARY FUND REQUEST FROM COUNCILMEMBER CACCIOTTI IN THE AMOUNT OF \$1,000 TO ESTABLISH A RESERVE FOR DOG PARK PLANNING AND DESIGN

ITEMS PULLED FROM THE CONSENT CALENDAR FOR SEPARATE CONSIDERATION

9. APPROVAL OF THE MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF FEBRUARY 8, 2014, AND SPECIAL AND REGULAR CITY COUNCIL MEETINGS OF MARCH 5, 2014

Councilmember Schneider requested that the March 5, 2014 Special City Council Meeting Minutes regarding the General Plan be revised to include Councilmember Mahmud's comment that the General Plan needs editing and not a complete revision.

MOTION: M/S Schneider/Cacciotti to adopt the February 8, 2014, Special City Council Meeting Minutes, and the March 5, 2014, Special and Regular City Council Meeting Minutes with the aforementioned modification. By roll call vote, the motion passed unanimously. Absent: None.

14. AWARD OF CONTRACT TO GENERAL PUMP COMPANY FOR PUMP TESTING OF THE WILSON WELL #2 PROJECT

In response to Councilmember Cacciotti's question, Public Works Director Toor provided the number of wells and background information on the project.

MOTION: M/S Cacciotti/Mahmud to approve the Award of Contract to General Pump Company for pump testing of the Wilson Well #2 Project. By roll call vote, the motion passed unanimously. Absent: None.

15. AWARD CONTRACT IN AMOUNT OF \$60,160.77 TO CREATIVE BUS SALES FOR PURCHASE OF MV-1 CNG VEHICLE FOR DIAL-A-RIDE PROGRAM USING AB 2766 SUBVENTION FUNDS

In response to Councilmember Cacciotti's question, Grants Analyst Perkosky provided a status report on the MV-1 CNG vehicle currently being used for the Dial-A-Ride Program.

MOTION: M/S Mahmud/Cacciotti to approve Award of Contract in the Amount of \$60,160.77 to Creative Bus Sales for Purchase of MV-1 CNG Vehicle for Dial-A-Ride Program using AB 2766 Subvention Funds. By roll call vote, the motion passed unanimously. Absent: None.

PUBLIC COMMENTS

Mayor Khubesrian opened the public comments section of the meeting.

Amber Flores, Member of South Pasadena Girl Scout Troop #9491, requested a proclamation designating May 2014, as "Mental Health Awareness Month" in the City of South Pasadena.

MOTION: M/S Joe/Cacciotti to approve the placement of a proclamation on a future City Council meeting agenda to declare May 2014, as "Mental Health Awareness Month" in the City of South Pasadena.

Shlomo Nitzani, South Pasadena resident, requested that the Public Comments section be moved to the beginning of the meeting agenda, and that time limits be applied to City Council. He attended the Public Works Commission meeting and commented on the installation of red curbs. Mr. Nitzani suggested the installation of no parking signs.

There being no additional speakers, Mayor Khubesrian closed the public comments section.

PUBLIC HEARING

16. FIRST READING AND INTRODUCTION OF AN ORDINANCE TO AMEND THE SOUTH PASADENA MUNICIPAL CODE REGARDING SETBACK REQUIREMENTS FOR DETACHED GARAGES AND CARPORTS

Senior Planner Mayer presented the staff report and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Hearing.

Anthony George, Chair, Planning Commission, indicated he was available to respond to Councilmembers' questions.

In response to Councilmember Cacciotti's question, Planning Chair George stated the main purpose to amend the setback was to increase the usable space of a lot. He explained the proposed two foot setback was based, to a certain degree, on a historical number. He believed the City's municipal code, in the past, had a two foot setback minimum; however, it was changed to align with the fire code. He indicated two feet is a common number for older homes with detached garages.

In response to Mayor Pro Tem Joe's question, Planning Chair George stated that a garage could not be changed into another accessory structure, per the municipal code, and would preclude any noise issues.

There being no additional speakers, the Public Hearing was closed.

Councilmember Mahmud indicated opposition to a two foot setback; she proposed a three foot setback be considered.

Mayor Khubesian stated the Planning Commission discussed the setback and provided a recommendation. She indicated opposition to a three foot setback and has received feedback from residents that they would like to maximize their lots.

Chief Deputy City Clerk Hall presented and read by title AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, (AMENDING SECTION 36.350.170(C)) OF THE SOUTH PASADENA MUNICIPAL CODE TO ALLOW REDUCED SETBACK REQUIREMENTS FOR DETACHED GARAGES AND CARPORTS PROVIDED CERTAIN REQUIREMENTS ARE MET.

MOTION: M/S Cacciotti/Joe to approve a first reading and introduction of AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, (AMENDING SECTION 36.350.170(C)) OF THE SOUTH PASADENA MUNICIPAL CODE TO ALLOW REDUCED SETBACK REQUIREMENTS FOR DETACHED GARAGES AND CARPORTS PROVIDED CERTAIN REQUIREMENTS ARE MET. The motion passed by the following roll call vote:

AYES: Cacciotti, Joe, Schneider, and Mayor Khubesian

NOES: Mahmud

ABSENT: None

ABSTAIN: None

ACTION/DISCUSSION

17. DIRECTION REGARDING AMENDING SOUTH PASADENA MUNICIPAL CODE SECTION 5.26, NUMBER OF DOGS WHICH MAY BE KEPT BY AN INDIVIDUAL

Police Chief Miller presented the staff report and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Comments section.

Werner Hintzen, resident, South Pasadena, indicated opposition to an increase in the number of dogs allowed to be kept by residents.

Beverly Biber, resident, South Pasadena, commented that she believes barking dogs are not an issue and indicated support for an increase in the number of dogs to be kept by residents.

There being no additional speakers, Mayor Khubesrian closed the Public Comments section.

Mayor Khubesrian indicated support for an increase in the number of dogs to be kept by residents.

Councilmember Mahmud proposed that the municipal code requirement to provide proof of "extraordinary circumstances" be changed to "good cause."

There was consensus among the City Council to revise the municipal code language as recommended by Councilmember Mahmud.

Councilmember Cacciotti provided the following clarification to the language in Municipal Code Section 5.26 as follows: 1) Remove "extraordinary circumstances" and replace with "good cause;" and 2) Remove "City Council" and add "City."

MOTION: M/S Mahmud/Cacciotti to amend the South Pasadena Municipal Code (SPMC) Section 5.26 – Number of Dogs Which May be Kept by an Individual and to modify the SPMC language as follows: 1) Remove "extraordinary circumstances" and replace with "good cause;" and 2) Remove "City Council" and add "City." By roll call vote, the motion passed unanimously. Absent: None.

18. DIRECTION REGARDING PROHIBITING SINGLE-USE PLASTIC CARRYOUT BAGS

Water Conservation Analyst Figoni summarized the staff report as part of a PowerPoint presentation, and responded to Councilmembers' questions.

Councilmember Mahmud stated the Chamber of Commerce supports the prohibition on the use of plastic bags.

Mayor Khubesrian opened the Public Comments section.

Rody Stephenson, resident, La Cañada Flintridge, expressed support for the proposed ordinance to ban the use of plastic bags.

There being no additional speakers, Mayor Khubesrian closed the Public Comments section.

Discussion followed among the City Council and staff regarding the \$0.10 charge for paper carryout bags, and the number and type of stores that would be subject to the ordinance.

Councilmember Mahmud recommended that the City Council consider adopting Los Angeles County's Environmental Impact Report (EIR) instead of performing an addendum to the EIR.

MOTION: M/S Cacciotti/Joe to approve the drafting of an ordinance prohibiting single-use plastic carryout bags for City Council consideration at a future meeting, and to adopt Los Angeles County's Environmental Impact Report. By roll call vote, the motion passed unanimously. Absent: None.

19. FIRST READING AND INTRODUCTION OF AN ORDINANCE AMENDING CHAPTER 35 OF THE SOUTH PASADENA MUNICIPAL CODE TO ADD WATER SHORTAGE PLANS AND WATER CONSERVATION PROVISIONS

Water Conservation Analyst Figoni presented the staff report and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Comment section.

There was no one wishing to speak; therefore, the Public Comment section was closed.

Councilmember Mahmud recommended that the City Council consider mandatory, minimum levels of water conservation percentages and refer the ordinance back to the Natural Resources and Environmental Commission (NREC).

Councilmember Schneider stated he attended the NREC meeting when this matter was discussed. He indicated the discussion on water conservation percentages was difficult for the NREC. He stated the percentages were controversial and would be difficult to enforce.

Nancy M. Wilms, Commissioner, NREC, stated the NREC was asked to provide specific water conservation percentages.

Councilmember Mahmud retracted her recommendation to refer the ordinance back to the NREC. She stated that since the ordinance was a first reading and introduction, it did not need to be reviewed again by the NREC.

Chief Deputy City Clerk Hall presented and read by title AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 35 (WATER) WITH THE ADDITION OF ARTICLE IV (WATER CONSERVATION AND SUPPLY SHORTAGE PLANS) AND ARTICLE V (VIOLATIONS AND PENALTIES) AND AMENDING SECTIONS 35.13 (DISCONTINUANCE OF SERVICE –FOR FAILURE TO PAY BILL) AND 35.14 (DISCONTINUANCE OF SERVICE –FOR NONCOMPLIANCE WITH RULES AND REGULATIONS) OF ARTICLE 1 OF CHAPTER 35 (WATER) AND REPEAL SECTION 35.33 (WATER WASTE) OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO WATER CONSERVATION AND SHORTAGE PLANS AND ENFORCEMENT.

MOTION: M/S Mahmud/Cacciotti to approve a first reading and introduction of AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 35 (WATER) WITH THE ADDITION OF ARTICLE IV (WATER CONSERVATION AND SUPPLY SHORTAGE PLANS) AND ARTICLE V (VIOLATIONS AND PENALTIES) AND AMENDING SECTIONS 35.13 (DISCONTINUANCE OF SERVICE –FOR FAILURE TO PAY BILL) AND 35.14 (DISCONTINUANCE OF SERVICE –FOR NONCOMPLIANCE WITH RULES AND REGULATIONS) OF ARTICLE 1 OF CHAPTER 35 (WATER) AND REPEAL SECTION 35.33 (WATER WASTE) OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO WATER CONSERVATION AND SHORTAGE PLANS AND ENFORCEMENT and to strike all language referencing water conservation percentages in South Pasadena Municipal Code Sections 35.74, 35.75, and 35.75. The motion passed by the following roll call vote:

AYES: Cacciotti, Joe, Mahmud, Schneider, and Mayor Khubesrian
NOES: None
ABSENT: None
ABSTAIN: None

20. RUBBISH AND WATER UTILITY RATE ASSISTANCE PROGRAM

Assistant Finance Director Lieu summarized the staff report as part of a PowerPoint presentation, and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Comments section.

Werner Hintzen, resident, South Pasadena, stated he previously provided comments and data to the City Council regarding market value of properties participating in the rubbish rate reduction program. He commented that more than half of the residents in the City were subsidizing the rubbish program participants.

Mayor Khubesrian closed the Public Comments section.

Discussion followed among City Councilmembers and staff regarding asset based program reviews, income based program reviews, and income thresholds.

MOTION: M/S Mahmud/Cacciotti to approve the proposed income eligibility criteria, with the removal of the multi-unit housing from program eligibility. By roll call vote, the motion passed unanimously. Absent: None.

MOTION: M/S Schneider/Joe to approve a 40% discount for both the rubbish low-income program and water low-income program, and to provide a status report to the City Council in six months. By roll call vote, the motion passed unanimously. Absent: None.

MOTION: M/S Cacciotti/Joe to approve an effective date of July 1, 2014, for both the rubbish and water low-income programs. By roll call vote, the motion passed unanimously. Absent: None.

21. RESOLUTION ADOPTING A MITIGATED NEGATIVE DECLARATION FOR THE ARROYO SECO PEDESTRIAN AND BICYCLE TRAIL PROJECT

Public Works Director Toor presented the staff report and responded to Councilmembers' questions.

Councilmember Mahmud thanked Councilmember Cacciotti for spearheading the allocation of funding from the Santa Monica Mountains Conservancy.

In response to Councilmember Mahmud's question, Public Works Director Toor indicated the construction costs for the project are estimated to total \$1.8 million dollars. He stated the grant would cover 25% of the project's costs.

MOTION: M/S Cacciotti/Joe to adopt **Resolution No. 7339** for the Mitigated Negative Declaration for the Arroyo Seco Pedestrian and Bicycle Trail Project.

22. APPROVAL OF APPOINTMENTS TO THE AD HOC DOWNTOWN PROJECT ADVISORY COMMITTEE AND UPDATED RESOLUTION

Assistant City Manager Straus presented the staff report. Assistant City Manager Straus explained there were two vacancies and one transfer. He requested consideration to appoint the following individuals:

- 1 Member from the Public Safety Commission: Mary Urquhart
- 1 Member from the Chamber of Commerce: Dollie Chapman
- 1 at-large Business and/or Property Owner within 500 feet of Project Site: Ellen Daigle

MOTION: M/S Cacciotti/Joe to approve the aforementioned appointments to the Ad Hoc Downtown Project Advisory Committee; and adopt the updated **Resolution No. 7340.**

23. ESTABLISH AD HOC COMMITTEE FOR ECONOMIC DEVELOPMENT

City Manager Gonzalez presented the staff report and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Comments section.

Bianca Richards, resident, South Pasadena, commented that she supports the formation of the Ad Hoc Committee for Economic Development.

Mayor Khubesrian closed the Public Comments section.

By consensus, the City Council approved the establishment of the Ad Hoc Committee for Economic Development, and appointed Mayor Khubesrian and Mayor Pro Tem Joe as the Councilmember liaisons.

ADJOURNMENT

Mayor Khubesrian adjourned the Regular Meeting of the South Pasadena City Council/Redevelopment Successor Agency/Public Financing Authority/ Housing Authority at 10:18 p.m.

Evelyn G. Zneimer
City Clerk

Marina Khubesrian, M.D.
Mayor

Minutes approved by the South Pasadena City Council on _____.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SA*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Approval of Prepaid Warrants in the Amount of \$2,047,529.40,
General City Warrants in the Amount of \$900,974.02 and Payroll
in the Amount of \$382,153.57**

Recommendation

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

Fiscal Impact

Prepaid Warrants:

Warrant # 182621 – 182693 \$ 2,047,529.40

General City Warrants:

Warrant # 182694 – 182893 \$ 900,974.02

Payroll 03-28-14

\$ 382,153.57

Total

\$ 3,330,656.99

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
April 9, 2014
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 03-28-14
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

City of South Pasadena
Demand/Warrant Register
Recap by fund

Fund No.	Date 04.09.14		
	Prepaid	Written	Payroll
General Fund	429,087.24	279,026.24	213,652.24
Facilities & Equip.Cap. Fund			
MTA Pedestrian Improvement			
Local Transit Return "A"	771.56	3,686.64	7,432.44
Local Transit Return "C"	622.15		5,423.06
Blue Line Betterments Grant/Metro			
Sewer Fund	1,472.17	5,314.46	12,805.72
CTCTraffic Improvement			
Street Lighting Fund	26,391.44	14,249.85	5,669.15
Public,Education & Govt Fund			
Clean Air Act Fund			
Business Improvement Tax		90.00	
Gold Line Mitigation Fund			
Mission Meridian Public Garage			
Housing Authority Fund			
State Gas Tax	8,865.30	2,997.38	16,278.74
County Park Bond Fund		953.27	
Measure R			
MSRC Grant Fund			
Bike & Pedestrian Paths			
SGVCOG Grant Fund			
ARRA Grant Fund			
Capital Growth Fund			
CDBG			
Asset Forfeiture			
Police Grants - State		683.37	
Police Subventions-CLEEP			
Homeland Security Grant	96,460.05		
Park Impact Fees			
Public Library Fund Grant			
99 Pasadena Ave.			
Arroyo Seco Golf Course			
Sewer Capital Projects Fund		40,989.00	
Water Fund	9,619.25	401,583.23	53,972.09
Public Financing Authority	1,127,107.27	2,500.00	
Payroll Clearing Fund	345,192.01		60,325.31
Employee Special Event Fund			
Redev.Oblig.Retirement Fund			
Column Totals	2,045,588.44	752,073.44	375,558.75

City Report Totals 3,173,220.63

Recap by fund

Fund No.	Amounts		
	Prepaid	Written	Payroll
RSA	1,940.96	148,900.58	6,594.82
Column Totals	1,940.96	148,900.58	6,594.82

RSA Report Totals 157,436.36

Amounts		
Prepaid	Written	Payroll
2,047,529.40	900,974.02	382,153.57
Grand Report Total	3,330,656.99	

ATTACHMENT 2
Prepaid Warrant List

Adlerhorst International, Inc.

Inv. 20011				
03/18/14	Police Dog	274-4010-4019-8520-000		10,368.00
Ck. 03/20/14 182633	Total			10,368.00

AM Conservation Group Inc.

Inv. 0139559				
03/03/14	Waterwise Hose Nozzles	500-3010-3012-8232-000		650.09
Ck. 03/27/14 182670	Total			650.09

Ameritas

Inv. P/R/E 3/23/14				
03/25/14	Vision Ins Apr-14	700-0000-0000-2268-000		2,739.36
Ck. 03/27/14 182651	Total			2,739.36

Ankri, Michael

Inv. P/R/E 3/23/14				
03/26/14	Coverage 3/23/14	101-4010-4011-7000-000		187.74
Ck. 03/27/14 182652	Total			187.74

Arecano Inc.

Inv. 031614-1				
03/16/14	Finance Director Svcs 3/1-15/1	210-6010-6501-8170-000		540.20
03/16/14	Finance Director Svcs 3/1-15/1	500-3010-3012-8170-000		1,350.50
03/16/14	Finance Director Svcs 3/1-15/1	227-7200-7210-8170-000		1,620.60
03/16/14	Finance Director Svcs 3/1-15/1	101-3010-3011-8170-000		1,890.70
Ck. 03/20/14 182634	Total			5,402.00

AT & T

Inv. 000005164324				
02/27/14	0951 665 1/27-2/26/14	500-6010-6711-8150-000		17.24
Inv. 000005164325				
02/27/14	2319 371 1/27-2/26/14	500-6010-6710-8150-000		120.03
Inv. 000005164327				
02/27/14	0182 661 1/27-2/26/14 CREDIT	101-8030-8031-8150-000		(251.12)
Inv. 000005164328				
02/27/14	0384 071 1/27-2/26/14 CREDIT	101-5010-5011-8150-000		(0.52)
Inv. 000005164329				
02/27/14	0675 233 1/27-2/26/14 CREDIT	101-8010-8011-8150-000		(2.70)
Inv. 000005164332				
02/27/14	3596 634 1/27-2/26/14	101-8030-8031-8150-000		67.23
Inv. 000005164333				
02/27/14	4602 889 1/27-2/26/14	101-8030-8021-8150-000		17.24
Inv. 000005164334				
02/27/14	6270 010 1/27-2/26/14	215-6010-6115-8150-000		232.69
Inv. 000005164335				
02/27/14	6301 234 1/27-2/26/14	101-6010-6011-8150-000		72.14
Inv. 000005164336				
02/27/14	6317 525 1/27-2/26/14 CREDIT	215-6010-6115-8150-000		(43.37)
Inv. 000005164337				
02/27/14	6359 881 1/27-2/26/14	215-6010-6115-8150-000		11.86
Inv. 000005164339				
02/27/14	8174 053 1/27-2/26/14	101-5010-5011-8150-000		11.99
Inv. 000005164340				
02/27/14	9413 903 1/27-2/26/14 CREDIT	500-6010-6710-8150-000		(0.26)
Inv. 000005164813				
02/27/14	2513 652 1/27-2/26/14	101-4010-4011-8150-000		13.14
Inv. 000005164814				
02/27/14	6497 357 1/27-2/26/14	101-5010-5011-8150-000		0.5
Ck. 03/20/14 182635	Total			265.95

Franchise Tax Board

Inv. P/R/E 3/23/14			
03/25/14	Garnishment	700-0000-0000-2264-000	19.72
Ck. 03/27/14 182653	Total		19.72

Ca. State Disbursement Unit

Inv. P/R/E 3/23/14			
03/25/14	Garnishment	700-0000-0000-2264-000	400.50
Ck. 03/27/14 182654	Total		400.50

Ca. State Disbursement Unit

Inv. P/R/E 3/23/14			
03/26/14	Garnishment	101-0000-0000-2910-200	211.15
Ck. 03/27/14 182655	Total		211.15

CAL PERS 457 PLAN

Inv. P/R/E 3/23/14			
03/25/14	Deferred Comp	700-0000-0000-2260-000	2,473.31
Ck. 03/27/14 182656	Total		2,473.31

Cannon Associates

Inv. 55931			
01/31/14	Street Improvement Projects 1/	101-9000-9340-9340-000	405.51
01/31/14	Street Improvement Projects 1/	101-9000-9390-9390-000	628.55
01/31/14	Street Improvement Projects 1/	101-9000-9341-9341-000	993.50
Ck. 03/27/14 182671	Total		2,027.56

Chan, Anthony

Inv. P/R/E 3/23/14			
03/26/14	Movie Detail 3/18/14	101-0000-0000-2910-200	910.00
Inv. P/R/E 3/23/14A			
03/26/14	Coverage 3/11/14	101-4010-4011-7000-000	250.32
Inv. P/R/E 3/23/14B			
03/26/14	Coverage 3/15/14	101-4010-4011-7000-000	375.48
Inv. P/R/E 3/23/14C			
03/26/14	Coverage 3/17/14	101-4010-4011-7000-000	62.58
Inv. P/R/E 3/23/14D			
03/26/14	Coverage 3/17/14	101-4010-4011-7000-000	187.74
Inv. P/R/E 3/23/14E			
03/26/14	Coverage 3/22/14	101-4010-4011-7000-000	375.48
Inv. P/R/E 3/23/14F			
03/26/14	Coverage 3/17/14	101-4010-4011-7000-000	140.80
Ck. 03/27/14 182657	Total		2,302.40

City of Gardena

Inv. 3/31/14			
03/14/14	PD Training-Det. Salcido	101-4010-4011-8200-000	55.00
Ck. 03/20/14 182636	Total		55.00

City of San Gabriel

Inv. 0214-001			
03/06/14	Temp Emergency Command Svcs 2/	101-5010-5011-8170-000	21,150.00
Ck. 03/13/14 182621	Total		21,150.00

City of South Pasadena PD Pett

Inv. 3/26/14			
03/26/14	Reimb. Petty Cash	101-4010-4011-8100-000	19.99
03/26/14	Reimb. Petty Cash	101-4010-4011-8020-000	128.35
Ck. 03/27/14 182672	Total		148.34

City of Temple City

Inv. 3/26/14				
03/12/14	CSMFO Lunch Mtg-D. Batt & P. L	101-3010-3011-8090-000		80.00
Ck. 03/13/14 182622	Total			80.00

Clear Stream Recycling

Inv. 60798				
03/07/14	Clearstream Recycling Bags	101-0000-0000-2700-000		(27.86)
03/07/14	Clearstream Recycling Bags	101-6010-2015-8173-000		407.96
Ck. 03/27/14 182673	Total			380.10

Cook, David

Inv. 254				
03/19/14	Doggy Day Event Entertainment	101-8030-8032-8264-000		75.00
Ck. 03/27/14 182674	Total			75.00

CSAC Excess Insurance Authorit

Inv. 14150080				
02/14/14	Worker's Comp & Gen Liability	101-3010-3041-8020-000		5,000.00
Ck. 03/27/14 182675	Total			5,000.00

Delta Dental

Inv. P/R/E 3/23/14				
03/25/14	Dental Ins Apr-14	700-0000-0000-2267-000		10,965.92
Ck. 03/27/14 182658	Total			10,965.92

Disc Dogs in Southern Californ

Inv. 3/29/14				
03/13/14	Doggy Day Event Show 3/29/14	101-8030-8032-8264-000		200
Ck. 03/27/14 182676	Total			200.00

E. D. D.

Inv. P/R/E 3/23/14				
03/25/14	State w/h Tax	700-0000-0000-2220-000		14,805.93
Ck. 03/27/14 182659	Total			14,805.93

El Rey Products/Applications

Inv. 5094-A				
02/23/14	Rec Office Staircase Floor Ref	101-8030-8031-8120-000		500.00
Ck. 03/27/14 182677	Total			500.00

Flex Advantage

Inv. 80198				
03/14/14	Adminstration Cost	101-3010-3041-7131-000		72.00
Inv. P/R/E 3/9/14				
03/20/14	Retiree Health Reimbursement 4	101-3010-3041-7131-000		529.84
Ck. 03/20/14 182637	Total			601.84

Gentry Brothers Inc.

Inv. PB I				
02/26/14	Hanscom Dr. Street Improvement	101-9000-9386-9386-000		314,925.00
Ck. 03/20/14 182638	Total			314,925.00

George L. Throop Co.

Inv. 174312				
09/12/13	Concrete	230-6010-6116-8020-000		534.65
Inv. 174508				
09/30/13	Concrete	230-6010-6116-8020-000		746.00
Inv. 174531				
10/01/13	Concrete	230-6010-6116-8020-000		714.50

Inv. 174552				
10/02/13	Concrete		230-6010-6116-8020-000	747.20
Inv. 174623				
10/08/13	Concrete		230-6010-6116-8020-000	1,418.64
Inv. 174664				
10/10/13	Concrete		230-6010-6116-8020-000	534.65
Inv. 174737				
10/15/13	Concrete		230-6010-6116-8020-000	534.65
Inv. 174897				
10/25/13	Concrete		230-6010-6116-8020-000	64.43
Inv. 175211				
11/20/13	Concrete		230-6010-6116-8020-000	310.11
Inv. 175263				
11/26/13	Concrete		230-6010-6116-8020-000	458.35
Inv. 175354				
12/06/13	Concrete		230-6010-6116-8020-000	747.20
Inv. 175355				
12/06/13	Concrete		230-6010-6116-8020-000	677.44
Ck. 03/27/14 182678	Total			7,488.47

Giron, Aaron

Inv. P/R/E 3/23/14				
03/26/14	Movie Detail 3/10/14		101-0000-0000-2910-200	557.35
Ck. 03/27/14 182660	Total			557.35

Gonzales, Claude

Inv. P/R/E 3/23/14				
03/26/14	Movie Detail 3/10/14		101-0000-0000-2910-200	840.00
03/27/14 182661	Total			840.00

Hernandez, Jr., Joseph

Inv. P/R/E 3/23/14				
03/26/14	Movie Detail 3/10/14		101-0000-0000-2910-200	840.00
Inv. P/R/E 3/23/14A				
03/26/14	Coverage 3/9/14		101-4010-4011-7000-000	375.48
Inv. P/R/E 3/23/14B				
03/26/14	Coverage 3/17/14		101-4010-4011-7000-000	250.32
Inv. P/R/E 3/23/14C				
03/26/14	Coverage 3/18/14		101-4010-4011-7000-000	187.74
Inv. P/R/E 3/23/14D				
03/26/14	Coverage 3/18/14		101-4010-4011-7000-000	125.16
Ck. 03/27/14 182662	Total			1,778.70

Home Depot Credit Services

Inv. 4022817				
02/24/14	Supplies		101-6010-6601-8020-000	30.39
Inv. 4022819				
02/24/14	Supplies		101-6010-6601-8020-000	80.07
Inv. 5091263				
02/03/14	Supplies		101-6010-6410-8020-000	40.25
Ck. 03/27/14 182679	Total			150.71

ICMA

Inv. P/R/E 3/23/14				
03/25/14	Deferred Comp		700-0000-0000-2260-000	4,184.68
Ck. 03/27/14 182663	Total			4,184.68

Life Ins. & Annuity Co.

Inv. P/R/E 3/23/14				
03/25/14	Deferred Comp		700-0000-0000-2260-000	2,769.33

Ck. 03/27/14 182664	Total		2,769
Jimenez, Desiree			
Inv. 3/19/14			
03/19/14	Reimb. Council Mtg Beverages	101-1020-1021-8070-000	47.13
Ck. 03/20/14 182639	Total		47.13
L.A.C. P.C. A.			
Inv. 4/23-25/14			
03/20/14	Spring Conf. Reg-PD Chief Art	101-4010-4011-8090-000	300.00
Ck. 03/27/14 182680	Total		300.00
LDI Color ToolBox			
Inv. 191843 1			
03/06/14	Copier Maint & Overages 3/1-4/	101-2010-2011-8300-000	92.09
03/06/14	Copier Maint & Overages 3/1-4/	101-1020-1021-8300-000	92.09
03/06/14	Copier Maint & Overages 3/1-4/	101-6010-6011-8300-000	92.09
Ck. 03/20/14 182640	Total		276.27
League of CA Cities			
Inv. 100893			
01/31/14	Local Roads & Streets Needs As	101-2010-2011-8272-000	400.00
Ck. 03/27/14 182681	Total		400.00
Liebert Cassidy Whitmore			
Inv. 3/19/14			
03/10/14	Employee Training Public Secto	101-2010-2013-8200-000	210.00
Ck. 03/13/14 182623	Total		210.00
Inv. 177962			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	5,132.89
Inv. 177963			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	9,311.70
Inv. 177964			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	348.50
Inv. 177965			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	2,021.63
Inv. 177966			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	1,457.50
Inv. 177967			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	2,396.50
Inv. 177968			
03/18/14	Personnel Maters 2/14	101-2010-2013-8160-000	1,849.50
Ck. 03/27/14 182682	Total		22,518.22
Los Angeles Newspaper Group			
Inv. 0010477733			
02/28/14	Employment Ads 2/14	101-2010-2013-8040-000	350.00
Ck. 03/20/14 182641	Total		350.00
Lucero, Anthony			
Inv. P/R/E 3/23/14			
03/26/14	Coverage 3/22/14	101-4010-4011-7000-000	375.48
Ck. 03/27/14 182665	Total		375.48
Lunnon, Joseph			
Inv. P/R/E 3/23/14			
03/26/14	Movie Detail 3/18/14	101-0000-0000-2910-200	1,120.
Ck. 03/27/14 182666	Total		1,120.00

Waltory Safety & Supply

Inv. 3814876				
02/25/14	PD Gas Mask Testing System	274-4010-4019-8520-000		7,957.33
Inv. 3817188				
03/11/14	PD CBRNE Suits & Training Suit	274-4010-4019-8520-000		26,055.50
Inv. 3817324				
03/08/14	PD Gas Masks, Filters & Assess	274-4010-4019-8520-000		52,079.22
Ck. 03/20/14 182642	Total			86,092.05

Menendez, Claudia

Inv. R45701				
03/10/14	Refund Eddie Park House Deposi	101-0000-0000-2925-001		67.50
03/10/14	Refund Eddie Park House Deposi	101-0000-0000-2970-001		81.00
03/10/14	Refund Eddie Park House Deposi	101-0000-0000-4850-000		247.50
Ck. 03/13/14 182624	Total			396.00

Miller, Arthur

Inv. 2/23-27/14				
03/06/14	Reimb. CPCA's Training Mileage	101-4010-4011-8090-000		334.69
Ck. 03/13/14 182625	Total			334.69

Nandeshwar, Ashutosh

Inv. R46244				
03/26/14	Refund Cancelled Art Camp	101-0000-0000-5270-002		200.00
Ck. 03/27/14 182683	Total			200.00

Ocampo, Angela

Inv. R46204				
03/25/14	Refund Partial Youth House Ren	101-0000-0000-4894-000		131.42
Ck. 03/27/14 182684	Total			131.42

Orchard Supply Hardware #00565

Inv. 0091				
02/05/14	Supplies	101-8030-8032-8120-000		47.65
Inv. 1441				
01/24/14	Supplies	101-6010-6601-8020-000		26.12
Inv. 1442				
01/24/14	Supplies	101-6010-6601-8020-000		479.56
Inv. 1970				
02/10/14	Supplies	101-8030-8032-8120-000		135.99
Inv. 2064				
02/10/14	Supplies	500-6010-6710-8020-000		38.20
Inv. 2104				
01/28/14	Supplies	500-6010-6711-8020-000		3.58
Inv. 4370				
01/27/14	Supplies	500-6010-6711-8020-000		31.54
Inv. 4761				
02/10/14	Supplies	500-6010-6710-8020-000		130.67
Inv. 5485				
02/03/14	Supplies	101-8030-8032-8120-000		157.68
Inv. 5972				
01/27/14	Supplies	101-8030-8032-8120-000		25.04
Inv. 7837				
02/19/14	Supplies	500-6010-6711-8132-000		2.80
Inv. 9116				
01/30/14	Supplies	500-6010-6710-8020-000		34.98
Ck. 03/27/14 182685	Total			1,113.81

Oriental Trading Co., Inc.

Inv. 662256878-01				
02/26/14	Eggstravaganza Prizes	101-8030-8032-8264-000		223.85

Ck. 03/20/14 182643	Total		223.
Pasadena Water & Power			
Inv. 80176-1			
02/20/14	Water Use 60 E. State St. 1/13	500-6010-6711-8231-000	2,655.27
Ck. 03/27/14 182686	Total		2,655.27
Pers Health Insurance			
Inv. P/R/E 3/23/14			
03/25/14	Health Ins Apr-14	227-7200-7210-7131-000	320.36
03/25/14	Health Ins Apr-14	207-2010-2260-7131-000	618.15
03/25/14	Health Ins Apr-14	205-2010-2210-7131-000	771.56
03/25/14	Health Ins Apr-14	210-6010-6501-7131-000	897.90
03/25/14	Health Ins Apr-14	215-6010-6310-7131-000	1,227.28
03/25/14	Health Ins Apr-14	230-6010-6116-7131-000	1,344.60
03/25/14	Health Ins Apr-14	500-6010-6710-7131-000	2,179.33
03/25/14	Health Ins Apr-14	500-6010-6711-7131-000	2,179.33
03/25/14	Health Ins Apr-14	101-3010-3041-7131-000	35,582.16
03/25/14	Health Ins Apr-14	700-0000-0000-2262-000	100,236.80
Ck. 03/27/14 182667	Total		145,357.47
Pers Retirement			
Inv. P/R/E 3/9/14			
03/12/14	Retirement Svc Period 2/24-3/9	700-0000-0000-2240-000	106,731.83
Ck. 03/13/14 182626	Total		106,731.83
Inv. P/R/E 3/23/14			
03/25/14	Retirement Svc Period 3/10-3/2	700-0000-0000-2240-000	99,858.63
Ck. 03/27/14 182668	Total		99,858
PETTY CASH - Recreation			
Inv. 3/14/14			
03/14/14	Reimb. Petty Cash	101-8030-8031-8200-000	45.00
03/14/14	Reimb. Petty Cash	101-8030-8031-8020-000	69.95
03/14/14	Reimb. Petty Cash	101-8030-8032-8020-000	582.56
Ck. 03/20/14 182644	Total		697.51
PETTY CASH - Sr. Center			
Inv. 3/26/14			
03/26/14	Reimb. Petty Cash	207-8030-8025-8020-000	4.00
03/26/14	Reimb. Petty Cash	101-8030-8021-8010-000	10.24
03/26/14	Reimb. Petty Cash	101-0000-0000-2994-001	22.98
03/26/14	Reimb. Petty Cash	101-8030-8021-8090-000	33.90
03/26/14	Reimb. Petty Cash	101-8030-8021-8020-000	375.71
Ck. 03/27/14 182687	Total		446.83
Platinum Plus for Business			
Inv. 8930			
02/05/14	CMO-Constantcontact.com Svc	101-2010-2011-8180-000	60.00
Inv. 8930 A			
02/05/14	PD Supplies-Cabela.com	101-4010-4011-8020-000	339.81
Inv. 8930 B			
02/05/14	Council Meals2/6/14-Mamma's Pi	101-1010-1011-8090-000	98.88
Inv. 8930 C			
02/06/14	CMO CA Assn.Local Economic Dev	101-2010-2011-8090-000	495.00
Inv. 8930 D			
02/08/14	CMO Strategic Plan Update Meal	101-1010-1011-8090-000	197.50
Inv. 8930 E			
02/12/14	Sr.Center Supplies-Walmart.com	101-8030-8021-8110-000	240.00
Inv. 8930 F			
02/13/14	Sr.Center Supplies-Smart N Fin	101-8030-8021-8020-000	141.60

Inv. 8930 G				
02/13/14	Rec Supplies-Oriental Trading	101-8030-8032-8264-000		120.99
Inv. 8930 H				
02/18/14	CC CCAC Conf-CCAC	101-1020-1021-8090-000		595.00
Inv. 8930 I				
02/19/14	Council Meal 2/20/14- Baja Fre	101-1010-1011-8090-000		107.41
Inv. 8930 J				
02/25/14	Rec Field Trip Deposit-CA Scie	101-8030-8032-8020-000		120.00
Inv. 8930 K				
02/25/14	Rec Field Trip Deposit-Jumping	101-8030-8032-8020-000		75.00
Inv. 8930 L				
02/27/14	Rec Field Trip Deposit-Splash	101-8030-8032-8020-000		558.00
Inv. 8930 M				
02/20/14	PD Supplies-BestBuy	101-4010-4011-8020-000		113.34
Ck. 03/27/14 182688	Total			3,262.56

Platinum Plus-Business Card

Inv. 5752				
02/23/14	CSMF0 Conf 2/18-23/14 Hotel-Re	101-3010-3011-8090-000		652.65
Ck. 03/20/14 182645	Total			652.65

Sandoval, Fernando

Inv. 3/24-5/2/14				
03/14/14	Reimb. PD Training Expenses	101-4010-4011-8200-000		240.00
Ck. 03/20/14 182646	Total			240.00

Service Pro

Inv. 132044				
06/24/13	Monthly Pest Control	101-0000-0000-5550-000		314.14
Inv. 133480				
09/23/13	Monthly Pest Control	101-6010-6601-8120-000		314.17
Inv. 136524				
05/29/13	Monthly Pest Control	101-0000-0000-5550-000		314.14
Inv. 138955				
12/23/13	Monthly Pest Control	101-6010-6601-8120-000		314.17
Inv. 140089				
01/10/14	Monthly Pest Control	101-6010-6601-8120-000		460.00
Ck. 03/27/14 182689	Total			1,716.62

So. CA Edison Co.

Inv. 3-008-8091-11				
03/08/14	1/4-2/1/14	215-6010-6201-8140-000		3,355.42
03/08/14	2/1-3/1/14	215-6010-6201-8140-000		3,355.42
Inv. 3-008-8091-12				
03/08/14	2/1-3/1/14	215-6010-6115-8140-000		751.87
03/08/14	1/4-2/1/14	215-6010-6115-8140-000		751.87
Inv. 3-008-8091-13				
03/08/14	1/4-2/1/14	215-6010-6201-8140-000		7,875.26
03/08/14	2/1-3/1/14	215-6010-6201-8140-000		7,875.26
Inv. 3-008-8091-14				
03/08/14	2/1-3/1/14	215-6010-6201-8140-000		11.63
03/08/14	1/4-2/1/14	215-6010-6201-8140-000		11.63
Inv. 3-008-8091-16				
03/08/14	2/4-3/6/14	215-6010-6201-8140-000		132.05
Inv. 3-008-8091-17				
03/08/14	2/4-3/6/14	215-6010-6201-8140-000		60.96
Inv. 3-008-8091-18				
03/08/14	2/4-3/6/14	215-6010-6201-8140-000		53.68
Inv. 3-008-8091-19				
03/08/14	2/4-3/6/14	215-6010-6201-8140-000		44.61

Inv. 3-008-8091-20				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	68.52
Inv. 3-008-8091-21				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	74.93
Inv. 3-008-8091-22				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	47.89
Inv. 3-008-8091-23				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	73.49
Inv. 3-008-8091-24				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	70.72
Inv. 3-008-8436-55				
03/08/14	2/4-3/6/14		215-6010-6201-8140-000	128.28
Inv. 3-025-4910-19				
03/08/14	2/4-3/6/14		215-6010-6115-8140-000	116.76
Inv. 3-026-6343-40				
03/08/14	2/4-3/6/14		215-6010-6115-8140-000	36.18
Ck. 03/13/14 182627	Total			24,896.43

Straus, Hilary

Inv. 3/11/14				
03/12/14	Reimb. Lunch Mtg Expense		101-2010-2011-8090-000	63.93
Ck. 03/13/14 182628	Total			63.93

Studio Spectrum

Inv. 17801				
02/28/14	CC & PC Mtgs AV Services 2/14		101-1020-1021-8170-000	2,850.00
Ck. 03/20/14 182647	Total			2,850.00

The Gas Company

Inv. 072 519 1300 5				
03/21/14	2/18-3/19/14		101-6010-6410-8140-000	36.23
Inv. 080 919 2900 3				
03/21/14	2/18-3/19/14		101-6010-6601-8140-000	324.46
Inv. 080 919 3600 8				
03/21/14	2/18-3/19/14		101-8030-8031-8140-000	67.38
Inv. 083 019 3600 4				
03/21/14	2/18-3/19/14		500-6010-6710-8140-000	52.60
Inv. 135 519 3700 9				
03/21/14	2/18-3/19/14		101-8010-8011-8140-000	83.54
Inv. 137 619 3700 5				
03/21/14	2/18-3/19/14		101-8030-8021-8140-000	76.63
Inv. 148 220 0900 8				
03/21/14	2/18-3/19/14		101-6010-6410-8140-000	93.55
Ck. 03/27/14 182690	Total			734.39

The Regents of Univ of CA

Inv. 2014-01-0536SP				
02/18/14	Provide Memory Training 2/2014		101-8030-8021-8267-000	250.00
Ck. 03/13/14 182629	Total			250.00

Time Warner Cable

Inv. 008 0070193				
03/01/14	Skate Park Cable 3/1-31/14		101-4010-4011-8110-000	73.96
Inv. 008 0224964				
03/08/14	Internet Upgrade 3/8-4/7/14		101-3010-3032-8170-000	336.80
Ck. 03/13/14 182630	Total			410.76

Inv. 008 0012179				
03/16/14	PD Cable 3/16-4/15/14		101-4010-4011-8110-000	17.76
Inv. 008 0269985				
03/17/14	City Hall - 2nd Modem 3/17-4/1		101-3010-3032-8150-000	142.93

Ck. 03/20/14 182648	Total		160.69
Inv. 008 0251967			
03/22/14	1102 Oxley St. 3/22-4/21/14	101-8030-8021-8110-000	153.01
Ck. 03/27/14 182691	Total		153.01
Torres, Liliana F.			
Inv. 3/4-7/14			
03/12/14	Reimb. CPRS Conf. Expenses	101-8030-8032-8090-000	40.00
03/12/14	Reimb. CPRS Conf. Expenses	101-8030-8021-8090-000	144.31
Ck. 03/13/14 182631	Total		184.31
Ulrich, Clarence			
Inv. 3/21/14			
03/18/14	Sr.Center Sr. Prom Entertainme	101-8030-8021-8020-000	200.00
Ck. 03/20/14 182649	Total		200.00
United Way			
Inv. P/R/E 3/23/14			
03/25/14	Payroll Deduction	700-0000-0000-2258-000	6.00
Ck. 03/27/14 182669	Total		6.00
Verizon Wireless			
Inv. 9720805274			
02/26/14	City IPAD's 1/27-2/26/14	101-3010-3011-8150-000	38.01
02/26/14	City IPAD's 1/27-2/26/14	101-2010-2011-8150-000	76.02
Ck. 03/20/14 182650	Total		114.03
Inv. 9720805273			
02/26/14	PW Cell Phones 1/27-2/26/14	230-6010-6116-8020-000	32.23
02/26/14	PW Cell Phones 1/27-2/26/14	210-6010-6501-8020-000	34.07
02/26/14	PW Cell Phones 1/27-2/26/14	101-6010-6011-8020-000	36.73
02/26/14	PW Cell Phones 1/27-2/26/14	215-6010-6310-8020-000	66.55
02/26/14	PW Cell Phones 1/27-2/26/14	500-6010-6710-8020-000	84.37
02/26/14	PW Cell Phones 1/27-2/26/14	500-6010-6711-8020-000	88.98
02/26/14	PW Cell Phones 1/27-2/26/14	101-6010-6601-8020-000	514.21
Ck. 03/27/14 182692	Total		857.14
Wells Fargo Bank, N.A.			
Inv. 23481500			
03/07/14	2009 Water Revenue Bonds	550-0000-0000-1020-000	(10.17)
03/07/14	2009 Water Revenue Bonds	550-6010-6712-8331-000	1,012,125.00
Inv. 39186600			
03/07/14	2013 Water Revenue Bonds	550-0000-0000-1021-000	(1.31)
03/07/14	2013 Water Revenue Bonds	550-6010-6712-8341-000	114,993.75
Ck. 03/13/14 182632	Total		1,127,107.27
Wong, Mabel			
Inv. R46242			
03/26/14	Refund Dropped Soccer Class	101-0000-0000-5270-002	129.00
Ck. 03/27/14 182693	Total		129.00
Total			2,047,529.40

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ATTACHMENT 3
General City Warrant List

Ace Pelizon Plumbing

Inv. 80140				
01/28/14	Hydro Jetting-1345 Indiana Ave	210-6010-6501-8180-000		1,280.00
Inv. 80552				
03/07/14	Inspect Swr Main on Bonita Str	210-6010-6501-8180-000		495.00
Ck. 04/09/14 182694	Total			1,775.00

Airgas USA LLC

Inv. 902518023				
03/06/14	Welding Jacket	101-6010-6601-8134-000		44.69
Inv. 9025218022				
03/06/14	Safety Glasses	215-6010-6310-8134-000		258.98
Ck. 04/09/14 182695	Total			303.67

Alhambra Car Wash

Inv. 2/14				
03/05/14	PD Car Washes 2/14	101-4010-4011-8100-000		175.00
Ck. 04/09/14 182696	Total			175.00

Alhambra Hospital Med Ctr

Inv. 3/5/14				
03/05/14	FD Medical Supplies	101-5010-5011-8025-000		427.21
Inv. 3/6/14				
03/06/14	FD Medical Supplies	101-5010-5011-8025-000		352.27
Ck. 04/09/14 182697	Total			779.48

All Star Fire Equipment, Inc.

Inv. 171962				
03/04/14	FD Safety Clothing & Equipment	101-5010-5011-8134-000		128
Ck. 04/09/14 182698	Total			128.00

Alvarez, Cynthia

Inv. R45702				
03/12/14	Refund Deposit WMB 3/8/14	101-0000-0000-2920-000		500.00
Ck. 04/09/14 182699	Total			500.00

American Planning Association

Inv. 025286-1422				
03/18/14	Membership 7/1/14-6/30/15	101-7010-7101-8060-000		708.00
Ck. 04/09/14 182700	Total			708.00

American Public Works Assn.

Inv. 699582				
03/10/14	Membership-Director of PW Paul	101-6010-6011-8060-000		217.50
Ck. 04/09/14 182701	Total			217.50

American Water Works Ass'n.

Inv. 00686882				
03/19/14	Membership Renewal-Anteneh Tes	500-6010-6711-8060-000		1,970.00
Inv. 7000760359				
03/04/14	Membership-Director of PW Paul	500-6010-6711-8060-000		101.00
Ck. 04/09/14 182702	Total			2,071.00

Amtech Elevator Services

Inv. DVA08398414				
03/20/14	Elevator Maint. 4/1-6/30/14	101-6010-6601-8180-000		1,099.98
Ck. 04/09/14 182703	Total			1,099.98

Santrim's Security Co., Inc.

Inv. 45478			
03/04/14	Citywide Locks	101-6010-6601-8020-000	21.80
Ck. 04/09/14 182704	Total		21.80

Aramark Uniform Services

Inv. 528593097			
03/13/14	Uniform Svc w/3/13/14	500-6010-6711-8132-000	16.26
03/13/14	Uniform Svc w/3/13/14	230-6010-6116-8132-000	16.26
03/13/14	Uniform Svc w/3/13/14	101-6010-6601-8132-000	16.26
03/13/14	Uniform Svc w/3/13/14	215-6010-6310-8132-000	16.26
03/13/14	Uniform Svc w/3/13/14	500-6010-6710-8132-000	16.27
03/13/14	Uniform Svc w/3/13/14	210-6010-6501-8132-000	16.27
03/13/14	Uniform Svc w/3/13/14	215-6010-6201-8132-000	16.27
Inv. 528609753			
03/20/14	Uniform Svc w/3/20/14	500-6010-6711-8132-000	16.26
03/20/14	Uniform Svc w/3/20/14	230-6010-6116-8132-000	16.26
03/20/14	Uniform Svc w/3/20/14	215-6010-6310-8132-000	16.26
03/20/14	Uniform Svc w/3/20/14	500-6010-6710-8132-000	16.27
03/20/14	Uniform Svc w/3/20/14	210-6010-6501-8132-000	16.27
03/20/14	Uniform Svc w/3/20/14	215-6010-6201-8132-000	16.27
03/20/14	Uniform Svc w/3/20/14	101-6010-6601-8132-000	66.95
Inv. 528626439			
03/27/14	Uniform Svc w/ 3/27/14	215-6010-6310-8132-000	21.23
03/27/14	Uniform Svc w/ 3/27/14	500-6010-6711-8132-000	21.25
03/27/14	Uniform Svc w/ 3/27/14	500-6010-6710-8132-000	21.25
03/27/14	Uniform Svc w/ 3/27/14	230-6010-6116-8132-000	21.25
03/27/14	Uniform Svc w/ 3/27/14	210-6010-6501-8132-000	21.25
03/27/14	Uniform Svc w/ 3/27/14	101-6010-6601-8132-000	21.25
03/27/14	Uniform Svc w/ 3/27/14	215-6010-6201-8132-000	21.25
Ck. 04/09/14 182705	Total		427.12

ARC

Inv. 7400640			
03/07/14	PW Mission Meridian Garage Pri	101-6010-6011-8050-000	40.35
Inv. 7414620			
03/18/14	Printing City Address Map	101-6010-6011-8050-000	41.85
Ck. 04/09/14 182706	Total		82.20

Arcadis US Inc.

Inv. 0578489			
03/04/14	WilsonRservoirReplacementProje	500-9000-9265-9265-000	34,838.35
Ck. 04/09/14 182707	Total		34,838.35

Armstrong Lock & Safe Co.

Inv. 64230			
03/20/14	PD Duplication of Keys	101-4010-4011-8120-000	112.00
Ck. 04/09/14 182708	Total		112.00

Arroyo Plumbing Inc.

Inv. R0368183			
03/20/14	Refund Busn License Duplicate	101-0000-0000-4405-000	1.00
03/20/14	Refund Busn License Duplicate	220-0000-0000-5412-000	90.00
03/20/14	Refund Busn License Duplicate	101-0000-0000-4400-000	240.00
Ck. 04/09/14 182709	Total		331.00

atic Mechanical Inc.

Inv. 140128-043			
02/17/14	A/C Preventative Maint. @ PD	101-6010-6601-8120-000	280.50
Inv. 140206-105			
02/17/14	A/C Preventative Maint. @ Coun	101-6010-6601-8120-000	240.00

Inv. 140206-106				
02/17/14	A/C Preventative Maint. @ FD	101-6010-6601-8120-000		240.00
Inv. 140206-107				
02/24/14	A/C Preventative Maint @ Garfi	101-6010-6601-8120-000		100.00
Inv. 140206-108				
02/17/14	A/C Preventative Maint. @ Gran	101-6010-6601-8120-000		100.00
Inv. 140206-109				
02/17/14	A/C Preventative Maint. @ Iron	101-6010-6601-8120-000		100.00
Inv. 140206-110				
02/24/14	A/C Preventative Maint @ 815 M	101-6010-6601-8120-000		240.00
Inv. 140206-111				
02/24/14	A/C Preventative Maint @ PD D	101-6010-6601-8120-000		240.00
Inv. 140206-112				
02/17/14	A/C Preventative Maint. @ Libr	101-6010-6601-8120-000		200.00
Inv. 140206-115				
02/17/14	A/C Preventative Maint. @ Sr.	101-6010-6601-8120-000		200.00
Inv. 140206-116				
02/24/14	A/C Preventative Maint @ 825 M	101-6010-6601-8120-000		240.00
Inv. 140206-117				
02/24/14	A/C Preventative Maint @ City	101-6010-6601-8120-000		200.00
Inv. 140206-119				
02/24/14	A/C Preventative Maint @ WMB	101-6010-6601-8120-000		100.00
Ck. 04/09/14 182710	Total			2,480.50

AT&T --Cingular Wireless

Inv. 879338213X03231				
03/15/14	FD Cell Phones 2/16-3/15/14	101-5010-5011-8150-000		81.99
Ck. 04/09/14 182711	Total			81.99

Audio Editions

Inv. 1491955				
02/14/14	Library Books on Cassette & CD	101-8010-8011-8080-000		966.55
Inv. 1493343				
02/25/14	Library Books on Cassette & CD	101-8010-8011-8080-000		114.93
Inv. 1494819				
03/06/14	Library Books on Cassette & CD	101-8010-8011-8080-000		17.20
Inv. 1496259				
03/18/14	Library Books on Cassette & CD	101-8010-8011-8080-000		17.20
Ck. 04/09/14 182712	Total			1,115.88

Automotive Express

Inv. 1057				
09/06/13	Brakes for PD Vehicle Units	101-4010-4011-8100-000		2,706.16
Ck. 04/09/14 182713	Total			2,706.16

Baker & Taylor Books

Inv. 3019406298				
03/14/14	Library Books & Materials	101-8010-8011-8080-000		105.48
Inv. 4010752636				
01/08/14	Library Books & Materials	101-8010-8011-8080-000		15.21
Inv. 4010763734				
01/17/14	Library Books & Materials	101-8010-8011-8080-000		46.24
Inv. 4010777220				
01/31/14	Library Books & Materials	101-8010-8011-8080-000		205.98
Inv. 4010787248				
02/12/14	Library Books & Materials	101-8010-8011-8080-000		16.96
Inv. 4010792638				
02/14/14	Library Books & Materials	101-8010-8011-8080-000		106.5
Inv. 4010794910				
02/19/14	Library Books & Materials	101-8010-8011-8080-000		503.79

Inv. 4010796486				
02/21/14	Library Books & Materials	101-8010-8011-8080-000		643.49
Inv. 4010797063				
02/19/14	Library Books & Materials	101-8010-8011-8080-000		20.45
Inv. 4010801698				
02/25/14	Library Books & Materials	101-8010-8011-8080-000		41.05
Inv. 4010802838				
02/27/14	Library Books & Materials	101-8010-8011-8080-000		271.38
Inv. 4010803483				
02/28/14	Library Books & Materials	101-8010-8011-8080-000		480.05
Inv. 4010804363				
02/26/14	Library Books & Materials	101-8010-8011-8080-000		287.24
Inv. 4010804491				
03/03/14	Library Books & Materials	101-8010-8011-8080-000		222.27
Inv. 4010804502				
02/28/14	Library Books & Materials	101-8010-8011-8080-000		1,614.84
Inv. 4010805582				
02/27/14	Library Books & Materials	101-8010-8011-8080-000		192.54
Inv. 4010805635				
03/03/14	Library Books & Materials	101-8010-8011-8080-000		550.22
Inv. 4010811354				
03/05/14	Library Books & Materials	101-8010-8011-8080-000		107.10
Inv. 4010818357				
03/13/14	Library Books & Materials	101-8010-8011-8080-000		152.88
Inv. 4010824980				
03/19/14	Library Books & Materials	101-8010-8011-8080-000		148.87
Ck. 04/09/14 182714	Total			5,732.08
ker & Taylor Entertainment				
Inv. T02531890				
02/14/14	Library CD's, DVD's & Material	101-8010-8011-8080-000		8.05
Ck. 04/09/14 182715	Total			8.05
Bartl, Robert				
Inv. 3/20/14				
03/25/14	Reimb. PD Training Expense	101-4010-4011-8200-000		23.92
Ck. 04/09/14 182716	Total			23.92
Bautista, Alejandro				
Inv. 377335				
03/11/14	Van# 72,73,74,75 & 76 Cleaning	205-8030-8025-8100-000		365.00
Ck. 04/09/14 182717	Total			365.00
Bernal, Ryan				
Inv. 3/18/14				
03/27/14	Reimb. PD Training Expense	101-4010-4011-8200-000		20.32
Inv. 3/19/14				
03/27/14	Reimb. PD Training Expense	101-4010-4011-8200-000		20.32
Ck. 04/09/14 182718	Total			40.64
Brodart Co.				
Inv. 343710				
02/28/14	Reusable Book Covers	101-8010-8011-8020-000		47.52
Ck. 04/09/14 182719	Total			47.52
Burro Canyon Shooting Park				
Inv. 224141				
02/26/14	PD Range Fees 2/24/14	101-4010-4011-8200-000		80.00
Ck. 04/09/14 182720	Total			80.00

CA Dental Buying Group

Inv. R02400864				
02/28/14	FD Oxygen Cylinder Rental	101-5010-5011-8025-000		104.00
Ck. 04/09/14 182721	Total			104.00

CA Dept of Public Health

Inv. 1450228				
03/21/14	Water System Monitoring 7/1-12/	500-6010-6711-8170-000		5,158.40
Ck. 04/09/14 182722	Total			5,158.40

CA Linen Services

Inv. 1001326				
03/10/14	FD Dept. Supplies	101-5010-5011-8020-000		114.28
Inv. 1004364				
03/17/14	FD Dept. Supplies	101-5010-5011-8020-000		113.41
Inv. 1006591				
03/24/14	FD Dept. Supplies	101-5010-5011-8020-000		131.89
Ck. 04/09/14 182723	Total			359.58

CA Maintenance & Environmental

Inv. 18650				
01/21/14	UST Monthly Inspection 1/14	101-6010-2015-8180-000		100.00
Inv. 18746				
02/10/14	UST Monthly Inspection 2/14	101-6010-2015-8180-000		100.00
Inv. 18927				
03/18/14	Monthly Fuel Tank Inspections	101-2010-2011-8100-000		2.00
03/18/14	Monthly Fuel Tank Inspections	101-6010-6011-8100-000		2.00
03/18/14	Monthly Fuel Tank Inspections	101-7010-7101-8100-000		2.00
03/18/14	Monthly Fuel Tank Inspections	101-5010-5011-8100-000		8
03/18/14	Monthly Fuel Tank Inspections	101-4010-4011-8100-000		86.
Inv. 18928				
03/18/14	Monthly Inspection 3/14	101-6010-2015-8180-000		100.00
Ck. 04/09/14 182724	Total			400.00

Caltronics Business Systems

Inv. 1493475				
02/28/14	Library Copiers Maint. 2/28/14	101-8010-8011-8110-000		2,786.75
Ck. 04/09/14 182725	Total			2,786.75

Canon, Michele

Inv. 1/7-3/11/14				
03/11/14	Instructor Team Fit Class	101-8030-8032-8267-000		126.00
Ck. 04/09/14 182726	Total			126.00

Cantu Graphics

Inv. 3730				
02/17/14	PD Finishing Covers 2013 Annua	101-4010-4011-8050-000		32.70
Ck. 04/09/14 182727	Total			32.70

Catering Systems Inc.

Inv. 3039				
03/09/14	Sr. Center Meals w/ 3/3-7/14	101-8030-8021-8180-000		1,212.20
Inv. 3047				
03/18/14	Sr. Center Meals w/ 3/10-14/14	101-8030-8021-8180-000		1,279.08
Inv. 3055				
03/25/14	Sr. Center Meals w/ 3/17-21/14	101-8030-8021-8180-000		1,563.32
Ck. 04/09/14 182728	Total			4,054.60

CBE Los Angeles

Inv. 1516887				
06/05/13	Copier Overages 3/5-6/4/13	101-6010-6011-8300-000		0.62
Inv. 1575720				
03/05/14	Copier Maint 3/5-4/4/14	101-3010-3011-8110-000		2.50
03/05/14	Copier Maint 3/5-4/4/14	500-3010-3012-8110-000		2.50
03/05/14	Copier Maint 3/5-4/4/14	101-7010-7101-8110-000		5.90
Inv. 1575721				
03/21/14	Copier Overages 12/5/13-3/4/14	101-6010-6011-8300-000		146.99
Inv. 1576729				
03/07/14	Copier Toner Shipping	500-3010-3012-8110-000		5.42
03/07/14	Copier Toner Shipping	101-3010-3011-8110-000		5.43
03/07/14	Copier Toner Shipping	101-7010-7101-8110-000		10.85
Ck. 04/09/14 182729	Total			180.21

CBE Los Angeles

Inv. 1579144				
03/20/14	FD Copier Overages 2/20-3/19/1	101-5010-5011-8170-000		95.51
Ck. 04/09/14 182730	Total			95.51

Central California Power

Inv. 85867				
02/11/14	Wilson Reservoir Admin Assista	500-9000-9265-9265-000		400.00
Ck. 04/09/14 182731	Total			400.00

Chang, Emily

Inv. 2/24-3/17/14				
03/18/14	Instructor Kindermusik Class	101-8030-8032-8267-000		193.05
Ck. 04/09/14 182732	Total			193.05

Chem Pro Laboratory, Inc.

Inv. 572252				
02/05/14	Water Tower Controller	101-6010-6601-8120-000		1,351.71
Ck. 04/09/14 182733	Total			1,351.71

CKCK Distribution

Inv. 19				
02/13/14	Swr Dept/Street Dept. Gloves	210-6010-6501-8020-000		479.60
Inv. 20				
02/28/14	Swr Dept/Street Dept. Gloves	210-6010-6501-8020-000		479.60
Ck. 04/09/14 182734	Total			959.20

Clean Source Inc.

Inv. 2817210-00				
03/06/14	Library Janitorial Supplies	101-8010-8011-8120-000		607.88
Inv. 2820997-00				
03/25/14	Restroom Supplies	232-6010-6417-8020-000		113.71
Inv. 2821662-00				
03/25/14	Restroom Supplies	101-6010-6601-8120-000		285.56
Inv. 2821681-00				
03/25/14	Restroom Supplies	232-6010-6417-8020-000		285.56
Inv. 2821683-00				
03/25/14	Restroom Supplies	101-6010-6601-8120-000		285.56
Ck. 04/09/14 182735	Total			1,578.27

CLEARs

Inv. 4/9/14				
03/26/14	PD Training-P.A. Kaminski	101-4010-4011-8200-000		25.00
Ck. 04/09/14 182736	Total			25.00

Commline Inc.				
Inv. NP030169				
03/19/14	Transit Radio Repair	205-8030-8025-8020-000		550.00
Ck. 04/09/14 182737	Total			550.00
Community Controls				
Inv. AAAO239684				
02/28/14	PD Gate Repair	101-4010-4011-8120-000		125.00
Ck. 04/09/14 182738	Total			125.00
Compressed Air Specialties Inc				
Inv. 00023307				
03/16/14	Annual Svc on Air Compressor	101-5010-5011-8110-000		750.89
Ck. 04/09/14 182739	Total			750.89
Conney Safety				
Inv. 04618437				
02/06/14	Safety Vests	500-6010-6710-8134-000		139.59
Ck. 04/09/14 182740	Total			139.59
CoreLogic Information Solution				
Inv. 81106250				
02/28/14	Realquest.com Svcs 2/14	101-7010-7101-8020-000		148.17
Ck. 04/09/14 182741	Total			148.17
Courtesy Electric Wholesale				
Inv. S1279748.001				
03/21/14	Electrical Supplies	101-6010-6601-8020-000		12.27
Inv. S1279751.001				
03/21/14	Electrical Supplies	101-6010-6601-8020-000		91.35
Ck. 04/09/14 182742	Total			103.62
CPOA				
Inv. 4/11/14				
03/28/14	PD Training-Ofcr. Juan Salcido	101-4010-4011-8210-000		99.00
Ck. 04/09/14 182743	Total			99.00
CPRS				
Inv. 028233				
03/20/14	Membership-Liliana Torres	101-8030-8021-8060-000		165.00
Ck. 04/09/14 182744	Total			165.00
CPRS Aging Svcs & Activities S				
Inv. 4/16/14				
03/20/14	So.Cal Symposium-Liliana Torre	101-8030-8021-8060-000		25.00
Ck. 04/09/14 182745	Total			25.00
Crown Coffee & Refreshment Svc				
Inv. 25057				
03/19/14	Camp Med A/C Water Cooler	101-8030-8032-8020-000		45.78
Inv. 25110				
03/19/14	Sr.Center Coffee & Supplies	101-8030-8021-8020-000		154.54
Ck. 04/09/14 182746	Total			200.32
D & S Printing				
Inv. 8370				
02/24/14	Library Printing	101-8010-8011-8050-000		376.00
Ck. 04/09/14 182747	Total			376.00

Matamatic Inc.

Inv. 0000025586			
03/24/14	Meter Reading Maint. 5/14	500-3010-3012-8110-000	126.53
03/24/14	Meter Reading Maint. 5/14	500-6010-6710-8110-000	126.53
Ck. 04/09/14 182748	Total		253.06

Day Wireless Systems

Inv. 67679			
02/28/14	Repairs Made to RA-81	101-5010-5011-8100-000	142.50
Ck. 04/09/14 182749	Total		142.50

De Lage Landen

Inv. 40498658			
03/03/14	Copier Lease 3/15-4/14/14	101-2010-2011-8300-000	127.58
03/03/14	Copier Lease 3/15-4/14/14	101-1020-1021-8300-000	127.58
03/03/14	Copier Lease 3/15-4/14/14	101-6010-6011-8300-000	127.58
Ck. 04/09/14 182750	Total		382.74

Dell Marketing L.P.

Inv. XJC3WX4T2			
02/11/14	2 PD Dell Black Cartridges	101-4010-4011-8000-000	287.85
Ck. 04/09/14 182751	Total		287.85

Demco

Inv. 5224726			
02/27/14	Library Technical Svcs Supplie	101-8010-8011-8020-000	250.16
Inv. 5227087			
03/03/14	Library Technical Svcs Supplie	101-8010-8011-8020-000	128.41
.. 04/09/14 182752	Total		378.57

Dept of Justice

Inv. 022772			
03/05/14	PD Applicant Fingerprinting Sv	101-4010-4011-8020-000	686.00
Ck. 04/09/14 182753	Total		686.00

Desktop Publishing Supplies In

Inv. 310592			
03/13/14	Public Notice Postcard Paper	101-7010-7101-8050-000	317.97
Ck. 04/09/14 182754	Total		317.97

Discreet Protection Services

Inv. 51500306			
03/06/14	Background Investigation Fee	101-4010-4011-8170-000	629.00
Inv. 5150311			
03/11/14	Background Investigation Fee	101-4010-4011-8170-000	429.00
Ck. 04/09/14 182755	Total		1,058.00

DMR Team

Inv. #1			
03/18/14	Hawthorne Water Improve Design	101-9000-9358-9358-000	6,386.00
03/25/14	Engineering Svcs-Hanscom Dr.St	101-9000-9386-9386-000	9,920.00
03/17/14	Hawthorne St. Improvement Proj	101-9000-9358-9358-000	19,806.00
Inv. #2			
03/19/14	Engineering Design Svcs	101-9000-9383-9383-000	1,394.00
Inv. 10160118170-78			
03/25/14	Engineering Svcs 7/2013-2/2014	101-6010-6011-8170-000	7,000.00
04/09/14 182756	Total		44,506.00

Dr. Detail PhD

Inv. 00006				
03/01/14	Carpet Cleaning Svcs 3/1/14	101-8010-8011-8120-000		195.00
Inv. 00007				
03/02/14	Carpet Cleaning Svcs 3/2/14	101-8010-8011-8120-000		445.00
Ck. 04/09/14 182757	Total			640.00

Dreisbach, Brian

Inv. B126142				
03/18/14	Vehicle Inspection Fee	101-0000-0000-4610-000		20.00
Ck. 04/09/14 182758	Total			20.00

Dudek

Inv. 20140681				
03/10/14	Engineering Design Svcs 2/2014	310-6010-6712-8333-000		40,989.00
Ck. 04/09/14 182759	Total			40,989.00

El Rey Products/Applications

Inv. 5097				
03/18/14	WMB Floor Recoating	101-8030-8031-8120-000		1,500.00
Ck. 04/09/14 182760	Total			1,500.00

Euler, Linda

Inv. 3/24/14				
03/24/14	Reimb. Home Delivery Mileage 2	101-8030-8021-8020-000		32.40
Ck. 04/09/14 182761	Total			32.40

Eurofins Eaton Analytical

Inv. L0155205				
02/14/14	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0155683				
02/18/14	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0155873				
02/21/14	Water Quality Testing	500-6010-6711-8170-000		750.00
Inv. L0156202				
02/25/14	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0156681				
02/27/14	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0157466				
03/05/14	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0157467				
03/05/14	Water Quality Testing	500-6010-6711-8170-000		675.00
Inv. L0157631				
03/06/14	Water Quality Testing	500-6010-6711-8170-000		230.00
Ck. 04/09/14 182762	Total			2,865.00

Evergreen Cultural Center

Inv. 31414				
03/14/14	Library Books	101-8010-8011-8080-000		1,808.24
Ck. 04/09/14 182763	Total			1,808.24

Ewing Irrigation Glendale

Inv. 7576085				
02/20/14	Water Distribution Shovels	500-6010-6710-8130-000		934.08
Ck. 04/09/14 182764	Total			934.08

Federal Express

Inv. 2-582-17319				
03/07/14	PD Overnight Shipping-R. Guerr	101-4010-4011-8010-000		18.87

Inv. 2-589-66518				
03/14/14	Overnight Shipping-Robert Guer	101-4010-4011-8010-000		8.50
Inv. 2-597-29051				
03/21/14	PD Overnight Shipping-Frank Ba	101-4010-4011-8010-000		7.50
Ck. 04/09/14 182765	Total			34.87

Ferguson Water Works #1083

Inv. 0464910				
02/12/14	Parts for Water Main Break Rep	500-6010-6711-8020-000		2,871.33
Ck. 04/09/14 182766	Total			2,871.33

First Choice Services

Inv. 438502				
02/26/14	Yard Coffee & Supplies	101-6010-6410-8020-000		34.64
02/26/14	Yard Coffee & Supplies	101-6010-6601-8020-000		34.64
02/26/14	Yard Coffee & Supplies	210-6010-6501-8020-000		34.64
02/26/14	Yard Coffee & Supplies	215-6010-6201-8000-000		34.64
02/26/14	Yard Coffee & Supplies	215-6010-6310-8020-000		34.64
02/26/14	Yard Coffee & Supplies	230-6010-6116-8020-000		34.64
02/26/14	Yard Coffee & Supplies	500-6010-6710-8020-000		34.64
02/26/14	Yard Coffee & Supplies	500-6010-6711-8020-000		34.64
Inv. 442169				
03/26/14	Yard Coffee & Supplies	101-6010-6410-8020-000		30.16
03/26/14	Yard Coffee & Supplies	101-6010-6601-8020-000		30.16
03/26/14	Yard Coffee & Supplies	210-6010-6501-8020-000		30.16
03/26/14	Yard Coffee & Supplies	215-6010-6201-8000-000		30.16
03/26/14	Yard Coffee & Supplies	215-6010-6310-8020-000		30.16
03/26/14	Yard Coffee & Supplies	230-6010-6116-8020-000		30.16
03/26/14	Yard Coffee & Supplies	500-6010-6710-8020-000		30.16
03/26/14	Yard Coffee & Supplies	500-6010-6711-8020-000		30.17
Ck. 04/09/14 182767	Total			518.41

Fjeldsted, Steven

Inv. 3/24/14				
03/24/14	Reimb. Public Lib Director's C	101-8010-8011-8090-000		45.00
Ck. 04/09/14 182768	Total			45.00

Flores, Nancy

Inv. R45703				
03/12/14	Refund Youth House Deposit 3/8	101-0000-0000-2920-000		250.00
Ck. 04/09/14 182769	Total			250.00

Galls/Quartermaster

Inv. 001612874				
02/18/14	PD Bike Patrol Uniforms	272-4010-4018-8520-000		57.72
Inv. 001645313				
02/26/14	PD Bike Patrol Uniforms	272-4010-4018-8520-000		244.76
Inv. 001734131				
03/19/14	PD Bike Patrol Uniforms	272-4010-4018-8520-000		57.72
Ck. 04/09/14 182770	Total			360.20

Garda CL West Inc.

Inv. 197-783414				
03/01/14	Armored Car Svc 3/14	500-3010-3012-8020-000		775.67
03/01/14	Armored Car Svc 3/14	101-3010-3011-8020-000		775.68
Ck. 04/09/14 182771	Total			1,551.35

Capital

Inv. 60354208				
03/09/14	Copier Lease	101-8030-8021-8300-000		99.19
03/09/14	Copier Lease	101-8030-8031-8300-000		99.19

03/09/14	Copier Lease	101-8030-8032-8300-000	99.
03/09/14	Copier Lease	205-8030-8025-8300-000	99.19
Ck. 04/09/14 182772	Total		396.76
George L.Throop Co.			
Inv. 176325			
03/10/14	Concrete	230-6010-6116-8020-000	334.17
Ck. 04/09/14 182773	Total		334.17
GK & Associates			
Inv. 14-028			
02/28/14	Hanscom Dr.St Improvement Proj	101-9000-9386-9386-000	16,155.00
Ck. 04/09/14 182774	Total		16,155.00
Golden State Overnight			
Inv. 2549622			
03/15/14	PW Overnight Shipping	101-6010-6011-8010-000	6.74
Ck. 04/09/14 182775	Total		6.74
Gonzales, Idessa			
Inv. 3/18/14			
03/18/14	Reimb. PD Training Expense	101-4010-4011-8200-000	17.36
Ck. 04/09/14 182776	Total		17.36
Grady, Anthony Q.			
Inv. 4/9-5/28/14			
03/20/14	Instructor Jiu Jitsu Class	101-8030-8032-8267-000	76.05
Ck. 04/09/14 182777	Total		76.05
Great Match Consulting			
Inv. 1690002752			
03/04/14	Temp Workers w/e 3/2/14	101-9000-9287-9287-000	2,551.92
Inv. 1690002753			
03/04/14	Temp Workers w/e 3/2/14	101-9000-9287-9287-000	740.88
Ck. 04/09/14 182778	Total		3,292.80
Greg's Automotive Services			
Inv. 7709			
01/06/14	Yard Unit#30 Oil Change	101-6010-6601-8100-000	52.96
Inv. 8135			
03/03/14	Vehicle Maint. Unit#362 Oil Ch	210-6010-6501-8100-000	53.39
Inv. 8182			
03/10/14	Repair Lift Cables Unit#223	215-6010-6310-8100-000	400.33
Inv. 8240			
03/19/14	Batteries	230-6010-6116-8100-000	294.37
Ck. 04/09/14 182779	Total		801.05
Grobecker, Kenneth			
Inv. 13140612			
03/24/14	Refund Citation	101-0000-0000-4610-000	48.00
Ck. 04/09/14 182780	Total		48.00
Guerrero Investigative Service			
Inv. PI 22471			
03/17/14	Background Investigation Fees	101-4010-4011-8170-000	2,446.78
Ck. 04/09/14 182781	Total		2,446.78
Gutierrez, Michael			
Inv. 3/26/14			
03/26/14	Reimb. Home Delivery Mileage E	101-8030-8021-8020-000	48.35

City of South P
User: mfestejo

Accounts Payable
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Ck. 04/09/14 182782	Total		48.35
Hach Company			
Inv. 8695098			
02/13/14	Chlorine Analyzer Solution	500-6010-6711-8020-000	1,195.07
Ck. 04/09/14 182783	Total		1,195.07
Haynes Building Services LLC			
Inv. 3203			
03/12/14	Citywide Janitorial Svcs 3/14	232-6010-6417-8180-000	554.00
03/12/14	Citywide Janitorial Svcs 3/14	101-6010-6601-8180-000	8,055.00
Ck. 04/09/14 182784	Total		8,609.00
HdL Hinderliter, deLlamas & Ass			
Inv. 0021971			
03/10/14	Contract Svcs Sales Tax 1st Qr	101-3010-3011-8170-000	1,011.10
Ck. 04/09/14 182785	Total		1,011.10
HPC Computers Inc.			
Inv. 22733			
02/20/14	PD Printer	101-4010-4011-8000-000	321.55
Ck. 04/09/14 182786	Total		321.55
Industrial Networking Solution			
Inv. 0140660			
03/03/14	PD Trailer Wireless Airlink An	101-4010-4011-8150-000	885.14
Ck. 04/09/14 182787	Total		885.14
er-Con Security Systems Inc			
Inv. 418388			
03/06/14	PD Parking Enforcement Svcs 2/	101-4010-4011-8180-000	6,442.80
Ck. 04/09/14 182788	Total		6,442.80
International Code Council			
Inv. 0407904			
03/20/14	FD Code Books	101-5010-5011-8080-000	74.59
Inv. 0407906			
03/20/14	FD Code Books	101-5010-5011-8080-000	102.58
Ck. 04/09/14 182789	Total		177.17
Interstate Billing Svcs Inc.			
Inv. 93399099			
02/04/14	Tow RA-81 to Rush Truck Center	101-5010-5011-8100-000	344.36
Inv. 93420785			
02/06/14	Tow RA-81 to Rush Truck Center	101-5010-5011-8100-000	32.48
Ck. 04/09/14 182790	Total		376.84
ISA			
Inv. 186235			
03/19/14	Membership-Gonzalo Marvilla	215-6010-6310-8060-000	170.00
Ck. 04/09/14 182791	Total		170.00
Jack's Auto Repair			
Inv. 13770			
03/11/14	PD Unit# 0431 Replace Stop Lig	101-4010-4011-8100-000	261.26
Inv. 13772			
03/11/14	PD Unit# 0432 Replace Alternat	101-4010-4011-8100-000	467.15
Inv. 13773			
03/11/14	PD Unit# 0431 Replace Ignition	101-4010-4011-8100-000	480.03

Inv. 13777				
03/19/14	Replace Power Steering Unit# 0	101-4010-4011-8100-000		331.83
Inv. 13786				
03/19/14	Brake Inspection & Oil Change	101-4010-4011-8100-000		61.17
Ck. 04/09/14 182792	Total			1,601.44
JHM Supply				
Inv. 408386				
02/13/14	Irrigation Supplies	215-6010-6416-8020-000		283.51
Inv. 409577				
02/25/14	Irrigation Supplies	215-6010-6416-8020-000		218.00
Inv. 411049				
03/13/14	Irrigation Supplies	500-6010-6710-8020-000		103.63
Ck. 04/09/14 182793	Total			605.14
John L. Hunter Associates, In				
Inv. SOPASFOG0214				
03/12/14	NPDES & FOG Consulting Svcs 2/	210-6010-6501-8170-000		1,995.00
Inv. SOPASNP0214				
03/12/14	NPDES & FOG Consulting Svcs 2/	101-6010-2015-8170-000		726.25
Ck. 04/09/14 182794	Total			2,721.25
Jones Coffee Roasters				
Inv. 34048				
03/17/14	FD Coffee Supplies	101-5010-5011-8020-000		131.25
Ck. 04/09/14 182795	Total			131.25
Kosmont Companies				
Inv. 0008				
03/18/14	Downtown Revitalization Svcs 2	101-0000-0000-2990-013		5,700.65
Ck. 04/09/14 182796	Total			5,700.65
Krausen, Linda				
Inv. 13140565				
03/24/14	Refund Citation	101-0000-0000-4610-000		48.00
Ck. 04/09/14 182797	Total			48.00
Kurera, Thivantha				
Inv. 31292-95				
03/19/14	Refund Permit Fee	101-0000-0000-5200-004		316.33
Ck. 04/09/14 182798	Total			316.33
L.A.C. Dept. of Public Health				
Inv. FIRM # 3175				
01/28/14	City Owned Backflow Device 7/2	500-6010-6710-8020-000		1,220.00
Ck. 04/09/14 182799	Total			1,220.00
L.A.C. M. T. A.				
Inv. 800058080				
03/14/14	MTA Passes 2/14	205-0000-0000-5500-000		588.00
03/14/14	MTA Passes 2/14	205-2010-2210-8250-000		588.00
Ck. 04/09/14 182800	Total			1,176.00
Larry's Union Svc				
Inv. 035651				
03/17/14	Repairs Made on FD Staff-8 Veh	101-5010-5011-8100-000		559.51
Ck. 04/09/14 182801	Total			559.51

Lawn Mower Corner

Inv. 91709				
02/19/14	Mix Oil & Aerator	101-6010-6410-8020-000		102.59
Inv. 91859				
02/26/14	Grease	101-6010-6410-8020-000		29.20
Inv. 92070				
03/14/14	Small Tools	215-6010-6310-8130-000		106.68
Inv. 92118				
03/19/14	Small Tools	215-6010-6310-8130-000		369.48
Inv. 92120				
03/19/14	Small Tools	215-6010-6310-8130-000		463.25
Ck. 04/09/14 182802	Total			1,071.20

Life-Assist Inc.

Inv. 668098				
03/04/14	FD Medical Supplies	101-5010-5011-8025-000		1,041.20
Ck. 04/09/14 182803	Total			1,041.20

Ligion, Edgar

Inv. 136103				
03/12/14	Refund Paramedic Payment 3/13	101-0000-0000-5290-001		1,400.25
Ck. 04/09/14 182804	Total			1,400.25

Louie, Spencer

Inv. 3/25/14				
03/26/14	Reimb. PD Training Expense	101-4010-4011-8210-000		61.20
Ck. 04/09/14 182805	Total			61.20

cas, Jason

Inv. 3/20/14				
03/24/14	Reimb. PD Training Expense	101-4010-4011-8200-000		26.48
Ck. 04/09/14 182806	Total			26.48

Lynn Peavey Company

Inv. 286631				
03/17/14	PD Evidence Room Supplies	101-4010-4011-8020-000		295.91
Ck. 04/09/14 182807	Total			295.91

Macedo, Benjamin

Inv. 1/14				
02/14/14	Landscape Maint. Fair Oaks Med	101-6010-6410-8170-000		200.00
Inv. 2/2014				
03/05/14	Landscape Maint @ Water Facili	500-6010-6711-8020-000		975.00
Inv. 3/14				
03/28/14	Water Facilities Landscape Svc	500-6010-6711-8020-000		1,000.00
Ck. 04/09/14 182808	Total			2,175.00

Martinez, Alma

Inv. 1/7-2/18/14				
03/25/14	Instructor Zumba Classes	101-8030-8032-8267-000		149.50
Ck. 04/09/14 182809	Total			149.50

Marx Bros. Fire Extinguisher C

Inv. H076009				
03/05/14	Sr. Center Fire Extinguisher I	101-8030-8021-8120-000		75.00
Ck. 04/09/14 182810	Total			75.00

Matt Chlor Inc

Inv. I2936				
12/31/13	Fuel Surcharge	500-6010-6711-8020-000		5.00

Inv. 13151				
02/26/14	Sodium Hypochlorite Wilson Wel	500-9000-9265-9265-000		430.10
Inv. 13191				
02/28/14	Sodium Hypochlorite	500-9000-9265-9265-000		430.10
Ck. 04/09/14 182811	Total			865.20
McMaster Carr Supply Co				
Inv. 69466960				
12/30/13	Parks Division Storage Bins	215-6010-6310-8020-000		545.62
12/30/13	Parks Division Storage Bins	101-6010-6410-8020-000		545.63
Ck. 04/09/14 182812	Total			1,091.25
Melchiorre, Mark				
Inv. 1/11-3/29/14				
03/14/14	Instructor Qigong Class	101-8030-8032-8267-000		32.00
Ck. 04/09/14 182813	Total			32.00
Mike Roos & Company				
Inv. 5134C				
02/28/14	Strategic Planning & Consultin	101-2010-2021-8170-000		3,000.00
Ck. 04/09/14 182814	Total			3,000.00
Morrow & Holman Plumbing Inc				
Inv. P102-1140				
02/22/14	Arroyo Park Leak Repair	101-6010-6601-8120-000		247.40
Inv. P102-1162				
03/08/14	Arroyo Park Leak Repair & Toil	101-6010-6601-8120-000		561.64
Ck. 04/09/14 182815	Total			809.04
MVR Consulting				
Inv. 31920141				
03/19/14	Pavement Mgmt System Software	230-6010-6116-8180-000		190.00
Ck. 04/09/14 182816	Total			190.00
National Emblem				
Inv. 356958				
03/03/14	PD 500 Shoulder Patches	101-4010-4011-8134-000		839.29
Ck. 04/09/14 182817	Total			839.29
National Stock Sign Co. Inc.				
Inv. 64074				
03/14/14	No Parking Signs	101-0000-0000-5505-001		708.50
Ck. 04/09/14 182818	Total			708.50
Natural Gas Systems Inc.				
Inv. 3048R				
02/24/14	Svc Call Pump #8	101-6010-6601-8180-000		214.50
Inv. 3061				
02/26/14	Svc Call Check Valve on Compre	101-6010-6601-8180-000		253.15
Inv. 3067				
03/03/14	Monthly Main 2/14	101-6010-6601-8180-000		375.00
Ck. 04/09/14 182819	Total			842.65
Neff, Michael				
Inv. 3/25/14				
03/26/14	Reimb. PD Training Expense	101-4010-4011-8210-000		61.20
Ck. 04/09/14 182820	Total			61.20

Nettech Computers Inc

Inv. 018060				
03/03/14	Replacement Back Up Batteries	101-8010-8011-8020-000		68.41
Inv. 018078				
03/10/14	Replacement Back Up Batteries	101-8010-8011-8020-000		64.20
Ck. 04/09/14 182821	Total			132.61

Ninyo & Moore

Inv. 178750				
02/28/14	Material Testing-Wilson Reserv	500-9000-9265-9265-000		8,141.75
Ck. 04/09/14 182822	Total			8,141.75

Nixle

Inv. 1563				
12/23/13	Nixle Subscription 12/16/13-12	101-4010-4011-8170-000		3,925.00
Ck. 04/09/14 182823	Total			3,925.00

O' Reilly Automotive Inc.

Inv. 3213-291846				
03/06/14	Vehicle Maint. Supplies	500-6010-6711-8100-000		12.50
Inv. 3213-294584				
03/27/14	Vehicle Maint. Supplies	101-6010-6601-8100-000		116.62
Inv. 3213-294585				
03/27/14	Vehicle Maint. Supplies	101-6010-6601-8100-000		118.84
Ck. 04/09/14 182824	Total			247.96

OCLC Inc.

Inv. 0000304520				
02/28/14	Library Computer Services	101-8010-8011-8110-000		1,421.00
Ck. 04/09/14 182825	Total			1,421.00

Office Solutions

Inv. I-00583764				
02/26/14	PD Office Supplies	101-4010-4011-8000-000		1,774.52
Inv. I-00589338				
03/10/14	PD Office Supplies	101-4010-4011-8000-000		299.96
Inv. I-00590041				
03/11/14	PD Office Supplies	101-4010-4011-8000-000		190.82
Inv. I-00590408				
03/12/14	PD Office Supplies	101-4010-4011-8000-000		122.04
Ck. 04/09/14 182826	Total			2,387.34

Olympic Staffing Services

Inv. 176919				
03/12/14	Temp Employee w/e 3/09/14	101-3010-3011-8170-000		246.38
03/12/14	Temp Employee w/e 3/09/14	500-3010-3012-8170-000		739.12
Inv. 177039				
03/19/14	Temp Employee w/e 3/16/14	101-3010-3011-8170-000		239.63
03/19/14	Temp Employee w/e 3/16/14	500-3010-3012-8170-000		718.87
Ck. 04/09/14 182827	Total			1,944.00

On Duty Uniforms

Inv. 122338				
03/13/14	PD Bike Jacket & Reflective Pa	272-4010-4018-8520-000		323.17
Ck. 04/09/14 182828	Total			323.17

z Technologies

Inv. 9609				
03/15/14	General Computer Support	101-3010-3032-8170-000		987.50

Inv. 9610				
03/15/14	General Computer Support	101-3010-3032-8170-000		148.13
Inv. 9611				
03/15/14	PD Computer Support	101-4010-4011-8170-000		2,123.14
Inv. 9612				
03/15/14	General Computer Support	101-3010-3032-8170-000		444.38
Inv. 9613				
03/15/14	General Computer Support	101-3010-3032-8170-000		1,135.63
Inv. 9614				
03/15/14	General Computer Support	101-3010-3032-8170-000		1,629.38
Inv. 9615				
03/15/14	General Computer Support	101-3010-3032-8170-000		1,629.38
Ck. 04/09/14 182829	Total			8,097.54
Pacific Coast Tool & Supply				
Inv. 0126626-00				
03/04/14	Concrete Saw	230-6010-6116-8020-000		157.69
Ck. 04/09/14 182830	Total			157.69
Pacific Hydrotech Corp.				
Inv. #14				
02/28/14	Wilson Reservoir Replacement 2	500-9000-9265-9265-000		329,275.47
Ck. 04/09/14 182831	Total			329,275.47
Parkhouse Tire Inc.				
Inv. 1010394028				
03/17/14	FD Tires Made to Engine-781	101-5010-5011-8100-000		204.84
Inv. 1010395657				
03/27/14	Replace RA-81 Tires	101-5010-5011-8100-000		210.
Ck. 04/09/14 182832	Total			415.41
Pasadena Embroidery & Silkscre				
Inv. 4642				
03/07/14	Yard Shirts for Supervisor,Sta	500-6010-6711-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	500-6010-6710-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	230-6010-6116-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	210-6010-6501-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	101-6010-6601-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	215-6010-6201-8132-000		58.26
03/07/14	Yard Shirts for Supervisor,Sta	215-6010-6310-8132-000		58.26
Ck. 04/09/14 182833	Total			407.82
Pasco Doors				
Inv. 71575				
02/20/14	Svc Call for Emergency Door	101-8010-8011-8120-000		140.00
Ck. 04/09/14 182834	Total			140.00
Peak Software Systems Inc.				
Inv. 015085				
03/19/14	Add User for Sportsman for Tra	205-8030-8025-8180-000		1,254.00
Ck. 04/09/14 182835	Total			1,254.00
Personal Court Reporters Inc.				
Inv. 31619				
03/10/14	Transcribing Svcs SP CC Mtg 3/	101-7010-7101-8170-000		488.00
Ck. 04/09/14 182836	Total			488.00
Phillips, Craig				
Inv. 3/24/14				
03/24/14	Reimb. PD Training Expense	101-4010-4011-8210-000		14.00

Ck. 04/09/14 182837	Total		14.00
Phoenix Group Information Syst			
Inv. 022014184			
03/27/14	PD Citation/Permit Processing	101-0000-0000-4460-000	362.20
03/27/14	PD Citation/Permit Processing	101-0000-0000-4610-000	1,641.24
Ck. 04/09/14 182838	Total		2,003.44
Pitney Bowes Global Fin. Svc L			
Inv. 8383960-MR14			
03/13/14	Postage Meter Lease 3/14	101-8010-8011-8155-000	323.63
Ck. 04/09/14 182839	Total		323.63
Pitney Bowes Reserve Account			
Inv. 5502421696			
03/03/14	Postage Meter Ink & Sealing So	101-8010-8011-8000-000	250.09
Ck. 04/09/14 182840	Total		250.09
Pitney Bowes-Reserve Account			
Inv. 34133033			
03/20/14	Reimb. Postage Meter	101-1010-1011-8010-000	3.84
03/20/14	Reimb. Postage Meter	101-2010-2011-8010-000	9.08
03/20/14	Reimb. Postage Meter	101-5010-5011-8010-000	32.24
03/20/14	Reimb. Postage Meter	101-6010-6011-8010-000	62.19
03/20/14	Reimb. Postage Meter	101-1020-1021-8010-000	78.64
03/20/14	Reimb. Postage Meter	101-4010-4011-8010-000	287.22
03/20/14	Reimb. Postage Meter	101-3010-3011-8010-000	289.95
03/20/14	Reimb. Postage Meter	101-7010-7101-8010-000	726.46
Ck. 04/09/14 182841	Total		1,489.62
Plumbing Wholesale Outlet Inc			
Inv. 236648			
03/10/14	Orange Grove Toilet Parts	101-6010-6601-8120-000	226.74
Ck. 04/09/14 182842	Total		226.74
Post Alarm Systems			
Inv. 678365			
03/07/14	Camp Med Security 4/2014	101-8030-8032-8180-000	42.95
Inv. 680554			
03/07/14	WMB Security 4/14	101-8030-8031-8180-000	42.95
Ck. 04/09/14 182843	Total		85.90
Postmaster			
Inv. #183			
03/24/14	Sr.CenterNewsletter Bulk Mail	101-8030-8021-8010-000	220.00
Ck. 04/09/14 182844	Total		220.00
Red Wing Shoe Store			
Inv. 150000002465			
02/14/14	Safety Boots- Jerry Gomez	210-6010-6501-8134-000	250.00
Inv. 150000002472			
03/06/14	Safety Boots Gonzalo Maravilla	215-6010-6310-8134-000	250.00
Ck. 04/09/14 182845	Total		500.00
Refrigeration Supplies Distrib			
Inv. 12172661-00			
03/14/14	LED Flash Light	101-6010-6601-8130-000	32.41
03/14/14	Rubber Gear for City Hall	101-6010-6601-8120-000	69.55
Ck. 04/09/14 182846	Total		101.96

Registrar-Recorder/County Cler

Inv. 14-2070				
03/10/14	ConsolidatedGenMunicipalElecti		101-1020-1022-8170-000	45,585.42
Ck. 04/09/14 182847	Total			45,585.42

Rossmann and Moore, LLP

Inv. 2/2014				
03/07/14	Legal Svcs-710 Fwy Extension 2		101-2010-2021-8160-000	1,892.00
Ck. 04/09/14 182848	Total			1,892.00

S.G.V City Manager's Assn.

Inv. 3/19/14				
03/19/14	3/19/14 Meeting - CM Sergio Go		101-2010-2011-8090-000	30.00
Ck. 04/09/14 182849	Total			30.00

S.P.Review

Inv. 1975				
03/13/14	Public Notice-1701 Hill		101-7010-7101-8040-000	56.00
Inv. 1975 A				
03/13/14	Public Notice-820 Mission		101-7010-7101-8040-000	44.00
Inv. 1975 B				
03/13/14	Public Notice Ord. 2266 Massag		101-1020-1021-8040-000	368.00
Inv. 1975 C				
03/13/14	Waterwise Ads		500-3010-3012-8232-000	192.00
Ck. 04/09/14 182850	Total			660.00

San Gabriel Valley Medical Cen

Inv. 30587348				
10/05/13	Medical Treatment-Tanaya Lynn		101-4010-4011-8170-000	802.
Ck. 04/09/14 182851	Total			802.00

Sandler Bros.

Inv. 0179694				
02/26/14	Sand Bags		230-6010-6116-8000-000	1,133.60
Ck. 04/09/14 182852	Total			1,133.60

SC Fuels

Inv. 073921R-DM				
03/12/14	Fuel for City Vehicles		101-2010-2011-8100-000	208.89
03/12/14	Fuel for City Vehicles		101-6010-6011-8100-000	208.89
03/12/14	Fuel for City Vehicles		101-7010-7101-8100-000	208.89
03/12/14	Fuel for City Vehicles		101-5010-5011-8100-000	835.54
03/12/14	Fuel for City Vehicles		101-4010-4011-8100-000	8,982.08
Ck. 04/09/14 182853	Total			10,444.29

Security Design Systems, Inc.

Inv. 191417				
03/01/14	PD Maint. Camera Access & Cont		101-4010-4011-8110-000	30.00
Inv. 191418				
03/01/14	PD Maint. Camera Access & Cont		101-4010-4011-8110-000	145.00
Inv. 191419				
03/01/14	PD Maint. Camera Access & Cont		101-4010-4011-8110-000	113.00
Ck. 04/09/14 182854	Total			288.00

Service Pro

Inv. 139751				
03/24/14	Citywide Pest Control Svcs 3/1		101-6010-6601-8120-000	314.
Ck. 04/09/14 182855	Total			314.

Service Solutions Group

Inv. 50827257				
02/27/14	FD Kitchen Oven Door Parts	101-5010-5011-8110-000		35.29
Ck. 04/09/14 182856	Total			35.29

Showcases

Inv. 277684				
02/18/14	Library Tech. Svcs Supplies	101-0000-0000-2700-000		(6.96)
02/18/14	Library Tech. Svcs Supplies	101-8010-8011-8020-000		84.33
Inv. 277685				
02/18/14	Library Tech. Svcs Supplies	101-0000-0000-2700-000		(15.05)
02/18/14	Library Tech. Svcs Supplies	101-8010-8011-8020-000		195.68
Inv. 277982				
03/05/14	Library Tech. Svcs Supplies	101-0000-0000-2700-000		(21.11)
03/05/14	Library Tech. Svcs Supplies	101-8010-8011-8020-000		274.45
Inv. 277983				
03/05/14	Library Tech. Svcs Supplies	101-0000-0000-2700-000		(15.50)
03/05/14	Library Tech. Svcs Supplies	101-8010-8011-8020-000		202.61
Ck. 04/09/14 182857	Total			698.45

Solinsky, Brian

Inv. 3/25-27/14				
03/31/14	Reimb. PD Training Expense	101-4010-4011-8200-000		24.00
Ck. 04/09/14 182858	Total			24.00

South Pasadena Firefighters As

Inv. 3/24/14				
03/24/14	Reimb. Bldg Maint. Equipment	101-5010-5011-8120-000		136.24
04/09/14 182859	Total			136.24

Staples Business Advantage

Inv. 3217340831				
12/13/13	CMO,CC & PW Office Supplies	101-6010-6011-8020-000		70.85
12/13/13	CMO,CC & PW Office Supplies	101-2010-2011-8000-000		70.85
12/13/13	CMO,CC & PW Office Supplies	101-1020-1021-8000-000		70.85
Inv. 3222788605				
02/12/14	Yard Office Supplies	101-6010-6601-8000-000		27.79
02/12/14	Yard Office Supplies	500-6010-6711-8000-000		37.26
Inv. 3222788607				
02/12/14	Yard Office Supplies	101-6010-6011-8020-000		35.32
Inv. 3223274788				
02/19/14	Sr.Center Office Supplies	101-8030-8021-8000-000		127.19
Inv. 3223419230				
02/21/14	Yard Office Supplies	500-6010-6711-8000-000		8.36
02/21/14	Yard Office Supplies	500-6010-6710-8000-000		8.36
02/21/14	Yard Office Supplies	101-6010-6410-8000-000		8.36
02/21/14	Yard Office Supplies	210-6010-6501-8000-000		8.36
02/21/14	Yard Office Supplies	230-6010-6116-8020-000		8.36
02/21/14	Yard Office Supplies	101-6010-6601-8000-000		267.02
Inv. 3223826981				
02/26/14	Library Office Supplies	101-8010-8011-8000-000		463.88
Inv. 3224799875				
03/01/14	FD Office Supplies	101-5010-5011-8000-000		275.86
Inv. 3224799876				
03/01/14	Sr.Center Office Supplies CRED	101-8030-8021-8000-000		(127.19)
Inv. 3224860244				
03/04/14	Recreation Office Supplies	101-8030-8032-8000-000		10.22
Inv. 3224860248				
03/04/14	Recreation Office Supplies	101-8030-8032-8000-000		305.15
Inv. 3224905615				
03/05/14	CMO Office Supplies	101-2010-2011-8000-000		557.92

Inv. 3224962997				
03/06/14	CMO Office Supplies	101-2010-2011-8000-000		29.96
Inv. 3225028928				
03/07/14	FD Office Supplies	101-5010-5011-8000-000		115.77
Inv. 3225410496				
03/12/14	Planning/Bldg Office Supplies	101-7010-7101-8000-000		204.65
Inv. 3225410497				
03/12/14	Planning/Bldg Office Supplies	101-7010-7101-8000-000		16.79
Inv. 3225410498				
03/12/14	Recreation Office Supplies	101-8030-8032-8000-000		63.73
Inv. 3225488771				
03/14/14	CMO,CC & PW Office Supplies	101-1020-1021-8000-000		98.83
03/14/14	CMO,CC & PW Office Supplies	101-6010-6011-8020-000		98.83
03/14/14	CMO,CC & PW Office Supplies	101-2010-2011-8000-000		133.51
Inv. 3225954882				
03/19/14	Recreation Office Supplies	101-8030-8032-8000-000		185.87
Inv. 3226028051				
03/20/14	Recreation Office Supplies	101-8030-8032-8000-000		32.20
03/20/14	Recreation Office Supplies	101-8030-8031-8000-000		80.93
Inv. 3226028054				
03/20/14	Recreation Office Supplies	101-8030-8032-8020-000		2.94
Ck. 04/09/14 182860	Total			3,298.78

Szenczi, Chris

Inv. 3/18/14				
03/18/14	Reimb. Command 2D Class	101-5010-5011-8200-000		250.00
Ck. 04/09/14 182861	Total			250.00

The Center

Inv. 3/12/14				
03/18/14	PD Training-Ofer. Gonzales	101-4010-4011-8200-000		33.00
Inv. 3/12/14A				
03/18/14	PD Training-Civilians Arrcola,	101-4010-4011-8200-000		66.00
Inv. 3/12/14B				
03/18/14	PD Training-Civilians Borja, G	101-4010-4011-8200-000		66.00
Inv. 3/12/14C				
03/18/14	PD Training-Civilians Hannible	101-4010-4011-8200-000		66.00
Inv. 3/12/14D				
03/18/14	PD Training-Civilian Nobella	101-4010-4011-8200-000		33.00
Ck. 04/09/14 182862	Total			264.00

The House of Printing, Inc.

Inv. 146952				
02/28/14	Busn Cards	101-8030-8032-8020-000		95.24
Ck. 04/09/14 182863	Total			95.24

The Light House

Inv. 0026736				
03/26/14	Street Lighting Supplies	101-6010-6601-8020-000		374.63
Ck. 04/09/14 182864	Total			374.63

The Verdin Company

Inv. 00999749				
03/14/14	2 Canterbury Clock Parts for G	101-0000-0000-2700-000		(129.60)
03/14/14	2 Canterbury Clock Parts for G	215-6010-6201-8020-000		1,588.89
Ck. 04/09/14 182865	Total			1,459.29

Tom's Clothing & Uniforms Inc

Inv. 84515				
03/13/14	PD Crossing Guard Supplies	101-4010-4011-8134-000		123.17

04/09/14 182867	Total		123.17
Tom, Rachel			
Inv. 2013-2014			
03/19/14	Refund St.Light & Library Prop	101-0000-0000-4150-000	36.00
03/19/14	Refund St.Light & Library Prop	215-0000-0000-4100-000	104.09
Ck. 04/09/14 182866	Total		140.09
Transtech Engineers Inc.			
Inv. 14031273			
03/03/14	Bldg & Safety Svcs 2/2014	101-7010-7101-8180-000	24,877.14
Inv. 14031274			
03/03/14	Engineer Svc-Soils Report 1701	101-0000-0000-2970-001	891.00
Ck. 04/09/14 182868	Total		25,768.14
TruGreen Landcare-West			
Inv. 7683042			
02/28/14	Monthly Landscape Svcs 2/14	215-6010-6416-8180-000	5,012.36
02/28/14	Monthly Landscape Svcs 2/14	101-6010-6410-8180-000	12,061.64
Ck. 04/09/14 182869	Total		17,074.00
UCLA Center for Prehospital Ca			
Inv. 891			
03/01/14	Paramedic Training	101-5010-5011-8170-000	1,845.73
Ck. 04/09/14 182870	Total		1,845.73
ULINE			
Inv. 57608348			
03/24/14	Gatorade for Svc Yard	210-6010-6501-8020-000	96.66
03/24/14	Gatorade for Svc Yard	101-6010-6601-8020-000	96.67
03/24/14	Gatorade for Svc Yard	230-6010-6116-8020-000	96.67
03/24/14	Gatorade for Svc Yard	500-6010-6710-8020-000	96.67
03/24/14	Gatorade for Svc Yard	101-6010-6410-8020-000	96.67
Ck. 04/09/14 182871	Total		483.34
Underground Service Alert			
Inv. 220140660			
03/01/14	Underground Svc Alerts 2/14	500-6010-6710-8020-000	127.50
Ck. 04/09/14 182872	Total		127.50
Union Bank of CA			
Inv. 67116467			
03/29/14	Downtown Revitalization Redeve	227-0000-0000-1001-000	(8.80)
03/29/14	Downtown Revitalization Redeve	227-7200-7211-8331-000	48,909.38
03/29/14	Downtown Revitalization Redeve	227-7200-7211-8330-000	100,000.00
Ck. 04/09/14 182873	Total		148,900.58
Unique Mgmt Svcs Inc.			
Inv. 252809			
03/01/14	Recovery Agency Svcs 1/1-2/28/	101-8010-8011-8180-000	322.20
Ck. 04/09/14 182874	Total		322.20
United Site Services, Inc.			
Inv. 114-1880335			
03/04/14	PortableToilet Svc Sakte Park	101-8030-8032-8180-000	245.21
Ck. 04/09/14 182875	Total		245.21
Upper S.G.Mun. Water Dist.			
Inv. 2/01-14			
02/11/14	Water Supply 1/14	500-6010-6711-8231-000	71.67

Inv. 2/02-14 03/14/14	Water Supply 2/14	500-6010-6711-8231-000	71.67
Ck. 04/09/14 182876	Total		143.34
URS Corporation			
Inv. 5795980 02/26/14	Wilson Rsvr Project Revisions	500-9000-9255-9255-000	3,846.50
Ck. 04/09/14 182877	Total		3,846.50
Verizon Wireless			
Inv. 9720805275 02/26/14	PD Air Cards 1/27-2/26/14	101-4010-4011-8150-000	668.03
Ck. 04/09/14 182878	Total		668.03
Vision Internet Providers Inc.			
Inv. 26920 03/22/14	Web Hosting Monthly Fee 3/14	101-3010-3032-8020-000	200.00
Ck. 04/09/14 182879	Total		200.00
Volvo Construction Equip. & Sv			
Inv. S504004164 02/19/14	Air Compressor Svc for Unit# 1	500-6010-6710-8110-000	1,602.85
Ck. 04/09/14 182880	Total		1,602.85
Vortex Industries, Inc			
Inv. 03-814727-1 03/21/14	City Hall Entrance Doors Repai	101-6010-6601-8120-000	354.00
Ck. 04/09/14 182881	Total		354.00
VR Auto Repair			
Inv. 956884 03/19/14	Change 2 PD Tires & Valves Uni	101-4010-4011-8100-000	50.00
Inv. 956885 03/20/14	Change 4 PD Tires Unit# 1112	101-4010-4011-8100-000	100.00
Inv. 956886 03/24/14	Change PD Tire Unit#1201	101-4010-4011-8100-000	25.00
Inv. 956887 03/26/14	Change 3 PD Tires Unit#0219	101-4010-4011-8100-000	75.00
Ck. 04/09/14 182882	Total		250.00
Vulcan Materials Co. & Affilia			
Inv. 70250161 01/31/14	Crushed Aggregate Base	500-6010-6710-8020-000	605.69
01/31/14	Crushed Aggregate Base	230-6010-6116-8020-000	605.69
Ck. 04/09/14 182883	Total		1,211.38
Wells Fargo Bank			
Inv. 1057124 03/13/14	SP 2013 Water Rev.Ref. Bonds A	550-6010-6712-8232-000	2,500.00
Ck. 04/09/14 182884	Total		2,500.00
West Coast Arborists, Inc.			
Inv. 93908 01/15/14	City Wide Tree Svcs 1/1-15/14	215-6010-6310-8180-000	1,950.00
Inv. 94623 02/15/14	City Wide Tree Svcs 2/1-15/14	215-6010-6310-8180-000	1,515.00
Inv. 94966 02/28/14	City Wide Tree Svcs 2/16-28/14	215-6010-6310-8180-000	660.
Ck. 04/09/14 182885	Total		4,125.00

western Graphix				
Inv. 43100				
03/04/14	City ID Badges & Lanyards	101-2010-2013-8020-000		176.56
Ck. 04/09/14 182886	Total			176.56
Wheeless, DeAnn				
Inv. 3/20/14				
03/25/14	Reimb. PD Training Expense	101-4010-4011-8200-000		6.00
Inv. 3/25-27/14				
03/31/14	Reimb. PD Training Expense	101-4010-4011-8200-000		24.00
Ck. 04/09/14 182887	Total			30.00
Wise, Randy				
Inv. 3/20/14				
03/24/14	Reimb. PD Training Expense	101-4010-4011-8200-000		26.48
Ck. 04/09/14 182888	Total			26.48
Wittman Enterprises LLC				
Inv. 1402059				
03/13/14	Paramedic Payment 3/14	101-0000-0000-5290-001		2,781.21
Ck. 04/09/14 182889	Total			2,781.21
Wright Supply Inc				
Inv. 167840				
02/24/14	HVAC Unit Stock Supplies	101-6010-6601-8120-000		296.72
Ck. 04/09/14 182890	Total			296.72
Tire Sales				
Inv. 113947				
03/03/14	PD Tires	101-4010-4011-8100-000		4,558.50
Inv. 113989				
03/12/14	Transit Tire Inspection & Tune	205-8030-8025-8100-000		242.45
Ck. 04/09/14 182891	Total			4,800.95
Zebra Entertainment				
Inv. 9807 Bal				
01/15/14	Eggstravaganza 4/19/14 Bunny B	101-8030-8032-8264-000		279.00
Ck. 04/09/14 182892	Total			279.00
Zee, Yuet				
Inv. 4/9-6/6/14				
03/14/14	Instructor Line Dance Class	101-8030-8032-8267-000		93.60
Ck. 04/09/14 182893	Total			93.60
Total				900,974.02

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ATTACHMENT 4
Payroll 03-28-14

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 03.28.14

Account Number	Account Name	04.09.14
101-0000-0000-1010-000	General Fund - Payroll cash	531,209.01
	Other Withholding Payables	\$ 317,556.77
101-0000-0000-1010-000	Net General Fund - Payroll Cash	213,652.24
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	7,432.44
207-0000-0000-1010-000	Prop C - Payroll Cash	5,423.06
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	12,805.72
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	5,669.15
227-0000-0000-1010-000	CRA - Payroll Cash	6,594.82
229-0000-0000-1010-000	CRA Housing - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	16,278.74
247-0000-0000-1010-000	SGVCOG Grant Fund	
260-0000-0000-1010-000	CDBG - Payroll Cash	
274-0000-0000-1010-000	Homeland Security Grant	
500-0000-0000-1010-000	Water Fund - Payroll Cash	53,972.09
700-0000-0000-2210-000	Internal Revenue Service	46,675.81
700-0000-0000-2230-000	Internal Revenue Service	13,649.50
Total Checks & Direct Deposits		382,153.57
Checks		20,129.39
Direct Deposits		301,698.87
I.R.S Payments		60,325.31
		<u>382,153.57</u>
To 700		619,255.64
Other PR Payable		317,556.77
ACH Payable		<u>301,698.87</u>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants 04.09.14

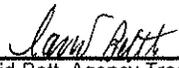
<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
City of South Pasadena	P/R/E 3/23/14	ACH	227.0000.0000.1010.000	Payroll PE 03.23.14	\$ 6,594.82
Arecano Inc.	031614-1	182634	227.7200.7210.8170.000	Finance Director Svcs 3/1-15/14	\$ 1,620.60
Pers Health Insurance	P/R/E 3/23/14	182667	227.7200.7210.7131.000	Health Ins. Apr-14	\$ 320.36
Union Bank of CA	67116467	182873	227.7200.7211.8330.000	DowntownRevitalizationRedevelopTaxBond	\$ 100,000.00
Union Bank of CA	67116467	182873	227.7200.7211.8331.000	DowntownRevitalizationRedevelopTaxBond	\$ 48,909.38
Union Bank of CA	67116467	182873	227.0000.0000.1001.000	DowntownRevitalizationRedevelopTaxBond	\$ (8.80)

RSA Report Total

\$157,436.36

Marina Khubesrian, M.D., Agency Chair

Evelyn G. Zneimer, Agency Secretary



 David Batt, Agency Treasurer

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

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

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

COUNCIL AGENDA: April 9, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *JA*

FROM: Hilary Straus, Assistant City Manager *HS*
Sheila Paustch, Community Services Director *SP*
Mariam Lee Ko, Human Resources Manager *MLK*

SUBJECT: **Approval of a Resolution Adopting Amendment Number Two to the Memorandum of Understanding Between the Public Service Employees' Association – Part Time Unit and the City of South Pasadena**

Recommendation

It is recommended that the City Council approve and adopt a resolution adopting Amendment Number Two ("Amendment Two") to the 2012-2014 Memorandum of Understanding Between the Public Service Employees' Association (PSEA) –Part Time Unit and the City of South Pasadena, in order to implement staffing modifications to the Dial-A-Ride Program.

Fiscal Impact

The fiscal impacts of the approved staffing configuration were provided in a report to the City Council at the meeting of February 5, 2014.

Commission Review and Recommendation

The Senior Citizens' Commission has had discussions about concerns raised by Dial-A-Ride participants of not having access to transportation due to the reduction of service levels.

Background

On February 5, 2014, the City Council approved Option C of Part Time Staff Model for Dial-A-Ride, modifying the current staffing configuration for the Transit Division of the Community Services Department in order to better address the demands and needs of the program.

Following approval by the City Council, staff met with representatives from the PSEA – Part Time Unit regarding the addition of a part-time Program Specialist classification, salary range for the classification, and an amendment of the hourly restrictions for part time employees within the Community Services Department – Transit Division.

Analysis

Amendment Two to the 2012-2014 Memorandum of Understanding Between the Public Services Employees' Association – Part Time Unit and the City of South Pasadena (“Amendment Two to the MOU”) documents the agreement reached between City staff and representatives of the PSEA - Part Time Unit.

To highlight, Amendment Two to the MOU provides for the addition of the part time Program Specialist to the list of recognized classifications, the addition of part time Program Specialist to the PSEA – Part Time Unit Salary Schedule, as shown in Appendix A, and the addition of language that restricts part time employees in Community Services Department – Transit Division from working no more than 28 hours per week and no more than 112 hours per calendar month.

Furthermore, the part time Program Specialist job description is provided as Attachment 2. No changes or edits were made to the original full time Program Specialist job description to create the part time classification. Additionally, the job description for full time and part time Transportation Driver is provided as Attachment 3, no changes or edits were made to the original classification.

Legal Review

The City’s Legal Counsel from the firm of Liebert Cassidy Whitmore has reviewed the staff report and resolution.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of this item’s inclusion on the legally-required publicly-noticed agenda, and posting of that 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 - Amendment Number Two to the 2012-2014 Memorandum of Understanding Between the Public Service Employees’ Association –Part Time Unit and the City of South Pasadena
2. Full time/Part time Program Specialist Job Description
3. Full time/Part time Transportation Driver Job Description

ATTACHMENT 1

**Resolution – Amendment Number Two to the 2012-
2014 Memorandum of Understanding Between the
Public Service Employees’ Association – Part Time
Unit and the City of South Pasadena**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING AMENDMENT NUMBER TWO TO THE
2012-2014 MEMORANDUM OF UNDERSTANDING BETWEEN
THE PUBLIC SERVICE EMPLOYEES' ASSOCIATION –
PART TIME UNIT AND THE CITY OF SOUTH PASADENA**

WHEREAS, California Government Code Section 3500 (Meyers-Milias-Brown Act) requires that public employers meet and confer regarding wages, hours, and other terms and conditions of employment; and

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

WHEREAS, the City and the Public Service Employees' Association – Part Time Unit has agreed to the terms included in the attached Amendment Number Two to the 2012-2014 Memorandum of Understanding Between the Public Services Employees' Association – Part Time Unit and the City attached hereto as "Exhibit A."

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

SECTION 1. Exhibit A is approved and adopted by the City Council of the City of South Pasadena.

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 9th day of April, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

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, California, at a special meeting held on the 9th day of April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

Exhibit A

**Amendment Number Two to the 2012-2014 Memorandum of Understanding
Between the Public Service Employees' Association – Part Time Unit and the
City of South Pasadena**

Effective: Upon City Council Approval

This second Amendment to the 2012-14 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 within the MOU and prior amendments to the MOU. **THIS AMENDMENT SHALL BE OF NO FORCE OR EFFECT UNLESS AND UNTIL ADOPTED BY THE CITY COUNCIL.**

Representatives of the Association and City, having met and conferred in good faith, agree to amend the following provisions of the MOU:

1. Article 1 – CLASSIFICATIONS RECOGNIZED

The City of South Pasadena (“City”) hereby confirms that the South Pasadena Public Service Employees’ Association – Part Time Unit (“Association”) is the exclusive representative of the part time employees in the classifications listed below for purposes of the Meyers-Milias-Brown Act (Gov. Code section 3500 et seq.):

Reference Librarian	Recreation Leader III
Librarian	Site Manager
Film Liaison	Typist Clerk
Fire Prevention Specialist	Recreation Leader II
Professional Intern	Intern
Transportation Coordinator	Typist Clerk I
Recreation Camp Director	Police Cadet
Literacy Publicist	Accounting Clerk
Maintenance Assistant	Skate Park Assistant Attendant
Security Monitor	Recreation Leader I
Secretary	Library Aide II

Transportation Driver
Lead Transportation Driver
Transit Assistant
Literacy Assistant
Program Specialist

Library Aide I
Crossing Guard/High School Intern
Skate Park Lead Attendant
Parking Control Aide

2. Article 10 – COMPENSATION-SALARY SCHEDULE ADJUSTMENT

Effective the first full payroll period of fiscal year 2013-14 (Payroll #14, July 1, 2013-July 14, 2013), the base salary rate of each affected employee shall be increased by three percent (3%). The new Part Time Salary Schedule reflecting a 3% adjustment accompanies this Amendment Number Two as Appendix A.

3. Article 11 – IMPLEMENTATION OF PART TIME HOURS POLICY

Effective May 10, 2014, part time hours will be managed by the City as follows:

- a. **Category 1: All Part Time Employees in the Transit Division of the Community Services Department:** All part time employees in the Transit Division of the Community Services Department, including the positions of Lead Transportation Driver, Professional Intern, Program Specialist, Transit Assistant, Transportation Coordinator and Transportation Driver, shall be restricted to working no more than 28 hours per week and no more than 112 hours per calendar month.
- b. **Category 2: All Part Time Employees Hired On or After July 1, 2013 Not in Category 1:** All part time employees hired on or after July 1, 2013 who are not in Category 1 shall be restricted to working no more than 18 hours per week, no more than 72 hours per calendar month, and no more than 936 hours per fiscal year.
- c. **Category 3: Part Time Employees Enrolled in CalPERS as of July 1, 2013:** All part time employees enrolled in CalPERS as of July 1, 2013, shall be restricted to working no more than 28 hours per week and no more than 112 hours per month.
- d. **Category 4: Part Time Employees Not in Category 1 and Not Enrolled in CalPERS as of July 1, 2013:** All part time employees who

are not in Category 1 and who are not enrolled in CalPERS as of July 1, 2013, shall be restricted to working no more than 18 hours per week, no more than 72 hours per 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 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.

By: 
Josh Cardenas
PSEA-PT President 4/1/14

By: 
Sergio Gonzalez
City Manager

By: 
Ralph Royds
PSEA Representative 3/31/14

By: 
Hilary Straus
Assistant City Manager

Appendix A

Part Time Salary Schedule

	A	B	C	D	E
Reference Librarian	\$ 19.33	\$ 20.29	\$ 21.31	\$ 22.37	\$ 23.49
Librarian	\$ 19.33	\$ 20.29	\$ 21.31	\$ 22.37	\$ 23.49
Program Specialist	\$ 18.24	\$ 19.15	\$ 20.11	\$ 21.12	\$ 22.17
Film Liaison	\$ 18.14	\$ 19.05	\$ 20.00	\$ 21.00	\$ 22.05
Fire Prevention Specialist	\$ 16.70	\$ 17.53	\$ 18.41	\$ 19.33	\$ 20.30
Professional Intern	\$ 16.70	\$ 17.53	\$ 18.41	\$ 19.33	\$ 20.30
Transportation Coordinator	\$ 16.70	\$ 17.53	\$ 18.41	\$ 19.33	\$ 20.30
Transit Assistant	\$ 16.70	\$ 17.53	\$ 18.41	\$ 19.33	\$ 20.30
Recreation Camp Director	\$ 16.70	\$ 17.53	\$ 18.41	\$ 19.33	\$ 20.30
Literacy Publicist	\$ 16.14	\$ 16.94	\$ 17.79	\$ 18.68	\$ 19.61
Maintenance Assistant	\$ 15.69	\$ 16.48	\$ 17.30	\$ 18.17	\$ 19.07
Lead Transportation Driver	\$ 15.69	\$ 16.48	\$ 17.30	\$ 18.17	\$ 19.07
Security Monitor	\$ 15.69	\$ 16.48	\$ 17.30	\$ 18.17	\$ 19.07
Secretary	\$ 15.11	\$ 15.86	\$ 16.65	\$ 17.49	\$ 18.36
Transportation Driver	\$ 14.59	\$ 15.32	\$ 16.09	\$ 16.89	\$ 17.74
Skate Park Lead Attendant	\$ 11.71	\$ 12.30	\$ 12.91	\$ 13.56	\$ 14.23
Literacy Assistant	\$ 11.26	\$ 11.82	\$ 12.41	\$ 13.03	\$ 13.68
Parking Control Aide	\$ 11.09	\$ 11.64	\$ 12.23	\$ 12.84	\$ 13.48
Recreation Leader III	\$ 11.04	\$ 11.59	\$ 12.17	\$ 12.78	\$ 13.41
Site Manager	\$ 10.46	\$ 10.98	\$ 11.53	\$ 12.11	\$ 12.71
Typist Clerk II	\$ 10.46	\$ 10.98	\$ 11.53	\$ 12.11	\$ 12.71
Recreation Leader II	\$ 10.03	\$ 10.53	\$ 11.06	\$ 11.61	\$ 12.19
Intern	\$ 9.68	\$ 10.16	\$ 10.67	\$ 11.20	\$ 11.76
Typist Clerk I	\$ 9.51	\$ 9.98	\$ 10.48	\$ 11.00	\$ 11.55
Police Cadet	\$ 9.36	\$ 9.83	\$ 10.32	\$ 10.84	\$ 11.38
Accounting Clerk	\$ 9.34	\$ 9.80	\$ 10.29	\$ 10.81	\$ 11.35
Skate Park Assistant Attendant	\$ 9.12	\$ 9.58	\$ 10.06	\$ 10.56	\$ 11.09
Recreation Leader I	\$ 9.12	\$ 9.58	\$ 10.06	\$ 10.56	\$ 11.09
Library Aide II	\$ 8.95	\$ 9.40	\$ 9.87	\$ 10.37	\$ 10.88
Library Aide I	\$ 8.74	\$ 9.17	\$ 9.63	\$ 10.11	\$ 10.62
Crossing Guard/High School Intern	\$ 8.52	\$ 8.95	\$ 9.40	\$ 9.87	\$ 10.36

Effective May 10, 2014

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ATTACHMENT 2
Full time/Part time Program Specialist Job Description

City of South Pasadena

Program Specialist
(Full Time/Part Time)

Purpose

Under the supervision of the Community Services Supervisor or Coordinator, the Program Specialist will plan, implement and supervise programs and activities in any of the following areas: Senior Services, Recreation and/or Transit.

Examples of Duties

The duties listed below are examples of the work 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:

Recreation

- 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, Teen Center, Concerts in the Parks, City-wide events, and contract classes;
- Monitor program budgets and prepare financial reports;
- Perform short-term and long-term goals of the division and department;
- Supervise part-time staff, including: assisting in recruiting, interviewing, and selecting new employees; training, assigning, planning and reviewing their work; maintaining standards; coordinating activities; allocating personnel; acting on employee problems; recommending discipline, and performing performance appraisals;
- Register and evaluate participants in programs;
- Act as liaison to the public regarding programs, and inform community of programs;
- Ability to operate a computer and a variety of computer programs;
- Perform other related duties as required.

Seniors

- Create flyers and brochures for center;
- Assist with set up of activities/classes and arrange for necessary equipment;
- Assist in front office operations;
- Research new classes, programs, activities and lectures;
- Assist in the planning, organizing, scheduling, coordinating, promoting, implementing and evaluating of programs, classes and events;
- Monitor program budgets and prepare financial reports;
- Work with Supervisor on monthly calendar;

- Register and evaluate participants in programs;
- Act as liaison to the public regarding programs, and inform community of programs;
- Ability to operate a computer and a variety of computer programs;
- Supervise part-time staff, including: assisting in recruiting, interviewing, and selecting new employees; training, assigning, planning and reviewing their work; maintaining standards; coordinating activities; allocating personnel; acting on employee problems; recommending discipline, and performing performance appraisals;
- Perform other related duties as required.

Transit

- Receive routine calls for service and dispatch appropriate personnel;
- Maintain radio contact and status of all in-field drivers;
- Maintain a daily dispatch log of all requests and occurrences taken during an assigned shift;
- Train of other transit personnel;
- Provide customer service on the telephone, in person, on radio and in the field;
- Receive and document complaints and information received concerning problems that occur and report to the supervisor as appropriate.
- Gather information and complete reports of transit incidents;
- Process daily financial transactions;
- Accurately prepare related forms and reports for all assigned tasks;
- Perform clerical and other computer related work as required;
- May be required to work additional or overtime shifts consistent with Department policies;
- Provide information and assistance to callers regarding requests for service;
- Track, enter and file daily all relative information from transit documents such as, fuel consumption, pre trip inspections, daily trip sheets, and daily driver schedules;
- Process new member applications completely;
- Maintain operation of the transit system in the absence of the Transit Coordinator;
- Perform other related duties as required.

Employment Standards

Education/Experience:

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

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. Must be able to hear and speak to drivers over the radio, the general public, and City staff on the telephone and in person; read employee manuals, plans, reports, contracts, correspondence, memorandum, and other records.

Special Requirements:

Possession of a valid Class “C” California Driver’s License.

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

4/9/2014

ATTACHMENT 3
Full time/Part time Transportation Driver
Job Description

City of South Pasadena

Transportation Driver
(Full Time/Part Time)

Purpose

Under general supervision, operates 15 passenger vans 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.

Example of Duties:

The duties listed below are examples of the work typically performed by employees in this class. An employee may not be assigned all duties listed and may be assigned duties which are not listed below. *Marginal duties* (shown in *italics*) are those which are **least** likely to be essential functions for any single position in this class.

Operates van to transport individuals in the South Pasadena/Pasadena area; assists clients in boarding van; ensures clients are properly seated; operates wheel chair lift; drives passengers to appointments or shopping areas; loads and unloads packages/groceries for passengers; delivers lunches.

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; *moves and arranges furniture in the Senior Center; assists with opening and closing Senior Center;* delivers items to City Hall, post office and vendors; *washes van and cleans interior of van.* Answers phones and dispatches as needed.

Employment Standards

Education/Experience:

Must possess a high school diploma, or the equivalent; two years experience operating commercial 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/Skills/Abilities:

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

Ability to:

Operate 15 passenger van; establish and maintain working relationships with employees, clients, and children; read and use road maps.

Physical Demands:

Involves some active physical work, but without heavy exertion. Physical demands include sitting for long periods, frequent lifting up to 25 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. Basic First Aid and CPR certifications.

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 and is required to enter data into a computer; and produce written documents.

FLSA Status

Non-exempt

4/9/2014

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Discretionary Fund Request From Mayor Khubesrian in the Amount of \$500 For The Place Teen Center**

Recommendation

It is recommended that the City Council approve the request by Mayor Khubesrian designating \$500 of discretionary funds allocated for the purpose of The Place Teen Center.

Fiscal Impact

Funds are available in the FY 2013/14 Budget.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

In September 2004, the City Council approved the creation of discretionary spending budgets which allow each councilmember the opportunity to fund projects or purchases that might not otherwise be funded in the approved budget. The City Council adopted the FY 2013/14 budget with \$20,000 in the Discretionary Fund, \$4,000 designated for each councilmember/mayor. Discretionary funds must be used for a public purpose benefiting the City.

On August 17, 2011, the City Council approved Resolution No. 7174, establishing guidelines for discretionary budget accounts. The resolution states that all funds not expended during the fiscal year shall be carried over to subsequent fiscal years, up to a maximum carryover amount of \$10,000 per councilmember account. Said unallocated funds need not be encumbered by a purchase order in order to be carried over to the following fiscal year. The table below displays the current Discretionary Fund balances, and excludes the requests being considered in this staff report.

Discretionary Fund Request for The Place Teen Center
 April 9, 2014
 Page 2 of 2

City Councilmembers Discretionary Funds Fiscal Year 2012/13						
Date		<u>Cacciotti</u>	<u>Joe</u>	<u>Khubesrian</u>	<u>Putnam</u>	<u>Schneider</u>
	Prior Year Balance >	\$0	\$2,000	\$0	\$0	\$0
Pledged	Plus Current Year Balance >	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
11/7/2012	Mural Project at Senior Center			500		
2/20/2013	Nutritional Snacks at Teen Center			500		
4/17/2013	Lights for "Autism Awareness"	500		300		
4/17/2013	2013 Greenest Fastest Mile	500				
4/17/2013	Emergency Notification System				2,000	
	<i>YTD Appropriations</i>	<i>1,000</i>	<i>0</i>	<i>1,300</i>	<i>2,000</i>	<i>0</i>
Available at 6/30/13		\$3,000	\$6,000	\$2,700	\$2,000	\$4,000

City Councilmembers Discretionary Funds Fiscal Year 2013/14						
Date		<u>Cacciotti</u>	<u>Joe</u>	<u>Khubesrian</u>	<u>Mahmud</u>	<u>Schneider</u>
	Prior Year Balance >	\$3,000	\$6,000	\$2,700		\$4,000
Pledged	Plus Current Year Balance >	\$4,000	\$4,000	\$4,000	\$2,000	\$4,000
7/3/2013	Mural Project at Senior Center			(500)		
7/3/2013	Orange Grove Park Mural			350		400
10/2/2013	Nature Park Plants					500
11/20/2013	Nature Park Surveillance Camera					400
2/5/2014	Crossing Guard at Mission/Marengo	1,000				
3/19/2014	Dog Park Planning & Design	1,000				
	<i>YTD Appropriations</i>	<i>2,000</i>	<i>0</i>	<i>(150)</i>	<i>0</i>	<i>1,300</i>
Available at 4/9/14		\$5,000	\$10,000	\$6,850	\$2,000	\$6,700

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*.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Paul Riddle, Deputy Fire Chief *PR*
Tracey Perkosky, Grants Analyst *TP*
SUBJECT: **Award Contract in the Amount of \$36,437.40 to Galpin Motors for Purchase of 2014 Ford Fusion Energi SE for Deputy Fire Chief Staff Vehicle Using AB 2766 Subvention Funds**

Recommendation

It is recommended that the City Council:

1. Authorize the City Manager to purchase a 2014 Ford Fusion Energi SE from Galpin Motors and execute all related documents; and
2. Budget \$36,437.40 of AB 2766 Subvention funds to account number 218-8540.

Fiscal Impact

The City receives an annual allocation of AB 2766 Subvention funds based on car registration fees. Any unused allocation can be rolled over from year-to-year. There is currently a fund balance of \$94,845.01. This will pay for 100% of the purchase price, dealer fees and sales tax for the new vehicle. Fuel and routine maintenance will be paid for out of Fire Department vehicle maintenance account 101-5011-8100. The City will also be reimbursed from San Gabriel and San Marino for maintenance as part of the Tri-City Fire Command agreement.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Beginning in 1991, cities and counties have received AB 2766 Subvention funds to reduce air pollution from motor vehicles. A motor vehicle registration fee surcharge of \$6 per vehicle is collected by the Department of Motor Vehicles and then distributed by the South Coast Air Quality Management District (AQMD). Forty percent of the surcharge is directed to local governments based on population.

The broad areas eligible for Subvention funds include the purchase of new alternative fuel/electric vehicles, public transportation, traffic management and signal coordination,

Purchase of 2014 Ford Fusion Energi SE with AB 2766 Subvention Funds

April 9, 2014

Page 2 of 3

transportation demand management, public education and bicycle lanes or facilities. The City has previously used this funding to purchase hybrid pool vehicles, CNG heavy-duty vehicles for Public Works, Transit Buses for Dial-A-Ride, and to incentivize employees to use public transit. For new alternative fuel vehicles in the light and medium duty class, they must be certified by the California Air Resource Board as a Super Ultra Low Emission Vehicle (SULEV). The Ford Fusion Energi SE is a plug-in hybrid and is a qualifying acquisition.

Analysis

The Deputy Fire Chief's staff vehicle will be used for administrative support by the Division Chief when responding to both emergency and non-emergency incidents within South Pasadena, San Marino, and San Gabriel, this includes residential and commercial fires, hazardous materials spills or leaks, and traffic collisions involving rescue with multiple victims. The Deputy Fire Chief is also a member of the South Pasadena Emergency Management Team, the Fusion Energi SE will be Code 3 capable which will enable a quick response in the event of a disaster. It will also be used for routine administrative duties including meetings and other staff related functions.

This plug-in hybrid will be replacing Battalion 8 (BC8), a 1997 Chevy Tahoe. Previous maintenance costs have been kept low for the past few fiscal years because fire personnel performed the required maintenance and repairs. Immediate maintenance needs are transmission repair, rear differential repair, brakes, shocks and electrical system overhaul. These are beyond the capabilities of fire personnel and will require professional servicing at an estimated cost of \$5,500.00. BC8 is a gasoline powered vehicle. In accordance with AQMD procedures, this vehicle will be destroyed to help reduce regional greenhouse gas emissions and air pollution.

The Ford Fusion Energi SE is an electric plug-in hybrid and meets the City's Low Emission Vehicle Acquisition Policy. According to the window sticker, the annual fuel cost is \$950. The City will save approximately \$6,750 in fuel costs over 5 years.

Staff solicited written bids for the Ford Fusion by posting a legal notice in the South Pasadena Review and contacted over 20 authorized Ford dealers in surrounding area. Galpin Motors was the sole bidder with a total purchase price of \$36,437.40 including all applicable fees and taxes. Staff reviewed the proposal and it is within the price expectancy for this vehicle.

Legal Review

The City Attorney has reviewed this item and has determined that the purchase is compliant with the purchasing ordinance.

Public Notification of Agenda Item

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

Purchase of 2014 Ford Fusion Energi SE with AB 2766 Subvention Funds
April 9, 2014
Page 3 of 3

Attachments:

1. Bid Response from Galpin Motors
2. California Air Resources Board Certification for 2014 Ford Fusion Energi SE
3. Window Sticker

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ATTACHMENT 1
Bid Response from Galpin Motors

BID PROPOSAL

CITY OF SOUTH PASADENA
1414 MISSION STREET
SOUTH PASADENA, CALIFORNIA 91030

HONORABLE MAYOR AND
MEMBERS OF THE CITY COUNCIL:

Company

Galpin Motors (Galpin Ford)

Business Address

15505 Roscoe Blvd. N. Hills 91343

Telephone No.

818.787.3800

State Vendor's License No.

The undersigned declares that careful examination of the Specifications and all enclosed documents has been made and hereby proposes to furnish all labor, materials, equipment, tools, transportation, and services to build and deliver the vehicle within 14 days of issuance of City's Purchase Order. All work shall be performed to build and deliver the 2014 FORD FUSION ENERGI SE vehicle in accordance with the Specifications and all enclosed documents, for the unit or lump sum prices set forth in this Request for Proposal.

The undersigned, having carefully examined the Specifications for

2014 FORD FUSION ENERGI SE PASSENGER VEHICLE

HEREBY PROPOSE to furnish all labor, materials, equipment and transportation, and do all the work required to complete the said work in accordance with the said Plans and Specifications for the following unit prices:

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extend Amount
1	2014 Ford Fusion Energi SE Passenger Vehicle <ul style="list-style-type: none"> Per specifications listed in Technical Provisions (T-1 through T-4), Section 1.1 	1	LS	\$	\$ 33,299.50 <i>net</i>

TOTAL PROJECT COST IN FIGURES \$ 36,437.40 including taxes
 TOTAL PROJECT COST IN WORDS thirty six thousand four hundred thirty seven dollars and 40/100 cents

The undersigned bidder acknowledges receipt of the following addendum issued for the above project. If no addendum has been received, write "none".

List of Addendum Received: See price sheet and brochure *Window Sticker*

Signature of Bidder *Thomas A. DuBois* "TC" DuBois

TYPE OF ORGANIZATION: INDIVIDUAL
 PARTNERSHIP
 CORPORATION

If bidder is an individual, so state. If bidder is a Firm or Co-Partnership, state the firm name and give the names of all individual co-partners composing the firm. If bidder is a Corporation, state legal name of corporation, also names of President, Secretary, Treasurer, and Manager thereof.

Firm Name / Corporation Name: Gulpin Motors Inc., d/b/a. Gulpin Ford
Herbert Bert Boeckmann, President
Brad Boeckmann, Vice President and
Phil Marshall, secretary

(Insert names of officers and capacity where not shown), (any two acting together) (any one acting alone) (strike out inapplicable portion), are hereby authorized to execute and deliver in the name of and for and on behalf of this corporation, any and all bids, authorizations, contracts, bonds, and agreements of any nature or sort whatsoever.

The foregoing quantities are approximate only, being given as a basis for the comparison of bids, and the City does not expressly or by implication agree that the actual amount of work will correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work or to omit portions of the work as may be deemed necessary or advisable by the City.

The bidder also certifies that the bid is a balanced bid. In accordance with Section 7028.15 of the California Business and Professions Code, the undersigned certifies under penalty of perjury that the foregoing is true and correct.

It is understood and agreed that:

- (1.) No verbal agreement or conversation with any officer, agent or employee of the City, either before or after the execution of the Agreement shall affect or modify any of the terms or obligations of this Proposal.
- (2.) The City will not be responsible for any errors or omissions on the part of the undersigned in making up his bid, nor will bidders be released on account of errors.
- (3.) The undersigned hereby certifies that this Proposal is genuine and is not sham or collusive, or made in the interest or in behalf of any person not herein named, and that the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm or corporation to refrain from bidding, and that the undersigned has not in any manner sought, by collusion, to secure for himself an advantage over any other bidder.

TECHNICAL PROVISIONS

A. SCOPE OF WORK

The work consists of furnishing all labor, supervision, equipment, supplies, transportation, taxes and fees, and all other items necessary to perform the work and services required to build and deliver the FORD FUSION ENERGI SE Passenger Vehicle shown on the Specifications. The work performed under this contract is summarized in the Notice Inviting Sealed Bids.

B. TIME OF COMPLETION

The successful bidder will be required to furnish the vehicle meeting the bid specifications within 14 calendar days of receipt of purchase order issued by the City of South Pasadena.

C. DESCRIPTION OF BID ITEMS

The unit prices to be paid for the items listed in the Vendor's Proposal as defined herein shall be considered full compensation for furnishing all labor, materials, tools, and equipment, and doing all work involved in furnishing and delivering the specified piece of equipment, including all taxes and fees, in accordance with the details shown on the specifications, as specified herein, and as directed by the City Manager's Office.

All incidental work which is not specified, and which is necessary to build and deliver the FORD FUSION ENERGI SE passenger vehicle, shall be furnished and built as though such work were shown on the specifications herein, and no additional compensation will be allowed therefore.

1 BID ITEM NO. 1 – 2014 FORD FUSION ENERGI SE

1.1 GENERAL

MINIMUM SPECIFICATIONS; Bidder shall submit the latest printed literature and/or detailed specifications for the equipment with the bid. Any example used is for the purpose of describing the standard of quality performance and characteristics preferred and are not intended to limit or restrict competition. The City determines the acceptance or denial for "or equal" items.

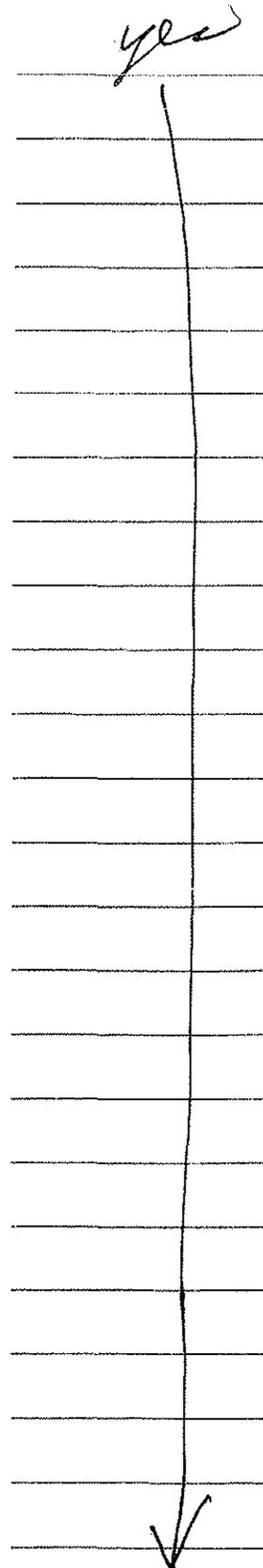
The equipment and the "or equal" items must meet or exceed the minimum specifications and should be specified and/or documented in writing to include as much detail as possible, such as manufacturer, brand, model/part numbers, etc. Details should be provided either in the specification section or separately in the bid package corresponding to EACH item below:

A. GENERAL:

	<u>Meets Specs – Yes/No</u>
2014 FORD FUSION ENERGI SE	<u>yes</u>
Oxford White Exterior Color	<u>yes</u>
2.0L Atkinson-cycle I-4 engine and electric motor	<u>yes</u>

eCVT automatic transmission
4-wheel disc anti-lock braking system (ABS)
Regenerative Braking
Electric Power-Assisted Steering (EPAS)
Fusion Energi lithium-ion battery
120V convenience charge cord
17" Hybrid Aluminum Wheels
Tire Mobility Kit
Trunk pass-through, 60/40 fold down seats
Seat Back Map pockets
Floor Mats (1st row)
Integrated front door storage
AM/FM Radio Stereo
Intermittent/speed-sensitive wipers
Remote decklid release
Dual illuminated visor mirrors
Dome lamp and Map lights
Rear Window Defroster
12-volt powerpoints (3)
110-volt powerpoint
EasyFuel Capless Fuel Filler
Power windows
Global open/close
Auto-dimming rear view mirror

yes



1.2 PAYMENT

Payment for BID ITEM NO. 1 – FORD FUSION ENERGISE shall be at the contract bid item price per lump sum (LS) and shall include full compensation for labor, supervision, equipment, supplies, transportation, fees, sales tax, delivery, and all other items necessary to perform the work and services required to build and deliver the vehicle.

Purchaser: 1129494 CITYOFSOUTHPASADENA
st ID: 4765372
1414 Mission Street
South Pasadena ,CA 91030

Lender:

Stock #:

Year: 2014 **Make:** Ford **Model:** Fusion Energi **Body:** Sedan

Sales Date:

Sales Price: 33,799.50
Trade Allow: 0.00 -
Trade Payoff: 0.00
Admin Fee: 80.00
Title/Misc. Fees: 8.75
License Fee: 0.00
Service Contract: 0.00
Misc Fees: 0.00
Loan Fees: 0.00
GAP or DCA: 0.00
CLAH: 0.00
Sales Tax: 2,540.96
Other Sales Tax: 508.19

Gross Sale: 36,937.40
Cash Down: 0.00 -
Rebate: 500.00 -

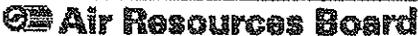
Amount Due: 36,437.40

Interest Rate: 0.00
Payment Frequency: Cash Deal
Number of Payments: 0
Days to 1st Pmnt: 0
First Payment Date: 03/17/2014

Payment: 0 36,437.40

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ATTACHMENT 2
California Air Resources Board Certification for 2014
Ford Fusion Energi SE

California Environmental Protection Agency 	FORD MOTOR COMPANY	EXECUTIVE ORDER A-010-1769
		New Passenger Cars, Light-Duty Trucks and Medium-Duty Vehicles Page 1 of 3

Pursuant to the authority vested in the Air Resources Board by Health and Safety Code (HSC), Div. 26, Part 5, Chap. 2; and pursuant to the authority vested in the undersigned by HSC Sections 39515 & 39516 and Executive Order G-02-003;

IT IS ORDERED AND RESOLVED:

That the following exhaust and evaporative emission control systems produced by the manufacturer are certified as described below. Production vehicles shall be in all material respects the same as those for which certification is granted.

MODEL YEAR	TEST GROUP	VEHICLE TYPE	EXHAUST EMISSION STANDARD CATEGORY	USEFUL LIFE (miles)		FUEL TYPE
				EXH/ ORVR	EVAP	
2014	EFMXV02.0VZP	Passenger Car	"LEV II" Super Ultra Low Emission Vehicle (LEV II SULEV)	150K	150K	Plug-In Gasoline Electric Hybrid
No.	ECS & SPECIAL FEATURES		EVAPORATIVE FAMILY (EVAF)		DISPLACEMENT (L)	
1	TWC(2), AFS, HO2S, SFI, EGR, OBD(P)		EFMXR0190GCX		2	
2						
3						

See the Attachment for Vehicle Models, Evaporative Family, Engine Displacement, Emission Control Systems, Phase-In Standards, OBD Compliance, Emission Standards and Certification Levels, and Abbreviations.

BE IT FURTHER RESOLVED:

That the exhaust and the evaporative emission standards and the certification emission levels for the listed vehicles are as listed on the Attachment. Compliance with the 50° Fahrenheit testing requirement may have been met based on the manufacturer's submitted compliance plan in lieu of testing. Any debit in the manufacturer's "NMOG or NMOG+NOx, as applicable, Fleet Average" (PC or LDT or MDPV) or "Vehicle Equivalent Credit" (MDV) compliance plan shall be equalized as required.

BE IT FURTHER RESOLVED:

That for the listed vehicle models, the manufacturer has attested to compliance with Title 13, California Code of Regulations, (13 CCR) Sections 1965 [emission control labels], 1968.2 [on-board diagnostic, full or partial compliance], 2035 et seq. [emission control warranty], 2235 [fuel tank fill pipes and openings] (gasoline and alcohol fueled vehicles only), and "High-Altitude Requirements" and "Inspection and Maintenance Emission Standards" (California Exhaust Emission Standards and Test Procedures for 2001 and Subsequent Model PC, LDT and MDV).

BE IT FURTHER RESOLVED:

The test group listed in this Executive Order is certified conditionally on the manufacturer providing data to demonstrate compliance with California's greenhouse gas fleet average emission standard (CA GHG Standard) specified in Title 13, California Code of Regulations, (13 CCR) Section 1961.1 and the incorporated California Exhaust Emission Standards and Test Procedures for 2001 and Subsequent Model Passenger Cars, Light-Duty Trucks, and Medium-Duty Vehicles, amended March 29, 2010 (CA Test Procedures). The manufacturer has elected, under 13 CCR Section 1961.1(a)(1)(A)(ii) and under Section E.2.5.1(ii) of the CA Test Procedures, to demonstrate compliance with the CA GHG Standard by demonstrating compliance with the National greenhouse gas program (National GHG Program). Therefore, the test group listed in this Executive Order is certified conditionally further on the manufacturer complying with the requirements specified in said provisions in 13 CCR, and Sections E.2.5.1(ii) and H.4.5(b) and H.4.5(c) of the CA Test Procedures (among other things, concerning data and information submission, timing, and format as specified by the Executive Officer). Failure to comply with the certification requirements to demonstrate compliance with CA GHG Standard by demonstrating compliance with the National GHG Program under said provisions in 13 CCR and CA Test Procedures may be cause for the Executive Officer to revoke the Executive Order. Vehicles in the revoked Executive Order shall be deemed uncertified and subject to penalties authorized under California law. Notwithstanding the requirement herein, a manufacturer that becomes, after MY2009, a large-volume manufacturer, as defined in 13 CCR Section 1900, is not required to comply with the CA GHG Standard until the beginning of the fourth model-year from becoming a large-volume manufacturer. Additionally, notwithstanding the requirement herein, a small-volume manufacturer, independent low-volume manufacturer, or intermediate volume-manufacturer, as defined in 13 CCR Section 1900, is not required to comply with CA GHG Standard during model-years (MY) 2012 through 2015.

BE IT FURTHER RESOLVED:

That the listed vehicle models have been certified as an advanced technology partial zero emission vehicle (AT-PZEV) - Type F Hybrid Electric Vehicle (HEV) and are granted a baseline partial zero emission vehicle (PZEV) allowance of 0.2 and additional PZEV allowance under 13 CCR Section 1962.1(c).

That the vehicle models are conditionally certified in accordance with 13 CCR Section 1968.2(k) (deficiency and fines provisions for certification of malfunction and diagnostic system) because the on-board diagnostic II system of the listed vehicle models has been determined to have four deficiencies. The listed vehicle models are approved subject to the manufacturer paying a fine of fifty dollars (\$50) per vehicle for the third and fourth deficiency in the listed test group that is produced and delivered for sale in California.

ATTACHMENT

EXHAUST AND EVAPORATIVE EMISSION STANDARDS AND CERTIFICATION LEVELS

(For bi-, dual- or flexible-fueled vehicles, the STD and CERT in parentheses are those applicable to testing on gasoline test fuel.)

NMOG FLEET AVERAGE [g/mi]		NMOG @ RAF= CH4 RAF = *		NMOG or NMHC STD [g/mi]	CO [g/mi]		NOx [g/mi]		HCHO [mg/mi]		PM [g/mi]		Hwy NOx [g/mi]	
CERT	STD	NMOG CERT [g/mi]	NMHC CERT [g/mi]		CERT	STD	CERT	STD	CERT	STD	CERT	STD	CERT	STD
0.026	0.035													
	@ 50K	*	*	*	*	*	*	*	*	*	*	*	*	*
	@ UL	0.009	*	0.010	0.3	1.0	0.02	0.02	*	4.	*	0.01	0.02	0.03
	@ 50°F & 4K	0.016	*	0.020	0.2	1.0	0.00	0.02	*	8.	*	*	*	*

CO [g/mi] @ 20°F & 50K		SFTP @ 4000 miles	SFTP @ * miles	NMHC+NOx [g/mi] (composite)		CO [g/mi] (composite)		NMHC+NOx [g/mi] [US06]		CO [g/mi] [US06]		NMHC+NOx [g/mi] [SC03]		CO [g/mi] [SC03]	
CERT	STD			CERT	STD	CERT	STD	CERT	STD	CERT	STD	CERT	STD	CERT	STD
1.0	10.0	*	*	*	*	0.02	0.14	0.4	8.0	0.00	0.20	1.1	2.7		
		*	*	*	*	*	*	*	*	*	*	*	*	*	*

Evaporative Family	3-Days Diurnal + Hot Soak (grams/test) @ UL		2-Days Diurnal + Hot Soak (grams/test) @ UL		Running Loss (grams/mile) @ UL		On-Board Refueling Vapor Recovery (grams/gallon) @ UL	
	CERT	STD	CERT	STD	CERT	STD	CERT	STD
EFMXR0190GCX	0.29	0.35	0.29	0.35	0.000	0.05	0.02	0.20
*	*	*	*	*	*	*	*	*
*	*	*	*	*	*	*	*	*
*	*	*	*	*	*	*	*	*

* =not applicable; UL=useful life; PC=passenger car; LDT=light-duty truck; LDT1=LDT<8000#GVWR,0-3750#LVW; LDT2=LDT<6000#GVWR,3751-5750#LVW; LDT3=LDT 6001-8500#GVWR,3751-5750#ALVW; LDT4=LDT 6001-8500#GVWR,5751-8500#ALVW; MDV=medium-duty vehicle; MDV4=MDV 8501-10000#GVWR; MDV6=MDV 10001-14000#GVWR; ECS= emission control system; STD= standard; CERT= certification; LVW=loaded vehicle weight; ALVW=adjusted LVW; LEV=low emission vehicle; ULEV=ultra LEV; SULEV=super ULEV; TWC/OC=3-way/oxidizing catalyst; ADSTWC=adsorbing TWC; WU=warm-up catalyst; NAC=NOx adsorption catalyst; SCR-U or SCRC/SCR-N or SCRC-NH3= selective catalytic reduction-urea/ammonia; NH3OC=ammonia oxidation catalyst; CTOX/PTOX= continuous/periodic trap oxidizer; DPF = Diesel Particulate Filter (active); HO2S/O2S=heated/oxygen sensor; WR-HO2S or AFS=Wide range/linear/heated air-fuel ratio sensor; NOXS= NOx sensor; RDQS=reductant quality sensor; NH3S = Ammonia sensor; EGR=exhaust gas recirculation; EGRC=EGR cooler; AIR/AIRE=secondary air injection (belt driven)/(electric driven); PAIR=pulsed AIR; SF/MPF= sequential/ multiport fuel injection; DF=direct fuel injection; TC/SC= turbo/super charger; CAC=charge air cooler; OBD (F)(P)(B)=full/partial/both on-board diagnostic; DOR=direct ozone reducing; HCT=Hydrocarbon Trap; BCAN=bleed carbon canister; prefix 2=parallel; (2) suffix=series; CNG/LNG= compressed/liquefied natural gas; LPG=liquefied petroleum gas; E85="85%" Ethanol ("15%"gasoline) Fuel;

2014 MODEL YEAR: VEHICLE MODELS INFORMATION

MAKE	MODEL	EVAPORATIVE FAMILY	ECS NO.	ENGINE SIZE (L)	VEHICLE TYPE	SPECIAL FEATURES	OBD II
FORD	C-MAX PHEV	EFMXR0190GCX	1	2	PC	BCAN	Partial
FORD	FUSION PHEV	EFMXR0190GCX	1	2	PC	BCAN	Partial

California Environmental Protection Agency Air Resources Board	FORD MOTOR COMPANY	EXECUTIVE ORDER A-010-1769 New Passenger Cars, Light-Duty Trucks and Medium-Duty Vehicles Page 2 of 3
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On a quarterly basis, the manufacturer shall submit to the Air Resources Board reports of the number of vehicles produced and delivered for sale in California and pay the full fine owed for that quarter pursuant to this conditional certification. Payment shall be made payable to the State Treasurer for deposit in the Air Pollution Control Fund no later than thirty (30) days after the end of each calendar quarter during the 2014 model-year production period. Failure to pay the quarterly fine, in full, in the time provided, may be cause for the Executive Officer to rescind this conditional certification, effective from the start of the quarter in question, in which case all vehicles covered under this conditional certification for that quarter and all future quarters would be deemed uncertified and subject to a civil penalty of up to \$5000 per vehicle pursuant to HSC Section 43154.

Vehicles certified under this Executive Order shall conform to all applicable California emission regulations. The Bureau of Automotive Repair will be notified by copy of this Executive Order.

Executed at El Monte, California on this 29th day of June 2013.


 Erik White, Chief
 Mobile Source Operations Division

ATTACHMENT 3
Window Sticker



Go Further

ford.com

VEHICLE DESCRIPTION

FUSION ENERGI

2014 FUSION ENERGI SE
5-PASSENGER
2.0L I4CT 14 HEV
ECVT AUTO TRANS POWERSPLIT

EXTERIOR: OXFORD WHITE
INTERIOR: DUNE LEATHER TRIM SEATS

ER 150562

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- 17" ALUMINUM WHEELS
- AUTO HALOGEN HEADLAMPS
- EASY FUEL CAPLESS FILLER
- FOG LAMPS
- INTEGRATED SPOTTER MIRRORS
- KEYLESS ENTRY KEYPAD
- MIRRORS-PWR FOLDING HEATED W/APPROACH LAMPS & MEMORY

INTERIOR

- SEATS-LEATHER, HEATED, 10-WAY W/DRIV MEMORY/ 4-WAY POWER PASS
- CENTER CONSOLE W/ARMREST
- DUAL ILLUM VANITY MIRRORS
- DUAL-ZONE ELECTRONIC AUTO CLIMATE CONTROL
- FRONT AND REAR FLOOR MATS
- LEATHER WRAPPED STR. WHEEL W/CRUISE AND AUDIO CONTR
- REAR A/C DUCTS
- SIRIUS SAT SVC N/A AK&HI

FUNCTIONAL

- AM/FM SINGLE CD/MPS, 6SPKR
- ELECTROCHROMIC MIRROR
- HILL START ASSIST
- INTERMITTENT SPEED WIPERS
- MESSAGE CENTER W/TRIP CPTR
- MYFORD MOBILE
- POWER LOCKS AND WINDOWS
- POWERPOINTS (3)
- POWER STEERING W/EPAS
- REAR WINDOW DEFROSTER
- REMOTE DECKLID RELEASE
- SYNC W/ MYFORD TOUCH
- 110V OUTLET

SAFETY/SECURITY

- AIREAG-DRIVER/PASS KNEE
- AIREAGS - DUAL STAGE FRONT
- AIREAGS - FRONT SEAT
- MOUNTED SIDE IMPACT
- AIRBAGS - SIDE AIR CURTAIN
- MYKEY
- PERIMETER ALARM
- TIRE MOBILITY KIT

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/50,000 POWERTRAIN
- 5YR/50,000 ROADSIDE ASSIST
- 8YR/100,000 HYBRID
- UNIQUE COMPONENTS

INCLUDED ON THIS VEHICLE

(MSRP)

EQUIPMENT GROUP 700A

OPTIONAL EQUIPMENT
FRONT LICENSE PLATE BRACKET
50 STATE EMISSIONS

NO CHARGE
NO CHARGE

PRICE INFORMATION

BASE PRICE	\$34,700.00
TOTAL OPTIONS	
TOTAL VEHICLE & OPTION	\$47,000.00
DESTINATION & DELIVERY	795.00

116

	RAMP ONE		TOTAL MSRP \$35,495.00
	RB36		
	RAMP TWO	FINAL ASSEMBLY PLANT	This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.
		HERMOSILLO	
	METHOD OF TRANSP.	ITEM #: 71-1960 OT 2	
	RAIL	A182 A TAX PB 430 002685 12-17-13	

EPA DOT Fuel Economy and Environment

Fuel Economy Midsize cars range from 13 to 100 MPG. The best vehicle rates 119 MPGe.

Electricity + Gasoline
Charge Time 2.5 hours (240V)

100 MPGe
combined city/highway

0.0 gallons per 100 miles
34 kWh per 100 miles

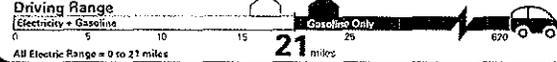
Gasoline Only

43 MPG
combined city/highway

2.3 gallons per 100 miles

Plug-In Hybrid Vehicle Electricity/Gasoline

You save **\$6,750** in fuel costs over 5 years compared to the average new vehicle.



Annual fuel cost **\$950**

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 23 MPG and costs \$11,600 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.50 per gallon and \$0.12 per kWh. This is a dual fueled automobile. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuelconomy.gov

Calculate personalized estimates and compare vehicles



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Driver ★★★★★
Crash Passenger ★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Front seat ★★★★★
Crash Rear seat ★★★★★

Based on the risk of injury in a side impact.

Rollover ★★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236



3FA6P0P6ER150562



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Extended Service Plan

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FORD CREDIT

Choose the vehicle you want. Whether you decide to lease or finance, you'll find the choices that are right for you. See your Ford Dealer for details or visit www.FordCredit.com.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *AG*
Paul Toor, P.E., Public Works Director *OK*
FROM: Leaonna DeWitt, Public Works Assistant *LD*
SUBJECT: **Adoption of a Resolution Initiating the Proceedings and
Ordering the Preparation of the Engineer's Report for Fiscal
Year 2014-15 Lighting and Landscaping Maintenance District**

Recommendation

It is recommended that the City Council:

1. Adopt the attached resolution initiating the proceedings for the Fiscal Year 2014-15 Landscaping and Lighting Maintenance District (LLMD); and
2. Authorize the preparation of the Engineer's Report for the annual levy and collection of assessments.

Fiscal Impact

The LLMD establishes the funding mechanism to provide approximately \$900,000 in revenue to exclusively cover the maintenance costs in the LLMD boundaries. The revenue is collected using the Los Angeles County (County) property tax rolls. The consulting services to prepare the engineers report reflecting individual parcel assessments including recordation with the County will result in an expenditure of \$7,500. Sufficient funds have been allocated for this report in account 215-6201-8170 of the FY 2013-14.

Commission Review and Recommendation

This matter was not reviewed by any Commission.

Background

The annual LLMD assessment provides annual funds for the maintenance and operation of traffic signals, street lights, median landscaping, street tree trimming, and tree removals and replacements. Each year, the City Council establishes assessments to cover these costs. The first step requires the authorization to prepare an Engineer's Report, which contains the engineering study and details of the assessments and methodologies which are ultimately required to submit the assessments to the Los Angeles County Assessor's Office. The purpose of the LLMD is to establish the legal means for a revenue mechanism to balance with related expenditures. The costs are distributed by equitably assessing properties in accordance with special benefits received from the improvements. Revenues will serve to cover the cost of maintenance and operation of the lighting and landscaping system

within the District. The District boundaries coincide with the City of South Pasadena boundaries. The City Council has previously approved the methodology for the assessments and staff will continue with the same methodology this year.

Analysis

The attached resolution calls for the preparation of an Engineer's Report showing the total maintenance costs, the parcels to be assessed, the assessment methodology and the specific assessment for each affected parcel in the district.

For more than two decades, the Engineer's Report has been prepared adhering to the procedures established in the 1972 Landscaping and Lighting Act, which the City has continued to use through Fiscal Year 2013-14. As in previous years, the City must follow the same procedures, such as preparation of an Engineer's Report and a public hearing to proceed with levying assessments. The LLMD Proceedings Schedule is shown in Attachment 2.

As a result of Proposition 218, new or increased assessments, or existing assessments not used exclusively to fund capital costs or Operations and Maintenance, may not be imposed. The City Council has supported staff's recommendation to rely on an exemption of Prop 218 (passed in 1997), that allows the renewal of the LLMD assessments, provided the rates are not changed. If the assessment rates are changed, then the balloting requirements under Prop 218 must be fulfilled.

In 2003, the balloting requirements to increase assessments were performed. However, the ballot measure failed, as the simple majority requirement was not met. This kept assessment rates the same as those previously in effect. This year, there will be no change or increase in assessments under the currently-proposed LLMD.

The estimated cost to prepare the engineering report attend public hearing, preparation of necessary paper work for resolution is \$7,500. Upon approval, staff will collect proposals and engage a consultant to complete the Engineer's Report and assist staff to record the assessments with the County Auditor/Controller's Office

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachment:

1. Resolution
2. LLMD Proceedings Schedule

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
INITIATING PROCEEDINGS FOR THE
FISCAL YEAR 2014-15 LEVY AND COLLECTION OF
ASSESSMENTS FOR CERTAIN LIGHTING AND
LANDSCAPE MAINTENANCE IN AN EXISTING
DISTRICT AND ORDERING THE PREPARATION OF A
REPORT PURSUANT TO THE PROVISIONS OF
DIVISION 15, PART 2, OF THE STREETS AND
HIGHWAYS CODE OF THE STATE OF CALIFORNIA**

WHEREAS, the City Council of the City of South Pasadena, California, has previously formed a street lighting and landscaping maintenance district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," Division 15, part 2 Streets and Highways Code of the State of California, in what is known and designated as City of South Pasadena Lighting and Landscaping Maintenance District (hereinafter referred to as the District); and

WHEREAS, at this time, this City Council desires to conduct proceedings to provide for the annual levy of assessments for the next ensuing fiscal year, to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, the provisions of said Streets and Highways Code of the State of California Division 15, Part 2, require a written report in accordance with Chapter 3 (commencing with Section 22620).

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

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the public interest and convenience requires, and it is the intention of the City Council, to initiate proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved in prior annual levy's by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof.

SECTION 3. Staff is hereby authorized and ordered to have prepared and file with the City Council an engineers report relating to the Fiscal Year 2014-15 levy of annual assessment for said District in accordance with the provisions of Streets and Highways Code of the State of California Chapter 3 (commencing with Section 22620) of Part 2 of Division 15.

SECTION 4. That this resolution shall take effect immediately upon its adoption.

SECTION 5. For any and all information relating to the proceedings, project procedure, any documentation and/or information of a procedural or technical nature, your attention is directed to the below listed person at the local agency or department so designated.

Paul Toor, P.E., Director of Public Works
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 9th day of April, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

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, California, at a special meeting held on the 9th day of April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
LLMD Proceedings Schedule

CITY OF SOUTH PASADENA

FY 2014-15 LIGHTING & LANDSCAPING MAINTENANCE ASSESSMENT DISTRICT

All dates are in calendar year 2014

- April 9 City Council adopts resolution initiating proceeding and orders preparation of the Engineer's Report.
- April 18 City Engineer authorizes the consultant to begin work using same methodology as used in FY 2013-14 for Engineer's Report.
- April Analyze financial balance between revenues and costs and include forecast into FY 2014-15 budget.
- April-May Consultant complies parcel and zone changes for FY 2014-15.
- May 9 Consultant submits draft Engineer's Report to the City for review.
- May 16 City staff provide consultant with comments/changes to draft Engineer's Report.
- May 23 Consultant submits Engineer's Report to the City for City Council proceedings.
- June 3 Resolution of Intention – Resolution approving the Engineer's Report, declaring the intention to order the annual Lighting and Landscaping Maintenance Assessment District, and setting a date for the public hearing (July 3, 2014).
- By June 13 Send notice of public hearing to local newspaper with copy of Resolution of Intention for publication (10+ days prior to hearing). Mailing notice of public hearing to property owners is not necessary since there is no increase in the assessment.
- July 3 Public Hearing – Resolution of Intention declaring the continued maintenance of City lighting and landscaping and conforming the annual assessment; Resolution authorizing the addition of special assessment to the tax bill.
- By August 1 Submission of direct assessments to L.A. County Auditor-Contoller; City of South Pasadena 2014-15 Lighting & Landscaping Maintenance Assessment District Account No. 268.52 (signed by the City Manager).
- By August 8 Submit parcel exception checklist to County Assessor's Office.

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

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

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

COUNCIL AGENDA: April 9, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Richard L. Adams II, City Attorney
Elena Q. Gerli, Deputy City Attorney

SUBJECT: **Adoption of an Interim Urgency Ordinance Pursuant to Government Code Section 65858, Extending a Citywide Moratorium on the Establishment or Expansion of Massage Establishments**

Recommendation

It is recommended the City Council adopt the attached interim urgency ordinance extending the moratorium on the establishment or expansion of massage establishments in the City of South Pasadena (City), for and additional twenty-two (22) months and fifteen (15) days, pursuant to California Government Code Section 65858(b).

Fiscal Impact

There is no fiscal impact associated with the adoption of this ordinance.

Commission Review and Recommendation

This item was reviewed by the Council Ad Hoc Massage Establishment Committee.

Background

On March 5, 2014, the City Council voted 5-0 to adopt Interim Urgency Ordinance No. 2266, which imposed a 45-day moratorium on the establishment or expansion of massage establishments citywide.

Effective September 2009, Senate Bill 731 (SB 731) codified Section 4600 et seq. of the Business and Professions Code. These statutes provided for the establishment of a nonprofit agency, the California Massage Therapy Council (CAMTC), for the issuance of certifications to massage therapists and practitioners (collectively, massage therapists) that are valid throughout the state, thus preempting local governments' massage technician certificates.

State law, however, also significantly limits the ability of local governments to regulate and restrict massage businesses. This has resulted in the proliferation of massage businesses, some of which are legitimate and welcome in the City, but a number of which are fronts for prostitution

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and human trafficking. Unfortunately, while legitimate massage businesses provide a benefit to the City, the illicit massage businesses operate in violation of state and local law, as well as contrary to the goals of the City's General Plan, and are a threat to the health and safety of the citizens of South Pasadena. The City's inability to impose stringent regulations to limit the establishment of illicit massage businesses has led to a proliferation of such businesses, which shows no sign of slowing down.

Following an undercover operation in February 2008, during which an offer of prostitution was made, the City Council voted unanimously to revoke the business license for UTI Acupuncture (630-B Mission Street) in April 2008.

In January 2012, a police investigation led to the arrest of employees and operators of 2 establishments, King Spa, Inc. (1318 Huntington Drive), and Massage Villa (1437 Huntington Drive). Massage Villa entered into a settlement agreement and received a 5-day suspension of the license and operation of the business. A revocation hearing was held for King Spa in October 2012, and the Council voted to suspend the business license for 15 days.

Analysis

State law allows for the City Council to adopt, with a four-fifths vote, a moratorium, or "interim urgency ordinance," to allow time for drafting and processing a zoning code amendment. The initial moratorium 45-day period may be extended once for a period of up to 22 months and 15 days because the public hearing for the original interim urgency ordinance was noticed pursuant to Section 65090 of the Government Code. In order to extend the moratorium, the City Council must find:

- That there is a "current and immediate" threat to the public health, safety, or welfare, and;
- That any approval of additional subdivisions, use permits, variances, building permits, or any other applicable entitlement for a use which is required to comply with the zoning ordinance would result in a "current and immediate" threat, and is in contravention to the City's General Plan.

There are currently eighteen (18) massage establishments operating in the City, twelve (12) of which have opened since early 2010. Planning staff continues to receive about 2-3 inquiries per week. Two additional establishments will be opening in the next few weeks. Applications for both establishments were submitted prior to the moratorium.

It is clear that the State's attempt to standardize the regulatory and financial burden on legitimate massage businesses has not succeeded in stemming the tide of illegitimate massage establishments and workers. According to the South Pasadena Police Department, massage establishments require a higher level of scrutiny and enforcement, including quarterly inspections, to ensure compliance with state and local laws. Notwithstanding these efforts, massage establishments remain a difficult business to monitor; advertisements in various weekly newspapers, and on the web, indicate illegal activities may still be present.

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The proliferation of illicit massage businesses is occurring in many other municipalities across California. The County of Sacramento currently has approximately 280 massage establishments, a significant number of which are suspected to be involved in sex trafficking and prostitution; the City of Thousand Oaks, with a population of 128,000, has experienced a quadrupling of massage establishments in its main street area since 2009, and currently has 47 establishments in a 4-square-mile area; prior to 2009, the City of Huntington Beach had 9 massage establishments (capped at 10 in the municipal code), and currently has 74, where inspections have yielded violations at 90% of the establishments, and enforcement efforts in 2012 and 2013 have resulted in increasing arrests for prostitution; and the City of San Gabriel, with a population of 40,000, had 32 massage establishments prior to the adoption of SB 731, and currently has 56 such establishments, with an estimated growth rate of one per month, making massage establishments 15% of the businesses in the city.

According to the Polaris Project, there are an estimated 5,000 “fake” massage establishments nationwide. The Polaris Project is a nonprofit organization whose mission is to combat modern-day slavery and human trafficking worldwide. Fake massage establishments are an ideal front for sex trafficking.

Women found in brothels disguised as massage businesses typically live on-site where they are confined and coerced into providing commercial sex to 6 to 10 men a day, 7 days a week. These locations operate as commercial-front brothels that claim to offer legal services such as massage, but they actually primarily provide commercial sex. The victims are most often Asian women, both documented and undocumented. These brothels frequently operate in strip malls, office buildings, and sometimes, residential homes, in urban, suburban and rural areas in almost all 50 U.S. states.

More information can be found here: <http://www.polarisproject.org/human-trafficking/sex-trafficking-in-the-us/massage-parlors>.

Additionally, it is anticipated that a change in the state law will occur in 2014. SB 731 is set to sunset and expire on December 31, 2014. While this is not very likely to happen, some change in the law may occur. At this time, it is unclear what those changes will be. A sticking point in the state law, predictably, is the extent of local control over massage businesses.

The Mayor and the City Manager of the City of South Pasadena have been closely involved in the SB 731 sunset review proceedings. The City Council Ad Hoc Massage Establishment Committee has been working with the League of California Cities to either allow SB 731 to sunset or to amend it so that local jurisdictions regain control over the businesses, and has been corresponding with its state representatives regarding the problems the City is facing, the nexus with the state statute, and to suggest ways in which the state statute could be amended. City staff has been reviewing action plans and ordinances from cities dealing with these issues, including

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the cities of San Gabriel and Los Angeles. This process is ongoing, and will require longer than the initial 45 days of the moratorium.

As required by Section 65858(d) of the Government Code, a more detailed report articulating the measures the City has taken to mitigate the problems caused by the unchecked proliferation of massage establishments has been prepared, and is attached herewith. A public notice was issued on March 27, 2014, indicating the report was available for public review.

Staff is recommending that the moratorium be extended so that the City Council will have an opportunity to continue to study this issue and determine what zoning regulations or enforcement options the City of South Pasadena can avail itself, and to investigate what measures neighboring municipalities have taken to mitigate this problem.

Legal Review

The City Attorney has reviewed this item and assisted with the preparation of the ordinance.

In 2011, the City considered adopting a moratorium on massage establishments. At that time, a representative of the CAMTC contacted both the Planning Department and the City Attorney's office and advised the City that the CAMTC's position is that a City may not adopt a moratorium that impacts massage establishments that are fully state certified. The basis for this position was Business and Professions Code Section 4612. A reading of that section reveals that the City is only allowed to adopt "land use and zoning requirements" for massage establishment that are "uniformly applied to other professional or personal services businesses."

A good argument can be made that the City has the authority to adopt a moratorium on any land use that does not conform with the General Plan. An expansive reading of the statute has led to the result that massage establishments are not subject to any regulations that seek to remedy the demonstrably serious secondary effects of illicit businesses because no such regulations are being imposed on other professional services, such as accountants, lawyers, doctors, contractors and building inspectors, to name a few. A statute, however, should not be given a literal meaning when, if so construed, it would lead to absurd results that the Legislature did not intend.

One of the purposes of the state law cited by the Legislature was to "assure that massage therapy can no longer be used as a subterfuge to violate subdivision (a) or (b) of Section 647 of the Penal Code" (i.e., prostitution). Far from achieving this goal, the vacuum of regulation created by the statute has, instead, not only provided a safe harbor for houses of prostitution but more importantly for sex trafficking operations. This is clearly not what the lawmakers intended, and is contrary to public policy.

Public Notification of Agenda Item

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

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Attachments:

1. Interim urgency ordinance extending moratorium on massage establishments
2. Ordinance No. 2266
3. Public notice pursuant to Government Code Section 65858(d) and City Council report, issued on March 27, 2014

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ATTACHMENT 1
Interim Urgency Ordinance
Extending Moratorium on
Massage Establishments

ORDINANCE NO. _____

**AN INTERIM URGENCY ORDINANCE OF THE CITY
COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTED PURSUANT TO GOVERNMENT CODE SECTION
65858 EXTENDING A CITYWIDE MORATORIUM ON
THE ESTABLISHMENT OR EXPANSION OF
MASSAGE ESTABLISHMENTS**

WHEREAS, the City of South Pasadena (“City”) has adopted a General Plan, including a Land Use and Community Design Element; and

WHEREAS, state law requires that the City’s Zoning Code (Chapter 36 of the South Pasadena Municipal Code) conform with the General Plan’s goals and policies; and

WHEREAS, the public health, safety and welfare is fully articulated in the City’s General Plan; and

WHEREAS, in 2009 Senate Bill 731 (“SB 731”) enacted Section 4600 et seq. of the Business and Professions Code, relating to voluntary statewide certification of massage practitioners and therapists, and restricting local control of massage establishments; and

WHEREAS, Section 4600 et seq. of the California Business and Professions Code provides for the certification of massage practitioners and massage therapists by a newly created entity known as the Massage Therapy Organization (“MTO”); and

WHEREAS, as the MTO board was selected, board members officially named the organization the California Massage Therapy Council (“CAMTC”); and

WHEREAS, the certificates issued by the CAMTC to qualified applicants entitle the holder to practice massage therapy throughout the State of California without the necessity of complying with certain ordinances regulating the practice of massage by city or county government; and

WHEREAS, in 2011, Assembly Bill 619 amended Section 4612 of the California Business and Professions Code, further restricting the City’s ability to regulate and restrict massage establishments; and

WHEREAS, the City Council of the City of South Pasadena (“City Council”) finds that the enactment of SB 731, as later amended, has had as an unintended

consequence the proliferation of illicit massage parlors that are fronts for prostitution and may also be involved in sex trafficking; and

WHEREAS, state law prevents cities from regulating massage businesses that only employ state certified massage therapists, but does not regulate such businesses in any way, thus leaving such businesses largely unregulated; and

WHEREAS, the City Council finds that the City of South Pasadena is not the only city to have experienced a spike in illicit massage establishments; and

WHEREAS, the City Council finds that prior to 2009, the City was home to 5 massage establishments, and currently has 18 operating, and two pending; and

WHEREAS, in 2012, the City initiated business license revocation proceedings against two illicit massage establishments where prostitution was occurring, and a number of other establishments are suspected of such illicit activities; and

WHEREAS, the County of Sacramento currently has approximately 280 massage establishments, a significant number of which is suspected to be involved in sex trafficking and prostitution; and

WHEREAS, the City of Thousand Oaks, with a population of 128,000, has experienced a quadrupling of massage establishments in its main street area, and currently has 47 establishments in a 4-square-mile area; and

WHEREAS, prior to 2009, the City of Huntington Beach had 9 massage establishments (capped at 10 in the municipal code), and currently has 74, where inspections have yielded violations at 90% of the establishments, and enforcement efforts in 2012 and 2013 have resulted in increasing arrests for prostitution; and

WHEREAS, the City of San Gabriel, with a population of 40,000, had 32 massage establishments prior to the adoption of SB 731, and currently has 56 such establishments, with an estimated growth rate of one per month, making massage establishments 15% of the businesses in the municipality; and

WHEREAS, state law provides that cities must treat massage establishments like other professional businesses, such as medical offices, dentists and law offices, but these businesses often do not conduct themselves like other professional businesses, but rather look and operate like red-light district businesses, despite all their massage therapists being CAMTC certified; and

WHEREAS, illicit massage establishments hire CAMTC certified massage therapists to bypass local regulation, and commonly advertise their services on www.craigslist.com or other online advertising sites in the adult entertainment section,

and/or advertise their services with provocative photographs of scantily-clad young women; and

WHEREAS, illicit massage establishments that hire only CAMTC certified massage therapists to bypass local regulation generate reviews on subscription websites such as www.backpage.com, www.rubmaps.com, and www.mpreviews.com, where patrons can leave reviews and information regarding the sexual services provided by these illicit establishment; and

WHEREAS, the City Council finds that oversaturation of illicit massage establishments changes the character of neighborhoods, causes blight, and impacts the local economy by amplifying the public's distrust; and

WHEREAS, the City Council finds that oversaturation of illicit massage establishments further impacts the local economy as legitimate businesses refuse to locate next door to such uses; and

WHEREAS, the City Council finds that illicit massage establishments also threaten the public health, safety and welfare as they may be fronts for prostitution and human trafficking operations; and

WHEREAS, the City Council finds that the City's inability to limit the number of massage businesses leads to too great a number of businesses for the City to monitor and ensure compliance; and

WHEREAS, the City Council finds that the City's limited ability to regulate massage establishments results in illicit businesses closing and then immediately reopening at the same location with different ownership and continuing to operate in violation of state and local law, thereby frustrating the City's enforcement efforts; and

WHEREAS, the City Council seeks to protect the public health, safety and welfare of the citizens of South Pasadena from the negative secondary effects associated with massage establishments operating in violation of state and local law; and

WHEREAS, the negative secondary effects associated with massage establishments operating in violation of state and local law constitute an immediate threat to the health, safety and welfare of the public, and the proliferation of such illicit establishments is therefore in contravention of the City's General Plan; and

WHEREAS, Ordinance No. 1559 was adopted on February 4, 1970, imposing a moratorium on health clubs, massage parlors and bathhouses. Section 65858(f) of the California Government Code permits additional moratoria relating to the same matter only pursuant to an event, occurrence or set of circumstances different from the event, occurrence or set of circumstances that necessitated the prior moratorium. A different

event, occurrence or set of circumstances is present here: since 1970, the City has experienced a significant amount of growth and development, the state law relating to massage therapists and establishments was enacted, and illicit massage establishments have proliferated at an unprecedented rate, putting a strain on City resources; and

WHEREAS, pursuant to Section 65858 of the California Government Code, the City Council may, in order to protect the public health, safety and welfare, adopt as an urgency measure an interim ordinance prohibiting any use that may be in conflict with a contemplated specific plan, general plan amendment, or zoning proposal that the legislative body, planning commission or the planning department is considering or studying or intends to study within a reasonable time; and

WHEREAS, on March 5, 2014, the City Council voted unanimously to adopt Interim Urgency Ordinance No. 2266, which imposed a 45-day moratorium on the establishment or expansion of massage establishments citywide; and

WHEREAS, the City Council has directed staff to develop a zoning code amendment to develop regulations applicable to massage establishments; and

WHEREAS, a written report describing the measures taken to alleviate the conditions which led to the adoption of the aforementioned Interim Urgency Ordinance No. 2266 on March 5, 2014, was issued by the City Council at least ten (10) days prior to the adoption of the extension of the interim urgency ordinance, in compliance with state law; and

WHEREAS, based on the foregoing, the City Council finds that there continues to be a current and immediate threat to the public health, safety and welfare, and that the threat would be furthered if the City of South Pasadena were to issue permits, business licenses or other applicable approvals, entitlements, permits or licenses for the establishment, expansion, extension and/or operation of massage establishments prior to the City's completion of its study of the potential impacts of the over-concentration of such facilities within the City and regulations applicable to such establishments. Therefore, an extension of the temporary moratorium on the issuance of such permits, licenses and entitlements is necessary to protect the public health, safety and welfare.

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

SECTION 1.

- A. In accordance with the authority granted to the City of South Pasadena under Government Code Section 65858, subdivision (b), the City Council hereby extends the moratorium on the approval of use permits, variances, building permits, business licenses or other applicable approvals, licenses, permits or other entitlements for the

establishment, expansion and/or relocation of any massage establishment for an additional twenty-two (22) months and fifteen (15) days following the original period of forty-five (45) days from the date of enactment of the initial Interim Urgency Ordinance.

- B. For the purposes of this ordinance, the term “massage establishment” shall have the same meaning as Section 17.14 of the South Pasadena Municipal Code.
- C. For the pendency of this moratorium, all sections of Article II of Chapter 17, relating to operating requirements for massage establishments, inspections, certification requirements for massage therapists, etc., for existing massage establishments remain in full force and effect.
- D. This ordinance is an urgency ordinance adopted pursuant to the authority granted to the City by California Government Code Section 65858 and is for the immediate preservation of the public health, safety and welfare. The facts constituting the urgency of this ordinance are as follows:
 - 1. In 2009 Senate Bill 731 (“SB 731”) enacted Section 4600 et seq. of the California Business and Professions Code, relating to voluntary statewide certification of massage practitioners and therapists, and restricting local control of massage establishments.
 - 2. In 2011, Assembly Bill 619 amended Section 4612 of the California Business and Professions Code, further restricting the City’s ability to regulate and restrict massage establishments.
 - 3. The enactment of SB 731 and its later amendment has had as an unintended consequence the proliferation of illicit massage parlors that are fronts for prostitution and may also be involved in sex trafficking.
 - 4. State law prevents cities from regulating massage businesses that only employ state certified massage therapists, but does not regulate such businesses in any way, thus leaving these businesses largely unregulated.
 - 5. Like other cities in California, South Pasadena has experienced a sharp rise in illicit massage establishments, with more applying for business licenses on a regular basis, and the City has no effective way to shut down such illicit businesses because state law provides that cities must treat massage establishments like other professional businesses, such as medical, dental, and law offices.
 - 6. Illicit massage establishments hire state certified massage therapists to bypass local regulation, and commonly advertise their services on www.craigslist.com or

other online advertising sites in the adult entertainment section, and/or advertise their services with provocative photographs of scantily-clad young women.

7. Illicit massage establishments that hire only state certified massage therapists to bypass local regulation generate reviews on subscription websites such as [www.backpage.com](http://www backpage.com), www.rubmaps.com, and www.mpreviews.com, where patrons can leave reviews and information regarding the sexual services provided by these illicit establishments.
8. Examples of the continuing problems created by illicit massage establishments in the City include: (a) Following an undercover operation in February 2008, during which an offer of prostitution was made, the City Council voted unanimously to revoke the business license for UTI Acupuncture (630-B Mission Street) in April 2008. (b) In January 2012, a police investigation led to the arrest of employees and operators of 2 establishments, King Spa, Inc. (1318 Huntington Drive), and Massage Villa (1437 Huntington Drive). Massage Villa entered into a settlement agreement and received a 5-day suspension of the license and operation of the business. A revocation hearing was held for King Spa in October 2012, and the Council voted to suspend the business license for 15 days. These types of violations have been an ongoing problem within the City, and have increased since the passage of SB 731 in 2009.
9. Oversaturation of illicit massage establishments is changing the character of certain neighborhoods, causes blight, and is impacting the local economy by amplifying the public's distrust.
10. Oversaturation of illicit massage establishments further impacts the local economy as legitimate businesses refuse to locate next door to such uses.
11. Illicit massage establishments also threaten the public health, safety and welfare as they may be fronts for houses of prostitution and/or human trafficking operations.
12. Because of the quickly growing numbers of illicit massage establishments, the City is unable to effectively monitor these businesses and ensure compliance.
13. The City's limited ability to regulate massage businesses results in illicit businesses closing and then immediately reopening at the same location with different ownership and continuing to operate in violation of state and local law, thereby frustrating the City's enforcement efforts. Enforcement is often futile and wastes public resources.
14. There is a current and immediate threat to the public health, safety and welfare, because approval of additional business license applications for massage

establishment uses will exacerbate proliferation of such uses, which could lead to health and safety problems including, but not limited to prostitution, human trafficking, blight, businesses operating in violation of state and local law, and other adverse secondary effects such as public nuisances, City Code violations, increase in police calls for service, and a decrease in property values.

- E. The interim urgency ordinance is necessary to mitigate or avoid the specific, adverse impacts identified pursuant to paragraph D as follows:
1. A moratorium will provide the City with time to study, draft and/or adopt regulations, consistent with state law, to regulate the location and operation of, massage establishments; and to ensure that its regulations are in compliance with any upcoming amendments to California Business and Professions Code Section 4600 et seq.
 2. A moratorium will provide the City with the ability to prevent or enjoin any unpermitted massage businesses while the City studies, drafts and/or adopts new regulations, if applicable.
 3. A moratorium will provide the City with the ability to consider and evaluate the application of upcoming changes in state law and how such changes will affect the City's regulatory powers. Section 4600 et seq. of the Business and Professions Code is set to sunset at the end of 2014, and may be amended instead of the sunset provision taking effect.
- F. There is no feasible alternative to satisfactorily mitigate or avoid the specific, adverse impacts identified pursuant to paragraph D as well or better, with a less burdensome or restrictive effect, than the adoption of the proposed interim urgency ordinance, as illicit massage establishments can easily begin operation under the current regulations, and their enforcement, by itself, may not be sufficient to ensure that no additional illicit massage establishments open in the City. Additionally, amendments to the state law may be pending.
- G. The immediate preservation of the public peace, health, safety and welfare necessitates the enactment of this ordinance as an urgency ordinance. The City Council intends to conduct studies forthwith as to the appropriate modifications of the South Pasadena Municipal Code and Zoning Code and other regulatory ordinances which will reduce and/or mitigate the potential negative impacts of illicit massage establishment uses. Pending the completion of such studies and the adoption of an ordinance to establish appropriate zoning and operational regulations, it is necessary for the immediate preservation for the public health, safety and welfare that this ordinance takes effect immediately. In the absence of immediate effectiveness, massage establishment uses in the City may be in conflict with regulations or requirements established with respect thereto, and this ordinance is therefore

necessary to prevent a current and immediate threat to the public health, safety and welfare.

SECTION 2. The City Council, on the basis of the whole record and exercising independent judgment, finds that this interim urgency ordinance is not subject to environmental review pursuant to Sections 15060(c)(2) and 15060(c)(3) of Title 14 of the California Code of Regulations, the State Guidelines for Implementation of the California Environmental Quality Act (CEQA). 14 C.C.R. Sections 15060(c)(2) and 15060(c)(3) pertain to activities that will not result in a direct or reasonably foreseeable indirect change to the environment and that are not defined as a project under 14 C.C.R. Section 15378. This ordinance has no potential for resulting in physical change to the environment, directly or indirectly, in that it prevents change to the environment pending the completion of the contemplated research and studies.

SECTION 3. Pursuant to Government Code Section 65090, a public hearing was conducted on April 9, 2014, notice issued at least ten (10) days prior to the date of the hearing, at which time the City Council extended Interim Urgency Ordinance No. 2266, a forty-five (45) day moratorium on massage establishments, for an additional twenty-two (22) months and fifteen (15) days as prescribed by state law.

SECTION 4. This ordinance is adopted under the authority of Sections 36934 and 65858(b) of the Government Code of the State of California, and in accordance therewith, shall take effect immediately following the expiration of the forty-five (45) day moratorium established by Interim Urgency Ordinance No. 2266 (expiration to be April 19, 2014), and be in effect for an additional twenty-two (22) months and fifteen (15) days.

SECTION 5. This ordinance shall not preclude the continued operation of any lawfully existing massage establishment uses which are not seeking to expand, convert, relocate or otherwise change their use, or the opening or commencement of any massage establishment uses as a new business for which all discretionary and non-discretionary approvals have been made prior to the effective date of this ordinance.

SECTION 6. The moratorium established herein shall not be applicable if a request for exception due to hardship, or other unique circumstances that have arisen as a result of this ordinance is approved by the City Council of the City of South Pasadena. Any request for exception shall be outlined in a letter accompanied by the City's application for appeal and filing fee, as determined in the City's adopted fee schedule with the City Clerk's Office. The matter shall be heard through a public hearing and processed under the provisions of the South Pasadena Municipal Code.

SECTION 7. If any section, subsection, sentence, clause, phrase or word of this interim urgency ordinance is for any reason held to be invalid or unconstitutional by a

decision of any court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this interim urgency ordinance. The City Council of the City of South Pasadena hereby declares that it would have passed this ordinance and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to any such decision or preemptive legislation.

SECTION 8. Within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the City Council and shall cause the same to be published in a newspaper in the manner required by law. This ordinance shall become effective as of April 19, 2014, and remain in effect for twenty-two (22) months and fifteen (15) days.

PASSED, APPROVED, AND ADOPTED ON this 9th day of April, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Richard L. Adams II, 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 special meeting held on the 9th day of April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Ordinance No. 2266

ORDINANCE NO. 2266**AN INTERIM URGENCY ORDINANCE OF THE CITY
COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTED PURSUANT TO GOVERNMENT CODE SECTION
65858 TEMPORARILY PROHIBITING THE ESTABLISHMENT
OR EXPANSION OF MASSAGE ESTABLISHMENTS**

WHEREAS, the City of South Pasadena (“City”) has adopted a General Plan, including a Land Use and Community Design Element; and

WHEREAS, state law requires that the City’s Zoning Code (Chapter 36 of the South Pasadena Municipal Code) conform with the General Plan’s goals and policies; and

WHEREAS, the public health, safety and welfare is fully articulated in the City’s General Plan; and

WHEREAS, in 2009 Senate Bill 731 (“SB 731”) enacted Section 4600 et seq. of the Business and Professions Code, relating to voluntary statewide certification of massage practitioners and therapists, and restricting local control of massage establishments; and

WHEREAS, Section 4600 et seq. of the California Business and Professions Code provides for the certification of massage practitioners and massage therapists by a newly created entity known as the Massage Therapy Organization (“MTO”); and

WHEREAS, as the MTO board was selected, board members officially named the organization the California Massage Therapy Council (“CAMTC”); and

WHEREAS, the certificates issued by the CAMTC to qualified applicants entitle the holder to practice massage therapy throughout the State of California without the necessity of complying with certain ordinances regulating the practice of massage by city or county government; and

WHEREAS, in 2011, Assembly Bill 619 amended Section 4612 of the California Business and Professions Code, further restricting the City’s ability to regulate and restrict massage establishments; and

WHEREAS, the City Council of the City of South Pasadena finds that the enactment of SB 731, as later amended, has had as an unintended consequence the proliferation of illicit massage parlors that are fronts for prostitution and may also be involved in sex trafficking; and

WHEREAS, state law prevents cities from regulating massage businesses that only employ state certified massage therapists, but does not regulate such businesses in any way, thus leaving such businesses largely unregulated; and

WHEREAS, the City Council finds that the City of South Pasadena is not the only city to have experienced a spike in illicit massage establishments; and

WHEREAS, the City Council finds that prior to 2009, the City was home to five massage establishments, and currently has 18 operating, and one pending; and

WHEREAS, in 2012, the City initiated business license revocation proceedings against two illicit massage establishments where prostitution was occurring, and a number of other establishments are suspected of such illicit activities; and

WHEREAS, the County of Sacramento currently has approximately 280 massage establishments, a significant number of which is suspected to be involved in sex trafficking and prostitution; and

WHEREAS, the City of Thousand Oaks, with a population of 128,000, has experienced a quadrupling of massage establishments in its main street area, and currently has 47 establishments in a 4-square-mile area; and

WHEREAS, prior to 2009, the City of Huntington Beach had 9 massage establishments (capped at 10 in the municipal code), and currently has 74, where inspections have yielded violations at 90% of the establishments, and enforcement efforts in 2012 and 2013 have resulted in increasing arrests for prostitution; and

WHEREAS, the City of San Gabriel, with a population of 40,000, had 32 massage establishments prior to the adoption of SB 731, and currently has 56 such establishments, with an estimated growth rate of one per month, making massage establishments 15% of the businesses in the municipality; and

WHEREAS, state law provides that cities must treat massage establishments like other professional businesses, such as medical offices, dentists and law offices, but these businesses often do not conduct themselves like other professional businesses, but rather look and operate like red-light district businesses, despite all their massage therapists being CAMTC certified; and

WHEREAS, illicit massage establishments hire CAMTC certified massage therapists to bypass local regulation, and commonly advertise their services on www.craigslist.com or other online advertising sites in the adult entertainment section, and/or advertise their services with provocative photographs of scantily-clad young women; and

WHEREAS, illicit massage establishments that hire only CAMTC certified massage therapists to bypass local regulation generate reviews on subscription websites such as www.backpage.com, www.rubmaps.com, and www.mpreviews.com, where patrons can leave reviews and information regarding the sexual services provided by these illicit establishment; and

WHEREAS, the City Council finds that oversaturation of illicit massage establishments changes the character of neighborhoods, causes blight, and impacts the local economy by amplifying the public's distrust; and

WHEREAS, the City Council finds that oversaturation of illicit massage establishments further impacts the local economy as legitimate businesses refuse to locate next door to such uses; and

WHEREAS, the City Council finds that illicit massage establishments also threaten the public health, safety and welfare as they may be fronts for prostitution and human trafficking operations; and

WHEREAS, the City Council finds that the City's inability to limit the number of massage businesses leads to too great a number of businesses for the City to monitor and ensure compliance; and

WHEREAS, the City Council finds that the City's limited ability to regulate massage establishments results in illicit businesses closing and then immediately reopening at the same location with different ownership and continuing to operate in violation of state and local law, thereby frustrating the City's enforcement efforts; and

WHEREAS, the City Council seeks to protect the public health, safety and welfare of the citizens of South Pasadena from the negative secondary effects associated with massage establishments operating in violation of state and local law; and

WHEREAS, the negative secondary effects associated with massage establishments operating in violation of state and local law constitute an immediate threat to the health, safety and welfare of the public and the proliferation of such illicit establishments is therefore a contravention of the City's General Plan; and

WHEREAS, Ordinance No. 1559 was adopted on February 4, 1970, imposing a moratorium on health clubs, massage parlors and bathhouses. Section 65858(f) of the California Government Code permits additional moratoria relating to the same matter only pursuant to an event, occurrence or set of circumstances different from the event, occurrence or set of circumstances that necessitated the prior moratorium. A different event, occurrence or set of circumstances is present here: since 1970, the City has experienced a significant amount of growth and development, the state law relating to

massage therapists and establishments was enacted, and illicit massage establishments have proliferated at an unprecedented rate, putting a strain on City resources; and

WHEREAS, pursuant to Section 65858 of the California Government Code, the City Council may, in order to protect the public health, safety and welfare, adopt as an urgency measure an interim ordinance prohibiting any use that may be in conflict with a contemplated specific plan, general plan amendment, or zoning proposal that the legislative body, planning commission or the planning department is considering or studying or intends to study within a reasonable time; and

WHEREAS, the City Council of the City of South Pasadena has directed staff to develop a zoning code amendment to develop regulations applicable to massage establishments.

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

SECTION 1.

- A. In accordance with the authority granted to the City of South Pasadena under Government Code Section 65858, subdivision (b), the City Council hereby imposes a moratorium on the approval of use permits, variances, building permits, business licenses or other applicable approvals, licenses, permits or other entitlements for the establishment, expansion and/or relocation of any massage establishment for a period of forty-five (45) days from the date of enactment.
- B. For the purposes of this ordinance, the term “massage establishment” shall have the same meaning as Section 17.14 of the South Pasadena Municipal Code.
- C. For the pendency of this moratorium, all sections of Article II of Chapter 17, relating to operating requirements for massage establishments, inspections, certification requirements for massage therapists, etc., for existing massage establishments remain in full force and effect.
- D. This ordinance is an urgency ordinance adopted pursuant to the authority granted to the City by California Government Code Section 65858 and is for the immediate preservation of the public health, safety and welfare. The facts constituting the urgency of this ordinance are as follows:
 1. In 2009 Senate Bill 731 (“SB 731”) enacted Section 4600 et seq. of the California Business and Professions Code, relating to voluntary statewide certification of massage practitioners and therapists, and restricting local control of massage establishments.

2. In 2011, Assembly Bill 619 amended Section 4612 of the California Business and Professions Code, further restricting the City's ability to regulate and restrict massage establishments.
3. The enactment of SB 731 and its later amendment has had as an unintended consequence the proliferation of illicit massage parlors that are fronts for prostitution and may also be involved in sex trafficking.
4. State law prevents cities from regulating massage businesses that only employ state certified massage therapists, but does not regulate such businesses in any way, thus leaving these businesses largely unregulated.
5. Like other cities in California, South Pasadena has experienced a sharp rise in illicit massage establishments, with more applying for business licenses on a regular basis, and the City has no effective way to shut down such illicit businesses because state law provides that cities must treat massage establishments like other professional businesses, such as medical, dental, and law offices.
6. Illicit massage establishments hire state certified massage therapists to bypass local regulation, and commonly advertise their services on www.craigslist.com or other online advertising sites in the adult entertainment section, and/or advertise their services with provocative photographs of scantily-clad young women.
7. Illicit massage establishments that hire only state certified massage therapists to bypass local regulation generate reviews on subscription websites such as www.backpage.com, www.rubmaps.com, and www.mpreviews.com, where patrons can leave reviews and information regarding the sexual services provided by these illicit establishments.
8. Examples of the continuing problems created by illicit massage establishments in the City include: (a) Following an undercover operation in February 2008, during which an offer of prostitution was made, the City Council voted unanimously to revoke the business license for UTI Acupuncture (630-B Mission Street) in April 2008. (b) In January 2012, a police investigation led to the arrest of employees and operators of 2 establishments, King Spa, Inc. (1318 Huntington Drive), and Massage Villa (1437 Huntington Drive). Massage Villa entered into a settlement agreement and received a 5-day suspension of the license and operation of the business. A revocation hearing was held for King Spa in October 2012, and the Council voted to suspend the business license for 15 days. These types of violations have been an ongoing problem within the City, and have increased since the passage of SB 731 in 2009.

9. Oversaturation of illicit massage establishments is changing the character of certain neighborhoods, causes blight, and is impacting the local economy by amplifying the public's distrust.
 10. Oversaturation of illicit massage establishments further impacts the local economy as legitimate businesses refuse to locate next door to such uses.
 11. Illicit massage establishments also threaten the public health, safety and welfare as they may be fronts for houses of prostitution and/or human trafficking operations.
 12. Because of the quickly growing numbers of illicit massage establishments, the City is unable to effectively monitor these businesses and ensure compliance.
 13. The City's limited ability to regulate massage businesses results in illicit businesses closing and then immediately reopening at the same location with different ownership and continuing to operate in violation of state and local law, thereby frustrating the City's enforcement efforts. Enforcement is often futile and wastes public resources.
 14. There is a current and immediate threat to the public health, safety and welfare, because approval of additional business license applications for massage establishment uses will exacerbate proliferation of such uses, which could lead to health and safety problems including, but not limited to prostitution, human trafficking, blight, businesses operating in violation of state and local law, and other adverse secondary effects such as public nuisances, City Code violations, increase in police calls for service, and a decrease in property values.
- E. The interim urgency ordinance is necessary to mitigate or avoid the specific, adverse impacts identified pursuant to paragraph D as follows:
1. A moratorium will provide the City with time to study, draft and/or adopt regulations, consistent with state laws, to regulate the location and operation of, massage establishments; and to ensure that its regulations are in compliance with any upcoming amendments to California Business and Professions Code Section 4600 et seq.
 2. A moratorium will provide the City with the ability to prevent or enjoin any unpermitted massage businesses while the City studies, drafts and/or adopts new regulations, if applicable.
 3. A moratorium will provide the City with the ability to consider and evaluate the application of upcoming changes in state law and how such changes will affect

the City's regulatory powers. Section 4600 et seq. of the California Business and Professions Code is set to sunset at the end of 2014, and may be amended instead of the sunset provision taking effect.

- F. There is no feasible alternative to satisfactorily mitigate or avoid the specific, adverse impacts identified pursuant to paragraph D as well or better, with a less burdensome or restrictive effect, than the adoption of the proposed interim urgency ordinance, as illicit massage establishments can easily begin operation under the current regulations, and their enforcement, by itself, may not be sufficient to ensure that no additional illicit massage establishments open in the City. Additionally, amendments to the state law may be pending.
- G. The immediate preservation of the public peace, health, safety and welfare necessitates the enactment of this ordinance as an urgency ordinance. The City Council intends to conduct studies forthwith as to the appropriate modifications of the South Pasadena Municipal Code and Zoning Code and other regulatory ordinances which will reduce and/or mitigate the potential negative impacts of illicit massage establishment uses. Pending the completion of such studies and the adoption of an ordinance to establish appropriate zoning and operational regulations, it is necessary for the immediate preservation for the public health, safety and welfare that this ordinance takes effect immediately. In the absence of immediate effectiveness, massage establishment uses in the City may be in conflict with regulations or requirements established with respect thereto, and this ordinance is therefore necessary to prevent a current and immediate threat to the public health, safety and welfare.

SECTION 2. The City Council, on the basis of the whole record and exercising independent judgment, finds that this interim urgency ordinance is not subject to environmental review pursuant to Sections 15060(c)(2) and 15060(c)(3) of Title 14 of the California Code of Regulations, the State Guidelines for Implementation of the California Environmental Quality Act (CEQA). 14 C.C.R. Sections 15060(c)(2) and 15060(c)(3) pertain to activities that will not result in a direct or reasonably foreseeable indirect change to the environment and that are not defined as a project under 14 C.C.R. Section 15378. This ordinance has no potential for resulting in physical change to the environment, directly or indirectly, in that it prevents change to the environment pending the completion of the contemplated research and studies.

SECTION 3. This ordinance is adopted under the authority of Sections 36934 and 65858(a) of the Government Code of the State of California, and in accordance therewith, shall take effect immediately and be in effect for forty-five (45) days after the adoption of this ordinance (expiration to be April 19, 2014), unless after notice pursuant to Government Code Section 65090 and public hearing, the City Council shall extend this ordinance as prescribed by state law.

SECTION 4. This ordinance shall not preclude the continued operation of any lawfully existing massage establishment uses which are not seeking to expand, convert, relocate or otherwise change their use, or the opening or commencement of any massage establishment uses as a new business for which all discretionary and non-discretionary approvals have been made prior to the effective date of this ordinance.

SECTION 5. The moratorium established herein shall not be applicable if a request for exception due to hardship, or other unique circumstances that have arisen as a result of this ordinance is approved by the City Council of the City of South Pasadena. Any request for exception shall be outlined in a letter accompanied by the City's application for appeal and filing fee, as determined in the City's adopted fee schedule with the City Clerk's Office. The matter shall be heard through a public hearing and processed under the provisions of the South Pasadena Municipal Code.

SECTION 6. If any section, subsection, sentence, clause, phrase or word of this interim urgency ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction or preempted by state legislation, such decision or legislation shall not affect the validity of the remaining portions of this interim urgency ordinance. The City Council of the City of South Pasadena hereby declares that it would have passed this ordinance and each and every section, subsection, sentence, clause or phrase not declared invalid or unconstitutional without regard to any such decision or preemptive legislation.

SECTION 7. Within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the City Council and shall cause the same to be published in a newspaper in the manner required by law. This ordinance shall become effective immediately from and after its passage.

PASSED, APPROVED, AND ADOPTED ON this 5th day of March, 2014.



Marina Khubesrian, M.D., Mayor

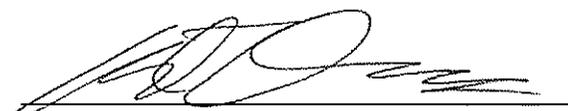
ATTEST:


Evelyn G. Zneimer, City Clerk

(seal)

Date: 03/06/14

APPROVED AS TO FORM:



Richard L. Adams II, City Attorney

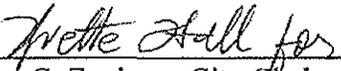
I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of March, 2014, by the following vote:

AYES: Cacciotti, Joe, Mahmud, Schneider, and Mayor Khubesrian

NOES: None

ABSENT: None

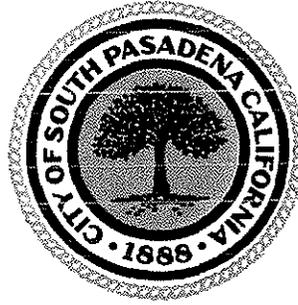
ABSTAINED: None



Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 3
Public Notice Pursuant to
Gov't Code Sec. 65858(d)
and City Council report,
issued March 27, 2014

Report



Date: March 27, 2014

From: South Pasadena City Council

Prepared by: Sergio Gonzalez, City Manager

Re: Massage Establishment Moratorium Extension/Report pursuant to Section 65858(d) of the California Government Code

On March 5, 2014, the City Council unanimously adopted Interim Urgency Ordinance No. 2266 imposing a moratorium on the establishment and expansion of massage establishments in the City. The temporary 45-day moratorium is set to expire on April 19, 2014. The City Council intends to extend the moratorium for an additional twenty-two (22) months and fifteen (15) days for the following reasons:

The secondary effects of illicit massage establishments, which gave rise to the need for the moratorium, still exist.

The City Council is in the process of reviewing legislative options, enforcement options, and working with the League of California Cities on the sunset review of SB 731.

Staff is requesting an extension to the 45-day moratorium so that further research can be done to adequately address the issue of proliferation of massage establishments in the City. This includes:

Research and draft of permitting or revocable registration requirements for massage establishments, such as zoning code amendments/regulations for massage establishments (e.g., signage, hours of operation), including feasibility of requiring a Conditional Use Permit or other special permit. This will include review of regulations in other local jurisdictions, and their effectiveness.

Participate in drafting new legislation.

Review enforcement plans from other local jurisdictions, formulate action plan to address illicit massage establishments.

To date, the City has taken the following actions:

The Mayor, accompanied by the City Manager, testified in Sacramento at the SB 731 sunset review hearings, specifically describing the problems that the City of South Pasadena is facing as a result of the proliferation of illicit massage establishments.

The City's Massage Establishment ad hoc committee has been diligently working with the League of California Cities on the sunset review of SB 731 while exploring ways to amend it so that local jurisdictions regain control over the businesses if the bill is allowed to continue.

The City's Massage Establishment ad hoc committee has been drafting correspondence for its state representatives outlining the problems the City is facing, the nexus with the state statute, and suggesting ways in which the state statute needs to be amended. This process is ongoing.

City staff has been reviewing action plans and ordinances from cities dealing with these issues, including the City of San Gabriel and the City of Los Angeles.

Moratorium extension:

The extension to the moratorium is necessary to mitigate or avoid the specific, adverse impacts identified in Interim Urgency Ordinance No. 2266, as the City requires additional time to study, draft and/or adopt regulations, consistent with State and Federal laws, to regulate the location and operation of massage establishments, as well as formulate an action plan to eliminate illicit massage establishments in the City in the most expeditious way possible. The City is in the process of studying the issues as described, and is also participating in the sunset review process for SB 731.

Additionally, an extension to the moratorium provides the City with the ability to prevent or enjoin any additional illicit massage establishment while the City studies, drafts and/or adopts new regulations, and to consider and evaluate the application of current and recent changes in the law as applicable to the City's regulation and permitting of massage establishments.

Staff has determined that there is no feasible alternative to satisfactorily mitigate or avoid the specific, adverse impacts identified pursuant to paragraph (D) of Section 1 of the proposed moratorium extension as well or better, with a less burdensome or restrictive effect, than the adoption of the proposed moratorium extension, as the City wants to avoid further illicit massage establishments opening their doors. The City's resources are limited, and while the Council considers measures that the City can take, the City can ill afford to have an increase in illicit businesses to monitor.

The City Council and the public shall consider the proposed moratorium extension at the scheduled City Council meeting of April 9, 2014.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Service Director 
SUBJECT: **Approval to Hire Consultant to Conduct a Feasibility Study for a Possible Community Center in South Pasadena and Appropriate Additional Park Impact Fees for the Study**

Recommendation

It is recommended that the City Council:

1. Approve a contract, subject to the approval of the City Attorney, with ICG, Inc.;
2. Authorize City Manager to execute the contract; and
3. Appropriate an additional \$25,000 from Park Impact Fees for this project.

Fiscal Impact

Based on the proposal submitted by ICG, Inc. a not-to-exceed amount of \$75,000 is requested. In FY 2013-14 budget, \$50,000 of Park Impact Fees was approved for use. An additional \$25,000 of Park Impact Fees is needed to cover the remaining amount.

Commission Review and Recommendation

This matter was reviewed by the Community Center Ad Hoc Committee. The Committee strongly recommends that the City Council hire ICG, Inc., to conduct a feasibility study for a Community Center.

Background

At the February 6, 2013, City Council meeting, Councilmember Cacciotti requested that the City Council establish a committee to explore the feasibility of establishing a community/multi-purpose center at the City Yards, adjacent to Orange Grove Park. This motion was seconded by then Mayor Schneider. In August 2013 the City Council approved the formation of an advisory committee with Councilmember Cacciotti and Mayor Pro Tem Joe as Council Liaisons.

The Committee consists of two Parks and Recreation Commissioners, two Senior Citizen Commissioner, two Youth Commissioners, two South Pasadena Community Fund members and one member from the Library Board of Trustee. The Committee was charged with determining the need for a community center, identifying potential locations and determining funding options.

Approval to Hire Consultant for Community Center Feasibility Study

April 9, 2014

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The committee began meeting in October 2013, and immediately began to work on a Request for Proposal (RFP) for a consultant to conduct the feasibility study. The committee met on December 11, 2013, and unanimously approved the final draft of the RFP.

The RFP became available to the public on December 30, 2013 via the City website and was distributed to about 30 consultant firms via mail.

The RFP proposals were due on February 7, 2014. Seven proposals were received. The respondents were Griffin Structure, Inc., HGA, Inc., ICG, Inc., PBWS Architects, PROS Consultants, RJM Design Group and Shubin and Donaldson Architects.

On Wednesday, February 12, 2014, the Committee met to review and rank the proposals. An additional meeting was scheduled on Wednesday, February 19, 2014, for final ranking and Committee recommendations as to which consultant firms would be moving to the interview phase of the process. Below is a list of consultant firms, study costs and the costs of optional items.

Consultant Firms	Cost	Options
Griffin Structures, Inc.	\$49,770 with \$2,500 in reimbursable expense (\$52,270)	\$10,000 for CEQA and operations and maintenance costs
HGA, Inc.	\$211,290 with \$22,000 in reimbursable expenses (\$233,290)	No options
ICG, Inc.	\$67,645 with \$3,490 in reimbursable expenses (\$71,135)	No Options
PBWS Architects	\$113,330 total cost	No Options
PROS Consultant	\$59,870 with \$10,000 in reimbursable expenses (\$69,870)	No Options
RJM Design Group	\$84,539 with \$10,000 in reimbursable expenses (\$94,539)	\$45,075 for Statically Valid Survey, Gap Analysis/ Facility Needs, Kiosk, Portrait, CEQA
Shubin and Donaldson Architects along with Barker, Rinker Seacat Architects	\$81,285 with \$16,000 in reimbursable expenses (\$98,885)	Plus 10% administrative mark up of \$1,600

The Committee ranked, recommended and approved the following top three firms to be interviewed at the February 19, 2014 meeting. The firms were ranked in the following order:

1. PROS Consulting
2. ICG, Inc.
3. Shubin and Donaldson Architects

Interviews of the top three firms took place on March 3, 2014. Each firm was given fifteen (15) minutes to give a brief overview of their experience and knowledge of the project. The remainder of the time was used by the panel to ask follow up questions regarding related experiences with like projects, financials and capability to perform. The interview panel discussed each consultant firm at the end of the interviews and ranked them in the following order.

1. ICG, Inc.
2. PROS Consultants
3. Shubin and Donaldson Architects

The panel recommended ICG, Inc., as the highest ranking consultant firm in the interview process. The Committee approved their recommendation on March 12, 2014 and would like to move forward with the authorization to prepare a contract for the City Council consideration.

Analysis

The Committee believes that after reviewing each ranking portion of the evaluation process, ICG, Inc., stands out above the other consultant firms. The Committee believes ICG, Inc., has the best interest of South Pasadena in mind as they are familiar with the City and its unique charm. ICG, Inc., was very professional, friendly, open and approachable. The Committee felt their experience stood out as well as their local knowledge of the community. ICG, Inc., is a local firm which will keep travel reimbursables low as no plane travel and overnight stays will be needed.

Staff and the Committee recommend hiring ICG, Inc., to complete the feasibility study for a Community Center in South Pasadena.

Legal Review

The City Attorney has reviewed this item. The proposed agreement is based on the recently updated template agreement for professional services prepared by the City Attorney's office. Attorney Ryan Jones, who prepared the template agreement, tailored it to meet the City's needs with regard to this specific professional services retention. The City Attorney's office has no concerns with the terms of this agreement or the purchasing process used in soliciting the recommended proposal.

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*.

Approval to Hire Consultant for Community Center Feasibility Study
April 9, 2014
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Attachments:

1. Request for Proposal
2. Consultant Agreement with ICG, Inc.

ATTACHMENT 1
Request for Proposal for a Feasibility Study for a
Community Center in South Pasadena

City of South Pasadena
Request for Proposals
for a Feasibility Study for a Community Center

Proposal must be sealed, deliver to, and received by:

City of South Pasadena
Community Services Department
1102 Oxley St.
South Pasadena, Ca 91030

By 4:00pm on Friday, February 7, 2014



General Information:

The City of South Pasadena (City) is interested in studying the feasibility of a Community Center for existing and future programming and operations of the Community Services Department which includes Senior Services, Recreation and Transit. In order to assess the feasibility of providing such a facility, the City is soliciting proposals from an experienced Consultant or Consultant team. The Consultant must have recent experience performing feasibility studies for senior center and community and recreation facilities.

Submission of Proposals:

Four (4) copies of proposal documents shall be sealed and submitted to the City's Community Services Department, 1102 Oxley St. South Pasadena, CA. 91030.

Sealed proposals must be received by 4:00 p. m. on Friday, February 7, 2014 at the City of South Pasadena Community Services Department located at 1102 Oxley Street, South Pasadena, California, 91030. Proposals received after that time will not be accepted. Proposals shall be sealed in a package clearly marked with the proposer's name and "Proposal for Community Center Feasibility Study".

Background of the City:

The City of South Pasadena is a charming community, situated only six miles from downtown Los Angeles. Called the City of Trees, the area is known for its stunning homes, unique small businesses, and top quality schools. South Pasadena's diverse population of about 25,000 occupies a mere 3.44 square miles of flatlands and hillsides on the west side of the San Gabriel Valley. More than 100 acres of parks and playgrounds blanket its landscape and more than 21,000 trees adorn its streets. The quiet, historic character of its attractive neighborhoods is a testament to the preservationist efforts of residents in protecting both its architectural and natural beauty. The city enjoys a low crime rate and the benefits of a close-knit, participation-oriented community.

Its busiest street, Fair Oaks Avenue was an important link in the original Route 66 and remains a vital thoroughfare today. A Gold Line station provides a light rail connection to downtown Los Angeles and the regional transportation system. Mission Street and its vicinity are dotted by fine restaurants, downtown lofts, and unique shops. The city also is home to its own beautiful library, located inside a picturesque park.

South Pasadena continues to honor its traditions by conducting its own long-running 4th of July Parade, known as the Festival of Balloons. Residents also craft the city's own float for the New Year's Tournament of Roses Parade, held annually a few miles north. Like so many other local activities, these events are coordinated by a cohesive assortment of City staff teamed with volunteers from the many vibrant clubs and organizations. While respecting its illustrious past, the City of South Pasadena looks forward to shaping its future.

Purpose of the Study:

The purpose of the South Pasadena Community Center Feasibility Study is to determine the need for a Community Center, explore potential locations; examine funding options and possible program recommendations.

Scope of Services:

Scope of Services – except as specifically stated, the subsequent deliverables representing the stated tasks and the schedule for the deliverables will be agreed between Consultant and City.

At a minimum the following tasks and deliverables shall be included:

Task 1 - General Project Organization & Research

1. Review of research and information provided by City staff, Community Center Ad Hoc Committee, and tour existing facilities and review of existing programming.
2. Organize and attend a minimum of three (3) and a maximum of five (5) project meetings with City staff and others that City staff deem appropriate to serve on the Project Team. The Project Team meetings shall include, at a minimum, the following:
 - a. A project Kickoff workshop with the Community Center Ad Hoc Committee, City staff, and other appropriate Agencies to determine the desired goals and outcomes of the Community Center Feasibility Study;
 - b. A project Status meeting with the Project Team when the draft report has been prepared;
 - c. City Council Study Session and/or City Council Regular meetings for presentation of the draft report for discussion and feedback; and
 - d. Other Project Team meetings as determined necessary by City staff, not to exceed a total of 5 meetings.

Timeline for the Task 1 Deliverables:

Define and manage the project timeline and milestones, starting with the timeline and milestones described herein, and continuing with updates during the Project Team meetings:

- a. Part 2a of this section (General Project Organization and Research Including Data Review, Kick Off Workshop and Site(s) tour) shall be completed within 30 days from the Notice to Proceed (NTP);
- b. Part 2b of this section (Draft Community Center Feasibility Study Report) shall be completed 270 days from the Notice to Proceed (NTP); and

- c. Part 2c&d of this section (City Council Study Session and/or City Council Regular meeting for presentation of the draft report for discussion and Council feedback) shall be completed based on direction from the City and City approval process time lines.

Task 2 – Market Analysis and Public Input Process

1. Prepare an Existing Conditions Report defining the existing recreation facilities available to South Pasadena residents, demographics of current participants and expected future participants, analysis of current participant fees, and an analysis of other community providers; and provide a summary of existing conditions and what space and programming gaps exist.
2. Conduct a public input process that will consist of the following:
 - a. Three (3) Focus Group meetings (Focus Groups to be determined by staff and consultants at the “Kick-Off” Workshop);
 - b. Stakeholder and Organization interviews, (Stakeholders and organizations to be determined by staff and consultants following the “Kick Off” workshop);
 - c. Conduct an interactive “Public Workshop” with exercises designed to solicit public input on the type of community center, the amenities desired, the types of activities, and the possible location(s) for community center development on a Saturday determined by staff that would achieve the highest public participation;
 - d. Design and provide an on-line community survey, using “Monkey Survey” to solicit public input on the type of community center, the amenities desired, the types of activities, and the possible location(s) for community center development; and
 - e. Coordinate with the South Pasadena Unified School District, to secure participation from local students.

Timeline for the Task 2 Deliverables:

- a. A draft Existing Conditions Report shall be completed within 90 days following the date of the “Kick-Off” Workshop; and
- b. The Public Input process shall be completed within 180 days of the “Kick-Off” workshop. (tentative timeline attached)

Task 3 – Draft Community Center Feasibility Study Report

1. Site Matrix: Identify program recommendations, required space needs, and site development options and prepare a spreadsheet matrix that provides a weighted analysis of each identified option for developing a community center that would meet the defined needs

of residents in South Pasadena based on the results of the Existing Conditions Report and the outcomes and findings of the Community Input Process.

2. Conceptual Site Plan and Floor Plan:
 - a. Prepare a conceptual site plan(s) (in bubble diagram form) of new site options (maximum of 3) and/or modifications to the existing recreation buildings, that would meet the space and program needs identified in the Existing Conditions Report and Public Input Process;
 - b. Develop a floor plan concept for the space needed to implement the recommended programs for each new site option (maximum of 3) and for any recommended addition(s) to existing facilities that would provide the needed programming space;
 - c. Evaluate the parking requirements and circulation requirements for the proposed sites and/or additions to existing facilities and provide conceptual design of parking lot improvements, access points, and circulation to accommodate the proposed site development; and
 - d. Prepare baseline planning work for probable Environmental documents (CEQA, NEPA or both as may be required), to be identified as a part of the conceptual designs and define the environmental processing likely with the implementation of each of the new site options and/or additions to existing facilities.
3. Cost Estimating: Provide probable estimates of cost for development of design elements, including a timeline/schedule, as follows:
 - a. Development capital cost plus timelines for completion (could include phasing the improvements, depending on available funding); and
 - b. Identify potential funding sources for capital development and operations costs, including a systematic rank of feasibility to secure funding over the next 5 years (including existing city assets).

Deliverables for and Timeline for Task 3:

- a. Site Matrix Weighted Analysis
- b. Conceptual site plan(s) and floor plan(s)
- c. Conceptual circulation and parking plan(s)
- d. Baseline CEQA and NEPA review
- e. Development cost estimate
- f. Operational/maintenance cost estimates with proposed revenue possibilities

It is expected that the above scope of services (Task 1 through 3) shall take a minimum of one (1) year to complete, but not exceed 15 months for final presentation and approval.

Task 4 - Final Presentation and Approval

At the conclusion of preparing the final report and staff review of the final report, the consultants shall present it to the Community Center Ad Hoc Committee, a joint meeting of the Parks and Recreation, Senior and Youth Commissions, and the Library Board of Trustees and to the City Council (Total of 3 meetings) for approval.

Evaluation Criteria:

The following criteria shall be used in evaluating proposals.

- Qualifications of the projects team and past performance verification
 - Provide a minimum of three references for recent or similar projects; include contact person, phone number, and email address. The City of South Pasadena reserves the right to investigate the references and the past performance of any applicant with respect to its successful completion of similar projects; including the accuracy and correlation of the executive summary to all of the supporting data.
 - Provide a list and brief description of similar project qualifications.
 - Provide resumes describing the qualifications of the staff that will be working on this project.
 - Provide a list of all proposed sub-consultants, their background and qualifications and degree of involvement.
 - A schedule the consultant will need to accomplish the project.
 - A schedule of current hourly rates for applicable personnel.
 - An itemized listing of the cost of services for each task area; final cost to be negotiated.
 - A statement acknowledging acceptance of all terms and conditions set forth in the City's standard consulting services agreement. (see attached consultant agreement)

Submittal Requirements:

1. Proposals must be received no later than Friday, February 7, 2014 at 4:00p.m.time. Responses received after the above time will not be considered.
2. All proposals submitted in response to the RFP become property of the City of South Pasadena and may be considered public records, and as such may be subject to public review.
3. Provide the legal name and address of the company, including name, title, address and telephone number of the person to contact concerning proposal. The proposal must be signed by an individual or individuals authorized to execute documents on behalf of the proposer.

4. Describe the general steps that may be taken to reduce project costs and increase process efficiencies.
5. Submit Four (4) original proposals. Proposal are to be submitted in a sealed package with the name of the proposer and the project title "South Pasadena Community Center Feasibility Study" clearly marked on the outside of the sealed package. Proposals submitted by fax and email will not be accepted.

Mail Proposal or drop off in person to:

Sheila Pautsch
Community Services Director
South Pasadena Senior Center
1102 Oxley St.
South Pasadena, Ca. 91030

6. For questions pertaining to the content in this RFP, proposers are specifically directed to not contact any city personnel other than the person indicated below. All inquiries concerning this RFP should be directed to:

Sheila Pautsch
Community Services Director
South Pasadena Senior Center
1102 Oxley St.
South Pasadena, Ca. 91030
626-403-7362

spautsch@ci.south-pasadena.ca.us

7. Failure to comply with the requirements of the RFP may result in disqualification.

Within two months following receipt of the Proposal, notification will be given to each participant as to the status of their submittal. A selection committee may conduct interviews with only those consultants whose qualifications are most desirable for this project. Final selection will be made after interviews are complete.

The City reserves the right to make such alternations, deviation, additions to or deletions, or in any combination to the proposed RFP.

A copy of the City's standard Professional Services Agreement, which includes insurance coverage requirements in Exhibit "C," is attached for your review. Should you have any questions regarding this proposal, please contact Community Services Director Sheila Pautsch at (626) 403-7362 or at spautsch@southpasadenaca.gov.

Enc: Tentative Timeline
Standard Consultant Services Agreement

Community Center Feasibility Study Tentative Timeline

Proposals due	February 7, 2014 by 4:00 pm
Committee Review of proposals	February 12, 1024
Set interviews with top proposals	Week of February 17, 2014
Award Contract	March 19, 2014.
Notice to Proceed	April 1, 2014.
General Project Organization and Research Meeting	First two weeks of April
Site Tour	First two weeks of April
Kick off Meeting	Last two weeks of April
Draft of Existing Conditions Report	By August 2014
Public Process Input Complete which includes Focus group mtg, stakeholder and organization interviews, interactive Public Workshop, and on-line community survey	By October 2014
Draft of Community Center Feasibility Report	By January 2015
Depending on Completion of Draft Report - Presentations to Commissions, Committee and City Council	By end of March 2015
Completion of Final Community Center Feasibility Study	By June 2015
	Schedule Subject to change

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ATTACHMENT 2
Consultant Agreement with ICG, Inc.

CITY OF SOUTH PASADENA

PROFESSIONAL SERVICES AGREEMENT
WITH
ICG, INC.

THIS AGREEMENT ("Agreement") is made and entered into this 9 day of April, 2014 by and between the CITY OF SOUTH PASADENA, a municipal corporation ("City") and ICG, Inc ("Consultant").

WITNESSETH:

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to conduct a feasibility study for a Community Center in South Pasadena as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code, Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" ("Scope of Services") and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

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

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the "Scope of Services" attached hereto and incorporated into this Agreement as Exhibit "A," incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. It is understood that in the exercise of every aspect of its role, within the scope of work, consultant will be representing the City, and all of its actions, communications, or other work, during its employment, under this Agreement is under the direction of the City. Consultant also warrants that it is familiar

with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3 Familiarity with Work. By execution of this Agreement, Consultant warrants that:

(1) It has thoroughly investigated and considered the work to be performed, based on all available information; and

(2) It carefully considered how the work should be performed; and

(3) It fully understands the difficulties and restrictions attending the performance of the work under this Agreement; and

(4) It has the professional and technical competency to perform the work and the production capacity to complete the work in a timely manner with respect to the scope of services.

1.4. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Consultant agrees that the services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily provided by an experienced and competent professional organization rendering the same or similar services. Evaluations of the work will be done by the City Representative or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

(a) Meet with Consultant to review the quality of the work and resolve the matters of concern;

(b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or

(c) Terminate the Agreement as hereinafter set forth.

1.5. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.6. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code. Consultant will take affirmative action to ensure that that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.

1.7. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

1.9. Key Personnel. It is the intent of both parties to this Agreement that Consultant shall make available the professional services of Monika Robinson, Principal, who shall coordinate directly with City. Any substitution of key personnel must be approved in advance by City's Representative and the Agreement shall be amended to reflect the changes.

2.0. COMPENSATION AND BILLING

2.1. Compensation. For performing and completing services outlines in Exhibit "A" Scope of Services, Consultant shall be compensated by City in accordance with the fee schedule for the project as set forth in Exhibit "B," which is attached hereto and made a part of this Agreement ("Fee Schedule"). As noted in the Fee Schedule, City will pay the following rates to the Contractor for services performed:

Professional Fees:

Principal in Charge/Quality Assurance/Quality Control.....	\$130.00/hour
Project Manager.....	\$125.00/hour
Planner/Architect/Landscape Architect.....	\$110.00/hour
Environmental Review.....	\$100.00/hour
Graphics Technician.....	\$90.00/hour

Clerical/Administrative Support.....\$55.00/hour

Reimbursable Costs:

In-House Reproduction.....Cost
Printing and Material.....Cost + 10%
Express Mail/Courier/Next Day Service.....Cost + 10%

Reimbursable Expenses: Reimbursable expenses shall be limited to actual expenditures of Consultant for expenses that are necessary for the proper completion of the services and shall only be payable if specifically authorized in advance by City.

2.2 Maximum Amount. The maximum amount payable under the terms of this Agreement, including expenses, will not exceed \$75,000. Consultant shall promptly notify the City Representative, in writing, when fees and expenses incurred under this Agreement have reached \$60,000 (80% of maximum amount allowable). Consultant shall concurrently inform the City Representative of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work would exceed the maximum amount payable.

2.3. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Scope of Services, which is Exhibit "A," unless the City approves such additional services in writing prior to Consultant performing the additional services. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation are barred and are unenforceable.

2.4 Method of Billing. Within 10 calendar days following the end of the preceding month in which services are performed or expenses are incurred under this Agreement, Consultant shall submit an invoice to the City. Said invoice shall be based on the total of all Consultants' services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

Consultant shall submit invoices to the City at the following address:

Sheila Pautsch, Community Services Director
City of South Pasadena
1102 Oxley Street
South Pasadena, CA 91030

The invoice submitted pursuant to this paragraph shall show the:
1) Project name/description;

- 2) Name and hours worked by each person who performed services during the billing period;
- 3) The title/classification under which they were billed;
- 4) The hourly rate of pay;
- 5) Actual out-of-pocket expenses incurred in the performance of services; and,
- 6) Other such information as the City may reasonably require.

2.5. Records and Audits. Consultant shall maintain full and accurate records with respect to all services and matters covered under this Agreement. City shall have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings and activities. Consultant shall maintain an up to date list of key personnel and telephone numbers for emergency contact after normal business hours. Records of Consultant's services relating to this Agreement and funds received from City shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times for a period of five (5) years from the date of performance of said services.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. Time is of the essence in the performance of services under this Agreement. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement. All services required by Consultant under this Agreement shall be completed on or before the end of the term of the Agreement.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall be effective on April 9, 2014 ("Effective Date") and shall remain in effect for two (2) years, unless earlier terminated as provided in Section 4.2 herein.

4.2. Notice of Termination. Notwithstanding the provision in paragraph 4.1 above, the City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, in its sole discretion, with thirty (30) days written notice to Consultant.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including the date of City's written notice of termination unless the termination is for cause, in which event Consultant need be compensated only to the extent required by law.

Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. Such payment will be subject to City's receipt of a close-out billing. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, and to other documents pertaining to the services contemplated.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1 Consultant shall procure and maintain at all times during the term of this Agreement insurance as set forth in Exhibit "C" attached hereto. Proof of insurance shall consist of a Certificate of Insurance provided on IOS-CGL form No. CG 00 01 11 85 or 88 executed by Consultant's insurer and in a form approved by the City Attorney.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement, together with Exhibits A, B, and C supersede any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. This Agreement constitutes the entire Agreement between the parties with respect to any matter referenced herein. This Agreement may not be modified, nor may any of the terms, provisions or conditions be modified or waived or otherwise affected, except by a written amendment signed by all parties. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement. Each party to this Agreement acknowledges that no representation by any party, which is not embodied herein, nor any other agreement; statement or promise not contained in this Agreement shall be valid and binding.

6.2. Representatives. For the purposes of this Agreement, the City shall be represented by the Sheila Pautsch, Community Services Director ("City Representative"), or such other person designated in writing by the City Representative. For the purposes of this Agreement, Consultant shall be represented by Monika Robinson or such other person designated in writing by her and accepted by the City Representative. Consultant shall perform the Work described herein under the direction of the City Representative, who will approve the work plan specified herein, if required, prior to Consultant commencing the Work.

The City Representative shall have the authority and responsibility to perform the following tasks:

- (a) Provide interpretation of the scope and specifications for the work to be performed;
- (b) Monitor performance of the Work to ensure compliance with the Agreement;
- (c) Inspect performance against the Scope of Services, and report compliance and/or deficiencies;
- (d) Obtain and review Monthly Statements;
- (e) Suspend work in accordance with other provisions of this Agreement;
- (f) Issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement; and
- (g) Work directly with the Consultant in the performance of this Agreement.

Consultant's Representative shall be its agent in all consultations with City during the term of this Agreement. Consultant's Representative shall attend and assist in all coordination meetings called by City.

6.3. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery, facsimile or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 72 hours after deposit in the U.S. mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

Consultant shall notify City of changes in its address. The failure to do so, if such failure prevents City from locating Consultant, shall be deemed a waiver by Consultant of the right subsequently to enforce those provisions of this Agreement that require consultation or approval of Consultant. Notwithstanding this provision, City shall make every reasonable effort to locate Consultant when matters arise relating to Consultant's rights.

All communications in connection with this Agreement, sent through the U. S. Mail, must be addressed as follows:

IF TO CONSULTANT:

ICG, Inc
 Monika Robinson
 4195 Chino Hills Pkwy, Suite 222
 Chino Hills, Californian, 91709

IF TO CITY:

Sheila Pautsch
 City of South Pasadena
 1102 Oxley Street
 South Pasadena, CA 91030

6.4. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof

6.5. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California. In the event of litigation in a U.S. District Court, exclusive venue shall lie in the Central District of California.

6.6. Assignment. This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not voluntarily or by operation of law assign, transfer, sublet, or encumber all or any part of its interest in this Agreement or subcontract any services to be performed without amending this Agreement and/or receiving the prior written consent of City. Any attempted unauthorized assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement.

6.7. Indemnification and Hold Harmless. Consultant assumes all risk of injury to its employees, agents, and contractors, including loss or damage to property. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.8. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise 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, at any time, or in any manner, represent that it or any of its employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.9. Benefits. Consultant will not be eligible for any paid benefits for federal, social security, state workers' compensation, unemployment insurance, professional insurance, medical/dental, California Public Employees Retirement System ("PERS") or fringe benefits offered by the City.

6.10. PERS Eligibility Indemnification. 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 the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS 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 PERS 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.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement,

Consultant shall render any reasonable assistance and cooperation which City might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualifies as trade secrets, as that term is defined in the California Government Code Section 6254.7, and of which Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Release of Information. Consultant shall not make public information releases or otherwise publish information obtained or produced by it as a result of, or in connection with, the performance of services under this Agreement without the prior written authorization from the City Representative.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.16. Economic Interest Statement. Consultant hereby acknowledges that pursuant to Government Code Section 87300 and the Conflict of Interest Code adopted by City hereunder, Consultant is designated in said Conflict of Interest Code and is

therefore required to file an Economic Interest Statement (Form 700) with the City Clerk, for each employee providing advise under this Agreement, prior to the commencement of work.

6.17. Political Activity/Lobbying Certification. Consultant may not conduct any activity, including any payment to any person, officer, or employee of any governmental agency or body or member of Congress in connection with the awarding of any federal contract, grant, loan, intended to influence legislation, administrative rulemaking or the election of candidates for public office during time compensated under the representation that such activity is being performed as a part of this Agreement.

6.18. Licenses, Permits, and Fees. Consultant shall obtain a City of South Pasadena Business License and any and all other permits and licenses required for the services to be performed under this Agreement.

6.19. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.20. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.21. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.22. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.23. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no

presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.24. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.25. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.26. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.27. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.28. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

6.29. Taxpayer Identification Number. Consultant shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W 9, as issued by the Internal Revenue Service.

6.30. Applicable Laws, Codes, and Regulations. Consultant shall perform all services described in accordance with all applicable laws, codes and regulations required by all authorities having jurisdiction over the Services.

6.31. Change in Name, Ownership or Control. Consultant shall notify the City Representative, in writing, of any change in name, ownership or control of Consultant. Change of ownership or control of Consultant may require an amendment to the Agreement.

6.32. Covenants and Conditions. Each term and each provision of this Agreement to be performed by Consultant shall be construed to be both a covenant and a condition.

6.33. Use of City's Name. Consultant shall not publish or use any advertising, sales promotion, or publicity in matters relating to services, equipment, products, reports, and material furnished by Consultant in which City's name is used, or its identity implied without the City Representative's prior written approval.

6.34. Force Majeure. The respective duties and obligations of the parties hereunder shall be suspended while and so long as performance hereto is prevented or impeded by strikes, disturbances, riots, fire, severe weather, government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

Dated: _____

THE CITY OF SOUTH PASADENA

By: _____
Sergio Gonzalez, City Manager

Dated: _____

ICG, INC.

By: _____
Monika Robinson, Principal

Federal ID No. _____

APPROVED AS TO FORM:

Richard L. Adams II., City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

Task 1 - General Project Organization & Research

1. Consultant shall review the research and information provided by City staff, Community Center Ad Hoc Committee, and perform a tour existing facilities and review of City's existing programming.
2. Consultant shall organize and attend a minimum of three (3) and a maximum of five (5) project meetings with City staff and others that City staff deem appropriate to serve on the Project Team. The Project Team meetings shall include, at a minimum, the following:
 - a. Consultant shall organize and attend a project Kickoff workshop with the Community Center Ad Hoc Committee, City staff, and other appropriate Agencies to determine the desired goals and outcomes of the Community Center Feasibility Study;
 - b. Consultant shall organize and attend a project Status meeting with the Project Team when the draft community feasibility study report has been prepared;
 - c. Consultant shall participate in and attend City Council Study Session and/or City Council Regular meetings for presentation of the draft report for discussion and feedback; and
 - d. Consultant shall organize and attend other Project Team meetings as determined necessary by City staff, not to exceed a total of 5 meetings.

Timeline and Deliverables for the Task 1:

Consultant shall define and manage the project timeline and milestones, starting with the timeline and milestones described herein, and continuing with updates during the Project Team meetings:

- a. Part 2a of this section (General Project Organization and Research Including Data Review, Kick Off Workshop and Site(s) tour) shall be completed within 30 days from the Notice to Proceed;
- b. Part 2b of this section (Draft Community Center Feasibility Study Report) shall be completed 270 days from the Notice to Proceed; and

- c. Part 2c&d of this section (City Council Study Session and/or City Council Regular meeting for presentation of the draft report for discussion and Council feedback) shall be completed based on direction from the City and City approval process time lines.

Task 2 – Market Analysis and Public Input Process

1. Consultant shall prepare an Existing Conditions Report defining the existing recreation facilities available to South Pasadena residents, demographics of current participants and expected future participants, analysis of current participant fees, and an analysis of other community providers; and provide a summary of existing conditions and what space and programming gaps exist.
2. Consultant shall conduct a public input process that will consist of the following:
 - a. Consultant shall perform three (3) Focus Group meetings (Focus Groups to be determined by staff and consultants at the “Kick-Off” Workshop);
 - b. Consultant shall perform Stakeholder and Organization interviews, (Stakeholders and organizations to be determined by staff and consultants following the “Kick Off” workshop);
 - c. Consultant shall conduct an interactive “Public Workshop” with exercises designed to solicit public input on the type of community center, the amenities desired, the types of activities, and the possible location(s) for community center development on a Saturday determined by staff that would achieve the highest public participation;
 - d. Consultant shall design and provide an on-line community survey, using “Monkey Survey” to solicit public input on the type of community center, the amenities desired, the types of activities, and the possible location(s) for community center development;
 - e. Consultant shall coordinate with the South Pasadena Unified School District, to secure participation from local students; and

- f. Consultant shall prepare a findings report which shall contain the results and input obtained from the Public Input Process.

Timeline and Deliverables for the Task 2:

- a. Consultant shall work closely with the Project Team to provide updates on project timeline and milestones throughout Task 2;
- b. A draft Existing Conditions Report shall be completed within 90 days following the date of the “Kick-Off” Workshop; and
- c. The Public Input process shall be completed within 180 days of the “Kick-Off” workshop.

Task 3 – Draft Community Center Feasibility Study Report

1. Site Matrix: Consultant shall identify program recommendations, required space needs, and site development options and prepare a spreadsheet matrix that provides a weighted analysis of each identified option for developing a community center that would meet the defined needs of residents in South Pasadena based on the results of the Existing Conditions Report and the outcomes and findings of the Community Input Process.
2. Conceptual Site Plan and Floor Plan:
 - a. Consultant shall prepare a conceptual site plan(s) (in bubble diagram form) of new site options (maximum of 3) and/or modifications to the existing recreation buildings, that would meet the space and program needs identified in the Existing Conditions Report and Public Input Process;
 - b. Consultant shall develop a floor plan concept for the space needed to implement the recommended programs for each new site option (maximum of 3) and for any recommended addition(s) to existing facilities that would provide the needed programming space;
 - c. Consultant shall evaluate the parking requirements and circulation requirements for the proposed sites and/or additions to existing facilities and provide conceptual design of parking lot improvements, access points, and circulation to accommodate the proposed site development; and
 - d. Consultant shall prepare baseline planning work for probable Environmental documents (CEQA, NEPA or both as may be required), to be identified as a part of the conceptual designs and define the environmental processing likely with the

implementation of each of the new site options and/or additions to existing facilities.

3. Cost Estimating: Consultant shall provide probable estimates of cost for development of design elements, including a timeline/schedule, as follows:
 - a. Consultant shall develop capital cost plus timelines for completion (could include phasing the improvements, depending on available funding); and
 - b. Consultant shall identify potential funding sources for capital development and operations costs, including a systematic rank of feasibility to secure funding over the next 5 years (including existing city assets).
4. Preparation of Draft Community Center Feasibility Study Report: Consultant shall prepare an initial draft document for review by the project team. Any comments received will be incorporated into the comprehensive study at the preparation of the Final Report task.
5. Consultant shall work closely with the Project Team to provide updates on project timeline and milestones throughout Task 3.

Timeline and Deliverables for Task 3:

Five (5) copies of the Draft Community Center Feasibility Study Report shall be provided and completed by Consultant within 270 days from the Notice to Proceed, which shall include the following:

- a. Site Matrix Weighted Analysis;
- b. Conceptual site plan(s) and floor plan(s);
- c. Conceptual circulation and parking plan(s);
- d. Baseline CEQA and NEPA review;
- e. Development cost estimate; and
- f. Operational/maintenance cost estimates with proposed revenue possibilities.

Tasks 1 through 3 above shall but not exceed 15 months for final presentation and approval.

Task 4 - Final Presentation and Approval

At the conclusion of preparing the final report and staff review of the final report, Consultant shall present it to the following agencies and committees for final approval and comments:

- a. Community Center Ad Hoc Committee;
- b. A joint meeting of the Parks and Recreation, Senior and Youth Commissions, and the Library Board of Trustees; and
- c. The City Council.

Timeline and Deliverables for the Task 4:

1. Consultant shall work closely with the Project Team to provide updates on project timeline and milestones throughout Task 4.

Exhibit B Fee Schedule

City of South Pasadena

South Pasadena Community Center Feasibility Study Fee Schedule

Task & Description	PIC QA/QC \$130	PM \$125	ARC \$110	GRAPX \$95	ENV \$100	ADMIN \$55	Total \$	Reim. Allow \$	
I GENERAL PROJECT ORGANIZATION & RESEARCH							\$5,365.00	\$50	
1	Background Research	8	8				\$2,040.00		
2	Project Meetings (5)	10	10			5	\$2,825.00	\$35	
3	Project Schedule		4				\$500.00	\$15	
II Market Analysis and Public Input Process							\$29,125.00	\$1,040	
1	Existing Conditions Report		40		12	8	\$8,580.00	\$50	
2	Public Input								
a	Focus Group Meetings (3)	9	9		8	4	\$3,275.00	\$300	
b	Stakeholder and Organization Interviews	16	16		8	4	\$5,060.00	\$100	
c	Public Workshop (1)	4	4		8	4	\$2,000.00	\$500	
d	On-Line Survey	16	24		4	4	\$5,680.00		
e	School District Coordination	8	8			4	\$2,260.00	\$25	
f	Findings Report	8	16		8	4	\$4,020.00	\$50	
3	Project Schedule		2				\$250.00	\$15	
III Draft Community Center Feasibility Study Report							\$29,960.00	\$1,125	
1	Site Matrix	8	16			4	\$3,260.00	\$25	
2	Conceptual Site Plan and Floor Plan								
a	Site Plan		4	32	8	2	\$4,890.00	\$250	
b	Floor Plan		4	32	8	2	\$4,890.00	\$250	
c	Parking and Circulation Plan		4	16	8	2	\$3,130.00	\$250	
d	CEQA Requirements	4	4			16	\$2,730.00	\$50	
3	Cost Estimating								
a	Capital Cost and Timeline	4	16	4	8	2	\$3,830.00	\$	
b	Funding Source	8	24			8	\$4,480.00	\$.	
4	Preparation of Draft Document	4	8		8	4	\$2,500.00	\$500	
5	Project Schedule		2				\$250.00	\$25	
IV Final Presentation and Approval							\$3,195.00	\$975	
1	Presentation to Community Center Ad Hoc	2	2			1	\$565.00	\$150	
2	Presentation to Parks and Rec / Senior and Youth Commissions and Library Board of Trustees	2	2			1	\$565.00	\$150	
3	Presentation to City Council	2	2			1	\$565.00	\$150	
4	Preparation of Final Document	2	4		4	2	\$1,250.00	\$500	
5	Project Schedule		2				\$250.00	\$25	
DESIGN TOTAL HOURS / TOTAL FEES		115	235	84	92	16	\$67,645.00	\$3,490.00	
DESIGN GRAND TOTAL WITH REIMBURSABLES		\$14,950	\$29,375	\$9,240	\$8,740	\$1,600	\$3,740	\$67,645.00	\$3,490.00

DESCRIPTIONS:	
QA/QC	Quality Assurance/Quality Control
PIC	Principal In Charge
PM	Project Manager
ARC	Architectural AutoCAD / Drafting
ENV	Environmental
GRAPX	Graphics
ADMIN	Administration

Total Without Reimbursables	\$67,645.00
Reimbursables	\$3,490.00
Grand Total	\$71,135.00

EXHIBIT "C"

INSURANCE REQUIREMENTS

The Consultant shall obtain, maintain, and keep in full force throughout the duration of the term of the Agreement, liability insurance covering the Consultant and, with the exception of Professional Liability Insurance, designating City including its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants, 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 Consultant's work, in amounts no less than the following and with such deductibles as are ordinary and reasonable in keeping with industry standards. It shall be stated, in the Additional Insured Endorsement, that the 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.

Professional Liability Insurance	\$1,000,000
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General Liability:

a. General Aggregate	\$2,000,000
b. Products Comp/Op Aggregate	\$2,000,000
c. Personal & Advertising Injury	\$1,000,000
d. Each Occurrence	\$1,000,000
e. Fire Damage (any one fire)	\$ 50,000
f. Medical Expense (any one person)	\$ 5,000

Automobile Liability

a. Any vehicle, combined single limit	\$1,000,000
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The Consultant shall provide thirty (30) days advance notice to City in the event of material changes or cancellation of any coverage. Certificates of insurance and additional insured endorsements shall be furnished to City thirty (30) days prior to the effective date of this Agreement. Refusal to submit such certificates shall constitute a material breach of this Agreement entitling City to any and all remedies at law or in equity, including termination of this Agreement. If proof of insurance required under this Agreement is not delivered as required or if such insurance is canceled and not adequately replaced, City shall have the right but not the duty to obtain replacement insurance and to charge the Consultant for any premium due for such coverage. City has the option to deduct any such premium from the sums due to the Consultant.

Insurance is to be placed with insurers authorized and admitted to write insurance in California and with a current A.M. Best's rating of A-:VII or better. Acceptance of

insurance from a carrier with a rating lower than A-:VII is subject to approval by City's Risk Manager. Acceptance of professional liability insurance from a carrier other than one admitted to write insurance in California is subject to approval by City's Risk Manager. Consultant shall immediately advise City of any litigation that may affect these insurance policies.

Nothing in this section shall construed to as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Service Director 
SUBJECT: **Direction Regarding a Fee Waiver Request for the Use of the Senior Center Kitchen by "The Place" Teen Center**

Recommendation

It is recommended that the City Council provide direction regarding a fee waiver request by "The Place" Teen Center for the use of the Senior Center kitchen.

Fiscal Impact

The approved fee schedule includes a \$40 per hour rental fee to "The Place" a non-profit organization, for the use of the Senior Center. It would cost approximately \$2,880 to rent the kitchen to "The Place" for the school year (36 weeks) based upon two hours a week.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

In November 2010, a teen center was started by a South Pasadena resident, Natasha Prime, with the assistance of the City. The City allowed the group to use a small room in the mid level at Orange Grove Recreation Center. The center was open on Mondays from 3:00 pm to 6:00 pm with a daily average of about 6 to 8 teens. Supervision of the center is covered by community volunteers.

During the budget process for FY 2011-12, City Council approved \$15,000 to start up the teen center. In September 2011, the program was extended to three days a week from 3:00 pm to 6:00 pm with a daily average of about 6 to 8 teens. In October 2011, then Council Member Sifuentes dedicated \$2,000 of his discretionary funds to the teen center. Throughout the year, the center purchased computers, a printer, television, Playstation, video games, furniture, kitchen appliances, office supplies and snacks.

In the FY 2012-13 budget, \$1,500 was approved by City Council for the teen center for supplies. At the start of the 2012-13 school year, the program continued three days a week but the average

daily attendance doubled to about 10 to 12. In November 2012, then Council Member Khubesrian dedicated \$500 of her discretionary funds to the teen center for supplies and healthy snacks.

In March 2013, the teen center obtained their non-profit status which is registered as "The Place". The Place will continue to use the mid-level at Orange Grove Recreation Center for the remainder of the current school year at no charge. To date, \$19,000 of City funds has been provided to the organization in addition to waiving fees at approximately \$18,000 for rental use.

Analysis

Natasha Prime of The Place would like to offer cooking classes for the teens to support healthy life choices. Their goal is to raise teen awareness of health and nutrition in their personal lives, provide them with the skills and knowledge needed to make informed choices about the food they prepare for themselves. The program will focus on easy to prepare meals that youth can make for themselves and their families and to educate young people on the various ways that the food they eat effects their total physical and emotional well being.

The Place will be collaborating with several community partners on this project which include local author Jenne Cook, Root Down LA, Urban Harvester and vendors of the South Pasadena Farmers' Market.

If the fee waiver and use is approved, the City and Senior Center will need to have priority use of the kitchen for classes, programs and/or events. Also, teen classes will need to be held in the kitchen as other programming may be scheduled in the main room. Storage, use of supplies, utensils or food will not be included. The kitchen needs to be cleaned and sanitized after each use since the center offers a daily lunch program for seniors. Attached are the guidelines for "The Place".

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

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

Attachment: Use of Premises for the Teen Center

Use of Premises for the Teen Center:

The Senior Center can be used on Thursdays from 4-6 pm for the Teen Center with the following guidelines:

1. Use will begin at 4 pm and end promptly at 6 pm to include set up and clean up.
2. Availability of Premises is subject to change because of City activities shall take precedence and may result in cancellation of prior reservations. This includes closure of the facility for maintenance and/or repairs.
 - Center hosts special events and need access to their kitchen for preparation. Staff will give notice the week prior. This typically happens (May, September, November and December),
3. Licensee does not have exclusive use of the Premises.
4. No equipment from the kitchen shall be removed.
5. Cabinets, refrigerator, freezer and storage space is not available for use.
6. No furnishings shall be taken outside.
7. Utensils, serving spoons/forks, knives are not provided by the Center/City.
8. Stainless counter tops, stove, one large oven and sink will be made available to Licensee.
9. Mixing bowls, containers are not provided by the Center.
10. All stainless surfaces shall be left clean and sanitized at the end of each day.
11. Floors will be swept clean after each use.
12. Youth will not be permitted to lounge, walk around the Center during the use.
Classes take place throughout the day and the space is reserved for senior citizens 8 am to 5 pm.
13. The library area is off limits to participants from the lounge.
14. The LCD screen and stereo are not available for use to the licensee.
15. In consideration of the proximity to the Senior Center offices and program facility, licensee will ensure that noise is kept at a reasonable level to assure that center participants are not interrupted.
16. Lounging in front of the Senior Center/lobby area is not permitted.
17. Outside seating is reserved for Senior Citizens Monday through Friday 8 am to 5 pm.
18. Skateboard, bicycles, rollerblades, scooter and skates are prohibited at the entry way and sidewalk directly in front of the premises.
19. Licensee program participants shall be supervised at all times, both in the facility and outside the Premises.
20. Licensee is responsible for repair/damage to any furnishings and equipment.
21. All equipment needs to be in the same operating order at the end of each day. Meals are served Monday through Friday and the Center needs to be able to use the equipment the following morning.
22. Inappropriate language and/or behavior from licensee representatives and program participants will not be tolerated.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Paul Toor, P.E., Public Works Director *PT*
Shin Furukawa, P.E., Deputy Public Works Director *SF*
Thomas Amare, Civil Engineering Assistant *TA*
SUBJECT: **Direction Regarding the Use of Rule 20A Funds for the
Underground Utility District in Garfield Park**

Recommendation

It is recommended that the City Council provide direction regarding the use of Rule 20A funds for the purpose of undergrounding Southern California Edison (SCE) power lines in Garfield Park from Mission Street to Grevelia Street, paralleling Park Avenue.

Fiscal Impact

Based on latest SCE estimates, the project has a shortage of \$1,152,000 in Rule 20A funds to complete the project.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

At the May 15, 2013 City Council Meeting, the City Council adopted Resolution No. 7290, establishing an underground utility district in Garfield Park from Mission Street to Grevelia Street, paralleling Park Avenue (Attachment 1).

Analysis

On September 18, 2013, City staff met with SCE representatives to discuss the status of the proposed Rule 20A project. Based on an updated cost estimate, the Rough Order of Magnitude (ROM) cost for the undergrounding of approximately 1500 linear feet of overhead conductor lines in Garfield Park is approximately \$3.9 million (Attachment 2). The City's Rule 20A allocation balance at the start of construction will be \$2,748,000, and therefore the City has shortage of a \$1,152,000. Therefore, SCE has proposed two options:

1. Underground half of the total project (Grevelia Street to Hope Street) with the available

Rule 20A Underground Utility District in Garfield Park
April 9, 2014
Page 2 of 2

2. Establish another viable project within the City.

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. Resolution No. 7290
2. 2013 Rule 20A Allocation Letter from SCE

ATTACHMENT 1
Resolution No. 7290

RESOLUTION NO. 7290

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ESTABLISHING AN UNDERGROUND UTILITY DISTRICT IN
GARFIELD PARK FROM MISSION STREET TO GREVELIA
STREET, ALONG PARK AVENUE**

WHEREAS, a public hearing was held by the City Council on May 15, 2013, at 7:30 p.m., in the Amedee O. "Dick" Richards, Jr., City Council Chambers at 1424 Mission Street, South Pasadena, to ascertain whether the removal of poles, overhead wires and associated overhead structures and the underground installation of wires and facilities for supplying electric, communication, or similar associated service as more fully shown on attached Exhibit "A"; and

WHEREAS, notice of such hearing has been given to all affected property owners as shown on the last equalized assessment roll and utilities concerned; and

WHEREAS, such hearing has been duly and regularly held, and all persons interested have been given an opportunity to be heard.

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

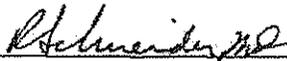
SECTION 1. That the City Council of the City of South Pasadena, hereby finds and determines that the public necessity, health, safety or welfare requires the removal of poles, overhead wires, and associated overhead structures and the underground installation of wires and facilities for supplying electric, communication, or similar associated service in the Garfield Park from Mission Street to Grevelia Street, along Park Ave. (District) herein above described.

SECTION 2. The City Council hereby establishes an Underground Utility District as shown in "Exhibit A" map entitled Underground Utility District in Garfield Park.

SECTION 3. This resolution shall become effective immediately upon its adoption.

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 15th day of May, 2013.


Richard D. Schneider, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:


Sally Kilby, City Clerk
(seal)


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, California, at a regular meeting held on the 15th day of May, 2013, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Putnam, and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None

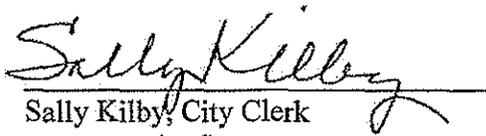
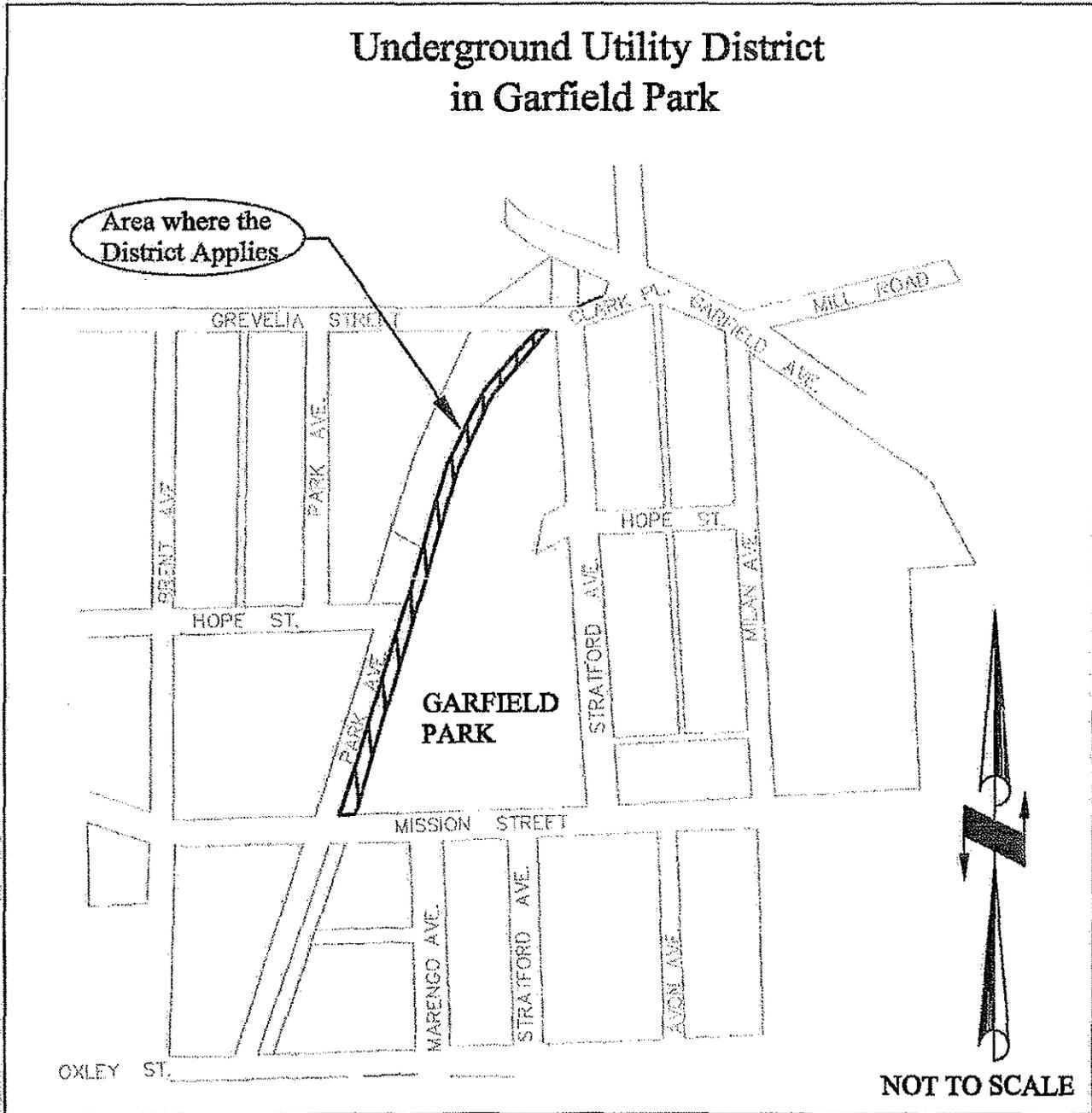

Sally Kilby, City Clerk
(seal)

EXHIBIT A



ATTACHMENT 2
2013 Rule 20A Allocation Letter from SCE



September 20, 2013

Mr. Paul Toor
Public Works Director
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Dear Mr. Toor:

Thank you very much to you and your department for the time to discuss the Garfield Park Utility Undergrounding project. Below is a summary of SCE's evaluation of the project and options for moving forward.

Based on updated cost comparisons, the Rough Order of Magnitude (ROM) for the undergrounding of approximately 1700 linear feet of overhead conductor from Grevalia to Mission is approximately \$ 3.9M dollars. This would include two (2) Transmission Circuits, the Distribution circuit and the lateral service circuit that provides service across the park. This cost estimate is considerably higher than ROM's provided in past years. That escalation is in part due to a greater understanding of the Transmission circuitry and a more exact comparison of today's construction rates for the undergrounding of dual Transmission circuits.

Additionally, at no time within this boundary, does it appear that outside parties infringe on our existing Fee property to a degree that makes our undergrounding impossible; which is to say that throughout the boundary, from an undergrounding standpoint, 20' minimum is enough for us to take both the Transmission and Distribution circuits and relocate them to the underground position. The Fee property within the boundary is 40' and the fencing and infringement does not exceed the 20' required to trench and underground.

The challenge is the cost. At \$3.9M, South Pasadena does not currently have enough allocations to do this project. Please see the breakdown below;

Allocation balance 2013	\$1,914,000
Combined annual allocations for 2014 & 2015	\$278,000
Balance in 2015 (at start of construction)	<u>\$2,192,000</u>
4 years mortgage of annual allocation	\$556,000
Projected Allocation Balance at the start of construction	<u>\$2,748,000</u>

This represents an 'under run' or shortage of <\$1,152,000> or approximately 8.2 years of allocation.

With this information in mind, the city is left with two (2) options. Either we chose to underground half of the total boundary (i.e. from Grevalia to Hope) and utilize the current projected allocation balance. Or, the City can reprioritize another viable project within the City.



Please keep in mind that upwards of \$2M dollars is quite a substantial sum and should a different scope be considered, without Transmission conductors, the total linear footage would increase dramatically.

SCE is happy to entertain either starting with a reduced scope for this project, or assisting you with considering the viability of another project.

Thank you for the opportunity to be of continued service. If you have any questions, please feel free to contact me or Ben Wong, your SCE Local Public Affairs Region Manager.

Sincerely,

A handwritten signature in black ink that reads "David G. Seeley II". The signature is written in a cursive style with a large, sweeping flourish at the end.

David G. Seeley II
SCE – Rule 20A Project Manager – Metro East

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

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

Evelyn G. Zueimer, City Clerk/Authority Secretary
Gary E. Pia, City Treasurer

COUNCIL AGENDA: April 9, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Hilary Straus, Assistant City Manager *HS*
Lucy Kbjjian, Executive Assistant to the City Manager *LK*

SUBJECT: **Consideration of a Resolution to Expand Membership of the Ad Hoc Downtown Project Advisory Committee to Include a Representative from the South Pasadena Arts Council**

Recommendation

It is recommended that the City Council:

1. Consider expanding the membership of the Ad Hoc Downtown Project Advisory Committee (AHD PAC);
2. Adopt an updated resolution; and
3. Appoint Howard D. Spector to the AHD PAC as the representative from the South Pasadena Arts Council (SPArC).

Fiscal Impact

No fiscal impact.

Commission Review and Recommendation

This matter was not discussed by a Commission.

Background

On February 20, 2013, the City Council formed an Ad Hoc Downtown Project Advisory Committee (AHD PAC). The AHD PAC provides an advisory/oversight function with regard to policy, program and project issues associated with the Downtown Revitalization Project (Project) particularly in the areas of site planning and design, and is in keeping with the Council's focus of maintaining a strong public engagement program. The AHD PAC is composed of members from existing commissions and committees who are familiar with subject matter areas that will assist the City as the Project moves forward.

At the March 20, 2013 Council meeting, the Council expanded the Committee to include an additional at-large business and/or property-owner seat to be held by a business and/or property-owner within 500 feet of the Project site. The Council also added a second Council liaison to the Committee.

On March 19, 2014, the City Council made appointments to fill vacancies on the Committee. Mayor Khubesian requested considering adding an additional member from SPArC.

AHDPAC's current membership is as follows:

- 1 member from the Public Works Commission
- 1 member from the Public Safety Commission
- 1 member from the Finance Committee
- 1 member from the Chamber of Commerce
- 2 members from the former Community Redevelopment Commission
- 1 at-large business and/or property-owner within 500 ft. of Project site
- 2 liaisons from the City Council (non-voting)

Analysis

In keeping with the Council's focus of maintaining a strong public engagement program for the Downtown Revitalization Project, the AHDPAC was created as an advisory body to provide input on areas such as project design.

SPArC is a community organization that advocates for the arts in order to recognize local artists as a rich resource within our city and build appreciation and understanding of the value of the arts within the community. SPArC has collaborated with local businesses, the School District and community organizations in promoting the arts, which enrich our lives and are vital to the social, educational and economic well-being of South Pasadena.

Expanding the membership of the AHDPAC to include a representative from SPArC will open a dialogue about the arts and encourage its inclusion in the Downtown Revitalization Project. Howard D. Spector, Director of SPArC, was nominated to serve as the additional member of the AHDPAC.

The attached resolution will expand the membership of the AHDPAC to include an additional member. The resolution will memorialize the full membership of the ADHPAC, restate the appointment procedures, and restate the City Council's intention to include members in the Committee, who may have an economic interest in the outcome of the Project.

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*.

Expand Membership of Ad Hoc Downtown Project Advisory Committee

April 9, 2014

Page 3 of 3

Attachments:

1. Updated Resolution for Ad Hoc Downtown Project Advisory Committee
2. Resume for Howard D. Spector

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ATTACHMENT 1
Updated Resolution for
AHD PAC

RESOLUTION NO. XXXX**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
RESCINDING RESOLUTION NO. 7340 AND RESTATING
AND UPDATING THE TERMS FOR THE AD HOC
DOWNTOWN PROJECT ADVISORY COMMITTEE**

WHEREAS, the City Council took action on February 20, 2013 to form an Ad Hoc Downtown Project Advisory Committee (Committee); and

WHEREAS, the City Council expanded the Committee's membership on March 20, 2013; and

WHEREAS, the City Council adopted Resolution No. 7284 at its meeting of April 3, 2013 to memorialize the aforementioned actions; and

WHEREAS, Resolution No. 7340, adopted March 19, 2014, rescinded Resolution No. 7284 and updated the terms of the Committee to clarify appointment procedures; and

WHEREAS, the Committee has been charged with providing policy recommendations to the City Council on issues related to the Downtown Revitalization Project (Project); and

WHEREAS, the City Council has intended to include representatives on this Committee, who are stakeholders and have an economic interest in the outcome of the Project, and/or that these representatives may be impacted qualitatively as a result of the Project's construction; and

WHEREAS, it is understood that once the Project has been completed, the City will reevaluate the need to continue the Committee; and

WHEREAS, the City Council wishes to add an additional member to the Committee, to be filled with a representative of the South Pasadena Arts Council (SPArC) in order to open dialogue about the arts and encourage its inclusion in the Project.

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 hereby rescinds Resolution No. 7340.

SECTION 2. The City Council hereby restates and updates the terms for the Ad Hoc Downtown Project Advisory Committee (Committee).

SECTION 3. The Committee’s composition shall be as follows: one member from the Public Works Commission, one member from the Public Safety Commission, one member from the Finance Committee, one member from the Chamber of Commerce, two members from the former Community Redevelopment Commission, one at-large business and/or property owner from within five hundred (500) feet of the Project site, one representative from the South Pasadena Arts Council (SPArC), and two non-voting Council liaisons.

SECTION 4. The appointment of members to the Committee shall be made by the City Council with the exception of the Council liaison appointments which shall be made by the Mayor at the beginning of each Mayoral term in conjunction with Council liaison appointments to various commissions, boards, committees, and agencies for the year.

SECTION 5. The City Council hereby finds that it is essential to the success of the Committee that there be an individual serving on the Committee that has business and/or real property interest in, or within five hundred (500) feet of, the Project area, in order to provide representation for those individuals who have said economic interests.

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 9th day of April, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

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, California, at a special meeting held on the 9th day April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Resume for
Howard D. Spector

HOWARD D. SPECTOR

1030 Stratford Ave
South Pasadena, California 91030

Howard Spector is Principal of Skyework Consulting, working with non-profit organizations on program development and assessment, planning, and arts education, and with artists on exhibitions and projects.

Mr. Spector has been involved in the arts and arts education as a visual artist and administrator for over 30 years. He has extensive experience in the public and private sectors, serving arts organizations as an executive director, curator, grant maker, manager, and consultant. A trained visual artist, his professional experience ranges from the local to the national levels, providing him with an in-depth understanding of and appreciation for the arts in their many diverse applications and contexts.

Mr. Spector served as the Executive Director of P.S. ARTS, where he lead the organization in providing arts education to low income students in 25 Title I schools in Los Angeles County and the Central Valley of California. Prior to that he was Director of Education at the Arts and Humanities Council of Montgomery County Maryland, where, among other responsibilities, he developed a Teaching Artist Institute that trained artists in arts integration and school culture and developed extensive after school programs for at-risk youth.

In addition, Mr. Spector has served as Vice-President for Education at Americans for the Arts, a national advocacy and policy organization in Washington DC; Cultural Arts Manager for the City of Manhattan Beach California and Executive Director of two non-profit photography organizations, the Los Angeles Center for Photographic Studies and the Light Factory, in Charlotte North Carolina.

He has been a consultant and grant panelist to several organizations and cultural agencies, including the National Endowment for the Arts, Americans for the Arts, North Carolina, California, and Maryland State Arts Councils, Getty Research Institute, Southern Arts Federation, U.S. Department of Education, Arts and Humanities Council of Montgomery County, the DC Commission on the Arts and Humanities, and the City of Los Angeles.

He received a Master of Fine Arts Degree from the State University of New York at Buffalo. Mr. Spector is a professional visual artist and has exhibited his work both nationally and internationally. His work is included in numerous public and private collections. My first book of digital images, Dialog Box, a collaboration with poet Jay Brecker, was published in 2012.

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

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

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

COUNCIL AGENDA: April 9, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Yvette Hall, Chief Deputy City Clerk 
SUBJECT: **Authorize a Letter of Support for Assembly Bill 2201 Relating to U.S. Selective Service System**

Recommendation

It is recommended that the City Council provide direction in regard to submitting a letter of support for Assembly Bill 2201 (AB 2201) to Senator Carol Liu and Assemblymember Chris Holden, to be signed by the Mayor, in support of AB 2201.

Fiscal Impact

There is no fiscal impact.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

AB 2201, sponsored by Assemblymember Rocky J. Chavez (76th District), would automatically register young men to the U.S. Selective Service System (SSS), a federal agency, when applying for a new or a renewed Driver's License.

This matter was brought to staff's attention by City Clerk Evelyn G. Zneimer.

Analysis

by The Military Selective Service Act requires men between the ages of 18 and 25 to register with the federal SSS or face consequences that include fines, imprisonment, lost access to federal and state assistance, and federal employment.

To date, hundreds of thousands of California men have lost access to benefits such as college assistance, Cal Grants, and scholarships because they did not register.

Automatic registration through Driver's License legislation, which electronically registers young men when they apply for or renew a driver's license, will remove unnecessary obstacles as they strive to achieve their educational, professional, and personal aspirations.

Letter of Support for Assembly Bill 2201
April 9, 2014
Page 2 of 2

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. Proposed Letter of Support for AB 2201
2. AB 2201 Fact Sheet
3. AB 2201 Legislative Information Bill Text

ATTACHMENT 1
Proposed Letter of Support for AB 2201

DRAFT

Date

The Honorable _____
c/o State Capitol, Room 5097
Sacramento, CA 95814
Fax: (916) 324-7543

Re: Assembly Bill 2201 (Chavez) – Support

Dear _____:

The City of South Pasadena supports AB 2201, U.S. Selective Service System (SSS), authored by Assemblymember Colonel Rocky J. Chavez. AB 2201 would automatically sign young men to the Selective Service System when applying for a new or renewed driver's license. The passing of this bill would be a win-win for California's young men, California's three post-secondary college and university systems, and the State itself.

The Military Selective Service Act (SSS) requires men between the ages of 18 and 25 to register with the federal SSS or face consequences that include fines, imprisonment, lost access to federal and state assistance, and federal employment. Today, hundreds of thousands of California men have lost access to benefits such as college assistance, Cal Grants, and scholarships because they did not register.

This bill would provide a convenient and easy way for men to comply with Federal law, widen coverage of the Dream Act, and protect thousands of young men's access to critical benefits, including student financial aid (Federal and Cal-Grant); Federal job training; Federal employment; jobs with the U.S. Postal Service, many State, county and municipal jobs; and, for immigrants, the opportunity to become U.S. citizens.

For these reasons, the City of South Pasadena strongly supports AB 2201 and we urge you to sign this important legislation.

Sincerely,

Mayor

cc: City Manager
Honorable Rocky J. Chavez, California State Assembly

ATTACHMENT 2
AB 2201 Fact Sheet

Capitol Office
State Capitol, Room 2170
Sacramento, CA 95814
(916) 319-2076
Fax (916) 319-2176

District Office
1910 Palomar Point Way, Suite 106, Carlsbad,
CA 92008;
(760) 929-7998
Fax (760) 929-7999

California Legislature



Colonel Rocky J. Chávez
Assemblymember, 76th District

Committees
Higher Education, Vice Chair
Veterans Affairs, Vice Chair
Budget
Budget Sub #2 – Education Finance
Budget Sub #6 – Process Oversight
Education
Health
Utilities & Commerce

FACT SHEET

Assemblymember Colonel Rocky J. Chávez

Assembly Bill 2201 – U.S. SELECTIVE SERVICE SYSTEM

SUMMARY

Assembly Bill 2201 will automatically sign up young men to the U.S. Selective Service System (SSS), a federal agency, when applying for a new or a renewed Driver's License.

ISSUE BACKGROUND

The Military Selective Service Act requires men between the ages of 18 and 25 to register with the federal SSS or face consequences that include fines, imprisonment, lost access to federal and state assistance and federal employment.

Today, hundreds of thousands of California men have lost access to benefits such as college assistance, Cal Grants, and scholarships because they did not register.

Documented and undocumented men who aren't registered with SSS won't qualify for CalGrants, CalWorks, Federal student loans or grant programs. Men are even denied any future employment with the Federal Government, excluding them from hundreds of federal agencies and department job opportunities, and local positions with the U.S. Postal Service.

U.S. Citizenship and Immigration Services both require registration with SSS as a condition for U.S. citizenship if the man first arrived in the U.S. before his 26th birthday. If the man failed to register he will be denied citizenship until his 31st birthday.

SOLUTION & COST

According to recent statistics, a troubling 42 percent of 18 year old California men

have not registered with SSS. Automatic registration through Driver's License Legislation (DLL), which electronically registers young men when they apply for or renew a driver's license, will remove unnecessary obstacles as they strive to achieve their educational, professional, and personal aspirations.

Today, 40 States and 4 U.S. Territories, including the District of Columbia, have already implemented DLL, which has been widely successful and cost very little to implement. Only 12 States reported a cost for implementation; the highest reported cost was a modest \$25,000.

To support this effort, the Director of the U.S. Selective Service System has offered California's Department of Motor Vehicles up to \$200,000 to cover implementation costs.

AUTHOR'S STATEMENT

"California men are being disqualified for financial aid and school grants because they are unaware they have to register for the Selective Service. At a time when tuition is on the rise and student indebtedness is becoming a real problem, we must give them the tools they need to afford college and be successful." Assemblymember. Col. Rocky J. Chávez.

SUPPORT

Selective Service System (Sponsor)

OPPOSITION

None on file.

For more information please contact Lyndsay Mitchell
916-3192076 or LyndsayMitchell@asm.ca.gov

February 27, 2014

ATTACHMENT 3
AB 2201 Legislative Information Bill Text



CALIFORNIA LEGISLATURE— 2013–2014 REGULAR SESSION
Assembly Bill No. 2201

Introduced by Assembly Member Chávez
February 20, 2014

An act to add Section 12801.3 to the Vehicle Code, relating to vehicles.

LEGISLATIVE COUNSEL'S DIGEST

AB 2201, as introduced, Chávez. Vehicles: driver's license: selective service.

Existing law establishes the practices and procedures for the issuance of an original or a renewal of a driver's license.

The federal Military Selective Service Act (federal act) requires specified persons to register with the federal Selective Service System.

This bill would require a person who is required to be registered with the federal act and who submits an application for an original or a renewal of a driver's license to be deemed to have consented to registration with the federal Selective Service System, as provided. The bill would require the Department of Motor Vehicles to include specified notices on an application for an original or renewal of a driver's license and would require the department to forward the necessary personal information required for registration to the federal Selective Service System in an electronic format.

Digest KeyVote: MAJORITY Appropriation: NO Fiscal Committee: YES Local Program: NO

Bill Text

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

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

- (a) California has one of the lowest Selective Service System registration compliance rates in the nation.
- (b) Males who are between 18 and 26 years of age who fail to register with the Selective Service System, as required by federal law, face possible federal penalties and loss of federal benefits, including student financial assistance, federal employment, such as employment with the United States Postal Service, job training under the federal Workforce Investment Act (29 U.S.C. Sec. 2801 et seq.), and citizenship for immigrants.
- (c) California law requires selective service registration for state student financial aid, including Cal grants and financial aid for immigrants under the California Dream Act.
- (d) The failure of young men to register with the Selective Service System has resulted in the lifetime loss of over \$100,000,000 in potential benefits over the last three years for young men in California.
- (e) At least 41 states, four territories, and the District of Columbia have enacted legislation related to the issuance of a driver's license in support of the Selective Service System registration.

(f) To promote the fairness and equity of any future draft, to ensure that important benefits associated with the registration requirement are not lost, and to promote compliance with federal law, the driver's license application process should be revised so that every male applicant for an original driver's license or renewal who is between 18 and 26 years of age consents to his registration with the Selective Service System, as required by federal law.

SEC. 2. Section 12801.3 is added to the Vehicle Code, to read:

12801.3. (a) Notwithstanding any other law, a person who is required to be registered with the federal Military Selective Service Act (50 U.S.C. App. Sec. 451 et seq.) and who submits an application for an original or a renewal of a driver's license is deemed to have consented to registration with the federal Selective Service System.

(b) The submission of an application for an original or a renewal of a driver's license by a person specified in subdivision (a) shall establish a conclusive presumption that the person has done either of the following:

(1) Registered with the federal Selective Service System in compliance with the federal Military Selective Service Act.

(2) Authorized the department to forward to the federal Selective Service System the necessary information for the Selective Service System registration when that person is required to register under the federal Military Selective Service Act.

(c) The department shall require an application for an original or a renewal of a driver's license to include a notice indicating the following:

"By submitting this application, I am consenting to registration with the Selective Service System, if required by federal law. If I am under 18 years of age, but at least 16 years of age, I understand that I will be registered upon reaching 18 years of age."

(d) The department shall require an application for an original or a renewal of a driver's license to include a notice indicating the following:

"For applicants who object to conventional military service for religious or other conscientious reasons, alternative service information is available from the Selective Service System Internet Web site:
<http://www.sss.gov/FSaltsvc.htm>"

(e) The department shall forward to the federal Selective Service System, in an electronic format, the necessary personal information required for the registration of a person specified in subdivision (a).

(f) This section applies to United States citizens and immigrants who are 16 years of age or older but less than 26 years of age who are applying for an original driver's license or renewal and who are or will be required to register with the Selective Service System in accordance with the Military Selective Service Act.

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

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

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

COUNCIL AGENDA: April 9, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SG*

FROM: Hilary Straus, Assistant City Manager *HS*
Paul Toor, Public Work Director *PT*
Debby Figoni, Water Conservation Analyst *DF*

SUBJECT: **Direction Regarding Amending the South Pasadena Municipal Code Chapter 31.48 Landscaping Standards – Parkway Improvements**

Recommendation

It is recommended that the City Council provide direction regarding an amendment to the South Pasadena Municipal Code (SPMC) Chapter 31.48, *Landscaping standards – parkway improvements*, which will provide greater detail for parkway improvements.

Fiscal Impact

There is no fiscal impact associated with the consideration of this ordinance.

Commission Review and Recommendation

The proposed amended parkway ordinance, which suggests allowing synthetic turf, was initiated and reviewed by the Natural Resources and Environmental Commission (NREC). The NREC recommends the City Council provide policy direction.

Background

SPMC Chapter 31.48 *Landscaping standards – parkway improvements* was originally adopted in 1983. A few present day issues are not covered in this code. First, is the issue of synthetic turf which came up in late 2012 when a South Pasadena resident was interested in installing synthetic turf in their front yard and parkway in an effort to conserve water. Since the SPMC Chapter 36.300.030 *Setback Measurement and Exceptions* requires seventy percent live plant material in the front landscape, which often matches the parkway, this issue was sent to the NREC for their input. Second, due to the recent drought, more and more residents are interested in removing the turf in their parkway and installing water wise plants, but types and sizes are presently not addressed. And, last is the issue of the City's maturing Urban Forest, available tree wells, and tree maintenance responsibilities, all of which have been recent discussion items for the City Council.

Due to vague and insufficient details in the present SPMC, the NREC decided to research a more detailed parkway ordinance that would address current issues, requests, concerns and options for parkway landscapes.

Analysis

In 2007, SPMC Chapter 36.300.030 *Setback Measurement and Exceptions* was adopted. This section of the SPMC provides direction for hardscape stating that “no more than 30 percent of the area of a required front setback shall be pavement or other decorative hardscape materials” (Ord. No. 2108 § 1; Ord. No. 2166, § 4, 2007.) Parkway, the areas of land owned by the City but maintained by the resident, are not part of this Chapter. However, parkway landscapes often mirror or compliment front landscapes and visa-versa which is why there should to be consistency in the codes.

Details absent from SPMC Chapter 31.48 include the percentage of hardscape, allowing only drought tolerant plants, the maximum height allowance of the plants, as well as access from the street to the sidewalk. Furthermore, synthetic or artificial turf is not addressed. While the City does not advocate for artificial turf, there are no clear guidelines addressing artificial turf.

When creating the proposed amended parkway ordinance, the NREC voted to recommend the use of synthetic turf in the parkway with several conditions. These include a permit from the Planning Department and installation of a durable product by a professional installer. While synthetic turf conserves water, it generates other environmental concerns such as off-gassing, heat island effect and reduced oxygen.

As noted above, parkway landscapes often mirror or compliment front landscapes and visa-versa. Therefore, if the City Council is interested in initiating a code amendment to permit synthetic turf in City parkways, which will tie into a decision on front yard landscapes, Council has the option to ask several commissions for policy recommendations, including the Planning Commission, the Cultural Heritage Commission, the Design Review Board, and the Public Works Commission.

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. Existing SPMC Chapter 31.48
2. Existing SPMC Chapter 36.300.030
3. Draft Parkway Ordinance

ATTACHMENT 1
Existing SPMC Section 31.48

South Pasadena Municipal Code

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CHAPTER 31 STREETS AND SIDEWALKS

ARTICLE IV. HOUSE NUMBERING

31.48 Parkway improvements.

It shall be unlawful for any person to erect or maintain, or cause to be erected or maintained, any covering or planting of any parkway area between a sidewalk, or private property line, and street curbs other than the following:

1. Grass.
2. Low lying ground cover plants less than twelve inches in height.
3. Steel troweled portland cement concrete at least three and one-half inches thick, in accordance with the engineering department's standard specifications.
4. Smooth masonry brick on a grout bed at least one-half-inch thick, grouted on all four sides flush with the top surface of brick. The grout shall be a three-to-one ratio of sand to cement.

The above materials shall be placed in a neat workmanlike manner and flush on a straight grade from the top of the street curb to the edge of existing or new sidewalk, or if no sidewalk is involved, on a straight grade of one-quarter inch per foot, to the property line. Before placing of either the concrete or brick type coverings, a permit to do so must first be obtained from the engineering department. The cost of this permit shall be established by resolution. A permit will be issued only to a contractor holding a valid C-8 classification state contractor's license and who has a current city business license for such work.

This section does not apply to the maintenance of trees and shrubs planted by the park department, which shall be watered and cared for by the abutting property owner as required by city and state law. (Ord. No. 1461, § 1; Ord. No. 1983, § 79.)

ATTACHMENT 2
Existing SPMC Section 36.300.030

South Pasadena Municipal Code

[Up](#)[Previous](#)[Next](#)[Main](#)[Search](#)[Print](#)[No Frames](#)CHAPTER 36 ZONINGArticle 3 Site Planning and General Development StandardsDivision 36.300. General Property Development and Use Standards**36.300.030 Setback Measurement and Exceptions.**

This Section provides standards for the use and minimum size of required setbacks. These standards are intended to provide open areas around structures for: visibility and traffic safety; access to and around structures; access to natural light, ventilation and direct sunlight; separation of incompatible land uses; and space for privacy, landscaping, and recreation.

A. Setback requirements.

1. All structures shall comply with the setback requirements of the applicable zoning districts established by Article 2 (Zoning Districts, Allowable Land Uses, and Zone-Specific Standards), and with any special setbacks established for specific land uses by this Zoning Code.
2. Each required setback shall be open and unobstructed from the ground upward, except for trees and other plant materials, and except as provided by Subsection D. (Setback Exceptions, Allowed Projections into Setbacks).

B. Exemptions from setback requirements. The minimum setback requirements of this Zoning Code apply to all uses except the following:

1. Fences, walls, and hedges with a maximum height of three feet above the natural grade of the parcel, within a required front or street side setback area, or six feet within the side and rear setbacks; except as otherwise provided in Subsection D. (Setback Exceptions, Allowed Projections into Setbacks); and
2. Decks, earthworks, pavement, steps, terraces, and other site design elements which are placed directly upon the finish grade and do not exceed a height of 18 inches above the surrounding finish grade at any point.

C. Measurement of setbacks. The following setbacks shall be measured from each exterior wall of a structure, to define a setback line parallel to the adjacent property line. Figure 3-1 shows the location of each type of setback, and the points from which they are measured.

1. Front yard setbacks. The front yard setback shall be measured at right angles from the front property line of the parcel to the point on the structure nearest to the front property line.
 - a. Corner parcels. The measurement shall be taken from the nearest point on the structure to the nearest point of the property line adjoining the street which is opposite the rear yard.
 - b. Flag lots. The measurement shall be taken from the nearest point on the wall of the structure facing the street to the point where the access strip meets the bulk of the parcel; establishing a building line parallel to the lot line nearest to the public street or right-of-way. See Figure 3-2.
2. Side yard and street side yard setbacks. Side yard and street side yard setbacks shall be measured at right angles from the nearest point on the side property line of the parcel to the nearest portion of the structure; establishing a setback line parallel to the side property line, which extends between the front and rear yards.
3. Rear yard setbacks. The rear yard setback shall be measured at right angles from the nearest point on the rear property line of the parcel to the nearest portion of the structure, establishing a setback line parallel to the rear property line.

4. Corner traffic visibility setbacks. All structures and landscaping over 36 inches in height on corner lots shall be set back from the center of the adjacent intersection a minimum of 75 feet, as required by Section 36.300.040.C.

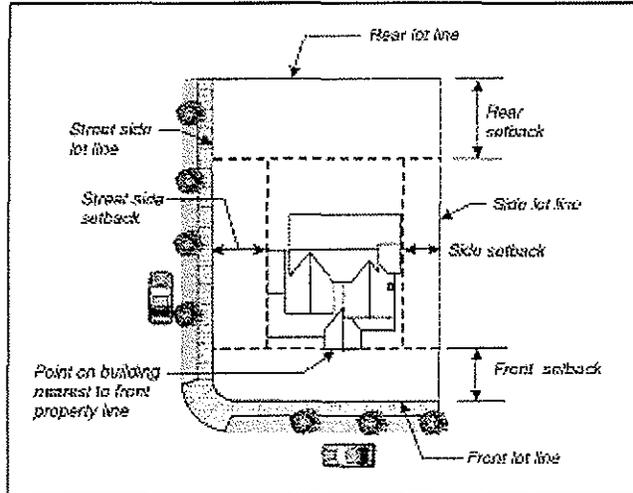


Figure 3-1. Location and Measurement of Setbacks

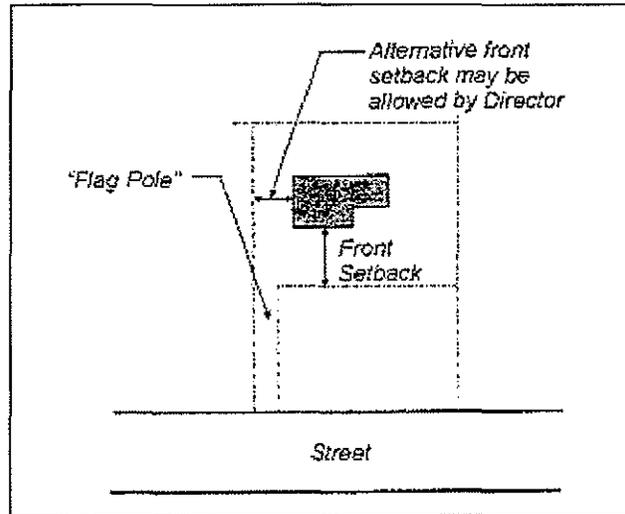


Figure 3-2. Flag Lot Setbacks

D. Setback exceptions, allowed projections into setbacks. An architectural feature may extend beyond the wall of the structure and into the front, side, and rear setbacks, in compliance with Table 3-1.

TABLE 3-1. ALLOWED PROJECTIONS INTO SETBACKS			
Projecting Feature	Allowed Projection into Specified Setback		
	Front	Side	Rear
Sills, cornices, roof overhang or eaves	No closer than 30 in. to a lot line, provided that the lowest edge of the feature is at least 8 ft above ground level.		

Chimney, bay window, greenhouse window	24 in. for no more than 10% of the length of the building wall from which it projects, or a maximum length of 10 ft, whichever is less; but no closer than 30 in. to a side lot line.		
Balcony, deck, or porch, which may be roofed but is otherwise unenclosed	0 ft	36 in. for a deck if its walking surface is 30 in. or less above grade. 36 in. for another projecting feature if it extends along no more than 10% of the length of the building wall from which it projects, or a maximum length of 10 ft, whichever is less. In no case shall a feature project closer than 30 in. to a side lot line.	8 ft
Uncovered steps or landings up to 36 inches in height	36 inches in width, up to 10 ft in length.		
Note: Air conditioning units may be permitted if located outside front or side setbacks, and they shall not be located on rooftops in residential districts.			

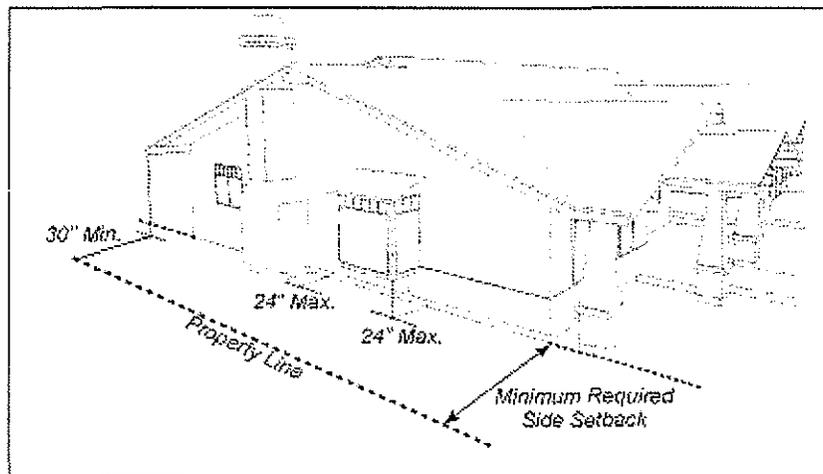


Figure 3-3. Examples of Allowed Projections into Setbacks

E. Limitations on the use of setbacks. A required setback shall only be used in compliance with the following requirements.

1. Storage. No required setback shall be used for the storage of
 - a. Inoperable vehicles, scrap, junk, or similar material; or
 - b. Building materials, except during on-site construction, in compliance with a valid Building Permit.
2. Parking. Residential parking is allowable within a required setback only on driveways, in compliance with Section 36.310.080 (Parking Design Standards).
3. Pavement. Within a residential zoning district, pavement within a required front setback shall be limited to:

- a. The maximum driveway width needed to access each garage door (12 feet for a single-family dwelling and 18 feet for multi-family units), provided that a maneuvering apron adjacent to the garage doors may be as wide as the garage doors; and
- b. A pedestrian walkway not more than five feet wide.
- c. No more than 30 percent of the area of a required front setback shall be pavement or other decorative hardscape materials, except for hillside lots (as defined by Section 36.340.020A [Hillside Protection]) where the required guest parking spaces cannot be located outside of the front setback. A parcel on a cul-de-sac may have up to 45 percent of the front yard paved. Cul-de-sac parcels are allowed more pavement because their curving street frontage and front property line result in their front yard area being smaller than that of a rectangular lot.

(Ord. No. 2108 § 1; Ord. No. 2166, § 4, 2007.)

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ATTACHMENT 3
Draft Parkway Ordinance

City of South Pasadena Municipal Code

Chapter 31 Streets and Sidewalks

31.48 Landscaping Standards - Parkway Improvements

- A. **Responsibility.** Pursuant to the requirements of this Chapter, the owner of private property adjoining the area between the curb and the sidewalk known as the “parkway” shall be responsible to plant, install and maintain landscaping in the parkway for the entire frontage of the adjoining property in accordance with the following provisions.
- B. **Street Trees.**
1. **Provision of Trees.** Whenever a new dwelling unit is added to the adjoining property or new development requiring site plan review is approved, one (1) street tree, of not less than twenty-four-inch (24") box size, shall be provided for each twenty-five feet (25') of property line length unless trees in such number already exist. Such street tree[s] shall be of a species approved by the department of public works. Irrigation methods to be provided to, and approved by, the department of public works.
 2. **Exceptions.** Street trees shall be appropriately spaced from driveways, light standards, intersections, utility poles, utility meter boxes and the street. Alternatively, a fee shall be paid for planting street trees in other offsite locations that do comply with these standards. Such fee shall be paid to the department of public works, and shall be based on the actual cost to the department of public works to obtain and plant a tree.
 3. **Maintenance.** The city is responsible for planting, trimming and removal of parkway trees. However, the adjoining property owner is required to provide sufficient moisture for the tree to maintain it in healthy condition. The adjoining property owner shall avoid over-saturation of the tree which could threaten its health.
 4. **Removal.** No street tree shall be removed unless pursuant to and in compliance with Chapter 34.
- C. **Parkway Landscaping.**
1. **Provision of Landscaping.** The area between the sidewalk and the curb shall be landscaped with live plant and non-living material and maintained in a neat and healthy condition.

2. **Live Planting Material.** Street trees, groundcover of not more than eight inches (8") in height and accent plantings or shrubbery that are not more than thirty-six inches (36") in height from the adjoining sidewalk surface are the only live plant materials allowed in the parkway. Height specifications for corner lots may be lower and will be reviewed on a case by case basis. Only plants that are classified as having low or moderate water needs are permitted. Such plants are identified on the website of the California Department of Water Resources under "Water Use Classifications of Landscape Species" or WUCOLS, revision year 2000 or later, or on a list available from the department of public works. Automatic irrigation systems, if installed, shall be maintained so as to conserve water, and shall not cause water to run onto the sidewalk or street or to pond within the parkway.
3. **Nonliving Material.** Permeable groundcovers that accept foot traffic, such as decomposed granite, rock, organic mulches, individual paving units set on a stable permeable base, as well as artificial turf, are the only nonliving materials allowed in the parkway. This nonliving material may cover up to 30% of the total parkway area adhering to SPMC 36.300.030 Setback Measurement and Exceptions, E 3 c : *No more than 30 percent of the area of a required front setback shall be pavement or other decorative hardscape materials, except for hillside lots (as defined by Section 36.340.020A [Hillside Protection]) where the required guest parking spaces cannot be located outside of the front setback.* (Ord. No. 2108 § 1; Ord. No. 2166, § 4, 2007.) Due to dust control considerations, bare dirt is not a permitted non-living material.

Artificial turf is allowed subject to the following conditions:

- a. The adjoining property owner must obtain a permit from the planning and building department authorizing installation of artificial turf in accordance with these provisions;
- b. Installation of the artificial turf must be performed by a professional installer and in accordance with manufacturer requirements;
- c. The artificial turf material must not exceed a 50 ppm lead limit and must have a minimum pile height of 1.5 inches (1.5") and a minimum unfilled face weight of 42 ounces per square yard of turf.
- d. The artificial turf used must have a minimum 8-year "no fade" warranty from the manufacturer;
- e. The artificial turf must be certified or otherwise demonstrated as meeting a 5 inch per hour drain rate.

- f. The artificial turf must be maintained to effectively simulate the appearance of a well-manicured lawn and be free of animal refuse, stains, weeds, debris, tears, holes and impressions. Any damaged or worn artificial turf areas must be removed and replaced with like materials, which must blend with the existing artificial turf for a seamless appearance.
 - g. The adjoining property owner must provide irrigation for street trees and a minimum turf setback of 24" or four times (4x) the trunk diameter, whichever is greater, measured radially from the outer ground level surface of the tree trunk.
4. **Decorative Elements.** Decorative stone, wood or other elements are allowed in the parkway, and shall not project more than eighteen inches (12") above the adjoining sidewalk surface.
5. **Exceptions.** The paving of the parkway shall be prohibited, except as follows:
- a. Parkway subject to major uses for commercial or retail purposes, or abutting a major arterial or regional corridor street as designated in the *Circulation and Accessibility Element, Section 3.2* of the General Plan, may be paved for the full depth of the curb to property line area as determined by the department of public works.
 - b. The paving of the parkway is installed by a public utility, the city of South Pasadena or another governmental agency for a public purpose;
 - c. A paved parkway was approved with the subdivision map for the property; or
 - d. A standards variance is approved.
6. **Approval of Concrete Paving.** If an exception is allowed, the parkway may be paved according to the requirements provided by the department of public works. Prior to paving the parkway, the adjoining property owner must obtain a street improvement permit from the director of public works with the approval of the director of planning and building.

D. Parkway Maintenance and Access.

1. **Maintenance of Landscaping.** The owner of private property adjoining the parkway shall be responsible for planting and maintaining parkway landscaping free and clear of refuse, weeds, hazardous materials and plants bearing thorns, stickers or other potentially injurious parts. Plants, mulches, and inorganic groundcover materials shall not be allowed to overgrow or spill over the edge of the sidewalk or curb nor shall plantings be allowed to attach to or to ascend the trunk of any tree.

2. **Maintenance of Traffic Lines of Sight.** For purposes of pedestrian and vehicular safety, all parkway landscaping shall be maintained so as not to interfere with necessary vehicular or pedestrian traffic lines of sight, including views of traffic signage and signals and clear views of vehicles within the roadbed or exiting driveways. Such standards, which include limitations on taller landscape elements within street intersection areas, shall be determined by the director of public works.
3. **Access Through Parkway.**
 - a. In order to maintain access between the sidewalk and legally parked cars next to the curb, a minimum eighteen-inch-wide (18") walkable convenience strip shall be required adjacent and parallel to the back of the curb along the entire length of the improved parkway to allow ingress and egress for occupants of vehicles parked along the curb. The curb surface may be included in computing the 18" clearance. Additional space may be required as needed at public transit stops at the direction of the department of public works.
 - b. In order to prevent obstructions to public access across parkways, continuous hedge-like plantings shall be prohibited. Single specimen shrubs or groupings of elevated landscape materials, including accent plantings or shrubbery of more than thirty-six inches (36") in height, decorative rock and other elements, shall not extend more than fifteen continuous feet (15') along a parkway as measured parallel to the curb. To allow ingress and egress for occupants of vehicles parked along the curb, a walkable path between the shrub groupings or elevated landscape material must be provided every fifteen feet (15') and be at least thirty-six inches (36") wide as measured parallel to the curb.
 - c. The berming of earth or other landscape materials of more than twelve inches (12") in height above the sidewalk at its highest point, or the creation of a bioswale or depression of more than twelve inches (12") in depth at its lowest point, shall be prohibited. Any berm or bioswale wall slope shall be designed at not more than a 3:1 rise/run ratio.
 - d. Fencing of any kind shall be prohibited in parkways, except for edging of not more than six inches (6") in height intended to contain groundcover material.
4. **Limitation of Liability.** The city of South Pasadena shall not be responsible for any loss or damage to such landscaping or paving materials in the parkway associated with street, curb or sidewalk repairs or any other municipal repair or maintenance function.

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