



## SPECIAL STUDY SESSION MEETING AGENDA

South Pasadena City Council  
Amedee O. "Dick" Richards, Jr., Council Chambers, 1424 Mission Street  
Wednesday, April 23, 2014 6:15 p.m.

### City Council

Marina Khubesrian, M.D., Mayor  
Robert S. Joe, Mayor Pro Tem

### Councilmembers

Michael A. Cacciotti; Diana Mahmud; Richard D. Schneider, M.D.

Sergio Gonzalez, City Manager  
Evelyn G. Zneimer, City Clerk  
Yvette Hall, Chief Deputy City Clerk  
Richard L. Adams II, City Attorney

### Special Study Session Meeting Agenda

1. Roll Call
2. Public Comment: *Pursuant to Government Code Section 54954.3(a), members of the public will be provided with an opportunity to address any item described on the agenda only, at the time the matter is considered by the City Council.*
3. Discussion and direction regarding the FY 2014-15 City Budget

### Adjournment

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- City website at <http://www.southpasadenaca.gov/citycouncilmeetings>

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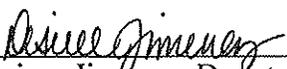
#### Accommodations



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).

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

04/17/2014  
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 23, 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.

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

*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 Mahmud)  
Pledge of Allegiance

*\*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. Fire Department Promotional Badge Pinning Ceremony of Paul Riddle, Deputy Fire Chief; Chris Szenczi, Captain; Eric Zantesson, Captain; Kris Saxon, Captain; and Cliff Snider, Engineer
2. Presentation of Proclamation declaring April 2014, as "DMV/Donate Life California Month" in the City of South Pasadena
3. Presentation of a Proclamation declaring May 4-10, 2014, as "Be Kind to Animals Week" in the City of South Pasadena
4. Presentation of a Certificate of Recognition to Mayor Marina Khubesrian, M.D., for being named as a recipient of the 2014 Women of Distinction Award in the 27<sup>th</sup> Congressional District
5. Councilmembers' comments (3 minutes each)

6. City Manager communications
7. 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**

8. Approval of the minutes of the Special City Council Meeting of April 9, 2014
9. Approval of prepaid warrants in the amount of \$683,660.78, General City Warrants in the amount of \$755,324.14 and payroll in the amount of \$400,171.43
10. Monthly investment reports for February 2014
11. Resolution to authorize the City Manager to execute the Cooperation Agreement for the 2015-2017 Qualification Period with the Los Angeles County Community Development Commission for Community Development Block Grants
12. Rejection of bids for landscape maintenance services
13. Acceptance of project completion and authorization to file a Notice of Completion for Compress Natural Gas (CNG) Fast-Fill Upgrade Project, and authorization to release retention payment in the amount of \$12,593 to Allsup Corporation
14. Award of contract to Universal Coatings Inc. in the amount of \$96,000 for the City Hall and Maintenance Yard Roof Coating Project
15. Request from the South Pasadena Chamber of Commerce for the City to co-sponsor and waive the associated City fees for the Eclectic Music Festival & Art Walk event on Saturday, May 3, 2014

**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*

**Action/Discussion**

16. First reading and introduction of an ordinance regarding prohibiting single-use plastic carryout bags and incorporation by reference the Los Angeles County Environmental Impact Report and Statement of Overriding Consideration
17. Direction regarding a Resolution of Intent to amend the Zoning Code to revise the procedure to call up decisions for review or to lengthen the appeal period

**Public Comments**

*The public may comment on the closed session item*

**Recess to Closed Session in City Hall, City Manager’s Conference Room, Second Floor, 1414 Mission Street**

**Closed Session**

- 18. Conference with legal counsel—pending and potential litigation

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

Name of case: City of South Pasadena et al v. Federal Highway Administration: CA Department of Transportation et al. [United States District Court CV 98-6996]—proposed SR-710 Freeway extension

- 19. Closed Session announcements – City Hall, City Manager’s Conference Room, Second Floor, 1414 Mission St.

**Adjournment**

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

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.
Wednesday, June 4, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.

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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](http://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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7/17/2014

Date

*Desiree Jimenez*  
Desiree Jimenez, Deputy City Clerk

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CITY OF SOUTH PASADENA

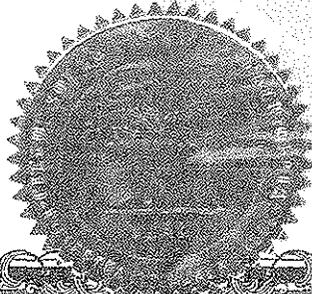
PROCLAMATION



Declaring April 2014, as  
"DMV/Donate Life California Month"  
in the City of South Pasadena

- WHEREAS, organ, tissue, marrow and blood donation are life-giving acts recognized worldwide as expressions of compassion to those in need; and
- WHEREAS, more than 121,000 individuals nationwide and more than 21,000 in California are currently on the national organ transplant waiting list, and every 90 minutes one person dies while waiting due to the shortage of donated organs; and
- WHEREAS, more than 600,000 units of blood per year are needed to meet the need in California; at any given time, 6,000 patients are in need of volunteer marrow donors; and
- WHEREAS, a single individual's donation of the heart, lungs, liver, kidneys, pancreas and small intestine can save up to eight lives; donation of tissue can save and heal the lives of up to 50 others; and a single blood donation can help three people in need; and
- WHEREAS, millions of lives each year are saved and healed by donors of organs, tissues, marrow and blood; and
- WHEREAS, the spirit of giving and decision to donate are not restricted by age or medical condition; and
- WHEREAS, over 10 million Californians have signed up with the state-authorized Donate Life California Registry to ensure their wishes to be organ and tissue donors are honored; and
- WHEREAS, California residents can sign up with the Donate Life California Registry by checking "YES!" when applying for or renewing their driver's license or I.D. card, or by signing up at [www.donatelife-california.org](http://www.donatelife-california.org) or [www.donelife-california.org](http://www.donelife-california.org).

NOW, THEREFORE, I, Marina Khubesrian, M.D., on behalf of the City Council of the City of South Pasadena, hereby declare April 2014, as "DMV/Donate Life California Month" in the City of South Pasadena, and encourage all Californians to consider contributing to this worthwhile cause.



Marina Khubesrian, M.D., Mayor

April 23, 2014  
Date

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CITY OF SOUTH PASADENA

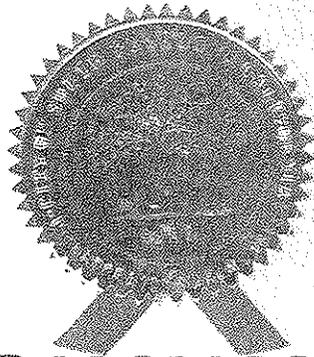
PROCLAMATION



Declaring the Week of May 4 – 10, 2014, as  
“Be Kind to Animals Week”  
in the City of South Pasadena

- WHEREAS, people enjoy the companionship of domestic animals and the diversity of wildlife; and
- WHEREAS, we have the responsibility to protect these creatures and their habitats, and to show kindness and mercy to them in all of our affairs; and
- WHEREAS, the people in the City of South Pasadena appreciate the animal welfare and anti-cruelty agencies for the invaluable contributions they make each year in protecting animals, both domestic and wild; and
- WHEREAS, we recognize the value of humane education in our schools and community and realize that out of kindness to animals grows respect for our fellow human beings; and
- WHEREAS, the first full week of May has been set as the annual celebration of the national week observing this philosophy of kindness to animals.

NOW, THEREFORE, I, Marina Khubesian, M.D., Mayor, on behalf of the City Council of the City of South Pasadena, do hereby proclaim the week of May 4 – 10, 2014, as “Be Kind to Animals Week” and urge all citizens to fully participate in any events promoting the attitude of kindness and respect toward all animals.



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Marina Khubesian, M.D., Mayor

April 23, 2014  
Date

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CITY OF SOUTH PASADENA

# CERTIFICATE OF RECOGNITION



**Mayor Marina Khubesrian, M.D.**  
2014 Women of Distinction Recipient

In recognition of being named a recipient of the 2014 Women of Distinction Award in the 27<sup>th</sup> Congressional District, for making outstanding contributions as Mayor of the City of South Pasadena, a Board Certified Family Physician, a member of Women Involved in South Pasadena Political Action, and the National Women's Political Caucus; in addition to serving as a volunteer with the South Pasadena Girl Scouts, AYSO, YMCA, Arroyo Vista Elementary School, and throughout the San Gabriel Valley

Dated this 12<sup>th</sup> day of April, 2014



*Robert S. Joe*

Robert S. Joe, Mayor Pro Tem

*Evelyn G. Zneimer*

Evelyn G. Zneimer, City Clerk

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**MINUTES OF THE SPECIAL MEETING OF THE  
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY  
PUBLIC FINANCING AUTHORITY/HOUSING AUTHORITY  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 9<sup>TH</sup> DAY OF APRIL 2014 AT 7:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**ROLL CALL**

Mayor Khubesrian convened the Special Meeting of the South Pasadena City Council/Redevelopment Successor Agency (Agency)/Public Financing Authority (Authority)/Housing Authority (Authority) at 7:40 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 Manager/Agency/Authority Executive Director Gonzalez; City Attorney/Agency/Authority Counsel Adams; City Treasurer Pia; Assistant City Manager Straus; Police Chief Miller; Finance Director Batt; City Librarian Fjeldsted; Public Works Director Toor; Planning and Building Director Watkins; Community Services Director Paustch; Water Conservation Analyst Figoni; Grants Analyst Perkosky; and Chief Deputy City Clerk Hall.

**INVOCATION**

Councilmember Cacciotti presented the invocation.

**PLEDGE OF ALLEGIANCE**

Girl Scout Daisy Troop #6871 led the Pledge of Allegiance.

**AGENDA ITEM** 8

**1. CLOSED SESSION ANNOUNCEMENTS**

City Attorney Adams reported that at 6:40 p.m., Mayor Khubesrian called to order the Closed Session Meeting of the City Council of April 9, 2014, with all Councilmembers 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) Labor Negotiations, Pursuant to Government Code Section 54957.6, Conference with Labor Negotiators regarding labor negotiations with the following Employee organizations: Firefighters' Association (FFA); Police Officers' Association (POA); Public Service Employees' Association (PSEA); PSEA- Part Time Unit; Unrepresented Employees: City Manager; Management Employees; City negotiators: City Manager Sergio Gonzalez, Assistant City Manager Hilary Straus, Finance Director David Batt, Assistant Finance Director Pearl Lieu, and City Attorney Richard L. Adams II; and 4) Personnel Item, Pursuant to Government Code Section 54957 (b) (1), Performance Evaluation of City Manager. City Attorney Adams announced there were no reportable actions on Closed Session Agenda Item Nos. 3 and 4.

**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**

Mayor Khubesrian presented a Certificate of Appreciation to Former Mayor Fletcher Swan for his donation of historical artifacts and photographs of the South Pasadena Santa Fe Depot to the 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**

Mayor Khubesrian presented a Certificate of Recognition to Kristen Dubé for being named as 2013 Library Co-Volunteer of the Year. Co-Volunteer of the Year Donna Potts was not present.

**4. PRESENTATION OF A CERTIFICATE OF RECOGNITION TO THE SOUTH PASADENA CHINESE-AMERICAN CLUB ON ITS 25<sup>TH</sup> ANNIVERSARY AND SERVICE TO THE SOUTH PASADENA COMMUNITY**

Mayor Khubesrian presented a Certificate of Recognition to Jeannie Chiu, President, South Pasadena Chinese-American Club (SPCC) for its 25<sup>th</sup> Anniversary and service to the South Pasadena community. Mayor Khubesrian also announced SPCC's annual fundraising event to be held on Saturday, April 19, 2014.

**5. PRESENTATION OF A PROCLAMATION DECLARING MAY 2014, AS “MENTAL HEALTH AWARENESS MONTH” IN THE CITY OF SOUTH PASADENA**

Mayor Khubesrian presented a Proclamation declaring May 2014, as “Mental Health Awareness Month” in the City of South Pasadena (City) to Amber Flores, Member of South Pasadena Girl Scout Troop #9491.

**6. PRESENTATION OF A PROCLAMATION DECLARING APRIL 22, 2014, AS “EARTH DAY” IN THE CITY OF SOUTH PASADENA**

Mayor Khubesrian presented a Proclamation declaring April 22, 2014, as “Earth Day” in the City of South Pasadena to Barbara Eisenstein. Kim Hughes, Chair, Natural Resources and Environmental Commission (NREC), also recognized Ms. Eisenstein.

**7. COUNCILMEMBERS’ COMMENTS (3 MINUTES EACH)**

Councilmember Mahmud thanked Public Works Director Toor for trimming the Palm trees on Oak Avenue. She requested staff follow up on the following items : 1) Trim Palm trees on Fletcher Avenue and Wayne Avenue, and throughout the City; and 2) A report on the failure of a Southern California Edison (SCE) electrical conductor. Councilmember Mahmud noted her attendance at the South Pasadena Rotary Club’s fundraising event “A Taste of South Pasadena” on Sunday, April 6, 2014.

Councilmember Schneider announced the Special Library Board of Trustees Meeting to be held on Wednesday, April 16, 2014 at 7:00 p.m. He stated there would be a discussion of the Library Operational Study conducted by Consultant Joan Frye Williams.

Councilmember Cacciotti requested staff follow up on the following items: 1) A status report on the disposition of the Caltrans’ properties located on the SR-710 route, seconded by Councilmember Mahmud; 2) A report on the status of the natural gas pipe lines operating throughout the City, seconded by Mayor Khubesrian; 3) Tree leaning in median on Fair Oaks Avenue, north of Columbia Street; 4) Tree leaning in median at 710 Fair Oaks Avenue; and 5) Oak tree missing (stub) in median at 424 Fair Oaks Avenue. Councilmember Cacciotti thanked Public Works Director Toor and staff for repairing street lights and telephone poles that he reported.

Mayor Pro Tem Joe noted his attendance at the Senior Citizens’ Prom “A Night in Italy” held on March 21, 2014, and displayed a PowerPoint presentation. He thanked the Youth Commission and Senior Citizen Commission for bringing the two generations together. Mayor Pro Tem Joe announced the following events: 1) Spring Eggstravaganza to be held on Saturday, April 19, 2014, at Garfield Park from 12:00 p.m. to 2:00 p.m.; and 2) Relay for Life to be held on April 26 and 27, 2014, at Orange Grove Park.

Mayor Khubesrian commented on the failure of the SCE electrical conductor that affected the Gold Line and impacted traffic. She would like the City to focus on ways to lessen the impact on traffic, address safety issues, and decrease outages. Mayor Khubesrian received positive feedback from Stephani Ehrlich, Member, Youth Commission, regarding the Senior Citizens' Prom. She noted that the City will provide information to residents on how to report street repairs. Mayor Khubesrian announced that she would be attending the upcoming Southern California Association of Governments' Regional Conference and General Assembly to be held on May 1 and 2, 2014. Mayor Khubesrian also stated that she met with Geoff Yantz, new Superintendent of the South Pasadena Unified School District.

Councilmember Schneider requested that the Public Works Department replace missing trees in the medians on Orange Grove Avenue between Columbia Street and the I-110 Freeway.

Councilmember Cacciotti displayed a flyer on the overhead projector regarding the Electric Lawn Mower Exchange Program, sponsored by the South Coast Air Quality Management District and the California Air Resources Board. He indicated that residents could trade in their old, operable, gas-powered lawn mower and replace it with a high-performance electric mower. He displayed an electric lawn mower and provided a demonstration on how it works.

## **8. CITY MANAGER COMMUNICATIONS**

City Manager Gonzalez announced the upcoming Community Budget Meeting to be held on Wednesday, April 16, 2014, at 6:30 p.m. He informed residents to report all service requests for matters such as street repairs and tree trimming to the Public Works Department through the City's website.

City Treasurer Pia announced the Community Document Shredding Day to be held on Saturday, April 19, 2014, at the South Pasadena Unified School District's parking lot, from 10:00 a.m. to 2:00 p.m.

## **9. REORDERING OF AND ADDITIONS TO THE AGENDA**

None.

## **CONSENT CALENDAR**

Councilmember Mahmud requested that Item Nos. 10, 13, and 14 be removed from the Consent Calendar for separate consideration. Councilmember Cacciotti requested that Item No. 14 be removed from the Consent Calendar for separate consideration.

**MOTION:** M/S Cacciotti/Joe to approve Consent Calendar Item Nos. 11, 12, and 15; and including Prepaid Warrants #182621-182693 in the amount of \$2,047,529.40, General City Warrants #182694-182893 in the amount of \$900,974.02, and Payroll 03-28-14 in the amount of \$382,153.57, totaling \$3,330,656.99; and seated as the Successor Agency to the Community Redevelopment Agency, approve Redevelopment Successor Agency warrants for \$157,436.36 (included in above total). By roll call vote, the motion passed unanimously. Absent: None.

The Consent Calendar consisted of the following items:

- 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 RESOLUTION NO. 7341 ADOPTING AMENDMENT NUMBER TWO TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE PUBLIC SERVICE EMPLOYEES' ASSOCIATION – PART TIME UNIT AND THE CITY OF SOUTH PASADENA**
- 15. ADOPTION OF RESOLUTION NO. 7342 INITIATING THE PROCEEDINGS AND ORDERING THE PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2014-15 LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT**

**ITEMS PULLED FROM THE CONSENT CALENDAR FOR SEPARATE CONSIDERATION**

- 10. APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF MARCH 19, 2014**

Councilmember Mahmud requested a revision to the March 19, 2014, Regular City Council Meeting Minutes, on page 26, as follows: Councilmember Mahmud recommended that the City Council *either* consider mandatory, minimum levels of water conservation percentages and refer the ordinance back to the Natural Resources and Environmental Commission (NREC), *or consider their deletion.*

**MOTION:** M/S Mahmud/Cacciotti to approve the March 19, 2014, Regular City Council Meeting Minutes with the aforementioned revision. By roll call vote, the motion passed unanimously. Absent: None.

**13. DISCRETIONARY FUND REQUEST FROM MAYOR KHUBESRIAN IN THE AMOUNT OF \$500 FOR THE PLACE TEEN CENTER**

Councilmember Mahmud indicated her request to remove Item No. 13 from the Consent Calendar for separate consideration was an oversight.

**MOTION:** M/S Mahmud/Cacciotti to approve request by Mayor Khubesrian designating \$500 of discretionary funds for "The Place" Teen Center. By roll call vote, the motion passed unanimously. Absent: None.

**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**

In response to Councilmember Cacciotti's question, Grants Analyst Perkosky provided information on the fuel savings and charging capacity.

**MOTION:** M/S Cacciotti/Mahmud to approve Award of 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. By roll call vote, the motion passed unanimously. Absent: None.

**PUBLIC COMMENTS**

Mayor Khubesrian opened the Public Comments section of the meeting.

Robert Wagner, South Pasadena resident, offered his assistance in renovating the Rialto Theatre and suggested it be used for community movie events and senior housing.

Mayor Khubesrian requested a status report on the Rialto Theatre, seconded by Councilmember Cacciotti.

Kim Hughes, Chair, NREC, provided an update on the NREC's recent discussion of trees and their proper care. She noted the audio discussion from the meeting is available on the City's website. Chair Hughes stated that presentations were made by West Coast Arborists, SCE, and the Public Works Department at the NREC Meeting. She indicated that SCE also provided a tree trimming schedule.

Ben Wong, Region Manager, Local Public Affairs, SCE, provided the latest version of the Emergency Communication Information Field Guide to the City Council. He also provided information on how the public can access outage information through SCE's website, mobile applications, and social media websites.

Diane Alari, South Pasadena resident, stated she sent correspondence to the City Council regarding the receivership of her property. She requested the receivership to her property be released.

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

## **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**

Deputy City Attorney Gerli presented the staff report and responded to Councilmembers' questions.

Mayor Khubesrian opened the Public Hearing.

Carrie Adrian, South Pasadena resident, indicated support for the adoption of the urgency ordinance, extending a moratorium on the establishment of massage establishments.

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

Chief Deputy City Clerk Hall presented and read by title 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.

**MOTION:** M/S Cacciotti/Joe to adopt an interim urgency ordinance extending the moratorium on the establishment or expansion of massage establishments in the City of South Pasadena (City), for an additional twenty-two (22) months and fifteen (15) days, pursuant to California Government Code Section 65858(b). The motion passed by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

**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**

Community Services Director Pautsch presented the staff report and responded to Councilmembers' questions.

Mayor Khubesian opened the Public Comments section.

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

**MOTION:** M/S Cacciotti/Joe to approve the following: 1) Contract with ICG, Inc., subject to the approval of the City Attorney; 2) Authorization of City Manager to execute the contract; and 3) Appropriation of an additional \$25,000 from Park Impact Fees for project. By roll call vote, the motion passed unanimously. Absent: None.

**18. DIRECTION REGARDING A FEE WAIVER REQUEST FOR THE USE OF THE SENIOR CENTER KITCHEN BY "THE PLACE" TEEN CENTER**

Community Services Director Pautsch presented the staff report and responded to Councilmembers' questions.

Councilmember Mahmud recommended that an additional guideline be added to the "Use of the Premises for the Teen Center," page 195, as follows: If the above rules are not observed, the City reserves the right to terminate "The Place's" use of the facility.

Mayor Khubesian opened the Public Comments section.

Natasha Prime, Executive Director, "The Place" Teen Center, in response to Mayor Pro Tem Joe's question, stated that a maximum of five teenagers would participate in each cooking class.

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

**MOTION:** M/S Mahmud/Cacciotti to approve a fee waiver request by "The Place" Teen Center for the use of the Senior Center kitchen. By roll call vote, the motion passed unanimously. Absent: None.

**19. DIRECTION REGARDING THE USE OF RULE 20A FUNDS FOR THE UNDERGROUND UTILITY DISTRICT IN GARFIELD PARK**

Public Works Director Toor summarized the staff report as part of a PowerPoint presentation and responded to Councilmembers' questions.

Regional Manager Wong provided clarification on the available allocation balance, which includes up to four years of mortgaging future allocation dollars. He stated the rules, under the California Public Utilities Commission (CPUC), only allow up to five years of mortgaging at the time project construction starts.

Mayor Khubesrian opened the Public Comments section.

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

Discussion followed among the City Council and staff regarding use of 20A funds, voltage of transmission lines, SCE easements, and impediments to public access.

Councilmember Mahmud inquired if alternative recommendations, within the \$2.7 million allocation that has accumulated thus far, have been considered.

City Manager Gonzalez explained that the City Council reviewed other undergrounding districts and completed some projects with the middle school. He stated that staff felt this was the most viable undergrounding district as it is a highly used area for recreation. He noted that a year and a half ago, the City Council designated this area as an undergrounding district.

Councilmember Schneider inquired if a variance could be obtained from the CPUC.

Public Works Director Toor stated he discussed this matter in depth with SCE staff. He was informed that other agencies did request a variance, however, they were not successful. He stated the City would need to approach the CPUC to request a variance.

Mayor Khubesrian made a motion to approve undergrounding the power lines in Garfield Park from Grevelia Street to Hope Street.

Councilmember Cacciotti clarified the motion. He stated the boundaries would be from Grevelia Street, at the north terminus of Garfield Park, to south Hope Street, on the western portion.

Councilmember Schneider indicated support for the motion, however, he felt the project would not be aesthetically pleasing and would create problems if the remainder was completed at a future time.

Councilmember Schneider requested an amendment to Mayor Khubesrian's motion. He recommended that the City request from the CPUC a seven and a half year variance to allow the funds to accumulate to repay the City.

Regional Manager Wong stated he would inquire with the Rule 20A Division on the process to file an appeal with the CPUC and speak with his management.

Councilmember Cacciotti clarified that correspondence with the CPUC would preclude any litigation.

Mayor Khubesrian and Councilmember Mahmud accepted Councilmember Cacciotti's amendment.

Mayor Pro Tem Joe requested that a letter also be sent to Senator Carol Liu's Office.

**MOTION:** M/S Khubesrian/Mahmud to approve the use of Rule 20A funds for the purpose of undergrounding Southern California Edison power lines in Garfield Park from Grevelia Street to Hope Street; and request from the California Public Utilities Commission a seven and a half year variance to allow the City's Rule 20A allocation balance to accumulate to reimburse the City. By roll call vote, the motion passed unanimously. Absent: None.

**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**

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

Mayor Khubesrian opened the Public Comments section.

Howard Spector, Director, South Pasadena Arts Council, provided a summary of his qualifications and accepted the nomination to serve as a member of the Ad Hoc Downtown Project Advisory Committee (AHD PAC).

Mayor Khubesrian closed the Public Comments section.

**MOTION:** M/S Mahmud/Joe to approve 1) Expansion of the membership of the Ad Hoc Downtown Project Advisory Committee; 2) Adopt an updated **Resolution No. 7343**; and 3) Appoint Howard D. Spector to the AHD PAC as the representative from the South Pasadena Arts Council. By roll call vote, the motion passed unanimously. Absent: None.

**21. AUTHORIZE A LETTER OF SUPPORT FOR ASSEMBLY BILL 2201  
RELATING TO U.S. SELECTIVE SERVICE SYSTEM**

Chief Deputy City Clerk Hall presented the staff report and responded to Councilmembers' questions.

**MOTION:** M/S Mahmud/Cacciotti to authorize a letter of support to be signed by Mayor Khubesrian, for Assembly Bill 2201, relating to U.S. Selective Service System, to Senator Carol Liu and Assemblymember Chris Holden. By roll call vote, the motion passed unanimously. Absent: None.

**22. DIRECTION REGARDING AMENDING THE SOUTH PASADENA  
MUNICIPAL CODE CHAPTER 31.48 LANDSCAPING STANDARDS –  
PARKWAY IMPROVEMENTS**

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

In response to Councilmember Mahmud's question, City Manager Gonzalez indicated that the Public Works Commission (PWC) and Cultural Heritage Commission (CHC) would need to review the ordinance if synthetic turf was being considered.

Planning and Building Director Watkins stated the option of matching the front lawn portion with the parkway would require a zoning code amendment. He indicated the parkway ordinance does not need to be reviewed by the Planning Commission (PC).

Chair Hughes, NREC, commented that the NREC discussed the topic of synthetic turf in depth and it was a contentious issue.

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

Werner Hintzen, South Pasadena resident, commented on the City's authority to require residents to maintain the parkway in front of their residences. He stated there was a height limit of twelve inches for items in the parkway.

Mayor Khubesrian closed the Public Comments section.

Discussion followed among the City Council and staff regarding the public right-of-way, maintenance of the parkway, and environmental aspects regarding synthetic turf.

Mayor Khubesrian recommended that the CHC, PWC, and PC review all aspects of synthetic turf and provide direction.

Councilmember Mahmud recommended that an amended parkway ordinance, excluding synthetic turf, be brought back for City Council consideration.

**MOTION:** M/S Cacciotti/Mahmud to initiate an amendment to the South Pasadena Municipal Code (SPMC) Chapter 31.48, *Landscaping standards – parkway improvements*, excluding synthetic turf, for City Council consideration. By roll call vote, the motion passed unanimously. Absent: None.

### **ADJOURNMENT**

Mayor Khubesrian adjourned the Regular Meeting of the South Pasadena City Council/Redevelopment Successor Agency/Public Financing Authority/ Housing Authority at 10:35 p.m.

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Evelyn G. Zneimer  
City Clerk

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Marina Khubesrian, M.D.  
Mayor

Minutes approved by the South Pasadena City Council on April 23, 2014.

# 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 23, 2014  
 TO: Honorable Mayor and City Council  
 VIA: Sergio Gonzalez, City Manager   
 FROM: David Batt, Finance Director   
 SUBJECT: **Approval of Prepaid Warrants in the Amount of \$683,660.78,  
 General City Warrants in the Amount of \$755,324.14 and Payroll  
 in the Amount of \$400,171.43**

**Recommendation**

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

**Fiscal Impact**

Prepaid Warrants:		
Warrant # 182894 – 182943		\$ 683,660.78
General City Warrants:		
Warrant # 182944 – 183078		\$ 755,324.14
Payroll 04-11-14		<u>\$ 400,171.43</u>
Total		\$ 1,839,156.35

**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 23, 2014  
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 04-11-14
5. Redevelopment Successor Agency Check Summary Total

**ATTACHMENT 1**  
**Warrant Summary**

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

Fund No.	Date 04.23.14 Amounts		
	Prepaid	Written	Payroll
General Fund 101	28,652.87	371,730.01	244,093.47
Facilities & Equip.Cap. Fund 105			
MTA Pedestrian Improvement 201			
Local Transit Return "A" 205		1,009.90	4,250.49
Local Transit Return "C" 207		696.93	4,907.16
Blue Line Betterments Grant/Metro 209			
Sewer Fund 210	624.15	2,270.45	10,720.06
CTCTraffic Improvement 211			
Street Lighting Fund 215	1,751.94	26,199.97	5,071.85
Public,Education & Govt Fund 217			
Clean Air Act Fund 218	60,160.77		195.74
Business Improvement Tax 220			
Gold Line Mitigation Fund 223			
Mission Meridian Public Garage 226			
Housing Authority Fund 228			
State Gas Tax 230		1,242.95	12,722.11
County Park Bond Fund 232	157.61	174.24	
Measure R 233			
MSRC Grant Fund 238			
Bike & Pedestrian Paths 245			
SGVCOG Grant Fund 247			
ARRA Grant Fund 250			
Capital Growth Fund 255			
CDBG 260			
Asset Forfeiture 270			
Police Grants - State 272	5,625.98	49.00	
Police Subventions-CLEEP 273			
Homeland Security Grant 274			
Park Impact Fees 275			
Public Library Fund Grant 280			
99 Pasadena Ave. 290			
Arroyo Seco Golf Course 295			
Sewer Capital Projects Fund 310			
Water Fund 500	447,378.36	351,950.69	45,811.93
Public Financing Authority 550			
Payroll Clearing Fund 700	137,436.65		66,419.07
Employee Special Event Fund 900			
Redev.Oblig.Retirement Fund 927			
<b>Column Totals</b>	<b>681,788.33</b>	<b>755,324.14</b>	<b>394,191.88</b>
<b>City Report Totals</b>		<b>1,831,304.35</b>	

**Recap by fund**

Fund No.	Amounts		
	Prepaid	Written	Payroll
RSA 227	1,872.45		5,979.55
<b>Column Totals</b>	<b>1,872.45</b>	<b>-</b>	<b>5,979.55</b>

**RSA Report Totals**

7,852.00

**Amounts**

Prepaid	Written	Payroll
683,660.78	755,324.14	400,171.43

**Grand Report Total**

1,839,156.35

Marina Khubesrian, M.D., Mayor

  
David Batt, Finance Director

**ATTACHMENT 2**  
**Prepaid Warrant List**

**Adamson Police Products**

Inv. 128686				
02/05/14	PD Uniforms Accessories	272-4010-4018-8520-000		1,515.10
Inv. 128686CM				
03/20/14	PD Uniforms Accessories	272-4010-4018-8520-000		(249.14)
Ck. 04/03/14 182894	Total			1,265.96

**Adlerhorst International, Inc.**

Inv. 20012				
03/18/14	Basic Canine Handler Training	272-4010-4018-8200-000		4,200.00
Ck. 04/03/14 182895	Total			4,200.00

**AKD Consulting**

Inv. CSP2014-3				
03/31/14	Water Facilities Mgmt Svcs2/21	500-6010-6711-8170-000		14,160.00
Ck. 04/03/14 182896	Total			14,160.00

**Alvarez, Cynthia**

Inv. R46619				
03/31/14	Refund Partial WMB Staff Rsvp	101-0000-0000-2925-001		135.00
Ck. 04/03/14 182897	Total			135.00

**American Public Works Assn.**

Inv. 4/23/14				
03/25/14	Complete Street Conference-Shi	101-6010-6011-8060-000		165.00
Ck. 04/03/14 182898	Total			165.00

**Arecano Inc.**

Inv. 033114-1				
03/31/14	Finance Director Svcs 3/16-31/	210-6010-6501-8170-000		624.00
03/31/14	Finance Director Svcs 3/16-31/	500-3010-3012-8170-000		1,560.38
03/31/14	Finance Director Svcs 3/16-31/	227-7200-7210-8170-000		1,872.45
03/31/14	Finance Director Svcs 3/16-31/	101-3010-3011-8170-000		2,184.52
Ck. 04/03/14 182899	Total			6,241.50

**AT&T --Cingular Wireless**

Inv. 287014917916X03				
03/08/14	City IPAD's 2/9-3/8/14	101-1020-1021-8150-000		30.46
03/08/14	City IPAD's 2/9-3/8/14	101-2010-2011-8150-000		30.46
03/08/14	City IPAD's 2/9-3/8/14	101-5010-5011-8150-000		30.46
03/08/14	City IPAD's 2/9-3/8/14	101-8010-8011-8150-000		30.46
03/08/14	City IPAD's 2/9-3/8/14	101-8030-8031-8150-000		30.46
03/08/14	City IPAD's 2/9-3/8/14	500-6010-6710-8150-000		50.76
03/08/14	City IPAD's 2/9-3/8/14	101-4010-4011-8150-000		55.79
03/08/14	City IPAD's 2/9-3/8/14	101-7010-7101-8150-000		55.92
03/08/14	City IPAD's 2/9-3/8/14	101-6010-6011-8150-000		60.92
03/08/14	City IPAD's 2/9-3/8/14	101-1010-1011-8150-000		121.84
Ck. 04/03/14 182900	Total			497.53

**Athens Disposal Company**

Inv. Feb 2014				
03/31/14	Low Income Fees 2/14	101-0000-0000-4210-001		2,363.94
03/31/14	Yard Waste Fees 2/14	500-0000-0000-5525-000		14,775.56
Inv. March 2014				
03/31/14	Estimate Recycling Fees 3/14	500-0000-0000-5360-000		11,656.85
03/31/14	Estimate Rubbish Fees 3/14	500-0000-0000-5360-000		358,822.54
Ck. 04/03/14 182901	Total			387,618.89

City of South P  
User: mfestejo

Accounts Payable  
Check Detail Report - Detail

Printed: 04/16/14 14:23

**Sawzaw Inc.**

Inv. 4/1/14				
04/10/14	Refund Filming Deposit	101-0000-0000-2910-200		560.00
Ck. 04/10/14 182930	Total			560.00

**CA Franchise Tax Board**

Inv. P/R/E 4/6/14				
04/07/14	Garnishment	700-0000-0000-2264-000		313.06
Ck. 04/10/14 182909	Total			313.06

**Ca. State Disbursement Unit**

Inv. P/R/E 4/6/14				
04/07/14	Garnishment	700-0000-0000-2264-000		400.50
Ck. 04/10/14 182910	Total			400.50

**Ca. State Disbursement Unit**

Inv. P/R/E 4/6/14				
04/08/14	Garnishment	101-0000-0000-2910-200		211.15
Ck. 04/10/14 182911	Total			211.15

**CAL PERS 457 PLAN**

Inv. P/R/E 4/6/14				
04/07/14	Deferred Comp	700-0000-0000-2260-000		2,571.35
Ck. 04/10/14 182912	Total			2,571.35

**Carnival Services**

Inv. Q254				
02/18/14	Eggstravaganza Carnival Rides	101-8030-8032-8264-000		1,744.25
.. 04/10/14 182931	Total			1,744.25

**Cesar L Rodes**

Inv. 03202014				
03/20/14	Filmed 2014 Volunteer Recognit	101-8010-8011-8257-000		100.00
Ck. 04/10/14 182932	Total			100.00

**Chan, Anthony**

Inv. P/R/E 4/6/14				
04/08/14	Predictive Policing 3/24/14	101-4010-4011-7000-000		140.80
Inv. P/R/E 4/6/14A				
04/08/14	Coverage 3/29/14	101-4010-4011-7000-000		187.74
Inv. P/R/E 4/6/14B				
04/08/14	Coverage 3/29/14	101-4010-4011-7000-000		375.48
Inv. P/R/E 4/6/14C				
04/08/14	Coverage 3/31/14	101-4010-4011-7000-000		375.48
Inv. P/R/E 4/6/14D				
04/08/14	Coverage 3/31/14	101-4010-4011-7000-000		62.58
Inv. P/R/E 4/6/14E				
04/08/14	Coverage 4/5/14	101-4010-4011-7000-000		375.48
Ck. 04/10/14 182913	Total			1,517.56

**City of South Pasadena PD Pett**

Inv. 4/9/14				
04/09/14	Reimb. Petty Cash	101-4010-4011-8020-000		50.00
04/09/14	Reimb. Petty Cash	101-4010-4011-8090-000		63.55
04/09/14	Reimb. Petty Cash	101-4010-4011-8100-000		75.00
Ck. 04/10/14 182933	Total			188.55

**Creative Bus Sales**

Inv. 1512222				
03/26/14	CNG Passenger Vehicle	218-2010-2270-8540-000		60,160.77

Ck. 04/03/14 182902	Total		60,160
<b>Creek, Michael</b>			
Inv. P/R/E 4/6/14			
04/08/14	Movie Detail 3/24/14	101-0000-0000-2910-200	840.00
Inv. P/R/E 4/6/14 A			
04/08/14	Movie Detail 3/31/14	101-0000-0000-2910-200	910.00
Inv. P/R/E 4/6/14 B			
04/08/14	Movie Detail 4/4/14	101-0000-0000-2910-200	560.00
Ck. 04/10/14 182914	Total		2,310.00
<b>De Lage Landen</b>			
Inv. 40841407			
03/31/14	2nd FI Copier Lease 4/15-5/14/	101-2010-2011-8300-000	127.58
03/31/14	2nd FI Copier Lease 4/15-5/14/	101-1020-1021-8300-000	127.58
03/31/14	2nd FI Copier Lease 4/15-5/14/	101-6010-6011-8300-000	127.58
Ck. 04/10/14 182934	Total		382.74
<b>E. D. D.</b>			
Inv. P/R/E 4/6/14			
04/07/14	State w/h Tax	700-0000-0000-2220-000	16,906.80
Ck. 04/10/14 182915	Total		16,906.80
<b>Flores, Vittoria</b>			
Inv. R46620			
03/31/14	Refund Youth House Deposit 4/1	101-0000-0000-2920-000	250.00
Ck. 04/03/14 182903	Total		250.00
<b>Garcia, Evelyn</b>			
Inv. R46629			
04/02/14	Refund Park Rsvp Rained On	101-0000-0000-5270-005	220.00
Ck. 04/03/14 182904	Total		220.00
<b>Giron, Aaron</b>			
Inv. P/R/E 4/6/14			
04/08/14	Movie Detail 4/4/14	101-0000-0000-2910-200	347.35
Ck. 04/10/14 182916	Total		347.35
<b>Gonzales, Claude</b>			
Inv. P/R/E 4/6/14			
04/08/14	Movie Detail 3/24/14	101-0000-0000-2910-200	700.00
Ck. 04/10/14 182917	Total		700.00
<b>Hall, Yvette</b>			
Inv. 4/9/14			
04/09/14	Reimb. Overnight Shipping FPP	101-1020-1021-8010-000	24.99
Ck. 04/10/14 182935	Total		24.99
<b>ICMA</b>			
Inv. P/R/E 4/6/14			
04/07/14	Deferred Comp	700-0000-0000-2260-000	4,172.68
Ck. 04/10/14 182918	Total		4,172.68
<b>ING Life Ins. &amp; Annuity Co.</b>			
Inv. P/R/E 4/6/14			
04/07/14	Deferred Comp	700-0000-0000-2260-000	2,765.33
Ck. 04/10/14 182919	Total		2,765

**Lim, Anthony**

Inv. 3/4-3/7/14			
03/18/14	Reimb. CPRS Conf. Expenses	101-8030-8031-8090-000	149.00
Ck. 04/03/14 182905	Total		149.00

**L.A.C. Dept. of Public Works**

Inv. 2014			
04/04/14	Discharge Permit Fee for Wilso	500-9000-9265-9265-000	2,287.00
Ck. 04/10/14 182920	Total		2,287.00

**Lifesaver Education**

Inv. 4/9/14			
04/09/14	Basic Life Support/CPR Trainin	101-4010-4011-8200-000	40.00
Ck. 04/10/14 182936	Total		40.00

**Lopez, Jesus**

Inv. #1			
04/09/14	Eggstravaganza Caricature 4/19	101-8030-8032-8264-000	200.00
Ck. 04/10/14 182937	Total		200.00

**Maximum K9**

Inv. 1221			
03/20/14	Dog Kennel for Lisu	272-4010-4018-8520-000	160.02
Ck. 04/03/14 182906	Total		160.02

**Miller, Arthur**

Inv. 4/23-25/14			
03/20/14	Reimb. LACPC Conf. Expenses	101-4010-4011-8090-000	723.00
Ck. 04/10/14 182938	Total		723.00

**NUFIC**

Inv. P/R/E 4/6/14			
04/07/14	A.D. & D. Ins Apr-14	700-0000-0000-2256-000	1,162.80
Ck. 04/10/14 182921	Total		1,162.80

**Pasadena Water & Power**

Inv. 80176-1			
03/24/14	Water Svc 60 E. State Street2/	500-6010-6711-8231-000	2,573.75
Ck. 04/03/14 182907	Total		2,573.75

**Perez, Christopher A.**

Inv. P/R/E 4/6/14			
04/08/14	Movie Detail 3/31/14	101-0000-0000-2910-200	735.00
Ck. 04/10/14 182922	Total		735.00

**Pers Retirement**

Inv. P/R/E 4/6/14			
04/07/14	Retirement Svc Period 3/24-4/6	700-0000-0000-2240-000	99,236.99
Ck. 04/10/14 182923	Total		99,236.99

**Pro Force**

Inv. 199478			
03/18/14	PD Glock Weapons	101-4010-4011-8020-000	5,112.10
Ck. 04/10/14 182939	Total		5,112.10

**Prudential Ins. Company of Ame**

Inv. P/R/E 4/6/14			
04/07/14	Life Ins Apr-14	700-0000-0000-2254-000	907.50
Ck. 04/10/14 182924	Total		907.50

**S.P.Firefighters L-3657**

Inv. P/R/E 4/6/14			
04/07/14	Dues	700-0000-0000-2250-000	1,700.00
Inv. P/R/E 4/6/14A			
04/07/14	Ins	700-0000-0000-2252-000	253.86
Ck. 04/10/14 182925	Total		1,953.86

**S.P.P. O. A.**

Inv. P/R/E 4/6/14			
04/07/14	Dues & Ins	700-0000-0000-2246-000	4,828.78
Ck. 04/10/14 182926	Total		4,828.78

**S.P.Public Srvc Empl. Ass'n**

Inv. P/R/E 4/6/14			
04/07/14	Dues & Svc Fee	700-0000-0000-2248-000	1,707.00
Ck. 04/10/14 182927	Total		1,707.00

**Seldan, Kelly**

Inv. R46621			
03/31/14	Refund WMB Deposit Cancelled 6	101-0000-0000-2920-000	500.00
Ck. 04/03/14 182908	Total		500.00

**So. CA Edison Co.**

Inv. 3-000-5677-90			
03/25/14	2/18-3/19/14	500-6010-6711-8152-000	48.30
Inv. 3-000-5950-21			
03/25/14	2/18-3/19/14	101-6010-6410-8140-000	84.62
Inv. 3-000-5950-22			
03/25/14	1/24-2/25/14	101-6010-6410-8140-000	218
Inv. 3-000-7125-63			
03/25/14	1/24-2/25/14	101-6010-2015-8140-000	27.31
Inv. 3-000-7125-66			
03/25/14	1/24-2/25/14	500-6010-6711-8140-000	41.32
Inv. 3-000-7152-57			
03/25/14	1/24-2/25/14	101-6010-6410-8140-000	25.50
Inv. 3-000-8455-69			
03/25/14	1/24-2/25/14	215-6010-6115-8140-000	54.51
Inv. 3-000-9969-52			
03/25/14	2/20-3/24/14	215-6010-6201-8140-000	14.35
03/25/14	2/20-3/24/14	101-6010-6410-8140-000	14.35
Inv. 3-001-1810-93			
03/25/14	2/1-3/1/14	101-6010-6410-8140-000	37.26
Inv. 3-001-1810-94			
03/25/14	1/24-2/25/14	500-6010-6711-8140-000	43.57
Inv. 3-001-1810-98			
03/25/14	1/24-2/25/14	500-6010-6711-8152-000	33,321.33
Inv. 3-001-1811-29			
03/25/14	1/24-2/25/14	101-6010-6601-8140-000	4,112.72
Inv. 3-001-1811-44			
03/25/14	2/20-3/24/14	101-6010-6410-8140-000	91.32
03/25/14	2/20-3/24/14	215-6010-6201-8140-000	91.32
Inv. 3-001-1811-45			
03/25/14	2/20-3/24/14	101-6010-6410-8140-000	96.88
03/25/14	2/20-3/24/14	215-6010-6201-8140-000	96.88
Inv. 3-001-1811-48			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	46.94
Inv. 3-001-1811-56			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	66
Inv. 3-001-1811-58			
03/25/14	2/1-3/1/14	101-6010-6410-8140-000	33.60

Inv. 3-001-1811-59			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	38.96
Inv. 3-001-1811-63			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	26.89
Inv. 3-001-1811-64			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	65.63
Inv. 3-001-1811-67			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	39.20
Inv. 3-001-1811-68			
03/25/14	1/23-2/24/14	101-8010-8011-8140-000	85.18
Inv. 3-001-1811-69			
03/25/14	2/1-3/1/14	215-6010-6201-8140-000	23.40
Inv. 3-001-1811-75			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	107.82
Inv. 3-001-1811-76			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	53.70
Inv. 3-001-1811-77			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	41.41
Inv. 3-001-1811-79			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	40.42
Inv. 3-001-1811-80			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	53.95
Inv. 3-001-1811-86			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	25.08
Inv. 3-001-1811-87			
03/25/14	1/23-2/24/14	500-6010-6711-8140-000	35.50
Inv. 3-001-1811-89			
03/25/14	2/1-3/1/14	215-6010-6201-8140-000	16.80
03/25/14	2/1-3/1/14	101-6010-6410-8140-000	16.80
Inv. 3-001-1811-90			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	37.34
Inv. 3-001-1811-91			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	63.92
Inv. 3-001-1811-92			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	26.16
Inv. 3-001-1811-93			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	63.49
Inv. 3-001-1811-95			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	28.49
Inv. 3-001-1811-96			
03/25/14	1/23-2/24/14	500-6010-6711-8140-000	46.77
Inv. 3-001-1811-97			
03/25/14	1/23-2/24/14	500-6010-6711-8152-000	2,425.17
Inv. 3-001-1811-98			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	17.49
Inv. 3-001-1812-06			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	118.41
Inv. 3-001-1812-07			
03/25/14	1/23-2/24/14	500-6010-6711-8140-000	32.02
Inv. 3-001-1812-08			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	59.01
Inv. 3-001-1812-09			
03/25/14	2/1-3/1/14	101-6010-6410-8140-000	301.04
Inv. 3-001-1812-10			
03/25/14	1/23-2/24/14	232-6010-6417-8140-000	157.61
Inv. 3-001-1812-11			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	32.50
Inv. 3-001-1812-12			
03/25/14	1/23-2/24/14	215-6010-6115-8140-000	29.95
Inv. 3-001-1812-25			
03/25/14	1/23-2/24/14	101-6010-6410-8140-000	25.50

Inv. 3-001-1812-26				
03/25/14	1/23-2/24/14	101-6010-6410-8140-000		889.71
Inv. 3-001-1812-27				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		53.16
Inv. 3-001-1812-31				
03/25/14	1/23-2/24/14	101-6010-6410-8140-000		55.96
Inv. 3-001-1812-32				
03/25/14	2/1-3/1/14	101-6010-6410-8140-000		13.72
Inv. 3-001-1812-33				
03/25/14	1/23-2/24/14	500-6010-6711-8140-000		38.66
Inv. 3-001-1812-34				
03/25/14	1/23-2/24/14	500-6010-6711-8152-000		2,733.04
Inv. 3-001-1812-35				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		19.40
Inv. 3-001-1812-36				
03/25/14	1/23-2/24/14	101-6010-6410-8140-000		86.27
Inv. 3-001-1812-38				
03/25/14	1/23-2/24/14	101-6010-6410-8140-000		27.58
Inv. 3-001-1812-39				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		55.19
Inv. 3-001-9413-97				
03/25/14	1/23-2/24/14	500-6010-6711-8152-000		2,657.78
Inv. 3-002-4372-43				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		82.06
Inv. 3-002-4473-12				
03/25/14	1/23-2/24/14	500-6010-6711-8140-000		25.08
Inv. 3-003-7341-83				
03/25/14	2/1-3/1/14	101-6010-6410-8140-000		11.67
Inv. 3-004-3214-58				
03/25/14	1/23-2/24/14	500-6010-6711-8140-000		42
Inv. 3-004-4562-56				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		67.98
Inv. 3-016-0678-82				
03/25/14	1/23-2/24/14	215-6010-6201-8140-000		133.45
Inv. 3-022-6051-15				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		85.21
Inv. 3-022-6897-57				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		29.25
Inv. 3-022-6897-89				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		28.00
Inv. 3-022-6897-99				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		27.45
Inv. 3-022-6898-05				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		27.86
Inv. 3-022-6898-17				
03/25/14	1/23-2/24/14	215-6010-6115-8140-000		26.90
Ck. 04/10/14 182940	Total			49,921.19

**South Pasadena Part Time Emplo**

Inv. P/R/E 4/6/14				
04/07/14	Dues	700-0000-0000-2249-000		504.00
Ck. 04/10/14 182928	Total			504.00

**The Ballusionist**

Inv. 1446				
04/10/14	Eggstravaganza Balloon Artist	101-8030-8032-8264-000		400.00
Ck. 04/10/14 182941	Total			400.00

**Time Warner Cable**

Inv. 008 0070193				
04/01/14	Skate Park Cable 4/1-30/14	101-4010-4011-8110-000		73.96

Inv. 008 0224964				
04/08/14	Internet Upgrade 4/8-5/7/14		101-3010-3032-8170-000	336.80
Ck. 04/10/14 182942	Total			410.76
<b>United Way</b>				
Inv. P/R/E 4/6/14				
04/07/14	Payroll Deduction		700-0000-0000-2258-000	6.00
Ck. 04/10/14 182929	Total			6.00
<b>Verizon Wireless</b>				
Inv. 9722371209				
03/23/14	Mobile Broadband 8351 2/24-3/2		101-3010-3032-8150-000	11.07
Ck. 04/10/14 182943	Total			11.07
<b>Total</b>				<b>683,660.78</b>

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**ATTACHMENT 3**  
**General City Warrant List**

**Abbey Graphics**

Inv. 7316				
04/08/14	Prolamation Paper	101-1020-1021-8020-000		50.14
Ck. 04/23/14 182944	Total			50.14

**Abdalla, Anthony**

Inv. 4/14/14				
04/14/14	Reimb. PD Training Expense	101-4010-4011-8210-000		43.68
Ck. 04/23/14 182945	Total			43.68

**Alhambra Courthouse**

Inv. March 2014				
04/04/14	Court Fees 3/14	101-0000-0000-4610-000		9,705.50
Ck. 04/23/14 182946	Total			9,705.50

**Aramark Uniform Services**

Inv. 528659812				
04/10/14	Uniform Svc w/4/10/14	215-6010-6310-8132-000		15.85
04/10/14	Uniform Svc w/4/10/14	500-6010-6711-8132-000		15.88
04/10/14	Uniform Svc w/4/10/14	101-6010-6601-8132-000		15.88
04/10/14	Uniform Svc w/4/10/14	215-6010-6201-8132-000		15.88
04/10/14	Uniform Svc w/4/10/14	500-6010-6710-8132-000		15.88
04/10/14	Uniform Svc w/4/10/14	230-6010-6116-8132-000		15.88
04/10/14	Uniform Svc w/4/10/14	210-6010-6501-8132-000		15.88
Ck. 04/23/14 182947	Total			111.13

**ARC**

Inv. 7438002				
03/31/14	CDBG Sidewalk Project Copies	101-6010-6011-8050-000		176
Ck. 04/23/14 182948	Total			176..

**Arcadis US Inc.**

Inv. 0583823				
04/02/14	WilsonRservoirReplacementProje	500-9000-9265-9265-000		34,470.21
Ck. 04/23/14 182949	Total			34,470.21

**Armstrong Lock & Safe Co.**

Inv. 64123				
03/20/14	Parks Dept. Keys	101-6010-6410-8020-000		54.77
Inv. 64222				
03/20/14	Keys	101-8010-8011-8120-000		70.31
Inv. 64224				
03/20/14	Various Facilities Keys	101-8030-8031-8020-000		208.74
Ck. 04/23/14 182950	Total			333.82

**Arroyo Monthly**

Inv. 298598				
04/01/14	Aging Healthy Fair Ads 4/14	101-8030-8021-8040-000		163.50
04/01/14	Aging Healthy Fair Ads 4/14	101-0000-0000-2994-001		163.50
Ck. 04/23/14 182951	Total			327.00

**AT&T --Cingular Wireless**

Inv. 829350178X03162				
03/08/14	PD Cell Phones 2/9-3/8/14	101-4010-4011-8150-000		652.18
Inv. 992893782X0316				
03/08/14	PD IPAD's 2/9-3/8/14	101-4010-4011-8150-000		5.47
Ck. 04/23/14 182952	Total			657.65

**Avalon Property Services, Inc.**

Inv. 18544				
04/01/14	Bus Stop Maint & Trash Janitor	101-6010-6601-8180-000		205.09
04/01/14	Bus Stop Maint & Trash Janitor	101-8030-8032-8120-000		316.70
04/01/14	Bus Stop Maint & Trash Janitor	101-6010-6410-8180-000		490.10
04/01/14	Bus Stop Maint & Trash Janitor	101-6010-6601-8180-000		1,592.43
Inv. 18545				
04/01/14	Unlocking Restrooms 4/14	232-6010-6417-8180-000		174.24
Inv. 18546				
04/01/14	Machine Sweep of Parking Lot 4	207-2010-2260-8180-000		696.93
Ck. 04/23/14 182953	Total			3,475.49

**Baker & Taylor Books**

Inv. 4010809368				
03/06/14	Library Books & Materials	101-8010-8011-8080-000		1,318.41
Inv. 4010809427				
03/06/14	Library Books & Materials	101-8010-8011-8080-000		450.38
Inv. 4010811847				
03/10/14	Library Books & Materials	101-8010-8011-8080-000		330.28
Inv. 4010814535				
03/12/14	Library Books & Materials	101-8010-8011-8080-000		431.09
Inv. 4010816835				
03/13/14	Library Books & Materials	101-8010-8011-8080-000		1,043.19
Inv. 4010823703				
03/20/14	Library Books & Materials	101-8010-8011-8080-000		911.30
Inv. 4010825203				
03/21/14	Library Books & Materials	101-8010-8011-8080-000		163.55
Inv. 4010829972				
03/24/14	Library Books & Materials	101-8010-8011-8080-000		139.55
Inv. 4010831468				
03/25/14	Library Books & Materials	101-8010-8011-8080-000		100.17
Inv. M25367800				
10/03/13	Library Books & Materials	101-8010-8011-8080-000		44.13
Inv. W85576330				
11/23/12	Library Books & Materials	101-8010-8011-8080-000		44.83
Inv. W85997470				
12/07/12	Library Books & Materials	101-8010-8011-8080-000		48.87
Inv. W96152640				
10/17/13	Library Books & Materials	101-8010-8011-8080-000		49.00
Ck. 04/23/14 182954	Total			5,074.75

**Bergsto, Jason**

Inv. 11137123				
04/08/14	Refund Citation	101-0000-0000-4610-000		96.00
Ck. 04/23/14 182955	Total			96.00

**Bilt-Tuff**

Inv. 4/9/14				
04/09/14	PD Training Equipment	101-4010-4011-8200-000		500.00
Ck. 04/23/14 182956	Total			500.00

**Bob Wondries Ford**

Inv. 465998				
04/04/14	Vehicle Maint. Unit#624	101-6010-6601-8100-000		127.26
Ck. 04/23/14 182957	Total			127.26

**Cordeaux, Janet**

Inv. 3/1-31/14				
03/31/14	Instructor Line Dance Class	101-8030-8021-8267-000		76.00
Ck. 04/23/14 182958	Total			76.00

<b>Brodart Co.</b>			
Inv. 347899			
04/01/14	Book Covers	101-8010-8011-8020-000	34.61
Ck. 04/23/14 182959	Total		34.61
<b>Burg, Sandra</b>			
Inv. 13141739			
04/08/14	Refund Citation Overpayment	101-0000-0000-4610-000	3.95
Ck. 04/23/14 182960	Total		3.95
<b>C.E.D.</b>			
Inv. 5850-521566			
03/20/14	Small Tools & Street Light Bul	215-6010-6201-8020-000	45.85
03/20/14	Small Tools & Street Light Bul	215-6010-6201-8130-000	241.46
Ck. 04/23/14 182961	Total		287.31
<b>CA American Water Co.</b>			
Inv. 210021511021			
03/28/14	Water Svc 311 Bradbury Drive2/	500-6010-6711-8231-000	6.86
Ck. 04/23/14 182962	Total		6.86
<b>CA Building Standards Commissi</b>			
Inv. 1/1-3/31/14			
04/02/14	Bldg Standards Admin Revolving	101-0000-0000-5200-004	153.00
Ck. 04/23/14 182963	Total		153.00
<b>CA Dental Buying Group</b>			
Inv. 03400856			
03/31/14	FD Oxygen Cylinder Rental	101-5010-5011-8025-000	117
Ck. 04/23/14 182964	Total		117.00
<b>CA Dept of Conservation</b>			
Inv. 1/1-3/31/14			
03/31/14	Strong Motion Instrument/Hazar	101-0000-0000-2930-001	337.93
Ck. 04/23/14 182965	Total		337.93
<b>CA Linen Services</b>			
Inv. 1011465			
04/07/14	FD Dept Supplies	101-5010-5011-8020-000	109.68
Ck. 04/23/14 182966	Total		109.68
<b>CALBO</b>			
Inv. 2014-2015			
03/31/14	Membership-Dennis Tarango	101-7010-7101-8060-000	215.00
Inv. 2014-2015 A			
03/31/14	Membership-Secil Duman	101-7010-7101-8060-000	35.00
Ck. 04/23/14 182967	Total		250.00
<b>Caltronics Business Systems</b>			
Inv. 1504496			
03/14/14	PD Toner Shipping	101-4010-4011-8110-000	15.00
Ck. 04/23/14 182968	Total		15.00
<b>Cantu Graphics</b>			
Inv. 3805			
04/04/14	Transit Padding Copies	205-8030-8025-8050-000	32.70
Ck. 04/23/14 182969	Total		32

**Carpet & Upholstery Cleaning**

Inv. 8479				
04/03/14	Cleaning of FD Station Carpet	101-5010-5011-8120-000		450.00
Ck. 04/23/14 182970	Total			450.00

**Cartegraph Systems**

Inv. 39683				
03/31/14	Swr Asset Mgmt Software Implem	210-9000-9254-9254-000		367.50
Ck. 04/23/14 182971	Total			367.50

**Catering Systems Inc.**

Inv. 3064				
03/31/14	Sr. Center Meals 3/27/14	101-0000-0000-5265-004		204.82
03/31/14	Sr. Center Meals w/ 3/24-28/14	101-8030-8021-8180-000		1,283.26
Inv. 3071				
04/07/14	Sr. Center Meals w/ 3/31-4/4/1	101-8030-8021-8180-000		1,162.04
Ck. 04/23/14 182972	Total			2,650.12

**Cavanaugh & Associates**

Inv. 5/12-16/14				
04/01/14	PD Training Regist-Ofcr.Craig	101-4010-4011-8210-000		551.00
Ck. 04/23/14 182973	Total			551.00

**CBE Los Angeles**

Inv. 1583248				
04/05/14	Copier Overage Charges 3/5-4/4	500-3010-3012-8110-000		21.47
04/05/14	Copier Overage Charges 3/5-4/4	101-3010-3011-8110-000		21.49
04/05/14	Copier Overage Charges 3/5-4/4	101-7010-7101-8110-000		42.95
.. 04/23/14 182974	Total			85.91

**Cessna, Rosa**

Inv. R46622				
04/02/14	Refund Eddic Park House Deposi	101-0000-0000-2920-001		250.00
Ck. 04/23/14 182975	Total			250.00

**CIT Technology Financial Servi**

Inv. 24978448				
03/24/14	Sharp Copier Lease	500-3010-3012-8110-000		216.64
03/24/14	Sharp Copier Lease	101-3010-3011-8110-000		216.64
03/24/14	Sharp Copier Lease	101-7010-7101-8110-000		433.28
Ck. 04/23/14 182976	Total			866.56

**City of San Gabriel**

Inv. 0314-001				
03/28/14	FD Battalion Chief Coverage 1/	101-5010-5011-8180-000		6,140.34
Ck. 04/23/14 182977	Total			6,140.34

**Clean Source Inc.**

Inv. 2821046-00				
03/21/14	Library Janitorial Supplies	101-8010-8011-8120-000		137.83
Ck. 04/23/14 182978	Total			137.83

**COM Consultants**

Inv. 1403CSP				
04/01/14	Telephone Consultant Svcs 3/14	101-2010-2011-8170-000		1,533.63
Ck. 04/23/14 182979	Total			1,533.63

**Commline Inc.**

Inv. NP030214				
03/31/14	Transit Radio Repair	205-8030-8025-8020-000		220.00

Inv. NP030215				
03/31/14	Transfer Computer Mount Unit #	101-4010-4011-8170-000		95.00
Inv. NP030216				
03/31/14	Install PD Computer in WC Unit	101-4010-4011-8170-000		425.00
Inv. NP030221				
04/01/14	Remove K9 PD Unit#1111 to Unit	101-4010-4011-8170-000		1,267.05
Inv. XP030207				
04/01/14	PD Radio Maint. Svcs 4/14	101-4010-4011-8170-000		1,172.00
Ck. 04/23/14 182980	Total			3,179.05
<b>Community Action EAP, Inc.</b>				
Inv. 4/2014				
04/01/14	Employee Assistance Program 4/	101-2010-2013-8170-000		350.00
Ck. 04/23/14 182981	Total			350.00
<b>CopWare, Inc</b>				
Inv. 82436				
04/01/14	CA Peace Officer's Code Book O	101-4010-4011-8060-000		1,105.00
Ck. 04/23/14 182982	Total			1,105.00
<b>Couch, Annette</b>				
Inv. 2013-2014				
04/08/14	Refund St.Light & Lib Assess P	101-0000-0000-4150-000		24.00
04/08/14	Refund St.Light & Lib Assess P	215-0000-0000-4100-000		104.09
Ck. 04/23/14 182983	Total			128.09
<b>Crown Coffee &amp; Refreshment Svc</b>				
Inv. 25109				
03/19/14	PD Coffee & Supplies	101-4010-4011-8020-000		245
Ck. 04/23/14 182984	Total			245..
<b>CSULB Foundation</b>				
Inv. 5/19-21/14				
04/01/14	PD Training Registration-Cpl.	101-4010-4011-8210-000		307.00
Ck. 04/23/14 182985	Total			307.00
<b>Cutler, Allen</b>				
Inv. 11138430				
04/15/14	Refund Citation	101-0000-0000-4610-000		48.00
Ck. 04/23/14 182986	Total			48.00
<b>D &amp; S Printing</b>				
Inv. 8402				
03/20/14	2014 Volunteer Recon. Brochure	101-8010-8011-8257-000		1,373.40
Inv. 8416				
04/01/14	Water Study Material Copies	500-6010-6710-8050-000		156.87
Inv. 8417				
04/01/14	Printing Booklet Envelopes	101-8010-8011-8050-000		218.00
Inv. 8438				
04/08/14	Summer Concert Sponsor Letter	101-8030-8032-8264-000		272.50
Ck. 04/23/14 182987	Total			2,020.77
<b>Day Wireless Systems</b>				
Inv. 64298				
03/28/14	Made Repairs to Engine-81	101-5010-5011-8100-000		1,170.72
Ck. 04/23/14 182988	Total			1,170.72
<b>Delery, Ashley</b>				
Inv. 3/2014				
03/31/14	Instructor Pep Up Your Life &	101-8030-8021-8267-000		291.00

Ck. 04/23/14 182989	Total		291.00
<b>Delgado Click, Ana Maria</b>			
Inv. 3/1-31/14			
03/31/14	Instructor Yoga Class	101-8030-8021-8267-000	38.40
Ck. 04/23/14 182990	Total		38.40
<b>Dell Marketing L.P.</b>			
Inv. XJC812636			
02/20/14	Computer	101-8030-8021-8530-000	930.58
Inv. XJCJDDJ26			
03/07/14	Computer	101-8030-8021-8110-000	341.88
Inv. XJCP529W5			
03/18/14	PD Black Cartridges	101-4010-4011-8000-000	271.38
Inv. XJCRK6FP1			
03/20/14	Streets/Swr Supervisor Monitor	210-6010-6501-8020-000	75.57
03/20/14	Streets/Swr Supervisor Monitor	230-6010-6116-8020-000	75.57
Inv. XJCWM5P63			
03/26/14	CM Conf. Room Computer Memory	101-1020-1021-8520-000	111.16
Inv. XJCWWXP3			
03/27/14	Council Chambers Laptop Replac	101-1020-1021-8520-000	98.09
Inv. XJD387N23			
04/04/14	ACM Laptop	101-2010-2011-8530-000	1,759.42
Ck. 04/23/14 182991	Total		3,663.65
<b>Demco</b>			
Inv. 5256947			
04/02/14	Library CD/DVD Overlay Tags	101-8010-8011-8020-000	250.16
. 04/23/14 182992	Total		250.16
<b>Digital Telecommunications Cor</b>			
Inv. 17920			
04/09/14	Telephone Line Svcs 3/14	101-3010-3041-8150-000	814.37
Ck. 04/23/14 182993	Total		814.37
<b>DMR Team</b>			
Inv. #6			
03/17/14	St. Improve Proj-Engineering D	101-9000-9391-9391-000	436.00
03/17/14	St. Improve Proj-Engineering D	101-9000-9374-9374-000	436.00
03/17/14	St. Improve Proj-Engineering D	101-9000-9392-9392-000	561.00
03/17/14	St. Improve Proj-Engineering D	101-9000-9393-9393-000	1,207.00
03/17/14	St. Improve Proj-Engineering D	101-9000-9394-9394-000	1,890.00
Ck. 04/23/14 182994	Total		4,530.00
<b>Dunn, Daniel</b>			
Inv. 3/31/14			
03/31/14	Reimb. Paramedic License	101-5010-5011-8200-000	200.00
Ck. 04/23/14 182995	Total		200.00
<b>Emergency Vehicle Group Inc.</b>			
Inv. 17495			
03/31/14	Airhorn Valve for RA-81	101-5010-5011-8100-000	63.18
Ck. 04/23/14 182996	Total		63.18
<b>Eurofins Eaton Analytical</b>			
Inv. L0158127			
03/24/14	Water Quality Testing	500-6010-6711-8170-000	230.00
Inv. L0159765			
03/25/14	Water Quality Testing	500-6010-6711-8170-000	250.00

Inv. L0159766				
03/25/14	Water Quality Testing	500-6010-6711-8170-000		750.00
Inv. L0159773				
03/25/14	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0159777				
03/25/14	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0159778				
03/25/14	Water Quality Testing	500-6010-6711-8170-000		33.00
Inv. L0160618				
03/28/14	Water Quality Testing	500-6010-6711-8170-000		140.00
Inv. L0161009				
04/02/14	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0161010				
04/02/14	Water Quality Testing	500-6010-6711-8170-000		230.00
Ck. 04/23/14 182997	Total			2,363.00
<b>Evergreen Cultural Center</b>				
Inv. 31429				
04/02/14	Books	101-8010-8011-8080-000		221.57
Inv. 31430				
04/02/14	Books	101-8010-8011-8080-000		32.26
Ck. 04/23/14 182998	Total			253.83
<b>Faronics Corporation</b>				
Inv. 20140328SPPL				
03/28/14	Electronic References	101-8010-8011-8031-000		132.00
Ck. 04/23/14 182999	Total			132.00
<b>Francis, Mary Jane</b>				
Inv. 2013-2014				
04/08/14	Refund St.Light & Lib Assess P	101-0000-0000-4150-000		24.00
04/08/14	Refund St.Light & Lib Assess P	215-0000-0000-4100-000		78.92
Ck. 04/23/14 183000	Total			102.92
<b>Galls/Quartermaster</b>				
Inv. 001755181				
03/25/14	PD Bike Patrol Uniforms	272-4010-4018-8520-000		49.00
Ck. 04/23/14 183001	Total			49.00
<b>Garda CL West Inc.</b>				
Inv. 198-962814				
04/01/14	Armored Car Svc 4/14	101-3010-3011-8020-000		782.13
04/01/14	Armored Car Svc 4/14	500-3010-3012-8020-000		782.13
Ck. 04/23/14 183002	Total			1,564.26
<b>Gentry Brothers Inc.</b>				
Inv. PB2				
03/31/14	Hanscom Dr.Street Improvement	101-9000-9386-9386-000		226,223.50
Ck. 04/23/14 183003	Total			226,223.50
<b>Giron, Aaron</b>				
Inv. 4/11/14				
04/14/14	Reimb. PD Training Expense	101-4010-4011-8210-000		11.36
Ck. 04/23/14 183004	Total			11.36
<b>Gispert, Yves</b>				
Inv. R46623				
04/02/14	Refund Dropped Classes	101-0000-0000-5270-002		95
Ck. 04/23/14 183005	Total			95.00

<b>GK &amp; Associates</b>			
Inv. 14-043			
03/31/14	Hanscom Dr.St Improvement Proj	101-9000-9386-9386-000	18,540.00
Ck. 04/23/14 183006	Total		18,540.00
<b>Glazer, Mary</b>			
Inv. R05544			
04/08/14	Refund Lost & Paid Materials	101-0000-0000-5260-003	30.00
Ck. 04/23/14 183007	Total		30.00
<b>Golden State Overnight</b>			
Inv. 2557025			
03/31/14	PW Overnight Shipping	101-6010-6011-8010-000	6.74
Ck. 04/23/14 183008	Total		6.74
<b>Governmentjobs.com, Inc</b>			
Inv. 07-11725			
04/03/14	Insight & Perform Eval.Lic.5/2	101-2010-2013-8170-000	2,000.00
04/03/14	Insight & Perform Eval.Lic.5/2	101-2010-2013-8170-000	4,500.00
Ck. 04/23/14 183009	Total		6,500.00
<b>Graffiti Control Systems</b>			
Inv. SPAS3/14			
03/31/14	Citywide Graffiti Removal Svcs	101-6010-6410-8262-000	735.00
Ck. 04/23/14 183010	Total		735.00
<b>Great Match Consulting</b>			
Inv. 1690002729			
02/12/14	Temp Worker w/e 2/9/14	101-9000-9287-9287-000	2,387.28
Inv. 1690002759			
03/11/14	Temp Worker w/e 3/9/14	101-9000-9287-9287-000	2,387.28
Inv. 1690002760			
03/11/14	Temp Worker w/e 3/9/14	101-9000-9287-9287-000	905.52
Inv. 1690002778			
04/01/14	Temp Worker w/e 3/30/14	101-9000-9287-9287-000	4,198.32
Inv. 1690002779			
04/01/14	Temp Worker w/e 3/30/14	101-9000-9287-9287-000	740.88
Ck. 04/23/14 183011	Total		10,619.28
<b>Guerrero Investigative Service</b>			
Inv. 3/13-4/9/14			
04/14/14	Background Investigation Svcs	101-4010-4011-8170-000	3,938.50
Ck. 04/23/14 183012	Total		3,938.50
<b>Hernandez, J. Jesus</b>			
Inv. 2013-2014			
04/08/14	Refund St.Light & Library Asse	101-0000-0000-4150-000	24.00
04/08/14	Refund St.Light & Library Asse	215-0000-0000-4100-000	71.26
Ck. 04/23/14 183013	Total		95.26
<b>HPC Computers Inc.</b>			
Inv. 22804			
03/12/14	Repair HP Color Printer	101-4010-4011-8000-000	85.00
Ck. 04/23/14 183014	Total		85.00
<b>uck's Auto Repair</b>			
Inv. 13789			
03/25/14	PD Vehicle Maint Unit#0317	101-4010-4011-8100-000	260.86
Inv. 13798			
03/26/14	PD Vehicle Maint Unit#0521	101-4010-4011-8100-000	132.78

Ck. 04/23/14 183015	Total		393.
<b>JHM Supply</b>			
Inv. 411620			
03/18/14	Nature Park Water Activation S	215-6010-6416-8020-000	582.75
Inv. 413238			
04/02/14	Parks Irrigation Supplies	215-6010-6416-8020-000	301.14
Ck. 04/23/14 183016	Total		883.89
<b>Kaminski, Belen Marie</b>			
Inv. 4/9/14			
04/14/14	Reimb. PD Training Expense	101-4010-4011-8200-000	30.24
Ck. 04/23/14 183017	Total		30.24
<b>Kim, Ae Hwa</b>			
Inv. R05541			
04/07/14	Refund Lost & Paid Materials	101-0000-0000-5260-003	17.00
Ck. 04/23/14 183018	Total		17.00
<b>Larry's Union Svc</b>			
Inv. 035705			
04/02/14	FD Vehicle Repairs to Staff -8	101-5010-5011-8100-000	215.61
Ck. 04/23/14 183019	Total		215.61
<b>Lawn Mower Corner</b>			
Inv. 92938			
04/08/14	Concrete Saw & Tamper for Wate	500-6010-6710-8110-000	160.00
Ck. 04/23/14 183020	Total		160.00
<b>Life-Assist Inc.</b>			
Inv. 670361			
03/25/14	FD Medical Supplies	101-5010-5011-8025-000	54.10
Ck. 04/23/14 183021	Total		54.10
<b>Lin, Jenny</b>			
Inv. R46626			
04/02/14	Refund Adjustment Camp Med Spr	101-0000-0000-5270-001	62.00
Ck. 04/23/14 183022	Total		62.00
<b>Los Angeles Newspaper Group</b>			
Inv. 0010477734			
03/31/14	Employment Ads 3/2014	101-2010-2013-8040-000	350.00
Ck. 04/23/14 183023	Total		350.00
<b>Lynn Peavey Company</b>			
Inv. 287263			
03/31/14	Evidence Room Supplies	101-4010-4011-8020-000	142.74
Ck. 04/23/14 183024	Total		142.74
<b>Matt Chlor Inc</b>			
Inv. 13244			
03/27/14	Sodium Hypochlorite for Grave	500-6010-6711-8020-000	173.67
Inv. 13252			
03/25/14	Sodium Hypochlorite for Wilso	500-9000-9265-9265-000	430.10
Ck. 04/23/14 183025	Total		603.77
<b>McMaster Carr Supply Co</b>			
Inv. 79961690			
04/03/14	Lubricant Aerosol for Water Di	500-6010-6710-8020-000	358.98

Ck. 04/23/14 183026	Total		358.98
<b>Mike Roos &amp; Company</b>			
Inv. 5135D			
03/31/14	Strategic Planning & Consult S	101-2010-2021-8170-000	3,000.00
Ck. 04/23/14 183027	Total		3,000.00
<b>Monroy, Maria T</b>			
Inv. 2013-2014			
04/08/14	Refund St.Light & Lib Assess P	101-0000-0000-4150-000	24.00
04/08/14	Refund St.Light & Lib Assess P	215-0000-0000-4100-000	83.27
Ck. 04/23/14 183028	Total		107.27
<b>National Construction Rentals</b>			
Inv. 3865512			
03/26/14	Temp Fence Wilson Well #2	500-6010-6711-8020-000	29.70
Ck. 04/23/14 183029	Total		29.70
<b>Natural Gas Systems Inc.</b>			
Inv. 3100			
04/01/14	CNG Station Monthly Maint 3/14	101-6010-6601-8180-000	375.00
Ck. 04/23/14 183030	Total		375.00
<b>Norman's Nursery</b>			
Inv. 490631			
03/31/14	Garfield Park Tree Replacement	215-6010-6310-8181-000	272.50
Ck. 04/23/14 183031	Total		272.50
<b>JLC Inc.</b>			
Inv. 0000310659			
03/31/14	Library Cataloguing Svcs	101-8010-8011-8110-000	1,424.55
Ck. 04/23/14 183032	Total		1,424.55
<b>Office Solutions</b>			
Inv. I-00593103			
03/18/14	PD Office Supplies	101-4010-4011-8000-000	560.88
Inv. I-00594500			
03/20/14	PD Office Supplies	101-4010-4011-8000-000	505.17
Inv. I-00595686			
03/24/14	PD Office Supplies	101-4010-4011-8000-000	34.64
Ck. 04/23/14 183033	Total		1,100.69
<b>Olympic Staffing Services</b>			
Inv. 177161			
03/26/14	Temp Employee w/e 3/23/14	101-3010-3011-8170-000	246.38
03/26/14	Temp Employee w/e 3/23/14	500-3010-3012-8170-000	739.12
Inv. 177278			
04/02/14	Temp Employee w/e 3/30/14	101-3010-3011-8170-000	243.00
04/02/14	Temp Employee w/e 3/30/14	500-3010-3012-8170-000	729.00
Ck. 04/23/14 183034	Total		1,957.50
<b>Pacific Hydrotech Corp.</b>			
Inv. #15			
03/31/14	Wilson Reservoir Replacement 3	500-9000-9265-9265-000	309,797.47
Ck. 04/23/14 183035	Total		309,797.47
<b>arkhouse Tire Inc.</b>			
Inv. 1010395589			
03/31/14	Tires for Engine-81 & Engine-7	101-5010-5011-8100-000	2,131.77

Ck. 04/23/14 183036	Total		2,131
<b>Pasadena Humane Society</b>			
Inv. April 2014			
04/03/14	Animal Control Svcs 4/14	101-4010-4011-8180-000	9,926.05
Ck. 04/23/14 183037	Total		9,926.05
<b>Personal Court Reporters Inc.</b>			
Inv. 32338			
03/26/14	Transcribing Svcs SP CC Mtg 3/	101-7010-7101-8170-000	470.00
Inv. 32443			
04/01/14	Transcribing Svcs-SP PC Mtg 3/	101-7010-7101-8170-000	599.00
Ck. 04/23/14 183038	Total		1,069.00
<b>Petersen, Matthew</b>			
Inv. 4/14/14			
04/14/14	Reimb. PD Training Expense	101-4010-4011-8210-000	43.68
Ck. 04/23/14 183039	Total		43.68
<b>Phillips, Craig</b>			
Inv. 4/1-3/14			
04/07/14	Reimb. PD Training Expense	101-4010-4011-8210-000	153.36
Inv. 5/12-16/14			
04/01/14	Reimb. PD Training Expense	101-4010-4011-8210-000	693.76
Ck. 04/23/14 183040	Total		847.12
<b>Podvoll, Candace</b>			
Inv. 3/1-31/14			
03/31/14	Instructor Meditation Class	101-8030-8021-8267-000	179
Ck. 04/23/14 183041	Total		179.00
<b>Post Alarm Systems</b>			
Inv. 687150			
04/07/14	WMB Monitor Svcs 5/14	101-8030-8031-8180-000	42.95
Ck. 04/23/14 183042	Total		42.95
<b>Prime Graphix Inc.</b>			
Inv. 655			
03/26/14	Remove PD Graphics Unit# 1112	101-4010-4011-8100-000	327.00
Inv. 658			
03/31/14	Install PD Graphics Unit# 1112	101-4010-4011-8100-000	400.00
Ck. 04/23/14 183043	Total		727.00
<b>Provision First Aid and Safety</b>			
Inv. 06-10182			
04/11/14	City Hall First Aid Kit Suppli	101-3010-3011-8020-000	162.74
Ck. 04/23/14 183044	Total		162.74
<b>RCS Investigations &amp; Consult.</b>			
Inv. 2467			
03/18/14	PD Confidential Investigation	101-4010-4011-8170-000	6,957.50
Ck. 04/23/14 183045	Total		6,957.50
<b>Recorded Books Inc.</b>			
Inv. 74896410			
03/20/14	Books	101-8010-8011-8080-000	8.67
Inv. 74896419			
03/19/14	Books	101-8010-8011-8080-000	7.00
Ck. 04/23/14 183046	Total		16.25

<b>Imagine Your Home</b>				
Inv. 092889				
04/04/14	PD Dept. Carpet Replacement	101-6010-6601-8020-000		343.06
Ck. 04/23/14 183047	Total			343.06
<b>Reliance Label Solutions Inc</b>				
Inv. 02115393				
03/11/14	Single Barcodes Labels for Boo	101-8010-8011-8020-000		335.89
Ck. 04/23/14 183048	Total			335.89
<b>Robledo, Shannon</b>				
Inv. 4/14/14				
04/14/14	Reimb. PD Training Expense	101-4010-4011-8210-000		43.68
Inv. 5/19-21/14				
04/07/14	Reimb. PD Training Expense	101-4010-4011-8210-000		430.48
Ck. 04/23/14 183049	Total			474.16
<b>Robles, Vivian</b>				
Inv. 3/1-31/14				
04/01/14	Instructor Line Dance Classes	101-8030-8021-8267-000		859.60
Ck. 04/23/14 183050	Total			859.60
<b>Rossmann and Moore, LLP</b>				
Inv. 3/2014				
04/07/14	Legal Svcs-710 Fwy Extension 3	101-2010-2021-8160-000		1,936.28
Ck. 04/23/14 183051	Total			1,936.28
<b>rdolph, Katharine</b>				
Inv. 2013-2014				
04/08/14	Refund St.Light & Lib Assess P	101-0000-0000-4150-000		24.00
04/08/14	Refund St.Light & Lib Assess P	215-0000-0000-4100-000		104.09
Ck. 04/23/14 183052	Total			128.09
<b>S.P.Review</b>				
Inv. 1936 A				
02/19/14	Massage Moritorium Notice	101-2010-2011-8010-000		56.00
Inv. 1994				
03/24/14	Public Notices ZCA Setback	101-7010-7101-8040-000		42.00
Inv. 1994 C				
03/24/14	City Hall & Maint. Yard Roof C	101-6010-6011-8040-000		96.00
Inv. 2039				
03/31/14	Ord. Detached Garages & Water	101-1020-1021-8040-000		120.00
Inv. 2039 A				
03/31/14	Massage Moritorium Extension N	101-2010-2011-8010-000		64.00
Ck. 04/23/14 183053	Total			378.00
<b>Salcido, Juan</b>				
Inv. 3/31/14				
04/01/14	Reimb. PD Training Expense	101-4010-4011-8200-000		20.32
Ck. 04/23/14 183054	Total			20.32
<b>San Marino Security System</b>				
Inv. 00083514				
04/01/14	Monitor GarfieldYouthHouse 4/2	101-8030-8031-8180-000		294.00
Ck. 04/23/14 183055	Total			294.00
<b>mo, Jean</b>				
Inv. 3/1-31/14				
03/31/14	Instructor Knitting Class	101-8030-8021-8267-000		80.00

Ck. 04/23/14 183056	Total		80
<b>Shutsky, Fay</b>			
Inv. R05533			
04/08/14	Refund Lost & Paid Materials	101-0000-0000-5260-003	25.00
Ck. 04/23/14 183057	Total		25.00
<b>Solinsky, Brian</b>			
Inv. 4/8-10/14			
04/14/14	Reimb. PD Training Expense	101-4010-4011-8200-000	36.88
Ck. 04/23/14 183058	Total		36.88
<b>Staples Business Advantage</b>			
Inv. 3214316402			
11/06/13	Planning/Bldg Office Supplies	101-7010-7101-8000-000	7.62
Inv. 3225410494			
03/12/14	Library Office Supplies	101-8010-8011-8000-000	234.06
Inv. 3226432910			
03/25/14	Planning/Bldg Office Supplies	101-7010-7101-8000-000	88.02
Inv. 3226494837			
03/26/14	Planning/Bldg Office Supplies	101-7010-7101-8000-000	74.12
03/26/14	Finance Office Supplies	101-3010-3011-8000-000	383.48
Inv. 3226494838			
03/26/14	Library Office Supplies	101-8010-8011-8000-000	118.53
Inv. 3226494839			
03/26/14	Library Office Supplies	101-8010-8011-8000-000	30.95
Inv. 3226621970			
03/28/14	FD Office Supplies	101-5010-5011-8000-000	250.22
Inv. 3226621971			
03/28/14	Planning/Bldg Office Supplies	101-7010-7101-8000-000	122.
Inv. 3226621972			
03/28/14	Sr. Center Office Supplies	101-8030-8032-8000-000	3.71
03/28/14	Transit Office Supplies	205-8030-8025-8000-000	73.39
03/28/14	Comm Svcs Office Supplies	101-8030-8021-8000-000	106.37
03/28/14	Sr. Center Office Supplies	101-8030-8031-8000-000	190.61
Inv. 3226896917			
03/29/14	Sr. Center Office Supplies	101-8030-8021-8000-000	4.27
Inv. 3226896918			
03/29/14	Sr. Center Office Supplies	101-8030-8021-8000-000	40.40
Inv. 3227400152			
04/04/14	Finance Office Supplies	101-3010-3011-8000-000	10.89
Ck. 04/23/14 183059	Total		1,739.16
<b>Studio Spectrum</b>			
Inv. 17823			
03/31/14	AV Svcs 3/14	101-1020-1021-8170-000	3,475.00
Ck. 04/23/14 183060	Total		3,475.00
<b>The Ballusionist</b>			
Inv. 1472			
03/28/14	Health Fair Balloon Decoration	101-8030-8021-8020-000	50.00
Ck. 04/23/14 183061	Total		50.00
<b>The Center</b>			
Inv. 412			
03/31/14	Adult/Child/Infant CPR/AED/FA	101-4010-4011-8200-000	272.85
Ck. 04/23/14 183062	Total		272.85
<b>The Great Courses</b>			
Inv. 03179290			
04/03/14	DVD	101-0000-0000-2700-000	(1.08)

04/03/14	DVD	101-8010-8011-8080-000	13.08
Ck. 04/23/14 183063	Total		12.00
<b>The House of Printing, Inc.</b>			
Inv. 147135			
03/21/14	FD Business Cards	101-5010-5011-8020-000	124.71
Ck. 04/23/14 183064	Total		124.71
<b>TruGreen Landcare-West</b>			
Inv. 7693924			
03/31/14	Monthly Landscape 3/14	215-6010-6416-8180-000	5,012.36
03/31/14	Monthly Landscape 3/14	101-6010-6410-8180-000	12,061.64
Ck. 04/23/14 183065	Total		17,074.00
<b>ULINE</b>			
Inv. 57608348			
03/24/14	Gatorade for Service Yard	500-6010-6710-8020-000	161.11
03/24/14	Gatorade for Service Yard	215-6010-6310-8020-000	161.11
03/24/14	Gatorade for Service Yard	230-6010-6116-8020-000	161.12
Ck. 04/23/14 183066	Total		483.34
<b>Underground Service Alert</b>			
Inv. 320140674			
04/01/14	Underground Service Alerts 3/1	500-6010-6710-8020-000	123.00
Ck. 04/23/14 183067	Total		123.00
<b>Unique Mgmt Svcs Inc.</b>			
Inv. 254766			
04/01/14	Recovering Agency Svcs 3/14	101-8010-8011-8180-000	214.80
Ck. 04/23/14 183068	Total		214.80
<b>UPS</b>			
Inv. 0000R0R420104			
03/08/14	Postage	101-8010-8011-8010-000	14.50
Ck. 04/23/14 183069	Total		14.50
<b>Verizon Wireless</b>			
Inv. 9722527900			
03/26/14	PW Cell Phones 2/27-3/26/14	500-6010-6710-8020-000	9.55
03/26/14	PW Cell Phones 2/27-3/26/14	230-6010-6116-8020-000	33.52
03/26/14	PW Cell Phones 2/27-3/26/14	210-6010-6501-8020-000	34.07
03/26/14	PW Cell Phones 2/27-3/26/14	101-6010-6601-8020-000	66.36
03/26/14	PW Cell Phones 2/27-3/26/14	215-6010-6310-8020-000	71.44
03/26/14	PW Cell Phones 2/27-3/26/14	101-6010-6011-8020-000	74.74
03/26/14	PW Cell Phones 2/27-3/26/14	500-6010-6711-8020-000	107.19
Ck. 04/23/14 183070	Total		396.87
<b>Vestol, David</b>			
Inv. R05520			
03/27/14	Refund Lost & Paid Material	101-0000-0000-5260-003	25.00
Ck. 04/23/14 183071	Total		25.00
<b>VR Auto Repair</b>			
Inv. 956888			
04/02/14	Change PD Tire Unit# 0432	101-4010-4011-8100-000	25.00
Ck. 04/23/14 183072	Total		25.00
<b>vulcan Materials Co. &amp; Affilia</b>			
Inv. 70278940			
03/05/14	Cold Mix	230-6010-6116-8020-000	479.29

03/05/14	Cold Mix	500-6010-6710-8020-000	479.00
Inv. 70286075			
03/12/14	Cold Mix	500-6010-6710-8020-000	477.56
03/12/14	Cold Mix	230-6010-6116-8020-000	477.57
Ck. 04/23/14 183073	Total		1,913.72
<b>West Coast Arborists, Inc.</b>			
Inv. 95426			
03/15/14	Palm Tree Trimming 3/1-15/14	215-6010-6310-8180-000	1,375.00
Inv. 95610			
03/31/14	Palm Tree Trimming 3/16-31/14	215-6010-6310-8180-000	17,663.00
Ck. 04/23/14 183074	Total		19,038.00
<b>Wheless, DeAnn</b>			
Inv. 4/8-10/14			
04/14/14	Reimb. PD Training Expense	101-4010-4011-8200-000	30.72
Ck. 04/23/14 183075	Total		30.72
<b>Wondries Toyota</b>			
Inv. 903058			
01/24/14	Vehicle Maint. on Prius	101-7010-7101-8100-000	17.60
Ck. 04/23/14 183076	Total		17.60
<b>Y Tire Sales</b>			
Inv. 114030			
03/14/14	Transit Van #74 CNG Tire Inspe	205-8030-8025-8100-000	59.57
Inv. 114134			
03/31/14	Transit Van #75 CNG Tire Inspe	205-8030-8025-8100-000	76.42
Inv. 114146			
04/02/14	New Tires Unit# 361 & Unit# 32	210-6010-6501-8540-000	1,777.40
Inv. 114164			
04/04/14	Transit CNG Van#74 Inspect & P	205-8030-8025-8100-000	547.81
Ck. 04/23/14 183077	Total		2,461.24
<b>Y Tire Sales</b>			
Inv. 171354			
03/27/14	Repair Flat Tire Repair Unit#1	500-6010-6710-8100-000	126.00
Ck. 04/23/14 183078	Total		126.00
<b>Total</b>			<b>755,324.14</b>

**ATTACHMENT 4**  
**Payroll 04-11-14**

**PAYROLL ACCOUNT RECONCILIATION**  
**City of South Pasadena**  
**for Payroll 04.11.14**

Account Number	Account Name	04.23.14
101-0000-0000-1010-000	General Fund - Payroll cash	467,940.09
	Other Withholding Payables	\$ 223,846.62
101-0000-0000-1010-000	Net General Fund - Payroll Cash	244,093.47
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	4,250.49
207-0000-0000-1010-000	Prop C - Payroll Cash	4,907.16
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	10,720.06
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	5,071.85
218-0000-0000-1010-000	Clean Air Act	195.74
227-0000-0000-1010-000	CRA - Payroll Cash	5,979.55
229-0000-0000-1010-000	CRA Housing - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	12,722.11
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	45,811.93
700-0000-0000-2210-000	Internal Revenue Service	52,310.09
700-0000-0000-2230-000	Internal Revenue Service	14,108.98
<b>Total Checks &amp; Direct Deposits</b>		<b>400,171.43</b>
Checks		17,650.12
Direct Deposits		316,127.24
I.R.S Payments		66,394.07
		<u>400,171.43</u>
To 700		539,948.86
Other PR Payable		223,846.62
ACH Payable		<u>316,102.24</u>

**ATTACHMENT 5**  
**Redevelopment Successor Agency Check Summary Total**

**Redevelopment Successor Agency Check Summary Total**

Agency Warrants 04.23.14

<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 4/6/14	ACH	227.0000.0000.1010.000	Payroll PE 04.06.14	\$ 5,979.55
Arecano Inc.	033114-1	182899	227.7200.7210.8170.000	Finance Director Svcs 3/16-31/14	\$ 1,872.45

RSA Report Total

\$ 7,852.00

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Marina Khubesrian, M.D., Agency Chair

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Evelyn G. Zneimer, Agency Secretary

  
\_\_\_\_\_  
David Batt, Agency Treasurer

**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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Gary E. Pia, City Treasurer  
David Batt, Finance Director *DB*  
SUBJECT: **Monthly Investment Reports for February 2014**

**Recommendation**

It is recommended that the City Council, the Successor Agency to the Community Redevelopment Agency (CRA), and the Public Financing Authority (PFA) receive and file the monthly investment reports for February 2014.

**Fiscal Impact**

None.

**Commission Review and Recommendation**

This matter was reviewed by the Finance Committee on April 15, 2014.

**Background**

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

The reports reflect all investments at the above-referenced date and are in conformity with the City’s Investment Policy and the Successor Agency’s Investment Policy as stated in Resolution Nos. 7315 and 2013-08 SA respectively. Copies of these resolutions are available at the City Clerk’s office. The investments herein provide sufficient cash flow liquidity to meet the estimated expenditures, as required in the investment policies.

Monthly Investment Reports for February 2014  
April 23, 2014  
Page 2 of 2

**Legal Review**

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

**Public Notification of Agenda Item**

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

**Attachments:**

1. City Investment Reports for February 2014
2. Successor Agency to the Community Redevelopment Agency Investment Reports for February 2014
3. Public Financing Authority Investment Reports for February 2014

**ATTACHMENT 1**  
City Investment Reports for February 2014

Exhibit A

City of South Pasadena

INVESTMENT REPORT  
February 28, 2014

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:					
LAIF City	ON DEMAND	0.236%	82.75%	15,588,954.22	15,588,954.22
SUBTOTAL			82.75%	<u>15,588,954.22</u>	<u>15,588,954.22</u>
CITIBANK SMITH BARNEY					
Certificates of Deposit	See Exhibit B-2	1.141%	17.25%	<u>3,250,000.00</u>	<u>3,256,709.00</u>
SUBTOTAL			17.25%	<u>3,250,000.00</u>	<u>3,256,709.00</u>
TOTAL INVESTMENTS			100.00%	<u>\$18,838,954.22</u>	<u>\$18,845,663.22</u>

BANK ACCOUNTS:

Bank of America Account Balance:	\$4,756,556.36
Smith Barney Uninvested Cash Balance:	\$1,929,948.84
Smith Barney Unsettled Transactions	\$0.00

Required Disclosures:

Average weighted maturity of the portfolio 41 DAYS

Average weighted total yield to maturity of the portfolio 0.392%

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

All investments are in conformity with the City Investment Policy.

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

Exhibit B-1

Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2014

	Account / Investment Description	Account / Investment Value	Date of Valuation
<b>2004 Water Revenue Bonds Pooled CSCDA Financing</b>			
Trustee: Union Bank of California			
<b>City of South Pasadena Accounts</b>			
Project Fund -- 6711728914	Local Agency Investment Fund (LAIF)	\$0.00	2/28/2014
Project Fund -- 6711728914	Blackrock Provident Institutional Treasury Funds	<u>\$0.00</u>	2/28/2014
Total South Pasadena Funds Managed by Trustee		<u>\$0.00</u>	
<b>Common (Pooled) Accounts *</b>			
Costs of Issuance Fund -- 6711728905	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Revenue Fund -- 6711728901	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Interest Account Fund -- 6711728902	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Principal Account Fund -- 6711728903	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Installment Fund -- 6711728912	Blackrock Provident Institutional Treasury Funds	0.46	2/28/2014
Reserve Fund -- 6711728913	Blackrock Provident Institutional Treasury Funds	1.00	2/28/2014
Sinking Fund -- 6711728904	n/a	<u>0.00</u>	2/28/2014
Total Common Accounts Funds		<u>\$1.46</u>	
Grand Total Accounts on Monthly Statement		<u>\$1.46</u>	
* Common accounts are shared on a pro-rata basis by the five agencies that engaged the pooled bonding. These amounts are not available to the City of South Pasadena for project spending. Union Bank reports this information as an integral component of the City's monthly account statement.			
Escrow Fund -- 6712024900 - Information Only		<u>0.00</u>	2/28/2014

**Exhibit B-2**

**Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2014**

**Citibank Smith Barney Investments**

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
1 CD	World Financial - DE	982999KQ6	9/19/2012	200,000.00		200,000.00	0.750%	0.750%	200,018.00	0.587%	3/19/2014	19	18.00
2 CD	Bank of China - NY	06426NFZ0	9/19/2012	250,000.00		250,000.00	0.650%	0.650%	250,617.50	0.640%	9/19/2014	203	617.50
3 CD	Merrick Bank - UT	59012YW94	9/19/2012	250,000.00		250,000.00	0.550%	0.550%	250,620.00	0.320%	9/19/2014	203	620.00
4 CD	Sallie Mae Bank - UT	795450PF6	9/19/2012	250,000.00		250,000.00	0.850%	0.850%	250,617.50	0.840%	9/19/2014	203	617.50
5 CD	Sovereign Bank - DE	84603M2T2	9/19/2012	250,000.00		250,000.00	0.750%	0.750%	250,617.50	0.740%	9/19/2014	203	617.50
6 CD	BMW Bank - UT	05568PY92	9/21/2012	250,000.00		250,000.00	0.750%	0.750%	250,627.50	0.740%	9/22/2014	206	627.50
7 CD	Franklin Bank - PA	35463PDX5	9/25/2012	250,000.00		250,000.00	0.400%	0.400%	249,862.50	0.400%	9/25/2014	209	(137.50)
8 CD	Ally Bank - UT	02005QS46	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,695.00	6.640%	9/21/2015	570	1,695.00
9 CD	Discover Bank - DE	254671GJ3	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,732.50	0.654%	9/21/2015	570	1,732.50
10 CD	Goldman Sachs	38143AE68	9/19/2012	250,000.00		250,000.00	1.150%	1.150%	251,485.00	0.767%	9/21/2015	570	1,485.00
11 CD - Callable	Marlin Bank - UT	57116AES3	9/25/2012	250,000.00		250,000.00	0.650%	0.650%	249,530.00	0.770%	9/25/2015	574	(470.00)
12 CD	Apple Bank - NY	037830RK4	9/26/2012	50,000.00		50,000.00	0.550%	0.550%	50,348.50	0.540%	9/28/2015	577	348.50
13 CD	Business Bank - MO	12325EFP2	9/28/2012	250,000.00		250,000.00	0.500%	0.500%	248,937.50	0.771%	9/28/2015	577	(1,062.50)
14 CD - Callable	Safra National - NY	7865803H1	9/27/2012	250,000.00		250,000.00	0.950%	0.950%	250,000.00	0.950%	9/28/2015	577	0.00
<b>Subtotal CDs</b>				<b>3,250,000.00</b>		<b>3,250,000.00</b>		<b>0.778%</b>	<b>3,256,709.00</b>	<b>1.141%</b>			<b>6,709.00</b>
Money Market	Liquid Asset Fund			0.00		1,929,704.67	0.010%	0.010%	1,929,704.67	0.010%		1	
Uninvested Cash				0.00		244.17			244.17			1	
<b>Grand Totals</b>				<b>3,250,000.00</b>		<b>5,179,948.84</b>	<b>0.488%</b>	<b>0.488%</b>	<b>5,186,657.84</b>	<b>0.720%</b>		<b>232</b>	<b>6,709.00</b>
<b>Unsettled Transactions</b>			<b>Date Acquired</b>										
				0.00		0.00			0.00				0.00
<b>Totals incl. Unsettled Transactions</b>				<b>3,250,000.00</b>		<b>5,179,948.84</b>			<b>5,186,657.84</b>				<b>6,709.00</b>
<b>Adjustments</b>													
	Differential due to Valuing Short-Term CD's at Cost								0.00				0.00
	Adjusted Total								5,186,657.84				6,709.00
<b>Totals per Bank Statement</b>						<b>5,179,948.84</b>			<b>5,186,657.84</b>				<b>6,709.00</b>

Exhibit C

City of South Pasadena  
Investment Report

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
JULY	7,275,000	7,880,380	9,903,906	13,890,011	18,506,000	20,273,657	13,579,652	11,604,558	14,003,563	17,332,153
AUGUST	6,525,000	7,068,673	8,050,382	12,821,952	17,256,000	20,608,628	12,099,372	11,595,476	13,043,563	17,330,985
SEPTEMBER	6,136,950	6,275,728	7,075,316	12,830,016	16,766,000	17,292,659	11,000,410	11,582,026	11,783,420	16,331,557
OCTOBER	5,583,702	5,474,520	8,079,227	12,648,943	16,266,000	17,297,628	10,757,440	10,575,907	11,795,960	13,841,158
NOVEMBER	5,297,340	4,901,808	8,179,951	12,813,000	15,646,000	16,621,046	10,499,526	8,992,178	11,800,260	13,836,635
DECEMBER	7,176,087	7,802,755	9,959,808	15,063,000	18,756,000	18,487,198	10,634,416	10,185,282	11,805,140	16,837,192
JANUARY	7,566,893	8,544,600	11,719,732	17,143,000	20,582,573	20,210,860	12,629,088	9,186,793	11,816,031	18,846,359
FEBRUARY	7,893,344	8,020,111	11,800,280	17,684,000	20,284,404	19,519,072	12,619,768	9,184,331	13,818,580	18,845,663
MARCH	7,691,498	8,457,766	12,480,215	16,654,000	19,715,013	18,448,613	12,610,790	9,126,552	13,319,038	
APRIL	8,758,847	10,326,041	15,460,860	18,784,000	22,169,776	19,317,280	12,605,200	11,130,863	17,327,604	
MAY	10,057,012	11,745,463	17,070,125	20,209,000	23,010,520	16,191,609	12,595,623	11,128,155	19,327,983	
JUNE	9,586,797	10,535,314	15,170,118	20,014,000	23,385,906	15,871,761	12,581,680	10,275,475	19,323,510	

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**ATTACHMENT 2**  
Successor Agency to the Community  
Redevelopment Agency Investment Reports for  
February 2014

**Exhibit A**

**CITY OF SOUTH PASADENA  
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY  
INVESTMENT REPORT  
February 28, 2014**

**Investment Balances at Month End**

INSTITUTION NAME	MATURITY DATE	RATE OF INTEREST	PAR VALUE	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:						
LAIF -- SA-CRA	ON DEMAND	0.236%			909,117.81	
SUBTOTAL				100.00%	<u>909,117.81</u>	
TOTAL INVESTMENTS				<u>100.00%</u>	<u>\$909,117.81</u>	
BANK ACCOUNTS:						
Bank of America SA-CRA Account Balance:					\$10,238.76	
Bank of America SA-CRA Housing Loans (Collateralization) Account Balance:					\$27,381.35	

Required Disclosures:

Average Maturity of the portfolio

1 DAY

Average total yield to maturity of the portfolio

0.236%

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

There have been no variances to the Agency Investment Policy

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

**Exhibit B**

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

**Summary of Investment Activity for the Month  
February 28, 2014**

SA-CRA LAIF Account Beginning Balance:	\$909,117.81
Add Deposits	
Subtract Withdrawals	
Ending LAIF Balance:	\$909,117.81

**Exhibit C**

**CITY OF SOUTH PASADENA  
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY  
INVESTMENT REPORT  
February 28, 2014**

**Funds and Investments  
Held by Contracted (Third) Parties**

	Account/Investment Description	Account/Investment Value *	Date of Valuation
<b>2000 Downtown Revitalization Project #1 Tax Allocation Bonds</b>			
Trustee: Union Bank of California			
Debt Service Fund	Blackrock Provident Institutional Treasury Funds	\$7.40	2/28/2014
Interest Account	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Principal/Sinking Account	Blackrock Provident Institutional Treasury Funds	0.00	2/28/2014
Reserve Account	Blackrock Provident Institutional Treasury Funds	<u>199,583.30</u>	2/28/2014
Total Funds Managed by Union Bank of California		\$199,590.70	

\* Asset valuations provided by Union Bank through monthly reports.

Exhibit D

CITY OF SOUTH PASADENA  
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT A G  
 I N V E S T M E N T R E P O R T

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
JULY	2,828,887	2,985,323	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
AUGUST	2,828,887	2,985,323	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
SEPTEMBER	2,828,887	2,810,323	2,917,877	2,777,198	2,808,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
OCTOBER	2,840,801	2,834,110	2,953,905	2,816,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532
NOVEMBER	2,910,801	2,834,110	3,034,905	2,831,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532
DECEMBER	2,910,801	2,834,110	3,177,905	2,991,650	2,959,419	2,205,097	1,987,121	1,796,085	1,754,833	908,532
JANUARY	2,975,191	2,859,997	3,237,463	3,052,641	2,977,435	2,208,580	1,989,403	820	1,756,257	909,118
FEBRUARY	2,975,191	3,157,997	3,237,463	3,052,641	2,977,435	2,208,580	2,139,403	820	1,756,257	909,118
MARCH	3,055,191	3,167,997	3,334,463	3,052,641	2,977,435	2,208,580	1,939,403	2,000,820	906,257	
APRIL	2,859,677	2,984,072	2,802,720	3,084,227	3,141,429	2,211,614	1,941,969	2,001,427	907,394	
MAY	2,934,677	3,035,072	2,977,720	3,084,227	3,141,429	1,981,614	1,941,969	2,001,427	907,394	
JUNE	2,934,677	2,840,072	2,977,720	3,084,227	3,091,429	1,981,614	1,891,969	2,001,427	907,394	

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**ATTACHMENT 3**  
Public Financing Authority Investment Reports for  
February 2014

**Exhibit B**

**Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2014**

**2009 PFA Water Revenue Bonds**

**Wells Fargo - Reliance Trust - TVI Investments**

Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
<b>Reserve Fund</b>									
1	Cash			0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		241,845.50	0.010%	241,845.50	0.010%		1	
3	Government Advantage Money Market		12,744.60	0.010%	12,744.60	0.010%		1	
4	FDIC Insured Money Market Accts.		0.00	0.600%	0.00	0.600%		1	
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>254,590.10</b>		<b>254,590.10</b>				
1	CDARS - CD	Crest Savings - NJ	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	83
2	CDARS - CD	Northwestern Bank - MN	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	83
3	CDARS - CD	People's Bank - OH	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	83
4	CDARS - CD	1 California Bank - WA	5/28/2009	80,000.00	2.650%	80,000.00	2.650%	5/22/2014	83
5	CDARS - CD	Settlers Bank	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	83
6	CDARS - CD	So. Missouri Bank - MO	6/4/2009	84,000.00	2.650%	84,000.00	2.650%	5/29/2014	90
7	CDARS - CD	First State Bank - ND	6/4/2009	78,000.00	2.650%	78,000.00	2.650%	5/29/2014	90
8	CDARS - CD	1 California Bank - WA	6/4/2009	4,000.00	2.650%	4,000.00	2.650%	5/29/2014	90
9	CDARS - CD	Sallie Mae Bank	6/4/2009	84,000.00	2.650%	84,000.00	2.650%	5/29/2014	90
10	CDARS - CD	Gulfstream Bank - FL	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	97
11	CDARS - CD	First State Bank - ND	6/11/2009	6,000.00	2.700%	6,000.00	2.700%	6/5/2014	97
12	CDARS - CD	Banner Co. Bank - NE	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	97
13	CDARS - CD	Welch State Bank - OK	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	97
14	CDARS - CD	Nashville Bank & Trust	6/11/2009	67,000.00	2.700%	67,000.00	2.700%	6/5/2014	97
15	CDARS - CD	Salem Co-op Bank - NH	6/18/2009	82,000.00	2.700%	82,000.00	2.700%	6/12/2014	104
16	CDARS - CD	Kanza Bank - KS	6/18/2009	84,000.00	2.700%	84,000.00	2.700%	6/12/2014	104
17	CDARS - CD	Blue Ridge Bank - VA	6/18/2009	84,000.00	2.700%	84,000.00	2.700%	6/12/2014	104
18	CDARS - CD	Eagle Bank - MD	6/25/2009	82,000.00	2.750%	82,000.00	2.750%	6/19/2014	111
19	CDARS - CD	Lusk State Bank - WY	6/25/2009	82,000.00	2.750%	82,000.00	2.750%	6/19/2014	111
20	CDARS - CD	First Comm. Bank - VA	6/25/2009	36,000.00	2.750%	36,000.00	2.750%	6/19/2014	111
21	CDARS - CD	Provident Bank - NY	7/2/2009	50,000.00	2.750%	50,000.00	2.750%	6/26/2014	118
22	CDARS - CD	Pender State Bank - NE	7/9/2009	48,000.00	2.750%	48,000.00	2.750%	7/3/2014	125
23	CDARS - CD	Town Bank - WI	7/9/2009	32,000.00	2.750%	32,000.00	2.750%	7/3/2014	125
24	CDARS - CD	Savings Bank - CT	7/16/2009	80,000.00	2.750%	80,000.00	2.750%	7/10/2014	132
25	CDARS - CD	First National Bank - TX	7/16/2009	86,000.00	2.750%	86,000.00	2.750%	7/10/2014	132
26	CDARS - CD	Platte Valley Bank - WY	7/16/2009	4,000.00	2.750%	4,000.00	2.750%	7/10/2014	132
27	CDARS - CD	Gateway Bank - FL	7/16/2009	80,000.00	2.750%	80,000.00	2.750%	7/10/2014	132
28	CDARS - CD	Key Bank Natl. Assn. -OH	3/13/2013	225,000.00	0.450%	225,000.00	0.450%	3/13/2015	378
29	CDARS - CD	Medallion Bank - UT	3/15/2013	248,000.00	5.500%	248,000.00	5.500%	3/15/2016	746
30	CDARS - CD	American State Bank -IA	3/28/2013	248,000.00	0.700%	248,000.00	0.700%	3/28/2017	1,124
31	CDARS - CD	CIT Bank - UT	3/13/2013	248,000.00	1.100%	248,000.00	1.100%	3/13/2018	1,474
32	CDARS - CD	First Bank - PR	3/15/2013	248,000.00	1.050%	248,000.00	1.050%	3/15/2018	1,476
33	CD - Callable	JP Morgan Chase - OH	3/15/2013	248,000.00	0.750%	248,000.00	0.750%	3/15/2018	1,476
<b>Subtotal CDs</b>			<b>3,286,000.00</b>	<b>2.213%</b>	<b>3,286,000.00</b>	<b>2.213%</b>		<b>558</b>	<b>0.00</b>
<b>Total Reserve Fund</b>			<b>3,540,590.10</b>	<b>2.053%</b>	<b>3,540,590.10</b>	<b>2.053%</b>		<b>517</b>	<b>0.00</b>

**Project Fund**

1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		843,630.85	0.010%	843,630.85	0.010%		1	
3	Government Advantage Money Market		11,815,921.18	0.010%	11,815,921.18	0.010%		1	
4	USA Mutuals Partners Insured		5,036,321.78	0.320%	5,036,321.78	0.320%		1	
5	FDIC Insured Money Market Accts.		0.00	0.200%	0.00	0.200%		1	
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>17,695,873.81</b>		<b>17,695,873.81</b>	<b>0.098%</b>		<b>1</b>	
1	Govt. Securities	Fed. Home Loan Mtg. Co.	12/16/2011	2,011,974.00	0.625%	2,011,974.00	0.625%	12/29/2014	304
2	CDARS - CD	Private Bank & Trust	10/4/2013	249,000.00	0.650%	249,000.00	0.650%	10/5/2015	584
3	CDARS - CD	First United Bank	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	588
4	CDARS - CD	North American Banking Co.	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	588
5	CDARS - CD	Bridgewater Bank	10/10/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	588

**Exhibit B**

**Funds and Investments  
Held by Contracted (Third) Parties  
February 28, 2014**

**2009 PFA Water Revenue Bonds**

**Wells Fargo - Reliance Trust - TVI Investments**

Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
6 CDARS - CD	Luana Savings Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	588	
7 CDARS - CD	Lyons National Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/13/2015	592	
8 CDARS - CD	Pilot Bank	10/17/2013	249,000.00	0.500%	249,000.00	0.500%	10/16/2015	595	
9 CDARS - CD	Enerbank	10/17/2013	249,000.00	0.550%	249,000.00	0.550%	10/19/2015	598	
10 CDARS - CD	Doral Bank	11/8/2013	249,000.00	0.350%	249,000.00	0.350%	11/7/2014	252	
11 CDARS - CD	Bank Baroda NY	11/12/2013	249,000.00	0.350%	249,000.00	0.350%	11/12/2014	257	
12 CDARS - CD	Compass Bank AL	11/13/2013	249,000.00	0.550%	249,000.00	0.550%	5/13/2015	439	
13 CDARS - CD	Fifth Third Bank Columbus	11/13/2013	249,000.00	0.300%	249,000.00	0.300%	11/13/2014	258	
14 CDARS - CD	Mizuho Bank USA	11/13/2013	249,000.00	0.300%	249,000.00	0.300%	5/13/2014	74	
15 CDARS - CD	TCF Natl Bank Sioux Falls S	11/13/2013	249,000.00	0.400%	249,000.00	0.400%	5/13/2015	439	
16 CDARS - CD	Beal Bank NV	11/14/2013	249,000.00	0.350%	249,000.00	0.350%	8/13/2014	166	
17 CDARS - CD	BBCN Bank CA	11/18/2013	249,000.00	0.300%	249,000.00	0.300%	11/18/2014	263	
18 CDARS - CD	Conestoga Bank	12/27/2013	249,000.00	0.350%	249,000.00	0.350%	6/26/2015	483	
19 CDARS - CD	First State Bank	12/23/2013	249,000.00	0.400%	249,000.00	0.400%	6/23/2015	480	
20 CDARS - CD	Pacific City Bank	12/26/2013	249,000.00	0.350%	249,000.00	0.350%	6/26/2015	483	
21 CDARS - CD	Sterling Savings Bank	12/18/2013	249,000.00	0.400%	249,000.00	0.400%	6/18/2015	475	
22 CDARS - CD	Xenith Bank	12/17/2013		0.400%	249,000.00	0.400%	12/17/2014	292	
<b>Subtotal CDs &amp; Securities</b>			<b>6,991,974.00</b>	<b>0.306%</b>	<b>7,240,974.00</b>	<b>0.309%</b>		<b>292</b>	<b>0.00</b>
<b>Total Project Fund</b>			<b>24,687,847.81</b>	<b>0.087%</b>	<b>24,936,847.81</b>	<b>0.160%</b>		<b>86</b>	<b>0.00</b>
<b>Grand Totals</b>			<b>28,228,437.91</b>	<b>0.333%</b>	<b>28,477,437.91</b>	<b>0.395%</b>		<b>139</b>	

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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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Tracey Perkosky, Grants Analyst *TP*  
SUBJECT: **Resolution to Authorize the City Manager to Execute the Cooperation Agreement for the 2015-2017 Qualification Period with the Los Angeles County Community Development Commission for Community Development Block Grants**

## **Recommendation**

It is recommended that the City Council adopt the resolution authorizing the City Manager to execute the Cooperation Agreement for the 2015-2017 Qualification Period with the Los Angeles County Community Development Commission for the Community Development Block Grant (CDBG) program and all related documents.

## **Fiscal Impact**

There is no fiscal impact associated with approving this resolution; however the failure to execute the related agreements will prevent the award of approximately \$100,000 in CDBG grant funds annually.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

The Participating City Cooperation Agreement between the City of South Pasadena and the County of Los Angeles outlines the legal provisions and requirements for participation in the Urban County Community Development Block Grant (CDBG) program and it provided for automatic renewal in 3-year periods, unless written notice was provided by either party. The City last signed a Cooperation Agreement on June 1, 2005.

## **Analysis**

In 2013, the United States Department of Housing and Urban Development (HUD) introduced new requirements for the Cooperation Agreement, and therefore the City received written notice from the County that a new agreement was required. The new requirements more clearly delineate the fair housing and civil rights obligations that the City is subject to and update the

code sections. The new agreement maintains the provision permitting automatic renewal of participation in the Los Angeles County Urban CDBG program in successive three-year periods, unless written notice is provided by either party.

**Legal Review**

The City Attorney has reviewed this item and the description of the program provided under “Background” and “Analysis” accurately reflects the main terms and features of the agreement. The agreement is the standard agreement used by the County and any City that wishes to participate in the program. The City has participated in the past under a similar agreement with the County. The automatic renewal provision is new with this agreement.

**Public Notification of Agenda Item**

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

Attachments:

1. Resolution
2. Cooperation Agreement for the 2015-2017 Qualification Period for the Los Angeles Urban County CDBG Program

**ATTACHMENT 1**  
Resolution

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

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
APPROVING PARTICIPATION IN THE LOS ANGELES URBAN  
COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT  
PROGRAM BY AUTHORIZING THE CITY MANAGER TO SIGN A  
COOPERATIVE AGREEMENT WITH THE COUNTY OF LOS  
ANGELES**

**WHEREAS**, the City of South Pasadena desires to continue its participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the qualification period beginning July 1, 2015; and

**WHEREAS**, the City authorizes the execution of a Cooperation Agreement with the County of Los Angeles to receive said CDBG funds.

**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 adopts and approves the County of Los Angeles Participating City Cooperation Agreement between the City of South Pasadena and the County of Los Angeles for the time period of July 1, 2015 through June 30, 2018 and self-renewing thereafter.

**SECTION 2.** The City Council authorizes the City Manager to execute any all documents necessary for participation in the Los Angeles Urban County CDBG Program on behalf of the City of South Pasadena.

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

**PASSED, APPROVED AND ADOPTED ON** this 23<sup>rd</sup> 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 regular meeting held on the 23<sup>rd</sup> day of April, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 2**  
Cooperation Agreement for the 2015-2017  
Qualification Period for the Los Angeles Urban County  
CDBG Program

**COUNTY OF LOS ANGELES  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIPS PROGRAMS**

**PARTICIPATING CITY  
COOPERATION AGREEMENT**

This Agreement is being entered into on this      day of,      2014, to be effective on the 1<sup>st</sup> day of July 2015, by and between the City of South Pasadena, hereinafter referred to as "City," and the County of Los Angeles, by and through the Executive Director of the Community Development Commission of the County, hereinafter referred to as "County" and shall remain in effect for the three-year qualification period through the 30<sup>th</sup> day of June 2018. After this date, this Agreement provides for automatic renewal of participation in successive three-year qualification periods, unless the County or the City provides written notice it elects not to participate in a new qualification period.

WITNESSETH THAT:

WHEREAS, in 1974, the U.S. Congress enacted and the President signed a law entitled, the Housing and Community Development Act of 1974, as amended, herein called the "Act;" and

WHEREAS, County and City desire to cooperate to undertake, or assist in undertaking, community development, community renewal of lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act, the Cranston-Gonzalez National Affordable Housing Act (NAHA), and the U.S. Housing Act of 1937, as amended;

WHEREAS, the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, and the Emergency Solutions Grant (ESG) Program are required to have an approved comprehensive housing strategy as authorized under NAHA;

WHEREAS, the County has requested of the U.S. Department of Housing and Urban Development, hereinafter referred to as "HUD," that the County be designated as an "Urban County;"

WHEREAS, the City desires to participate with the County in said program;

WHEREAS, as the Urban County designee, the County will take responsibility and assume all obligations of an applicant under federal statutes, including: the analysis of needs, the setting of objectives, the development of community development and housing assistance plans, the consolidated plan, and the assurances of certifications;

WHEREAS, the terms and provisions of this Agreement are fully authorized under State and local law, and this Agreement provides full legal authority for the County, by and through its agents and instrumentalities including the Housing Authority of the County of Los Angeles and the Community Development Commission of the County of Los Angeles, herein referred as "County," to undertake, or assist in undertaking, essential community development and housing

assistance activities, specifically urban renewal and publicly assisted housing; and

WHEREAS, by executing this Agreement, the parties hereby give notice of the intention to participate in the Urban County CDBG Program.

NOW, THEREFORE, the parties agree as follows:

1. The City hereby authorizes the County to perform, or cause to be performed, those acts necessary or appropriate to implement the community development and housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, improvement or development of housing for persons of low- to moderate-income, and other community or urban renewal activities authorized under the Act specified for the City in the County's Consolidated Plan which will be funded from annual CDBG and applicable HOME Programs from Federal annual appropriations and from any program income generated from the expenditure of such funds. County shall have final authority and responsibility for selecting projects and annually filing its Final Housing and Community Development Plan with HUD.

In the event this Agreement extends into succeeding fiscal years and funds have not been appropriated, this Agreement will automatically terminate as of June 30 of the then current fiscal year. The County will endeavor to notify the City in writing within ten (10) days of receipt of non-appropriation notice.

2. This Agreement covers the following formula funding programs administered by HUD where the County is awarded and accepts funding directly from HUD: The CDBG Entitlement Program and the HOME Program.
3. In executing this Agreement, the City understands that it shall not be eligible to apply for grants under the Small Cities or State CDBG Programs for appropriations for fiscal years during the period in which the City is participating in the Urban County CDBG entitlement program; and further, the City shall not be eligible to participate in the HOME and ESG programs except through the Urban County.
4. The City may participate in a HOME Program only through the County. Thus, even if the County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other local governments.
5. The term of this Agreement shall commence on **July 1, 2015**, the beginning date of this new Urban County Qualification Period, which will end on **June 30, 2018**. After this three (3) year Qualification Period ends, this Agreement will automatically renew for another period of three (3) years, unless the City provides written notice at least 60 days prior to the end of the term that it elects not to participate in a new qualification period. A copy of that notice must be sent to the HUD Field Office. Before the end of the first three-year term, the County will notify the City in writing of its right not to participate in the Urban County for a successive three-year term.

The parties agree to adopt amendments to this Agreement incorporating changes

necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice by HUD, prior to the subsequent three-year extension of the term. Any amendment to this Agreement shall be submitted to HUD as required by the regulations and any failure to adopt required amendments will void the automatic renewal of the Agreement for the subsequent three-year term.

6. This Agreement shall be effective for the period of time required for the expenditure of all CDBG and/or applicable HOME funds allocated to the City under this Agreement and appropriations from any program income therefrom and for the completion of the funded activities. The County and City agree that they cannot terminate or withdraw from this Agreement while it remains in effect.

The City and the County agree to cooperate to undertake, or assist in undertaking, community development, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing, including, but not limited to, the improvement or development of housing for persons of low- to moderate-incomes, and other community or urban renewal activities authorized by the Act.

The City and the County in the performance of this Agreement shall take all actions necessary or appropriate to assure compliance with the County's certification required by Section 104 (b) of Title I of the Act, as amended, including the provisions of the National Environmental Policy Act of 1969, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 109 of Title I of the Act, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, affirmatively furthering fair housing, Section 3 of the Housing and Urban Development Act of 1968, the Fair Housing Act, the Act, and all other applicable laws and regulations.

7. The City and County agree that CDBG and HOME funding is prohibited for any activities in or in support of any cooperating City that do not affirmatively further fair housing within its own jurisdiction or that impede the County's action to comply with its fair housing certification.
8. Pursuant to 24 CFR 570.501 (b), the City is subject to all requirements applicable to subrecipients, including the requirement of a written agreement as set forth in 24 CFR 570.503.
9. The City shall report to the County of any income generated by the use of CDBG or HOME funds received by the City. Any such program income must be remitted to the County within 30 days of receipt if applicable. Such program income may be used for eligible activities in accordance with all CDBG and HOME requirements as may then apply.
10. The County shall be responsible for monitoring and reporting to HUD on the use of any program income; therefore, the City shall be required to maintain appropriate record keeping and reporting for this purpose.
11. In the event of grant close-out or termination of this Agreement, any program

income that is on hand or received subsequent to the close-out or change in status shall be paid to the County within 60 days after grant closeout.

12. All program income generated from the disposition or transfer of real property acquired or improved by the City, using CDBG and/or HOME funds or program income, during the term of this Agreement, shall be subject to all the terms and conditions of this Agreement, particularly Sections 6 through 11.
13. Any real property which is acquired or improved by the City during the term of this Agreement, in whole or in part, using CDBG and/or HOME funds or program income in excess of \$25,000, shall be subject to the following standards:
  - a. The County shall be notified by the City in writing of any modification or change in the use or disposition of such real property from that planned at the time of the acquisition or improvement. Such notification shall be made prior to the modification, change in use or disposition.
  - b. If such real property is sold within five (5) years or transferred for a use which does not qualify as an eligible activity under CDBG and/or HOME regulations, the City shall reimburse to the County an amount equal to the pro-rata share of the current fair market value of the property or proceeds from the sales. The pro-rata share shall be calculated by multiplying the current market value by the percentage of the purchase price paid with CDBG funds or program income.
14. The City shall make available for inspection and audit to County's and HUD's representatives, upon request, at any time during the duration of this Agreement and for a period of five (5) years, thereafter, all of its books and records relating to CDBG and HOME program activities and income.
15. Following the end of the three-year reimbursable contract period and after resolving any financial or programmatic findings, if a City elects to leave the Los Angeles County Grant Program, and is not eligible to become an entitlement City, the City will be unable to request that its allocation or any remaining balance be transferred to the City. Any remaining balance will be transferred to the funding pool of the Supervisorial District in which the City is located.
16. The City has adopted and is enforcing:
  - a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
  - b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
17. The City shall or shall continue to provide a drug-free workplace by:
  - a. Publishing a statement~~87~~ notifying employees that the unlawful

manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the City's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

- b. Establishing an ongoing drug-free awareness program to inform employees about:
  - i The dangers of drug abuse in the workplace;
  - ii The City's policy of maintaining a drug-free workplace;
  - iii Any available drug counseling, rehabilitation, and employee assistance programs; and
  - iv The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph "a" of this Section 17.
- d. Notifying the employee in the statement required by paragraph "a" of this Section 17 that, as a condition of employment funded by the CDBG and/or HOME grant, the employee will:
  - i Abide by the terms of the statement; and
  - ii Notify the City in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.
- e. Notifying the County in writing, within ten (10) calendar days after receiving notice under subparagraph d(ii) of this Section 17 from an employee or otherwise receiving actual notice of any such conviction; and the City must provide written notice, including position or title, of any City employees convicted of any criminal drug statute to every County officer or other designee who processed a CDBG or HOME grant which funded any activity on which the convicted employee was working, unless HUD has designated an identification number(s) of each affected grant.
- f. Taking one (1) of the following actions, within thirty (30) calendar days of receiving notice under subparagraph d(ii) of this Section 17, with respect to any employee who is so convicted:
  - i Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - ii Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, State, local health, law enforcement, or other

appropriate agency.

- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a, b, c, d, e, and f, of this Section 17.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Executive Director of the Community Development Commission of the County of Los Angeles, and the City has subscribed the same through its duly authorized officers, on the day, month, and year first above written

**County Counsel Certification**

The office of the County Counsel hereby certifies that the terms and provisions of this Agreement are fully authorized under State and local laws, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing.

By: \_\_\_\_\_  
Deputy County Counsel

\_\_\_\_\_  
Date

COUNTY OF LOS ANGELES

CITY OF SOUTH PASADENA

By \_\_\_\_\_  
SEAN ROGAN, Executive Director  
Community Development Commission  
of the County of Los Angeles

By \_\_\_\_\_  
Sergio Gonzalez, City Manager

ATTEST:

City Clerk

By \_\_\_\_\_  
Evelyn Zneimer

APPROVED AS TO FORM:

APPROVED AS TO FORM:

JOHN F. KRATTLI  
County Counsel

By \_\_\_\_\_  
Deputy

By \_\_\_\_\_  
Richard L. Adams II, City Attorney

# 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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager  
FROM: Paul Toor, P.E. Public Works Director  
Gabriel B. Nevarez, Project Manager  
SUBJECT: **Rejection of Bids for Landscape Maintenance Services**

## **Recommendation**

It is recommended that the City Council reject all bids received for landscape maintenance services and direct staff to re-advertise the project.

## **Fiscal Impact**

There is no fiscal impact associated with this action.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

In November 2006, the City Council awarded a contract to TruGreen LandCare for professional landscape services for the maintenance of city parks, playing fields, medians, city hall, and other miscellaneous locations. The original contract was awarded in 2006 for a period of three years, with options to extend services for additional two years. TruGreen LandCare has been providing excellent service to the City and is continuing to do so on a month to month basis.

Although TruGreen LandCare continues to provide quality services, it is standard industry practice to solicit proposals every five to eight years in order to ensure the City is receiving the best possible prices for the services provided. Additionally, the City must take advantage of the new technology offered to promote clean air and a healthy environment for City residents. Therefore, staff solicited proposals, eight (8) contractors picked up bid packages and on December 12, 2013, two (2) contractors submitted bids:

1. Master Landscape and Maintenance, Inc. of Westminster
2. TruGreen LandCare of Rosemead.

After reviewing the proposals it was determined that the proposals were reasonable, however did not reflect effective utilization of latest technology in green equipment to lower gas emissions. It is in the best interest of the City to reject all bids, revise the specifications to clearly indentifying

Reject all bids received for the Landscape Maintenance Services  
April 23, 2014  
Page 2 of 2

the goals for a clean air initiative and re-advertise the project. It is anticipated that the project will be re-advertised in May 2014, and scheduled for City Council approval in June 2014. In the meantime, TruGreen LandCare will continue to provide the landscape maintenance services to the City on a month-to-month basis until a new service contract is awarded.

**Analysis**

Section 2.99-29(11) (d) allows the City Council to reject any and all bids presented.

Staff will update bid specifications to ensure the use of proper green equipment for the proposed maintenance services.

**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 23, 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*  
 Gabriel B. Nevarez, Public Works Project Manager *GBN*  
 SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion for Compressed Natural Gas (CNG) Fast-Fill Upgrade Project, and Authorization to Release Retention Payment in the Amount of \$12,593 to Allsup Corporation**

**Recommendation**

It is recommended that the City Council:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the project; and
2. Authorize payment of the retention to Allsup Corporation in the amount of \$12,593.

**Fiscal Impact**

This project is partially funded through South Coast Air Quality Management District, Mobile Source Air Pollution Review Committee (MSRC) grant funds in the amount of up to \$137,500. The City must match the grant dollar for dollar, which was appropriated from the Renewable Energy Reserve. There are sufficient funds budgeted in account 101-9000-9307 to fund this project. The table below provides a summary of the project costs for construction activities:

<b>Project Cost Summary</b>		
	<i>Awarded</i>	<i>Actual</i>
Construction Contract (Allsup Corporation)	\$251,860	\$251,860
10% Contingency	\$ 25,186	
<b>Total Construction Cost</b>	<b>\$277,046</b>	<b>\$251,860</b>

**Commission Review and Recommendation**

This matter was not reviewed by a Commission.

**Background**

In 2009, the City constructed a slow-fill CNG station which allows overnight refueling of the City's fleet of CNG vehicles. Certain frequently used City CNG vehicles require fast-fill capability throughout the day. These vehicles are presently being refueled out of town in either Pasadena (8 miles away) or downtown Los Angeles (9 miles away). In order to improve operational efficiency, the City desired to add fast-fill capability to the existing time-fill station to allow local refueling of the vehicles. The City received an MSRC grant in the amount of up to \$137,500.

The scope of work for this project included design, construction of new concrete pads for the storage vessels, installation of a new fueling island for the fast-fill dispenser, providing new electrical power for the electronic valve panel and dispenser, and providing mechanical connections for the new storage and dispenser. The project is complete as per contract specifications and the new facility is now operational.

**Analysis**

The project was inspected and managed in-house and completed within budget. The new facility has a storage capacity of 300 gallons of natural gas equivalence and is able to accommodate the current and future needs of the City.

**Legal Review**

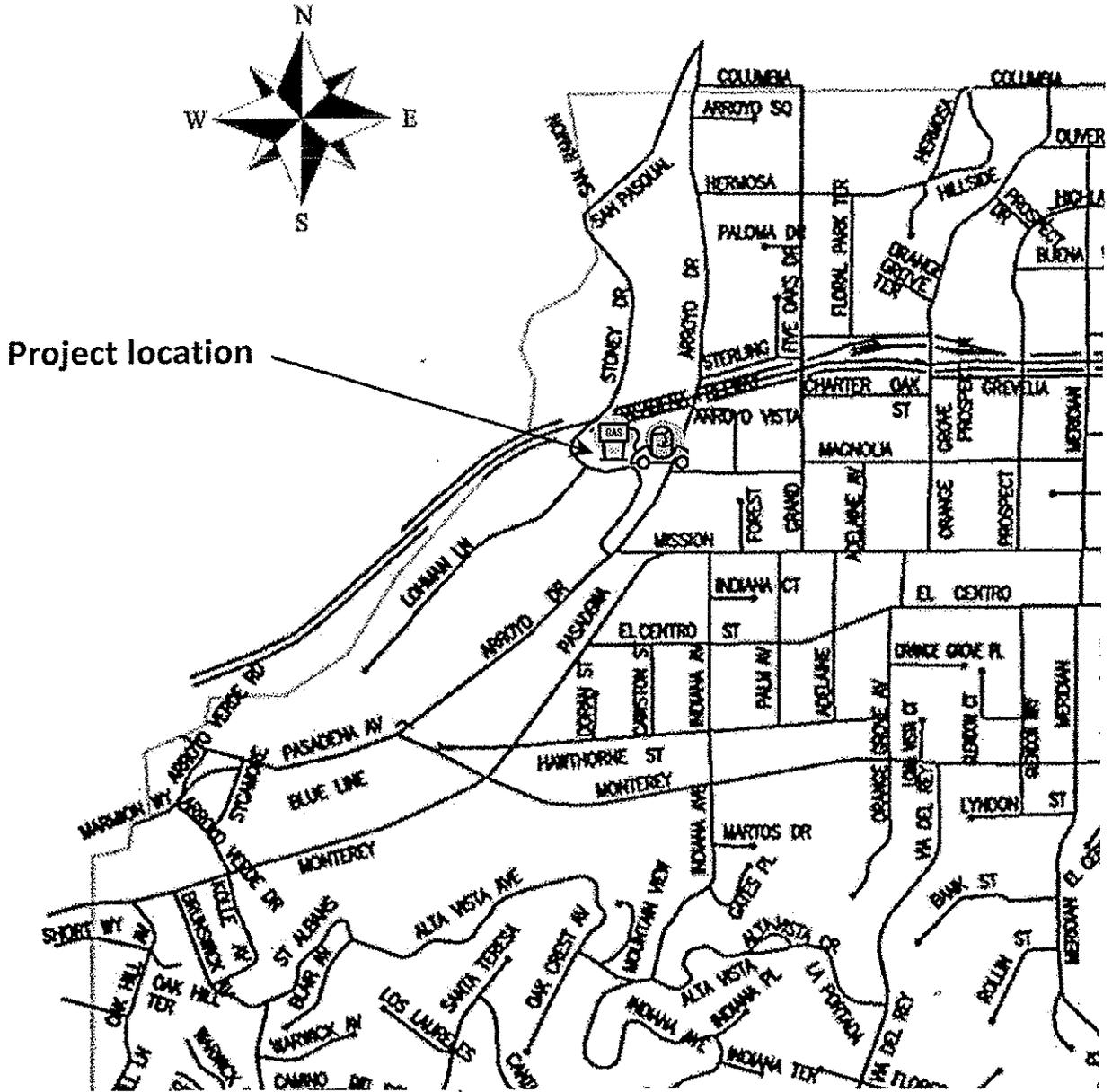
The City Attorney has not been asked to review this item.

**Public Notification of Agenda Item**

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

Attachment: Project Location Map

# COMPRESSED NATURAL GAS (CNG) FAST-FILL UPGRADE PROJECT LOCATION MAP



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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*  
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*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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Paul Toor, P.E. Public Works Director *PT*  
Gabriel B. Nevarez, Public Works Project Manager  
SUBJECT: **Award of Contract to Universal Coatings, Inc., in the Amount of \$96,000 for the City Hall and Maintenance Yard Roof Coating Project**

## Recommendation

It is recommended that the City Council:

1. Accept a bid dated April 1, 2014 from Universal Coatings, Inc., for the construction of the City Hall and Maintenance Yard Roof Coating Project;
2. Approve a budget transfer in the amount of \$31,000 from the General Fund Reserves to account 101-9000-9000 to fund this project;
3. Reject all other bids received; and
4. Authorize the City Manager to enter into a contract with Universal Coatings, Inc., for a not-to-exceed amount of \$96,000 for construction services.

## Fiscal Impact

If the budget transfer is approved there will be sufficient funds available in account 101-9000-9000 to fund the project.

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

In June 2012, the City received an American Recovery Reinvestment Act grant through the Energy Efficiency and Conversion Block Grant (EECBG) that included three components: City Hall heating, ventilation and air conditioning (HVAC) system, Light Emitting Diode (LED) streetlight and pedestrian signal retrofit. The HVAC system portion of that project included the placement of sprayed polyurethane foam material which served as an insulator reflecting the heat off of the cool roof material. Unfortunately, there was not enough grant monies to cover the cost to install the cool roof material on the City Hall building.

This project includes the installation of sprayed polyurethane foam material for the City Hall upper and lower roofs which will help with the energy efficiency as originally intended.

Award of Contract to Universal Coatings, Inc.

April 23, 2014

Page 2 of 2

Additionally, this project will include the foam application to the service yard east and west roofs which leak and are in need of repair. Currently, during any rain event staff must drape plastic over problem areas to prevent from damaging the interior of each facility, although this method may catch most of the rain water, leaks are still experienced within. The work will consist of application of a sprayed polyurethane foam material, along with associated prep and cleanup work. The roof will have a 10 year warrantee with an option to extend an additional 10 years at the end of the term.

### Analysis

Sealed bids were solicited from various construction companies, in addition to the standard advertising in compliance with the Public Contract Code in a newspaper of general circulation in the City, and in various construction publications, including F.W. Dodge, Daily Construction Service, Bid Net, and Contractors Information Network in March 2014.

On April 1, 2014, the City Clerk received and opened four (4) bids for construction. The table below summarizes the bids that were received:

<b>Contractor</b>	<b>Bid Amount</b>
Universal Coatings Inc., Fresno	\$95,943
Best Contracting, Gardena	\$115,900
Cook Coatings, Inc., Menifee	\$130,201
<i>Engineer's Estimate</i>	<i>\$75,000</i>

Staff has checked Universal Coatings, Inc.'s references, and their work was verified to be of good quality. Similar projects were satisfactorily completed for many other agencies, including such agencies as the City of Merced, Merced Unified School District, County of San Bernardino, Fresno Unified School District and Merced County. They also satisfactorily completed the Library Lower Roof Project for the City last fiscal year. The Contractor's License has been verified to be currently valid and in good standing. Staff recommendation is to award the project to Universal Coatings, Inc.

Upon approval, it is anticipated that construction will begin in May 2014 and will be completed by June 30, 2014.

### 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: Agreement – Universal Coatings, Inc.

# CONSTRUCTION CONTRACT / AGREEMENT

THIS AGREEMENT, made and entered into this 23<sup>rd</sup> day of April, 2014, by and between CITY OF SOUTH PASADENA, a municipal corporation of the State of California, hereinafter referred to as "CITY" and Universal Coatings Inc. "CONTRACTOR."

## WITNESSETH:

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

1. The complete contract consists of the Contract Documents, which includes all of the following documents incorporated herein by this reference: Approved Plans and Specifications (**Project No. 2014-01**), Notice Inviting Bids, Instructions to Bidders, Information for Bidders, Contractor's Bid Proposal, Contract/Agreement, Special Provisions, Technical Provisions, the documents in the Appendix, if any, and all modifications and amendments thereto.

2. CONTRACTOR shall perform everything required to be performed, shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services required for the following work of improvement: CITY HALL AND MAINTENANCEYARD ROOF COATING PROJECT all in accordance with the Contract Documents and Contractor's Proposal dated April 1, 2014.

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

3. CITY agrees to pay and CONTRACTOR agrees to accept in full payment for this Work of Improvement the stipulated sum of Ninety Five Thousand Nine Hundred Forty Three and 00/100 (\$95,943).

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

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

5. Time is of the essence on this Contract, and it is agreed that it would be impracticable or extremely difficult to ascertain the extent of actual loss or damage which the CITY will sustain by reason of any delay in the performance of this Agreement. It is, therefore, agreed that CONTRACTOR will pay as liquidated damages to the CITY the following sum: Five Hundred

Dollars (\$500.00) for each day's delay beyond the time herein prescribed for finishing work. If liquidated damages are not paid, as designated by the CITY, the CITY may deduct the amount thereof from any money due or that may become due the CONTRACTOR under this Agreement in addition to any other remedy available to CITY. The CONTRACTOR shall not be assessed liquidated damages for any delay caused by the failure of a public utility to relocate or remove an existing utility required for the performance of this Contract.

6. The CONTRACTOR will pay, and will require all subcontractors to pay, all employees on the work of improvement a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determinations for this work. Travel and subsistence pay shall be paid in accordance with Labor Code Section 1773.8. The CONTRACTOR shall forfeit to the CITY, as penalty, Fifty Dollars (\$50.00) for each calendar day or portion thereof for each worker paid (either by him or any subcontractors under him) less than the prevailing rate described above on the work provided for in this Agreement, all in accordance with Section 1775 of the Labor Code of the State of California.

7. In the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours in a day from any person employed by him hereunder, except as provided in the Labor Code of the State of California. The CONTRACTOR shall adhere to Article 3, Chapter 1, Part 7 (Sections 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of Fifty Dollars (\$50.00) for each worker employed in the execution of this Contract by the CONTRACTOR or any subcontractor for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of that article.

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

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

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

\_\_\_\_\_  
CONTRACTOR

BY \_\_\_\_\_

\_\_\_\_\_  
(Title)

BY \_\_\_\_\_

CITY OF SOUTH PASADENA

\_\_\_\_\_  
Sergio Gonzalez, CITY MANAGER

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Evelyn G. Zneimer, CITY CLERK

\_\_\_\_\_  
Richard L. Adams II, CITY ATTORNEY

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

*Marina Klubesrian, 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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: Sheila Pautsch, Community Services Director   
SUBJECT: **Request from the South Pasadena Chamber of Commerce for the City to Co-Sponsor and Waive the Associated City Fees for the Eclectic Music Festival & Art Walk Event on Saturday, May 3, 2014**

## **Recommendation**

It is recommended that the City Council:

1. Co-sponsor the Eclectic Music Festival & Art Walk event on May 3, 2014, organized by the South Pasadena Chamber, and
2. Waive the associated City fees in the amount of \$900.

## **Fiscal Impact**

The total amount of fees for the event is \$900:

Temporary Use Permit	\$115
Encroachment Permit	\$125
Street Closure	\$375
Banner	\$170
Tent Permit for Event	<u>\$115</u>
	\$900

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

This is the fifth annual Eclectic Music Festival & Art Walk organized by the Chamber. This festival features arts, music, shopping, food and wine in an eclectic, live music festival and art walk. The event also features local merchants that extend their business hours to remain open later into the evening. In the past, the event has drawn thousands of festival-goers and arts enthusiasts to South Pasadena. The Chamber is looking to build upon the success of previous years.

**Analysis**

This year's event will include music, original art, live theatre and excellent food at various outdoor locations throughout the historic business district, encouraging attendees to walk and explore the City of South Pasadena in an evening of celebration of the arts. Local businesses will be encouraged to extend their hours since the event will run from 2 p.m. to 10 p.m. The event is expected to attract approximately five thousand attendees which should help the City's local businesses.

City co-sponsorship of this event will waive associated fees and allow for an event banner to be hung at any of the various City banner locations. The Chamber will work to obtain all necessary permit approvals from the City and agencies such as the Los Angeles County Health Department and the California Department of Alcoholic Beverage Control for the event.

**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: Memo from the South Pasadena Chamber of Commerce

## **South Pasadena Chamber of Commerce**

**Memo to:** Events Team  
**Date:** 03/11/2014  
**From:** Scott Feldmann  
**Subject:** Eclectic Music Festival 2014  
**cc:** Knarik Vizcarra

---

The sixth annual Eclectic Music Festival & Art Walk will be on Saturday, May 3<sup>rd</sup>, 2014, with entertainment attractions free and open to the public from 2 p.m. to 10 p.m.

### **2014 Eclectic Music Festival & Art Walk Concept**

Live music, art gallery openings, food, wine and beer will be featured at locations throughout the South Pasadena business district to encourage residents and visitors to walk and explore the city in a celebration of the arts. This is part of the Chamber's arts-based economic development strategy and retail promotion for the City of South Pasadena.

Many businesses will be open past their typical closing time on a Saturday evening, with art, activities, trunk sales and refreshments to attract diners and shoppers. A limited amount of food trucks will serve curbside at key locations, and the Chamber will host food booths from participating restaurants inside one beer garden and one of the intimate venues. The event is spread out in the historic business district along Mission Street between The Gold Line and Fair Oaks Avenue. Although many of the activities are planned along Mission Street, any business in the City will be promoted if they agree to participate. Metro Gold Line convenience for visitors will be encouraged.

There will be one outdoor "main stage" area offering entertainment and refreshments. There will be several other "Intimate Venue" locations offering live entertainment, including BurkeTriolo Studio, The South Pasadena Music Center & Conservatory, SOPA Studios, the Fremont Centre Theatre (If available), and the Library Community Room.

This year there will be one street closure: the standard one that we have done for five years, closing Meridian Ave. from Mission to El Centro from 2pm to midnight for a 2pm to 10pm love show. (The acts from 2pm to 5pm will be in the park by the Museum, at 5pm when the street is closed the footprint expands to include Meridian Ave. from Mission St. to El Centro St.)

### **Music Selection**

Brad Colerick is the music curator and will make all final selections for Chamber-hosted venues. Individual host businesses will recruit their own musicians.

The hallmark of the festival is the eclectic mix of musical genres. It is important to have a mix that includes both popular and new music, obscure groups and headliners, professional and amateur artists. It's also important to mix up the genres at each venue to expose more people to music they might not have considered.

### **Permits**

Three agencies control different aspects of the festival: the City of South Pasadena, LA County Health (food and beverage sales) and the State Alcoholic Beverage Control.

Chamber to acquire:

- City of South Pasadena Temporary Event Permit including:
  - City Council for City co-sponsorship (for banners and fee waivers)
  - Public Works Encroachment & Noise, Street Closures, Restricted Parking and Overhead Street Banner display
  - Planning & Building approvals for tents and stages in beer garden areas
  - Fire Permit(s)
  - Police approval
  - Insurance certificates naming City as Additional Insured
  - "One-off Event" Food Truck Permits
  - City Manager approval for City-owned property use

- Business license compliance
- LA County Health permit(s)
  - Food tent, beverages; not Food Trucks (different LA County Health division regulates them annually, not per event)
- State ABC temporary one-day wine & beer license(s)
  - Requires City Manager and Police signatures

### **Live Entertainment Venues**

- 1) Gold Line Stage – Heritage Gardens by Museum/Gold Line South Pasadena Station, with Meridian Ave. closed at Mission Street and El Centro Streets from 5pm to midnight (Local businesses have requested the street to remain open to autos until 5pm)
- 2) Emerging Artists/Indie Stage – BurkeTriolo Studios, 538 Mission Street
- 3) South Pasadena Music Center Stage – 1509 Mission Street , community bands curated by Music Center Director
- 4) Carnegie Stage – South Pasadena Public Library Carnegie Wing (Community Room, 1115 El Centro Street)
- 5) Intimate Venues – Other restaurants, galleries and businesses throughout town (TBD)

NOTE: Stages 1 & 2 above are live music venues that also serve food, wine and beer, subject to State ABC conditions and control. All venues offer free admission.

#### *School Facilities required:*

Old El Centro School/Administration parking lot.

#### *Private property usage agreements required:*

BurkeTriolo Studio

Citizens Business Bank parking lot (for parking)

B of A Parking lot (for parking)

Collins Collins Muir + Stewart parking lot (for staff and volunteer parking)

## Timing

### 2014 annual calendar of events in South Pasadena:

SPTOR Spring Fling	[Sat., March 22, 2013]
Rotary Taste of South Pasadena	[Sun., April 6, 2013]
South Pasadena Beautiful Garden Tour	[Sun. April 14, 2013]
Relay for Life	[Sat/Sun April 26 & 27]
<b><i>Eclectic Music Festival Preview</i></b>	[Sat., April 19]
<b><i>Eclectic Music Festival &amp; Art Walk</i></b>	<b>Sat., May 3, 2 to 10pm</b>
Mother's Day	Sun., May 11, 2014
PTA Fun Fair	[Sat./Sun. May 18 & 19, 2013]
Memorial Day Weekend	[May 26, 2014]
SPEF Parti Gras	[Sat., May 31, 2014]
Make Music Pasadena	[Sat. June 7, 2014, 11am to 11pm]
SPTOR Golf Tournament	TBD
Festival of Balloons	Fri., July 4, 2014

### Transportation & Parking Issues

- No circulator bus next year. Ridership in 2013 was only 35 total.
- "No Parking" signs posted appropriately
- SPUSD guarantee that parking lot will be available (no film shoots)
- Clearly marked street closures according to Public Works specifications
- Designated volunteer parking
- Musician drop-off and delivery zones; Food drop off zones

### Banner Dates Requested (overhead on Fair Oaks Ave.)

- April 14 – May 5 banner displays over Fair Oaks/Mission

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

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

COUNCIL AGENDA: April 23, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *NA*

FROM: Paul Toor, Public Works Director *PT*  
Debby Figoni, Water Conservation Analyst *DF*

SUBJECT: **First Reading and Introduction of an Ordinance Regarding Prohibiting Single-Use Plastic Carryout Bags and Incorporation by Reference the Los Angeles County Environmental Impact Report and Statement of Overriding Consideration**

## **Recommendation**

It is recommended that the City Council:

1. Incorporate by Reference the Los Angeles County Environmental Impact Report (EIR) and Statement of Overriding Consideration for an Ordinance Prohibiting Single-Use Plastic Carryout Bags, which is on file with the City Clerk's Office; and
2. Read by title only for first reading, waive further reading, and introduce a plastic bag ban ordinance prohibiting single-use plastic carryout bags at large grocery stores, pharmacies and convenience stores, require a fee for paper bags, and promote the use of reusable bags.

## **Fiscal Impact**

There will be minimal fiscal impact with the implementation of a plastic bag ban. Costs consist of conducting outreach and assistance to retailers, as well as tracking retailers' paper bag sales and proper enforcement. There will also be costs incurred for an outreach program to educate residents during the transition period via the distribution of free reusable canvas bags. The City will be using Los Angeles County's EIR and Statement of Overriding Consideration saving the City between \$10,000 and \$20,000.

## **Commission Review and Recommendation**

This matter was reviewed by the Natural Resources and Environmental Commission (NREC). The Commission supports and recommends the plastic bag ban.

## **Background**

The City Council reviewed an initial draft of the proposed plastic bag ban ordinance at the March 19, 2014 City Council meeting. City Council directed staff to prepare an ordinance for first

reading and to agendaize the item for a future Council meeting.

During the 2009-2010 Legislative Session, two Assembly Bills involving single-use plastic carryout bags were introduced. Assembly Bill (AB) 68 sought to offset the costs of single-use bag litter by requiring consumers to pay a twenty-five cent (\$0.25) fee for single-use bags distributed at large grocery stores, pharmacies, and convenience stores. AB 1998 sought to ban the distribution of single-use bags in all supermarkets and large retail stores throughout California. While neither of these passed, more actions have been taken, including present discussion of SB 270, a compromise bill that would ban single-use plastic bags and charge a fee for other bags throughout California by July 1, 2015.

AB 2449 is a statewide law addressing the recycling and reduction of plastic bag use. Enacted in 2006, AB 2449 requires all supermarkets (grocery stores with more than \$2 million in annual sales) and retail businesses of at least 10,000 square feet with a licensed pharmacy, to provide an at-store recycling program for customers. As of July 1, 2007, affected stores are required to supply at least one plastic bag collection bin in a publicly accessible spot to collect used bags for recycling. Despite its enactment, the bill has been relatively ineffective in the recycling of plastic bags at stores. In 2009, statistics by the California Department of Resources Recycling and Recovery (CalRecycle) showed statewide recycling rate for regulated plastic carryout bags at about three percent due to ineffective recycling programs. Stores place these plastic bags aside for curbside recycling and oftentimes these bags get caught in machines or blow away from recycling stations.

Each year, millions of plastic carryout bags are consumed in the City. Plastic bags have a significant negative impact on marine life and the environment. They litter streets, float down waterways, and clog catch basins. Several organizations that have studied the effects of plastic litter have concluded that plastic film (including plastic bag litter) composes as much as 34 percent of the volume of total litter collected. The prevalence of litter from plastic bags in the urban environment and the fact that less than five percent of plastic bags are recycled leads to increased clean-up costs for local and public agencies. Public agencies in California spend more than \$375 million each year for litter prevention, cleanup, and disposal. Prohibiting the use of plastic bags supports sustainability goals of by conserving energy and natural resources, reducing the volume of landfill waste, reducing litter, protecting the watershed, and helping promote a clean and sustainable environment.

Many local cities have successfully implemented a similar plastic bag ban, such as Pasadena, Glendale, Calabasas, Long Beach, Culver City, and Los Angeles.

#### **Analysis**

A plastic bag ban will prohibit the use of plastic bags and require a charge for the use of paper bags. The intent of the ban is to accelerate a consumer shift away from single-use carryout bags to reusable bags. It also supports the City's sustainable goals of conserving energy and natural

resources, reducing the volume of landfill waste, reducing litter, protecting the watershed and helping to promote a clean and sustainable environment.

Staff recommends the City Council introduce an ordinance prohibiting the use of plastic bags in the City. If approved, a second reading and adoption of the ordinance will be brought back at the May 7, 2014 City Council meeting.

If the City Council adopts this ordinance, this Article shall become operative four months from the date the Article first becomes effective, for the Farmers' Market and stores defined in Subsections l(1) and l(2) of Section 16.31. For stores defined in Subsection l(3) of Section 16.31, this Article shall become operative six months from the date the Article first becomes effective. During this time, outreach will be provided to the community, including retailers and consumers, in a variety of methods (see outreach section below). Staff and the NREC have already worked with the Chamber of Commerce on an outreach plan to successfully roll out the proposed ordinance at local stores and at the Farmers' Market.

The City will use the findings from the Los Angeles County's October EIR. Their EIR has been used by the vast majority of cities in Los Angeles County. A copy of this 1,462 page report, titled "Ordinances to Ban Plastic Carryout Bags in Los Angeles County – Final Environmental Report" is on file at the City Clerks' office or can be found on line at <http://dpw.lacounty.gov/epd/aboutthebag/pdf/FinalEIR.pdf>

In addition, the City will use the findings from Los Angeles County's November 2010 "Findings of Fact and Statement of Overriding Considerations Ordinance to Ban Plastic Carryout Bags in Los Angeles County". A copy of this 67 page report is on file at the City Clerks' office or can be found on line at [http://dpw.lacounty.gov/epd/aboutthebag/PDF/FOFSOC\\_final.pdf](http://dpw.lacounty.gov/epd/aboutthebag/PDF/FOFSOC_final.pdf)

#### Charge on Paper Bags

In order to reduce the use of single-use paper bags, the proposed ban will require that a charge be assessed on single-use paper carryout bags distributed at the point of sale at large retail stores such as grocery stores, supermarkets, convenience stores, liquor stores, pharmacies and food markets. These stores are the largest providers of single-use bags in the City and the intent of the ordinance is to accelerate a consumer shift away from single-use carryout bags to reusable bags.

Based on Los Angeles County's Final EIR which was prepared for their single-use plastic bag ban, research done by the Los Angeles Department of Public Works, and a City of Santa Monica staff analysis which examined proposed state legislation, nationwide and international experiences with plastic bags, and conducted a survey of local retailers, it has been determined that a ten cent (\$0.10) charge is a reasonable average cost of single-use paper carryout bags, is large enough to deter a significant transition to paper carryout bags, and minimizes the potential for trading one set of environmental impacts for another. This charge would allow an affected store to only recover reasonable cost of compliance with the ordinance. Imposing a ten cent

(\$0.10) charge on paper bags supports uniformity within the region which helps the City's residents be prepared should they frequent stores outside the City and prevents deterring and driving away current and future nonresident customers.

The ten cent (\$0.10) charge will be retained by the stores to cover their actual costs for providing recyclable paper carryout bags, a store's own educational materials or campaign encouraging the use of reusable bags, if any, and cost of compliance with the ordinance. The ordinance also stipulates that the material content for single-use paper bags contain a minimum of 40 percent recycled content and be 100 percent recyclable. The ordinance requires establishments to provide an annual report to the City summarizing bag revenues and program expenditures.

#### Public Outreach

If the ordinance is ultimately approved by the Council, City staff would initiate a four month focused public education and outreach effort to inform shoppers of the new ordinance and increase the use of reusable bags by shoppers in the City. This effort would include, at a minimum, the following:

1. Coordinating with all affected stores to make them aware of the provisions of the ordinance and encourage them to ensure their customers are informed of the ordinance in advance of the effective date. This effort will focus on the cost-effectiveness and environmental benefits of reusable bags.
2. Creating consistent messaging and informational packets for affected stores. Information packets would be made available online and include signage and decals to display at the stores and cash registers.
3. Staffing booths at the City's Farmers' Market to provide training to vendors and information to customers about the ordinance.
4. Coordinating with the Community Services Department to provide training and material to vendors holding events on City property or in City facilities.
5. Providing a certain number of reusable bags at no charge at various established City sponsored public outreach events.
6. Providing outreach in the form of flyers and articles, and providing information on the City's webpage as well as other social media outlets.

#### Enforcement

To ensure that the proposed ordinance does not impose any additional financial and staffing burden, enforcement will be complaint driven. The Public Health Department could also assist with enforcement responsibility by reporting any alleged violations as part of their regular inspections. Stores that fail to comply with the ordinance will initially be given a written warning notice. A fine, not exceeding \$100, will be given for the first violation, \$200 for the second violation, and \$500 for the third violation and any subsequent violations.

#### Legal Review

The City Attorney has reviewed this item and recommended that the City use Los Angeles

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County's EIR and findings of fact and statement of overriding considerations ordinances to ban plastic bags in Los Angeles County. There are no fees associated with using either document.

**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: Draft Plastic Bag Ban Ordinance

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
AMENDING CHAPTER 16 (GARBAGE AND WASTE)  
OF THE SOUTH PASADENA MUNICIPAL CODE WITH  
THE ADDITION OF AN ARTICLE III (SINGLE-USE PLASTIC  
CARRYOUT BAGS) TO BAN THE USE OF SINGLE-USE PLASTIC  
BAGS AT LARGE GROCERY STORES, PHARMACIES AND  
CONVENIENCE STORES AND ADOPTION BY REFERENCE  
THE LOS ANGELES COUNTY ENVIRONMENTAL  
IMPACT REPORT

**WHEREAS**, each year tens of millions of plastic carryout bags are consumed in the City; and

**WHEREAS**, plastic bags have a significant negative impact on marine life and the environment, in that they litter streets, float down waterways, and clog catch basins; and

**WHEREAS**, several organizations that have studied the effects of plastic litter have concluded that plastic film (including plastic bag litter) composes as much as 34 percent of the volume of total litter collected; and

**WHEREAS**, the prevalence of litter from plastic bags in the urban environment and the fact that less than 5 percent of plastic bags are recycled leads to increased clean-up costs for local and public agencies; and

**WHEREAS**, public agencies in California spend more than \$375 million each year for litter prevention, cleanup, and disposal; and

**WHEREAS**, on November 16, 2010, Los Angeles County (County) Board of Supervisors approved an Environmental Impact Report ("EIR") and adopted an ordinance banning plastic carryout bags from stores, while requiring stores that provide recyclable paper carryout bags to charge customers ten cents per bag to cover reasonable costs associated with the ordinance; and

**WHEREAS**, the County's ordinance encouraged the 88 cities within the County to adopt similar ordinances and the County's EIR specifically analyzed the possibility of the 88 incorporated cities adopting ordinances banning plastic carryout bags as encouraged by the County;

**WHEREAS**, the City intends the herein ordinance to fall within the scope of the County EIR and has therefore modeled it on the County's ordinance; and

**WHEREAS**, prohibiting the use of plastic bags supports the sustainable goals of conserving energy and natural resources, reducing the volume of landfill waste, reducing litter, protecting the watershed, and helping promote a clean and sustainable environment.

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

**SECTION 1.** Pursuant to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA") and the CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et. Seq.), County has prepared an EIR and a Statement of Overriding Consideration, which analyses the potential environmental impacts of this ordinance and is incorporated by reference herein. Pursuant to Section 15096 of the CEQA Guidelines, the City acts as a responsible agency for this ordinance. Upon its independent review of the EIR, the Statement of Overriding Consideration and all the evidence before it, the City Council finds that:

- 1) The mitigation measures outlined in the EIR avoid or substantially lessen the significant environmental effects as identified in the EIR;
- 2) The potentially cumulatively significant impacts resulting from the decomposition of paper carryout bags in landfills, as identified in the County's EIR, are deemed acceptable due to several economic and environmental overriding benefits which are set out in the County's Statement of Overriding Considerations; and
- 3) Substantial evidence in the record supports these conclusions, and can be found in the County's Statement of Overriding Considerations, the EIR, the public hearings conducted by the County, and all other evidence before the City Council.

**SECTION 2.** That Chapter 16 of the South Pasadena Municipal Code be amended with the addition of the following Article III (Plastic Carryout Bags):

**ARTICLE III. SINGLE-USE PLASTIC CARRYOUT BAGS**

**16.31 Definitions.**

For purposes of this Article, the following definitions shall apply:

- (a) "Customer" means any person purchasing goods from a store.
- (b) "Operator" means the person in control of, or having the responsibility for, the operation of a store, which may include, but is not limited to, the owner of the store.
- (c) "Person" means any natural person, firm, corporation, partnership, or other organization or group however organized.

(d) "City sponsored event" means any event organized or sponsored by the city of South Pasadena or any Department of the City of South Pasadena.

(e) "Farmers' Market" means a market where farmers who grow produce sell their fruits and vegetables directly to the public.

(f) "Single use plastic carryout bag" means any bag with handles, made predominantly of plastic derived from either petroleum or a biologically-based source, such as corn or other plant sources, which is provided to a customer at the point of sale. "Single use plastic carryout bag" includes compostable and biodegradable bags but does not include reusable bags, produce bags, or product bags.

(g) "Postconsumer recycled material" means a material that would otherwise be destined for solid waste disposal, having completed its intended end use and product life cycle. "Postconsumer recycled material" does not include materials and by-products generated from, and commonly reused within, an original manufacturing and fabrication process.

(h) "Produce bag" or "product bag" means any bag without handles used exclusively to carry produce, meats, or other food items to the point of sale inside a store or to prevent such food items from coming into direct contact with other purchased items.

(i) "Recyclable" means material that can be sorted, cleansed, and reconstituted using available recycling collection programs for the purpose of using the altered form in the manufacture of a new product. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

(j) "Recyclable paper carryout bag" means a paper bag that meets all of the following requirements: (1) contains no old growth fiber, (2) is one hundred percent (100%) recyclable overall and contains a minimum of forty percent (40%) post-consumer recycled material; (3) is capable of composting, consistent with the timeline and specifications of the ASTM International ([www.astm.org](http://www.astm.org)) Standard D6400; (4) is accepted for recycling in curbside programs in the City; (5) has printed on the bag the name of the manufacturer, the location (country) where the bag was manufactured, and the percentage of postconsumer recycled material used; and (6) displays the word "Recyclable" in a highly visible manner on the outside of the bag.

(k) "Reusable bag" means a bag with handles that is specifically designed and manufactured for multiple reuse and meets all of the following requirements: (1) has a minimum lifetime of 125 uses, which for purposes of this subsection, means the capability of carrying a minimum of 22 pounds 125 times over a distance of at least 175 feet; (2) has a minimum volume of 15 liters; (3) is machine washable or is made from a material that can be cleaned or disinfected; (4) does not contain lead, cadmium, or any other heavy metal in toxic amounts; (5) has printed on the bag, or on a tag that is permanently affixed to the bag, the name of the manufacturer, the location (country) where the bag was manufactured, a statement that the bag does not contain lead, cadmium, or any other heavy metal in toxic amounts, and the percentage of postconsumer recycled material used, if any; and (6) if made of plastic, is a minimum of at least 2.25 mils thick.

(l) "Store" means any of the following retail establishments located within the city:

(1) A full-line, self-service retail store with gross annual sales of two million dollars (\$2,000,000), or more, that sells a line of dry grocery, canned goods, or nonfood items and some perishable items;

(2) A store of at least 10,000 square feet of retail space that generates sales or use tax pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law (Part 1.5 (commencing with Section 7200) of Division 2 of the Revenue and Taxation Code) and that has a pharmacy licensed pursuant to Chapter 9 (commencing with Section 4000) of Division 2 of the Business and Professions Code; Or

(3) A drug store, pharmacy, supermarket, grocery store, convenience food store, foodmart, or other entity engaged in the retail sale of a limited line of goods that includes milk, bread, soda, and snack foods, including those stores with a Type 20 or 21 license issued by the Department of Alcoholic Beverage Control.

**16.32 Single Use plastic carryout bags prohibited.**

(a) No store shall provide to any customer a plastic carryout bag.

(b) No Farmers' Market fresh fruit or produce vendor shall provide to any customer a plastic carryout bag. This ordinance does not apply to Farmers' Market vendors of prepared food.

(c) This prohibition applies to bags provided for the purpose of carrying away goods from the point of sale and does not apply to produce bags or product bags.

(d) No person or store shall distribute plastic carryout bags at any city facility, any event held on City property, or at any City sponsored event, unless an exemption is approved pursuant to SPMC Section 16.36.

**16.33 Permitted bags.**

All stores shall provide or make available to a customer only recyclable paper carryout bags or reusable bags for the purpose of carrying away goods or other materials from the point of sale, subject to the terms of this Article. Nothing in this Article prohibits customers from using bags of any type that they bring to the store themselves or from carrying away goods that are not placed in a bag, in lieu of using bags provided by the store.

**16.34 Regulation of recyclable paper carryout bags.**

(a) Any store that provides a recyclable paper carryout bag to a customer must charge the customer 10 cents (\$0.10) for each bag provided, except as otherwise provided in this Article.

(b) No store shall rebate or otherwise reimburse a customer any portion of the 10 cent (\$0.10) charge required in Subsection (a), except as otherwise provided in this Article.

(c) All stores must indicate on the customer receipt the number of recyclable paper carryout bags provided and the total amount charged for the bags.

(d) All monies collected by a store under this Article will be retained by the store and may be used only for any of the following purposes: (1) costs associated with complying with the requirements of this Article, (2) actual costs of providing recyclable paper carryout bags, or (3) costs associated with a store's educational materials or education campaign encouraging the use of reusable bags, if any.

(e) All stores must keep records of the total number of recyclable paper carryout bags provided, the total amount of monies collected for providing recyclable paper carryout bags, and a summary of any efforts a store has undertaken to promote the use of reusable bags by customers in the prior year. Such records must be made available for the city to review at any time.

(f) If the reporting required in Subsection (e) is not timely submitted by a store, such store shall be subject to the fines set forth in Section 16.38.

#### **16.35 Use of reusable bags.**

(a) All stores must provide reusable bags to customers, either for sale or at no charge.

(b) Each store is strongly encouraged to educate its staff to promote reusable bags and to post signs encouraging customers to use reusable bags.

#### **16.36 Exemptions.**

(a) Recyclable paper carryout bags may be distributed to customers free of charge at Farmers' Markets.

(b) Recyclable paper carryout bags may be distributed to customers free of charge at any City facility, any event held on City property, or at any City sponsored event.

(c) All stores must provide at the point of sale, free of charge, either reusable bags or recyclable paper carryout bags or both, at the store's option, to any customer participating either in the California Special Supplemental Food Program for Women, Infants, and Children pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the Health and Safety Code or in the Supplemental Food Program pursuant to Chapter 10 (commencing with Section 15500) of Part 3 of Division 9 of the Welfare and Institutions Code.

(d) All stores required to provide plastic carryout bags as a condition of use or as required to abate a nuisance, whether such condition is imposed by the City, a court of law, and/or any other regulatory entity, shall not be in violation of this Article during the time such condition is in effect.

(e) Notwithstanding the prohibitions contained in Section 2:

(1) The city manager or his/her designee may issue an exemption from the requirements of this ordinance for a limited period upon a showing that enforcement of the ordinance would cause undue hardship upon the applicant.

(2) An exemption application shall include all information necessary for the City to make its decision, including but not limited to documentation showing factual support for the claimed exemption. The city manager or his/her designee may require the applicant to provide additional information to permit the City to determine facts regarding the exemption application.

#### **16.37 Operative date.**

This Article shall become operative four months from the date the Article first becomes effective, for Farmers' Markets and stores defined in Subsections l(1) and l(2) of Section 16.31. For stores defined in Subsection l(3) of Section 16.31, this Article shall become operative six months from the date the Article first becomes effective.

**16.38 Enforcement and violation-penalty.**

(a) It shall be unlawful for any person to violate the provisions of this Article. A violation of this Article shall be punishable under the administrative citation procedures set forth in Chapter 1A. The fine imposed for a particular violation shall be in the amount set forth in the administrative citation schedule established by resolution of the city council pursuant to Section 1A.6. The city manager or his/her designee has primary responsibility for enforcement of this Article.

(b) All fines collected pursuant to this Article shall be deposited in the General Fund to assist the city with its costs of implementing and enforcing the requirements of this Article.

**16.39 Severability.**

If any section, subsection, sentence, clause, or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining portions of this ordinance, or its application to any other persons or circumstance. The City Council of the city of South Pasadena hereby declares that it would have adopted this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this ordinance would be subsequently declared invalid.

**SECTION 3.** This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 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 regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

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Evelyn G. Zneimer, City Clerk  
(seal)

# 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 23, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: David G. Watkins, AICP, Director of Planning & Building   
SUBJECT: **Direction Regarding a Resolution of Intent to Amend the Zoning Code to Revise the Procedure to Call Up Decisions for Review or to Lengthen the Appeal Period**

## Recommendation

It is recommended that the City Council provide direction on whether to initiate a Zoning Code Amendment to revise the procedure to call up Planning Commission, Cultural Heritage Commission or Design Review Board decisions for review, or to lengthen the appeal period. If the City Council decides to proceed with an amendment, staff recommends adopting the attached Resolution of Intent to Amend the Zoning Code (Attachment 1).

## Fiscal Impact

There is no fiscal impact related to this item.

## Commission Review and Recommendation

This matter was not reviewed by a commission. If the City Council initiates the Zoning Code amendment, staff will draft an ordinance and present it to the Planning Commission at a public hearing. Once the Planning Commission makes a recommendation, the ordinance will be presented to the City Council at a public hearing.

## Background

Decisions by the Planning Commission, Cultural Heritage Commission, and Design Review Board become final 15 days after the meeting in which the decision was made. Applicants must wait until this appeal period expires before moving forward with the next steps in their project, whether it is submitting plans for plan check, or opening a business.

Section 36.610.020 of the Zoning Code allows the City Council to review a decision of the Planning Commission or the Cultural Heritage Commission. In addition, the Planning Commission may request to review a decision by the Design Review Board. In order to do so, the motion to review would need to be placed on a regular agenda and pass with two votes (Attachment 2). The same 15-day appeal period applies to this provision. Once an appeal is filed, the decision is stayed pending the appeal hearing and decision.

It was moved by Councilmember Mahmud and seconded by Mayor Khubesrian to consider a Zoning Code Amendment that would allow City Council members adequate time to call up a decision for review.

**Analysis**

The City Council meets twice monthly, on the first and third Wednesdays; the Planning Commission meets on the fourth Monday of every month, the Cultural Heritage Commission meets on the third Thursday of the month, and the Design Review Board meets on the first and third Tuesday of the month. Typically, the City Council meets nine days and 23 days after a Planning Commission meeting, and six days and 20 days following a Cultural Heritage Commission meeting. The Planning Commission meets anywhere between six days and 27 days after a Design Review Board meeting, depending on how the calendar is aligned. Thus, neither the Planning Commission nor the City Council is not given the benefit of a full appeal period to call up a decision for review.

Staff surveyed other cities on their appeal period and call for review procedures. The results are summarized below:

City	Call-Ups Allowed?	Procedure	Appeal Period
Alhambra	No	N/A	10 Days
Arcadia	No	N/A	5 Days
Azusa	Yes	CC Majority	20 Days
Claremont	No	N/A	10 Days
Duarte	Yes	1 CC member file in writing to CM	15 Days
Glendora	Yes	2 CC mebers file in writing to CM	15 Days
La Canada-Flintridge	Yes	Majority vote of CC	15 Days
Monrovia	No	N/A	10 Days
Monterey Park	Yes	3 by CC vote, or 2 in writing to CM	20 Days
Pasadena	Yes	1 member, file written request with City Clerk; majority CC vote	10 Days
Rosemead	Yes	1 CC member file in writing to CM	10 Days
San Gabriel	Yes	1 CC member file in writing to CM	10 Days
San Marino	Yes	Majority vote of CC	15 Days
Sierra Madre	Yes	2 CC members file in writing to CM	10 Days
Temple City	Yes	Majority CC vote	15 Days*
<b>South Pasadena</b>	<b>Yes</b>	<b>Placed on Agenda, 2 CC votes**</b>	<b>15 Days</b>

\*Temple City - 15 days, or the day after the next CC meeting, whichever is later.

\*\*Typically, the CC meets 9 days and 23 days after a PC meeting.

Only four of the 15 cities surveyed do not allow decisions to be called up for review. Of the remaining 11 cities, four have a 10-day appeal period, five have a 15-day appeal period, and two

have a 20-day appeal period. The cities are evenly split as far as procedures go: five cities require a majority vote of the City Council to call a decision for review, five cities permit a written request from one or two council members, filed with the City Manager, and one city allows either option.

A Zoning Code Amendment would be necessary in order for the City Council to have the benefit of the entire appeal period. The Council should be mindful of balancing the legitimate goal of allowing decisions to be appealed to a higher body while also acknowledging a project proponent's legitimate need for a timely final decision. There are two basic approaches the Council could take in order to do so:

1. Revise the appeal period: The Zoning Code could be amended to lengthen the appeal period from 15 days to 27 days, which would encompass two City Council meetings following a Planning Commission meeting or a Cultural Heritage Commission meeting, or one Planning Commission meeting following a Design Review Board meeting. It would be essential for this change to apply to all appeals, whether or not they are filed by a private party, the City Council, or the Planning Commission in order to avoid unnecessary confusion of having different appeal periods. However, a 27-day appeal period delays the ability of a project proponent to move forward with their application. Per the existing procedure, the request to call a decision for review would be placed on a regular agenda and would need two votes. However, the Council should be aware that public discussion on whether to call a decision for review will need to be extremely limited to prevent debate on the merits of the project that could jeopardize the integrity of the subsequent de novo appeals hearing.
2. Revise the procedure for filing a call for review: Based on the procedure used in several cities surveyed, the Zoning Code could be amended to retain the 15-day appeal period but to allow one or two Council members or one or two Planning Commissioners to file a written request with the City Clerk to call up a decision for review. The filing of this request would stay the decision at that point pending the appeals hearing. The request would not need to be placed on an agenda for a vote, although that is an option the City Council could retain.

If the City Council wishes to move forward with a Zoning Code Amendment, staff recommends adopting the Resolution of Intent to Amend the Zoning Code. Staff will draft an ordinance and hold a public hearing with the Planning Commission; once the Commission has made its recommendation, the ordinance will be brought to the City Council for a public hearing.

#### **Legal Review**

The City Attorney has reviewed this item and also recommends that the City Council consider amending the Zoning Code, in order to have a more effective "review" process. The issue came up recently when a request for council review came in on the last day of the appeal period. In that situation it would have been impossible to have the matter placed on a council agenda for

action before the end of the appeal period. Another approach that can be taken in combination with the other alternatives, is to routinely have decisions of the Planning Commission and the Cultural Heritage Commission placed on the Council agenda, within their respective appeal periods, as a receive and file item. This would give the City Council the opportunity to review recent decisions and if appropriate request that a matter be brought up on review. If there is no request for review, the item would be approved on consent as received and filed.

**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 of Intent to Amend the Zoning Code to Revise the Procedure to Call Up a Decision for Review
2. Current Zoning Code Provisions for Appeals and Call-Ups

**ATTACHMENT 1**  
Resolution of Intent to  
Initiate a Zoning Code Amendment

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF SOUTH PASADENA, CALIFORNIA,  
DECLARING ITS INTENTION TO AMEND THE ZONING CODE  
PROVISIONS ADDRESSING PROCEDURES FOR CALLING UP  
DECISIONS BY THE PLANNING COMMISSION  
AND CULTURAL HERITAGE COMMISSION FOR REVIEW**

**WHEREAS**, South Pasadena Municipal Code (SPMC) Section 36.610.020 permits the City Council to request a review of decision by the Planning Commission or the Cultural Heritage Commission by placing said decision on an agenda and at least two members of the City Council vote for review; and,

**WHEREAS**, SPMC Section 36.610.050 (A)(1) provides that a decision by the Planning Commission or Cultural Heritage Commission become final 15 days after the decision is made; and,

**WHEREAS**, the City Council typically meets nine days and 23 days after a Planning Commission meeting, and six days and 20 days after a Cultural Heritage Commission meeting; and,

**WHEREAS**, the City Council does not have the benefit of a full appeal period as providing by SPMC Section 36.610.

**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 undertake proceedings to amend the Zoning Code to revise the procedures to call decisions for review to allow them to have the full benefit of the appeal period.

**SECTION 3.** In furtherance of the findings requirements in Zoning Code Section 36.620.070, and as per Zoning Code Sections 36.620.030 and 36.620.050, the City Council hereby requests that the Planning Commission make a written recommendation to the City Council regarding whether and/or how the Zoning Code should be amended to revise the procedures to pertaining to the City Council's ability to request a review of applicable decisions.

**PASSED, APPROVED AND ADOPTED ON** this 23<sup>rd</sup> 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 regular meeting held on the 23<sup>rd</sup> day of April, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 2**  
Current Zoning Code Provisions for  
Appeals and Call-Ups

**36.610.020 Council, Commission, or DRB Member Review.**

- A. Request for review. Within the appeal period identified in Subsection 36.610.050 A. (Timing and form of appeal), a member of the Council, Commission, or DRB may request their respective body to review a decision which may be appealed to that body, if the request for review is placed on an agenda for a public meeting and at least two members of that body vote for the review.
- B. No fee required. No fee shall be required if the matter is brought before an appeal body in compliance with Subsection A.
- C. Appealing as a private citizen. Nothing in this Section shall prevent a member of the Council, Commission, or DRB from appealing a matter as a private citizen. However, the member may not appeal a decision of their respective Commission or DRB, if that Commissioner or DRB member participated in that decision.

(Ord. No. 2108 § 1.)

**36.610.030 Who May File and Appeal.**

An appeal may be filed by any person(s) affected by a decision rendered by the Director, DRB, CHC, or Commission.

(Ord. No. 2108 § 1.)

**36.610.050 Appeal Filing, Processing, and Decisions.**

- A. Timing and form of appeal.
  - 1. An appeal application shall be submitted in writing, prior to the 15th day after the date of the decision of the Director, DRB, or Commission, as applicable, that is being appealed.
  - 2. An appeal application addressed to the Commission shall be filed with the Department, while an appeal addressed to the Council shall be filed with the City Clerk.
  - 3. An appeal application shall:
    - a. Specifically identify the grounds upon which the appeal will be taken and summarize the facts and points of law in support of the appeal. Additional facts or points of law may be presented at the hearing;
    - b. Be accompanied by the information identified in the Department handout for appeal applications; and
    - c. Be accompanied by the filing fee established by the Council's Fee Resolution.
- B. Delay of proceedings. The filing of an appeal shall delay (or suspend) the effective date of the Director, DRB, or Commission action until the date the decision on appeal becomes final or the appeal is withdrawn.
- C. Withdrawal. An appeal may be withdrawn by the appellant before the scheduled public hearing.
- D. Joining an appeal.
  - 1. Only those persons who file an appeal within the specified appeal period shall be considered appellants of the matter under appeal.

2. Any person who wishes to join an appeal shall follow the same procedures for an appellant.

3. A person shall not be allowed to join an appeal after the end of the specified appeal period.

E. Action on appeals. Notice and hearing of an appeal shall be given in the same manner as any hearing required for the action being appealed. If no notice was required, then the appeal body shall give notice as it deems fair and appropriate.

1. Scope of review and decision. When reviewing an appeal the review authority may:

a. Consider any issues associated with the decision being appealed, in addition to the specific grounds for the appeal. The review authority shall also consider any environmental determination applicable to the zoning approval or decision being appealed;

b. By resolution, uphold, uphold in part, or reverse the action, the determination, or decision that is the subject of the appeal; or

c. Adopt additional conditions of approval deemed reasonable and necessary.

2. New evidence. If new or different evidence, related only to the subject of the appeal, is presented during the appeal hearing, the Commission or Council, may refer the matter back to the Director, DRB, or Commission, as applicable, for a report on the new or different evidence before a final decision on the appeal.

3. Findings. The appeal body shall be governed by the same criteria which governed the action being appealed.

4. Time limits. Unless otherwise specified by law, including this Zoning Code, the appeal body shall render its decision on the appeal within 30 days after the closing of the hearing for the appeal.

F. Mailing of resolution. Within five days after a decision on an appeal is rendered, notice of the decision shall be mailed to the person who filed the appeal and to any person who received notice of the action that was appealed.

(Ord. No. 2108 § 1.)

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