



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

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

Wednesday, November 18, 2015, at 6:30 p.m.

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

CALL TO ORDER: Mayor Robert S. Joe

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

PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY

(Time limit is three minutes per person)

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

CLOSED SESSION AGENDA ITEM

1. INITIATION OF LITIGATION

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

Number of Cases: 1

ACCOMMODATIONS

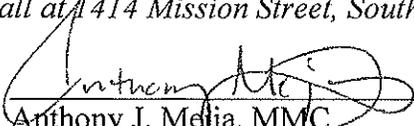


The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this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

For those submitting letters or other documents relating to items on the agenda: materials received after 4:00 p.m. on the day prior to the City Council Meeting may not be reviewed by the City Council.

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 414 Mission Street, South Pasadena, CA 91030, as required by law.

11/12/2015
Date



Anthony J. Mejia, MMC
Chief Deputy City Clerk



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

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

Wednesday, November 18, 2015, at 7:30 p.m.

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

CALL TO ORDER: Mayor Robert S. Joe

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

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

PLEDGE OF ALEGIANCE: Mayor Pro Tem Mahmud

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

PRESENTATIONS

- SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE ANNUAL FLOAT FUNDRAISER DRAWING FOR THE ULTIMATE TOURNAMENT OF ROSES EXPERIENCE**
- PRESENTATION OF FISCAL YEAR 2014-15 ANNUAL REPORT OF THE NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION**
- PRESENTATION OF FISCAL YEAR 2014-15 ANNUAL REPORT OF THE SENIOR CITIZEN COMMISSION**
- PRESENTATION OF FISCAL YEAR 2014-15 ANNUAL REPORT OF THE ANIMAL COMMISSION**

COMMUNICATIONS

5. **COUNCILMEMBERS' COMMUNICATIONS**
6. **CITY MANAGER COMMUNICATIONS**
7. **REORDERING OF AND ADDITIONS TO THE AGENDA**

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

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

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

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

CONSENT CALENDAR

8. **MINUTES OF THE CITY COUNCIL MEETING OF OCTOBER 21, 2015**

Recommendation

Approve the minutes of the City Council Meeting of October 21, 2015.

9. **PREPAID WARRANTS, GENERAL CITY WARRANTS, REDEVELOPMENT SUCCESSOR AGENCY CHECK SUMMARY, AND PAYROLL**

Recommendation

Approve the City of South Pasadena Prepaid Warrants in the amount of \$541,869.78, General City Warrants in the amount of \$267,200.05, and Payroll in the amount of \$435,015.10.

10. MONTHLY INVESTMENT REPORTS FOR SEPTEMBER 2015

Recommendation

Receive and file the monthly investment reports for September 2015 for the City Council, the Successor Agency to the Community Redevelopment Agency, and the Public Financing Authority.

11. ADOPTION OF A RESOLUTION TO DESTROY EXPIRED RECORDS, PER THE CITY OF SOUTH PASADENA'S RECORD RETENTION SCHEDULE

Recommendation

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

12. AWARD OF CONTRACT TO KABBARA ENGINEERING FOR ENGINEERING DESIGN SERVICES FOR THE LIBRARY DRAINAGE IMPROVEMENT PROJECT

Recommendation

1. Accept a proposal dated October 15, 2015, from Kabbara Engineering for engineering design services for the Library Drainage Improvement Project and authorize the City Manager to execute an agreement with Kabbara Engineering for a not-to-exceed amount of \$64,660.
2. Reject all other proposals received.
3. Authorize a budget transfer in the amount of \$64,660 from General Fund reserves.

13. AWARD OF CONTRACT TO MICHAEL BAKER INTERNATIONAL, INC. FOR ENVIRONMENTAL SERVICES FOR THE DOG PARK PROJECT

Recommendation

1. Accept a proposal dated October 22, 2015, from Michael Baker International, Inc. for environmental services for the Dog Park Project (Project) and reject all other proposals received.
2. Approve, and authorize the City Manager to execute, a contract with Michael Baker International, Inc., for environmental services for the Project in an amount not-to-exceed \$26,845.

14. APPROVAL OF A CONTRACT AMENDMENT FOR ADDITIONAL CONSTRUCTION ENGINEERING SUPPORT SERVICES FOR THE CHELTEN WAY, COLLIS AVENUE, AND HILL DRIVE STREET IMPROVEMENT PROJECT

Recommendation

Approve, and authorize the City Manager to execute, the second amendment to the contract with Kabbara Engineering in the amount of \$14,400 for additional construction engineering support services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project.

15. ADOPTION OF A RESOLUTION APPROVING FINAL PARCEL MAP NO. 73010 FOR 1413 LYNDON STREET

Recommendation

1. Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving Final Parcel Map No. 73010 (Parcel Map) for 1413 Lyndon Street."
2. Authorize the recordation of the Final Parcel Map with the Los Angeles County Registrar-Recorder/County Clerk.

16. ACCEPTANCE OF PROJECT COMPLETION AND AUTHORIZATION TO FILE A NOTICE OF COMPLETION FOR LIBRARY CARPET REPLACEMENT PROJECT

Recommendation

1. Accept the Library Carpet Replacement Project and authorize the issuance of a Notice of Completion for the project.
2. Authorize release of retention payment to Premier Carpet, Inc., in the amount of \$2,350.

17. IMPLEMENTATION OF COLLECTION OF UTILITY USERS TAX ON PREPAID WIRELESS SERVICES, AGREEMENT WITH BOARD OF EQUALIZATION, AND AUTHORIZATION FOR EXAMINATION OF PREPAID MOBILE TELEPHONE SERVICE SURCHARGES AND LOCAL CHARGE RECORDS

Recommendation

1. Adopt a Resolution entitled "A Resolution of the City of South Pasadena, authorizing the City Manager to execute agreement with the Board of Equalization for implementation of the Local Prepaid Mobile Telephony Service Collection Act."
2. Adopt a Resolution entitled "A Resolution authorizing the examination of Prepaid Mobile Telephony Services Surcharge and Local Charge Records."

PUBLIC HEARING

18. ADOPTION OF A RESOLUTION AUTHORIZING REMOVAL OF AN EXISTING UNCONTROLLED MARKED CROSSWALK AT THE INTERSECTION OF FAIR OAKS AVENUE AND LYNDON STREET

Recommendation

1. Conduct a public hearing to receive public comment on the possible removal of the existing uncontrolled marked crosswalk at the intersection of Fair Oaks Avenue and Lyndon Street.
2. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, authorizing the removal of the existing uncontrolled marked crosswalk at the intersection of Fair Oaks Avenue and Lyndon Street."

ACTION/DISCUSSION

19. INTRODUCTION OF AN ORDINANCE ESTABLISHING A STREET CUT MORATORIUM ON NEWLY PAVED STREETS

Recommendation

Introduce an Ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending Chapter 31, Article II of the South Pasadena Municipal Code adding Section 31.28 establishing a street cut moratorium on newly paved streets," and waive further reading.

20. DIRECTION REGARDING THE REGULATION OF MEDICAL MARIJUANA DISPENSARIES, MOBILE DISPENSARIES AND CULTIVATION

Recommendation

Provide direction on the continued prohibition of fixed and mobile medical marijuana dispensaries in any zoning district as currently provided by South Pasadena Municipal Code (SPMC) Section 36.350.240 and whether that prohibition should be extended to cultivation.

ADJOURNMENT

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

December 2, 2015	Regular City Council Meeting	Council Chambers	7:30 p.m.
December 16, 2015	Regular City Council Meeting	Council Chambers	7:30 p.m.
January 6, 2015	Regular City Council Meeting	Council Chambers	7:30 p.m.

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

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

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

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk’s Division at (626) 403-7230. Any disclosable public records related to an Open Session item appearing on a regular meeting agenda and distributed by the City of South Pasadena to all or a majority of the legislative body fewer than 48 hours prior to that meeting are available for public inspection at the City Clerk’s Division, located at City Hall, 2nd floor, 1414 Mission Street prior to the meeting. During the meeting, these documents will be included as part of the “Reference Binder” of the agenda packet kept in the Amedee O. “Dick” Richards, Jr., Council Chambers at 1424 Mission Street, South Pasadena, CA 91030. Documents distributed during the meeting will be available following the meeting at the City Clerk’s Division. For those submitting letters or other documents relating to items on the agenda: Materials received after 4:00 p.m. on the day prior to the Council meeting may not be reviewed by the City Council.

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

ACCOMMODATIONS



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11/12/2015
Date

Anthony J. Mejia, MMC
Chief Deputy City Clerk

City of South Pasadena

Date: November 18, 2015
To: Honorable Mayor and Members of the Council
From: Kim Hughes, Chair, Natural Resources and Environmental Commission
Re: **Fiscal Year (FY) 2014-15 Annual Report of the Natural Resources and Environmental Commission (NREC)**

The NREC administers the City of South Pasadena's (City) tree ordinance, and helps develop and support environmental and sustainable programs for the City, its residents, and businesses.

The NREC is comprised of a diverse group of community volunteers to help provide guidance on environmental efforts, programs, and strategies. The FY 2014-15 NREC is comprised of: Al Benzoni, Kay Findley, Kim Hughes, Scott Kuhn, Stephen Leider, Noah Puni, and Nancy Wilms.

NREC FY 2014/2015 Accomplishments

Water Conservation

- Worked with the Senior Management Analyst on outreach programs and education, including incentives to convert turf areas to water wise landscapes, the installation of high-efficient toilets, and more.
- Continued to review the City's water system, its finances, water billing contract with Global Water Management Inc., and water conservation, as well as develop a long-term plan for water use. The NREC continues to look at ways to reach the 2015 state-mandated goal of reducing water by 28%. The NREC requested data on large water users and developed a tiered response to violations of the City's water conservation ordinance.
- Conducted extensive research on synthetic turf and made a recommendation to the City Council.
- Supported conservation workshops, as well as free mulch and compost giveaways held for the community.
- Participated in the City's "Green Living Expo" held before one of the summer concert events. Environmentally-focused vendors and the City's environmental programs helped educate the community on conservation issues. The NREC had an outreach presence at all five summer concerts.
- Promoted the installation of a California Friendly landscape demonstration garden on the median on Huntington Drive east of Fair Oaks Avenue. In addition, promoted the median on Fair Oaks at the northeast entrance to the City to a waterwise landscape in a partnership with South Pasadena Beautiful.
- Evaluated the City's various water conservation programs and made recommendations to Council for City funding of these programs.
- Continues supporting the efforts in water conservation programs and projects.
- Continues to review the use of, and guidelines for, greywater.

- Continues to monitor the reservoirs and other infrastructure projects.

South Pasadena Urban Forest

- Reviewed two residential tree removal requests.
- Supported the update of the City's Native and Drought Tolerant Tree List.
- Continued to review the new tree planting plan, monitoring the establishment of planted trees, and the general health of the South Pasadena Urban Forest.
- Continued reviewing and providing comments on the West Coast Arborist (WCA) contract.
- Provided oversight of the City's tree trimming, removal, replacement and maintenance program, and advocates for the "right tree in the right place."

Plastic Bag Use - Supported the implementation of the single-use plastic bag elimination ordinance. The group helped distribute reusable bags at retail locations and at the Farmer's Market.

Community Garden - Supported the development and environmental outreach efforts of the City's Community Garden.

Improved City Landscape Opportunities – Continues to monitor the City's landscape at the Arroyo Seco Golf Course, City medians, and various parks in order to find ways to reduce water use, and to better protect our urban forest.

Renewable Energy – At the direction of City Council, the NREC supports usage of renewable energy and the development of the newly established Renewable Energy Council. The NREC also reviewed the state HERO program, voicing concerns over some of the financial requirements and potential confusion regarding the program's requirements.

4th of July Parade - Participated in the 4th of July Parade displaying a custom banner promoting native plants and water conservation.

Strategic Planning - Shared in developing the key priorities for the City and emphasized the importance of sustainability and having adequate funds to support and maintain our urban forest.

Electric Vehicle Charging Station - Continues to provide assistance in the development of a public electric vehicle charging station and supports the City Council's desire to explore outside funding opportunities.

Additional Issues

- Continued to look into a potential ban on certain Styrofoam products, compliance with the City's stormwater permit, and bicycle-friendly development.
- Continued to look into low emissions vehicle options for City vehicles.
- Provided direction regarding pesticide and herbicide use in consideration of the protection of bee population.



City of South Pasadena

Date: November 18, 2015
To: Honorable Mayor and Members of the Council
From: Alexandria Levitt, Chair, Senior Citizen Commission
Re: **FY 2014-15 Annual Report of the Senior Citizen Commission**

The Senior Citizen Commission (Commission) supports the services and activities offered by the South Pasadena Senior Center (Senior Center). These services and activities include educational classes, lectures, social services, and recreational programs that enhance the lives of older adults in the community. This report is for the Fiscal Year July 1, 2014 through June 30, 2015 (FY 2014-15):

Commission Goals

On January 14, 2015, the Commission presented its goal and objectives at the City Strategic Planning Meeting.

Senior Citizen Commission 2015 Goals

Goal 1: The Commission will identify homebound, isolated seniors, and disabled persons in South Pasadena in order to establish needs and advocate for services and resources.

Progress: A representative from the Commission met with the Public Safety Commission, shared interests and concerns, and agreed to work together with the Neighborhood Watch Program and the Community Emergency Response Team to try and identify those elderly and disabled persons in need.

Goal 2: The Commission will disseminate information regarding the Senior Center and its services to the community.

Progress: The Commission is working with the City of South Pasadena staff to improve the Senior Center's current page on the City's website given the limitations of City website structure. The Commission researched the websites of numerous other senior centers around the country. Most website pages contain photographs, "donate" buttons, and numerous other features. The current South Pasadena Senior Center website is a PDF on a very hard-to-find page deep in the City's website. It is the Commission's goal to make improvements to the webpage so it is more appealing, navigable, and easier to find for seniors.

The Commission has worked to market the Senior Center and provide outreach specifically to those residents over 80 years of age. Five postcards were designed and mailed out to older adults within the community. In addition, monthly advertisements and articles were placed in the South Pasadena

Review targeting specific audiences for programs offered by the Senior Center. Articles were submitted to the newspaper on: Wellness, Fitness, Meal Program, Dial-a-Ride, and Holiday events. Additional postcards are used by the Senior Center to promote services and programs at health fairs and large community functions.

Goal 3: The Commission will continue to explore housing options for South Pasadena seniors.

Progress: Representatives of the Commission met with City Staff to discuss opportunities for senior and low cost housing in the city and it was suggested the Commission work with South Pasadena Unified School district to see if they would set a minimum of age-restricted units in the building they plan to develop on Mission Street. SPUSD invited the Commission to attend its “Environmental Impact Report and Scoping Meeting.” The Commission suggested the City meet with members of Noho Arts Colony, local developers who create arts-oriented senior housing (or low income senior housing) through a mixture of grants and public and private money. The City did not respond to the Commission’s offer to set up a meeting. The Commission sent a letter to all the Councilmembers on this subject and there was no response to that. The Commission is dismayed at the City’s lack of response in the area of senior housing.

Community Center Ad Hoc Committee

Two representatives from the Senior Commission, Robert Vanderwall and Cindi Knight, have been involved with the Ad Hoc Committee that is responsible for looking into the feasibility of a new Community Center. In October 2014, a Community Workshop was held to invite the community, commissioners, and stakeholders to provide input on the design options. The Ad Hoc Committee reviewed all the various locations in the city for the development of the Community Center. There was a clear consensus that the Orange Grove Park was the best location. There was also support for development of the insurance building on El Centro street next to the Gold Line tracks across from the Public Works yard. The architect developed a preliminary plan for the Orange Grove Park and presented it to the City Council for review. Currently, the City Council is reviewing options that may help to contain the cost of the facility as well as reviewing options to fund the Community Center.

Holiday Basket Drive

For the past ten years, the Senior Citizen and Youth Commissions have come together to bring holiday cheer to seniors citizens who live alone and do not have family living in the area. The project solicits gift cards from local stores and pairs the cards up with donated sweet treats from the community. In December 2014, teams delivered 25 gift bags with a value of \$975.

Date: November 18, 2015
To: Honorable Mayor and Members of the Council
From: Erin Fleming, Chair, Animal Commission
Re: **FY 2014-2015 Annual Report of Animal Commission**

During the past year from July 2014 through June 2015 the South Pasadena Animal Commission (SPAC) continued in its mission of public education on the humane care and treatment of domestic animals and wildlife, providing resources and responding to the City Council and the needs of the community regarding citizen inquiries and concerns of animal issues.

The SPAC follows a meeting schedule that includes six regularly scheduled Bi-monthly meetings in September, November, January, March, April, and May. Currently-serving Commissioners are: (1) Cornelia Balogh, (2) Yvonne Banzali, (3) Katherine Offenhauser, (4) Vice Chair Daniel Kreinbring, (5) Chair Erin Fleming and Councilmember Michael A. Cacciotti is the City Council Liaison and Captain Mike Neff is the Police Department's Staff Liaison. It should be noted that the Animal Commission has four new commissioners and a new chair and vice chair.

On February 7, 2015, the SPAC participated in the City of South Pasadena's (City) Strategic Planning Citizens' Summit. In keeping with the Commission's philosophy of supporting animal welfare, environmental awareness, and conservation of open space and habitat, the SPAC provided background information for long-range goals that includes 1) Research/Support for a Dog Park, and 2) A city-wide educational spay and neutering campaign.

In spring 2015, the SPAC continued its educational outreach by inviting local children and teens to participate in the annual Be Kind to Animals (BKTA) Art Contest. The BKTA awards ceremony, at which Councilmembers presented certificates to participants as their families looked on. The event took place on May 4, 2015, in conjunction with National Be Kind to Animals Week. We appreciate the City Council's participation and proclamation declaring this week's significance. We included a BKTA resource: a reading list of fiction and nonfiction book titles promoting empathy and understanding of animals and would like to express gratitude to South Pasadena Children's Library staff for researching and preparing this valuable list, "Paws to Read," for multiple grades and reading levels. The attendance by entrees and their families was especially high at this year's ceremony, prompting the SPAC to consider other venues as well as formats for displaying and presenting awards in the future.

In a continued effort to educate and promote the humane treatment of domestic pets and wildlife, the SPAC disseminated information along with previous resources at booths during events such as Doggy Day with Cats too and the Police and Fire Department Open House in the fall. Press releases and information were sent to the *South Pasadena Review* and links on the City's website. Staff Liaison Neff has updated the SPAC page on the City's website, which will continue to expand with pertinent information and resources.

During the past year, the SPAC finalized steps to update the City's 2007 Memorandum of Understanding (MOU) with the United Animal Nation (UAN), renamed Red Rover, for emergency protocol for animals during earthquakes and disasters. The language of the MOU remains the same and only the name and date would be changed. Staff Liaison Neff will initiate appropriate updating through City staff.

SPAC thanks the Mayor, City Council, City staff, and the South Pasadena Police Department for support throughout the year and looks forward to continued collaboration through the promotion of the humane treatment of pets and wildlife in the South Pasadena community.



Wednesday, October 21, 2015
Minutes of the Regular Meeting of the
Joint City Council/Redevelopment Successor Agency

CALL TO ORDER

A Regular Meeting of the South Pasadena Joint City Council/Redevelopment Successor Agency was called to order on Wednesday, October 21, 2015 at 7:35 p.m. in the Amedee O. "Dick" Richards, Jr., Council Chambers, located at 1424 Mission Street, South Pasadena, California, by Mayor Joe.

ROLL CALL

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

Absent: None

City Staff

Present: Sergio Gonzlaez, City Manager/Agency Executive Director; Theresa Highsmith, City Attorney/Agency Counsel; Anthony Mejia, Chief Deputy City Clerk/Chief Deputy Agency Secretary; were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

INVOCATION

Mayor Joe gave the invocation.

PLEDGE OF ALLEGIANCE

Chief Deputy City Clerk Mejia led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

The Regular Closed Session of the City Council of October 21, 2015, was called order at 6:00 p.m., and all Councilmembers were present, by Mayor Joe.

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

3. Conference with Legal Counsel – Initiation of Litigation
Pursuant to Government Code Section 54956.9 (d)(4)
Number of Cases: 2

4. Conference with Real Property Negotiators
Pursuant to Government Code Section 54956.8
Property: Northeast corner of El Centro Street and Mound Avenue
(APN 5315-003-901)
Agency Negotiators: City Manager Sergio Gonzalez; City Attorney Teresa L. Highsmith
Negotiating Parties: Jonathan Genton, Genton Property Group
Under Negotiation: Price and Terms of Payment

5. Conference with Real Property Negotiators
Pursuant to Government Code Section 54956.8
Property: 1503-1507 El Centro Street (APN 5315-003-903 & 5315-003-904); and Southwest corner of El Centro Street and Edison Lane (APN 5315-003-902)
Agency Negotiators: City Manager Sergio Gonzalez; City Attorney Teresa L. Highsmith
Negotiating Parties: Jonathan Genton, Genton Property Group
Under Negotiation: Price and Terms of Payment

City Attorney Highsmith reported that City Council provided direction to staff regarding the agendized Closed Session items, but did not take any reportable actions.

2. “IMPACT OF YOUR VOTE” PRESENTATION PRESENTED BY THE LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

Angineh Meserkhani, Voter Outreach Representative, Los Angeles County Registrar-Recorder/County Clerk’s Office, narrated a PowerPoint presentation entitled “Impact of Your Vote” and encouraged to community to vote during the upcoming election on November 3, 2015.

3. PRESENTATION OF THE FY 2014-15 ANNUAL REPORT OF THE YOUTH COMMISSION

Talia Parker, Chair, Youth Commission, narrated a PowerPoint presentation entitled "Annual Youth Commission Report" summarizing the events facilitated by the Youth Commission during FY 2014-15.

4. PRESENTATION OF THE FY 2014-15 ANNUAL REPORT OF THE PARKS AND RECREATION COMMISSION

Art Salinas, Chair, Parks and Recreation Commission (PRC), presented the FY 2014-15 Annual Report of the PRC.

5. PRESENTATION OF THE FY 2014-15 ANNUAL REPORT OF THE LIBRARY BOARD OF TRUSTEES

Ann Penn, Secretary, Library Board of Trustees (LBT), presented the FY 2014-15 Annual Report of the LBT.

6. PRESENTATION OF A PROCLAMATION DECLARING OCTOBER 2015 AS "SUBSTANCE ABUSE PREVENTION MONTH"

Mayor Joe presented a Proclamation to Claudia Morales and Nancy Verdin, representing Day One, declaring October 2015 as "Substance Abuse Prevention Month" in the City of South Pasadena.

7. COUNCILMEMBERS' COMMENTS

Councilmember Schneider reported on his attendance at the Public Works Commission and Public Safety Commission meetings; noted that the City held a Bike Rodeo over the past weekend in which the community was invited to learn about bicycle safety; pointed out that the Fire Department has purchased new cardiac monitors.

Councilmember Khubesrian displayed PowerPoint slides and spoke on the following topics: 1) the need for pedestrian safety improvements on Arroyo Drive, noting that a community meeting was held in which City consultants reviewed potential improvements for consideration; 2) air pollution particles which can be harmful to human health; 3) the importance of children's safety during the upcoming Halloween holiday.

Councilmember Cacciotti displayed PowerPoint slides and spoke on the recently held Bike Rodeo; requested that Council agendaize consideration of allocating up to \$2,000 of his discretionary funds for the purchase of an electric-assist bicycle for the Police Department, seconded by Councilmember Schneider; noted that the Cal State Long Beach Volleyball Team held a fundraiser in South Pasadena on October 17, 2015; advised that the Air Quality Management District (AQMD) is accepting applications for its Residential Electric Vehicle Incentive Pilot Program; encouraged the community to attend the City's upcoming Water Wise Landscape Workshops.

Mayor Pro Tem Mahmud announced that she attended Assemblyman Holden's "Moving Goods, Moving People" public hearing regarding the need for transportation and circulation network improvements; advised that Carrie Bowen, District 7 Director, Caltrans, indicated that Caltrans anticipates completing its review of comments on the draft Environmental Impact Report for the State Route 710 extension within six months; voiced concern that the Clean Water Act is creating costly storm water liabilities for Los Angeles County cities, noting that attention will need to be given to ensure responsible and cost-effective solutions are developed; applauded the Police Department for hosting "Coffee with a Cop" and the Bike Rodeo; noted that a variety of community events will be held including the City's Spooktacular, Vecinos de South Pasadena's Dia de los Muertos, the Community Garden's Fall Celebration, Chamber of Commerce's Arts Crawl, and South Pasadena Arts Council's Utility Box Art Festival.

Mayor Joe displayed PowerPoint slides and reported on his attendance at the Los Angeles County Mayor's Regional Meeting on October 14, 2015, hosted by Los Angeles Mayor Eric Garcetti, in which they discussed issues related to homelessness, funding for street and sidewalk repairs, and the Los Angeles bid to host the 2024 Summer Olympics; advised that the City was invited to present at the U.S. Conference of Mayors, Mayors Water Council, on October 15-16, 2015, which focused on storm water compliance and other water issues; requested that the City Council adjourn tonight's meeting in memory of Joanne Lindsey Dickson. No objections were voiced.

8. CITY MANAGER COMMUNICATIONS

City Manager Gonzalez reported that the City has retained Joe Matthews to complete the City's Library Operations Study; introduced Anthony Mejia newly hired Chief Deputy City Clerk.

9. REORDERING OF AND ADDITIONS TO THE AGENDA

None.

10. PUBLIC COMMENTS

Mayor Joe opened the Public Comments period.

Odom Stamps, South Pasadena Preservation Foundation, urged City Council to direct staff to prioritize processing amendments to the City's Historic Preservation Ordinance; noted that the proposed amendments would expand use of the Mills Act agreements to include landmark residences as well as properties located within historic districts.

Mayor Joe requested that City Manager Gonzalez provide an update on the status of the City's Historic Preservation Ordinance at the next City Council meeting.

Felix Gutierrez, South Pasadena resident, spoke on his efforts to restore his family's historic residence on Milan Avenue, noting that removal of the asbestos siding would greatly improve the appearance of the property; urged Council to move forward with updating the City's Historic Preservation Ordinance.

Shlomo Nitzani, South Pasadena resident, spoke in support of installing "no right turn" signage on Monterey Road between Diamond and Meridian Avenues, suggesting a 120-day pilot program be conducted to test the effectiveness of the signage; questioned if the City's Animal Commission has taken any action to resolve his concerns related to peacocks; recommended that the City Council reconsider its Exclusive Refuse Service Agreement with Athens.

City Manager Gonzalez noted that the peacock issue has been referred to the City's Animal Commission and an item will return to City Council at the appropriate time.

Laurie Wheeler, President, South Pasadena Chamber of Commerce, invited the community to attend the Fall Arts Crawl on October 24, 2015, noting that stores, art galleries, and restaurants will be open late; announced that the Chamber is now hosting a community-based calendar for local events.

Beatriz Solis, South Pasadena resident, submitted an online petition, reportedly containing support of over 100 South Pasadena residents, urging that the City develop a pocket park at Berkshire Avenue and Valley View Road.

There being no additional speakers, Mayor Joe closed the Public Comments period.

CONSENT CALENDAR

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the Consent Calendar, with the removal of Item No. 16 for separate discussion at the request of Councilmember Schneider.

11. CITY OF SOUTH PASADENA GENERAL CITY WARRANTS AND THE REDEVELOPMENT SUCCESSOR AGENCY WARRANTS

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the Prepaid Warrants Nos. 190357-190426 in the amount of \$645,711.32, General City Warrants Nos. 190427-190562 in the amount of \$401,867.33, and Payroll dated October 9, 2015, in the amount of \$405,885.99, totaling \$1,501,718.56; and seated at the Successor Agency to the Community Redevelopment Agency, approve Redevelopment Successor Agency warrants for \$48,253.92 (included in the above total).

12. MONTHLY INVESTMENT REPORTS FOR AUGUST 2015

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to receive and file the Monthly Investment Reports for August 2015.

13. RESOLUTION ADOPTING THE CITY OF SOUTH PASADENA INVESTMENT POLICY FOR FISCAL YEAR 2015-16

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to adopt Resolution No. 7429 entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING AN INVESTMENT POLICY FOR FISCAL YEAR 2015-16."

14. DISCRETIONARY FUND REQUEST FROM MAYOR PRO TEM MAHMUD IN THE AMOUNT OF \$250 FOR THE PURPOSE OF PURCHASING PROMOTIONAL MATERIALS FOR THE "COFFEE WITH A COP" PROGRAM

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the discretionary fund request from Mayor Pro Tem Mahmud in the amount of \$250 for the purchase of promotional materials for the "Coffee with a Cop" Program.

15. FUNDING AGREEMENT WITH THE COUNTY OF LOS ANGELES FOR COMMUNITY ENGAGEMENT ACTIVITIES RELATED TO THE COUNTYWIDE PARKS NEEDS ASSESSMENT

City Manager Gonzalez noted that the City's Community Engagement Meeting will be rescheduled from December 10, 2015, to a date to be determined in January 2016.

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to approve the Funding Agreement with the County of Los Angeles for community engagement activities related to the Countywide Parks Needs Assessment.

ITEMS PULLED FROM THE CONSENT CALENDAR FOR SEPARATE CONSIDERATION**16. RESOLUTION APPROVING A GRANT APPLICATION FOR \$208,000 FOR THE SOUTH PASADENA DOG PARK FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR THE FIFTH SUPERVISORIAL DISTRICT EXCESS FUNDS GRANT PROGRAM**

In response to City Council inquiries, Community Services Director Pautsch advised that there would be sufficient funding in the City's Maintenance & Services account for the long-term maintenance of the dog park; explained that conceptual plans for the dog park have been approved, final construction plans and specifications are being developed, and it is anticipated that construction could begin as early as April 2016; noted that the proposed dog park would have fully-fenced separate small dog and large dog areas, bench seating, lighting, and drinking fountains.

Mayor Pro Tem Mahmud encouraged staff to meet with the Friends of the Dog Park to encourage them to raise funds to help offset the cost of constructing the proposed dog park, noting that any saved funds could potentially be reallocated to help fund future neighborhood pocket parks.

Councilmember Khubesrian stressed the importance of ensuring that the dog park is accessible to nearby neighborhoods, thereby encouraging dog owners to walk rather than drive to the dog park.

Community Services Director Pautsch advised that staff intends on creating a walking path from Arroyo Drive to the proposed dog park, if funding permits.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY COUNCILMEMBER CACCIOTI, CARRIED 5-0, to adopt Resolution No. 7430 entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT FOR FIFTH SUPERVISORIAL DISTRICT EXCESS FUNDING FOR SOUTH PASADENA DOG PARK AND APPROVES THE ADOPTION OF A YOUTH EMPLOYMENT PLAN."

PUBLIC HEARING**17. APPEAL OF A DECISION OF THE PLANNING COMMISSION TO IMPOSE A CONDITION OF APPROVAL THAT REQUIRES A DEPUTY INSPECTOR FOR THE CONSTRUCTION OF A NEW SINGLE FAMILY HOME ON A HILLSIDE LOT LOCATED AT 2131 HANSCOM DRIVE**

Senior Planner Mayer presented the staff report, recommending that the City Council deny the appeal and uphold a condition of approval that would require the applicant to make a deposit of \$12,000 to the Public Works Department for the services of a Deputy Inspector during the construction of a new single family home on a hillside lot at 2131 Hanscom Drive; responded to City Council inquiries.

In response to City Council inquiry, Public Works Director Toor advised that he expects \$5,000-\$8,000 will likely be needed for a Deputy Inspector, noting that unspent deposit funds will be refunded to the applicant; explained that the Deputy Inspector will work on an on-call hourly basis during specific periods of the construction phase.

Mayor Joe opened the Public Hearing.

Christopher Sutton, Attorney, advised that he represents the Nansen Family who also own property on Hanscom Drive; voiced support for the subject appeal, suggesting that Condition of Approval No. 56 related to the Deputy Inspector requirement be deleted; asserted that hillside regulations are not fairly applied by the City and the Monterey Hills Construction Regulations were not adopted by City Council nor incorporated into City Codes; distributed a document outlining the number of properties which are located on hillsides with 30% or greater slopes and a letter from Senior Planner Mayer related to hillside grading.

Wayne Brosman, Attorney, representing the Appellant, stated that Condition of Approval No. 56 was improperly added to the list of conditions, following closure of the Planning Commission Public Hearing; opined that the Deputy Inspector requirement is a violation of equal protection under the law.

Milad Ouejjan, Architect, representing the Appellant, advised that he worked on a previous project on Hanscom Drive which was subject to the Deputy Inspector requirement, noting that the requirement was the main reason why the project did not move forward; pointed out that the Deputy Inspector requirement creates an unlimited and uncontrollable expense for the project which is unacceptable.

There being no others desiring to speak on this item, Mayor Joe closed the Public Hearing.

In response to Council inquiries, Planning and Building Director Watkins noted that the City Council adopted the Monterey Hills Construction Regulations in 2006 and revised regulations were re-adopted in 2013. City Attorney Highsmith advised that the regulations are enforceable as written policies of the City Council.

In response to Council inquiries, Senior Planner Mayer explained that the Planning Commission did not take formal action to include the Deputy Inspector requirement in the adopted resolution; noted that he explained at the Planning Commission meeting that a Deputy Inspector would be required due to the project's need for a construction staging plan. City Attorney Highsmith noted that the City Council could remand the project back to the Planning Commission for consideration of whether a Deputy Inspector is necessary for the subject project and the appropriate deposit amount, if any.

Mayor Pro Tem Mahmud noted that a general contractor has an ability to ensure construction staging is pre-planned to best effectuate the time of an onsite Deputy Inspector.

Following discussion, MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 5-0, to remand the matter back to the Planning Commission to review the factual allegations of inconsistency as it relates to the applicability of requiring a Deputy Inspector during construction, taking into consideration the Southwest Monterey Hills Committee's recommendations and City Council's adoption of the Monterey Hills Construction Regulations, with specific reference to Recommendation No. 9 requiring the developer to fund a Deputy Inspector.

ACTION/DISCUSSION

18. DISCUSSION AND POLICY DIRECTION ON VALET PARKING OPERATIONS IN THE CITY

Principal Management Analyst Lin presented the staff report, advising City Council that the Planning Commission could initiate an amendment to the Planning Use Permit Section of the Zoning Code to formalize the allowance of valet parking operations in the South Pasadena; responded to City Council inquiries.

In response to Council inquiry, City Manager Gonzalez explained that if the Rialto Theater desired to request valet parking it would first need to define its future proposed use and then submit a Parking Management Plan.

Principal Management Analyst Lin advised that next steps to allow valet parking operations would include referring the matter to the Planning Commission for consideration and input regarding potential amendments to the Zoning Code and specific process requirements such as the application process, traffic analysis requirements, and permit fees.

Mayor Pro Tem Mahmud questioned whether it is necessary to consider allowing for valet parking operations until there is a greater need or additional interested parties, noting that the Mission-Meridian Parking Garage is underutilized.

City Manager Gonzalez noted that the Zoning Code amendment would not implement valet parking operations, but rather it would make valet parking available if a private business is interested in valet parking; stated that restaurants have inquired with the City about the possibility of utilizing a valet parking system; pointed out that the City is working on installing wayfinding signage for the Mission-Meridian Parking Garage.

Mayor Joe opened the Public Comments period.

Linda Krausen, South Pasadena resident, voiced objection to allowing for valet parking operations in South Pasadena, pointing out that residents, through taxes, have already paid for on-street parking; opined that valet parking operations would create an elitist mentality which is incompatible with the City's character.

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

In response to Council inquiry, City Manager Gonzalez advised that the South Pasadena Chamber of Commerce supports allowing valet parking operations in an effort to encourage visitors to eat and shop in South Pasadena.

Councilmember Khubesrian recommended that any applicants for valet parking should bear the cost of conducting the appropriate traffic analysis.

Mayor Pro Tem Mahmud stated that she is opposed to the proposal because a need for the Zoning Amendment has not yet been demonstrated and she feels that staff's attention would be better served by addressing higher City priorities.

Following discussion, MOTION BY COUNCILMEMBER CACCIOTI, SECOND BY COUNCILMEMBER KHUBESRIAN, CARRIED 4-1 (MAYOR PRO TEM MAHMUD VOTING NO), to direct the Planning Commission to initiate Zoning Amendments to allow for valet operations in the City and request the South Pasadena Chamber of Commerce Economic Development Subcommittee to provide input.

19. DONATION OF DECOMMISSIONED STREET NAME SIGNS FOR THE ENHANCEMENT AND PROMOTION OF PUBLIC ART IN THE CITY

Assistant to the City Manager Demirjian presented the staff report, recommending that City Council approve donation of decommissioned street name signs to the South Pasadena Arts Council (SPARC) for the enhancement and promotion of public art; noted that the South Pasadena Educational Foundation (SPEF) recently expressed an interest in receiving donated signs; responded to City Council inquiries.

In response to City Council inquiries, Public Works Director Toor advised that the City has approximately 50 decommissioned signs ready for donation and it is anticipated a total of 200-300 signs will be decommissioned over the next three years; explained that the Public Works Commission has recommended a \$50 price point for decommissioned street name signs, based on the actual cost of replacement.

In response to City Council inquiry, City Attorney Highsmith advised that the donation of decommissioned street name signs would not be considered a gift of public funds as there is a clear public purpose for the donation to a local nonprofit organization.

Mayor Joe opened and closed the Public Comments period, there being no one desiring to speak to this issue.

Councilmember Khubesrian recommended that the decommissioned street name signs be donated to both SPARC and SPEF with instructions that proceeds be split between the organizations, noting that unpurchased signs would be utilized for a public art project.

Councilmember Cacciotti questioned whether outreach to other nonprofit organizations was conducted. City Manager Gonzalez stated that a public outreach effort was not conducted, however, explained that staff's rationale for recommending donation of the signs to SPARC was based on a nexus between the City's Strategic Goal to promote public art and the mission of SPARC.

Councilmember Cacciotti suggested that the first 50 signs be donated to SPARC with direction that proceeds be utilized for arts programming and that City Council reassess the situation and consider other nonprofit organizations for donation of the remainder of the signs; recommended that SPARC be required to submit a marketing plan subject to City Council approval.

Councilmember Schneider requested that City Attorney Highsmith develop a written policy regarding the disposition of surplus property for City Council consideration.

In response to Council inquiries, Howard Spector, representing SPARC, stated that SPARC would be capable of handling the fundraising efforts for the signs; advised that SPARC will need to develop a marketing plan and establish fundraising perimeters before pursuing a public art project; explained that SPARC is a nonprofit organization under a fiscal sponsor; noted that SPARC was designated as the City's Official Arts Council as recognized by City Council Resolution.

Councilmember Cacciotti requested that SPARC provide him with paperwork demonstrating that it is a nonprofit organization.

Following discussion, MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to:

1. Approve the donation of decommissioned street name signs to the South Pasadena Arts Council (SPARC), subject to City Manager approval of the sales marketing plan, and direction that proceeds be allocated for art programming.
2. Direct that a portion of the decommissioned street name signs be utilized in a public art project in the future.
3. Request that SPARC report back to City Council in six months with an update on the fundraising efforts.

REPORTS

20. LIBRARY INFORMATION AND TECHNOLOGY IMPROVEMENTS TO BE ADDRESSED WITH THE SUCCESSFUL PASSAGE BY VOTERS ON NOVEMBER 3, 2015 OF MEASURE L, THE LIBRARY SPECIAL TAX INITIATIVE

Director of Library, Arts, and Culture Fjeldsted presented the staff report and responded to City Council inquiries.

Mayor Joe opened and closed the Public Comments period, there being no one desiring to speak to this issue.

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER CACCIOTI, CARRIED 5-0, to receive and file a report on the South Pasadena Public Library (Library) information technology improvement needs to be addressed with the successful passage of Measure L, the Library Special Tax Initiative, on the ballot for the November 3, 2015, General Municipal Election.

ADJOURNMENT

Mayor Joe adjourned the Joint City Council/Redevelopment Successor Agency Meeting in memory of Joanne Lindsey Dickson, at 11:09 p.m.

Evelyn G. Zneimer
City Clerk

Robert S. Joe
Mayor

Minutes approved by the South Pasadena City Council on November 18, 2015.

City of South Pasadena/ Redevelopment Successor Agency Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *JA*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Approval of Prepaid Warrants in the Amount of \$541,869.78,
General City Warrants in the Amount of \$267,200.05 and Payroll
in the Amount of \$435,015.10**

Recommendation

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

Fiscal Impact

Prepaid Warrants:

Warrant # 190783 – 190847 \$ 541,869.78

General City Warrants:

Warrant # 190848 – 190983 \$ 267,200.05

Payroll 11-06-15

\$ 429,858.96

RSA:

Prepaid Warrants

\$

General City Warrants

\$

Payroll 11-06-15

\$ 5,156.14

Total

\$ 1,244,084.93

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
November 18, 2015
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 11-06-15
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

City of South Pasadena
Demand/Warrant Register
Recap by fund

Fund No.	Date 11.18.15 Amounts		
	Prepaid	Written	Payroll
General Fund 101	179,765.25	228,910.81	251,691.88
Insurance Fund 103			
Facilities & Equip.Cap. Fund 105	134,071.70		
Local Transit Return "A" 205	1,404.37	957.76	4,343.27
Local Transit Return "C" 207			6,826.19
Sewer Fund 210	3.45	19.00	13,670.71
CTCTraffic Improvement 211			
Street Lighting Fund 215	14,087.71	208.05	8,496.13
Public,Education & Govt Fund 217			
Clean Air Act Fund 218			
Business Improvement Tax 220			
Gold Line Mitigation Fund 223			
Mission Meridian Public Garage 226			
Housing Authority Fund 228			
State Gas Tax 230	892.28	10,898.65	10,525.30
County Park Bond Fund 232	139.61	1,094.20	
Measure R 233			
MSRC Grant Fund 238			
Bike & Pedestrian Paths 245			
Capital Growth Fund 255			
CDBG 260		2,031.48	
Asset Forfeiture 270			
Police Grants - State 272			
Police Subventions-CLEEP 273			
Homeland Security Grant 274			
Park Impact Fees 275			
HSIP Grant 277			
Public Library Fund Grant 280			
Arroyo Seco Golf Course 295			
Sewer Capital Projects Fund 310			626.94
Water Fund 500	82,520.61	23,080.10	51,639.63
Public Financing Authority 550			
Payroll Clearing Fund 700	128,984.80		82,038.91
Employee Special Event Fund 900			
Redev.Oblig.Retirement Fund 927			
Column Totals	541,869.78	267,200.05	429,858.96

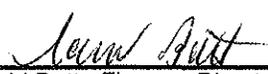
City Report Totals 1,238,928.79

Recap by fund

Fund No.	Amounts		
	Prepaid	Written	Payroll
RSA 227	-	-	5,156.14
Column Totals	-	-	5,156.14
RSA Report Totals		5,156.14	

	Amounts		
	Prepaid	Written	Payroll
Grand Report Total	541,869.78	267,200.05	435,015.10
		1,244,084.93	

Robert S. Joe, Mayor


David Batt, Finance Director

ATTACHMENT 2
Prepaid Warrant List

Voided Checks	
190574	\$250.00
190640	\$19,045.00
190782	\$18.00

Accounts Payable

Check Detail

User: mfestejo
 Printed: 11/09/2015 - 4:27PM



Check Number	Check Date		Amount
AFGS8020 - Affordable Generator Svcs Inc. Line Item Account			
190800	10/29/2015		
Inv	4618		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/08/2015	Westside Reservoir Refuel Backup Generator	500-6010-6711-8110-000	857.75
Inv 4618 Total			857.75
Inv	4802		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/21/2015	Wilson Rsvr Pwr Generator Materials/Svcs	500-6010-6711-8110-000	2,305.26
Inv 4802 Total			2,305.26
Inv	4986		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2015	Replacement Block Heater	500-6010-6711-8110-000	190.00
Inv 4986 Total			190.00
Inv	5058		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/21/2015	Portable Backup Generator Preventative Maint.	500-6010-6711-8110-000	590.48
Inv 5058 Total			590.48
190800 Total:			3,943.49
AFGS8020 - Affordable Generator Svcs Inc. Total:			3,943.49
AKDC9265 - AKD Consulting Line Item Account			
190822	11/05/2015		
Inv	CSP2015-11		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Water Fac.&Capital Improv Proj.Mgmt Svc 10/15	500-6010-6711-8170-000	12,800.00
Inv CSP2015-11 Total			12,800.00
190822 Total:			12,800.00

Check Number	Check Date		Amount
.9265 - AKD Consulting Total:			12,800.00
AT&T5006 - AT & T U-Verse Line Item Account			
190823	11/05/2015		
Inv	130464796		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/17/2015	9/18-10/17/15	500-6010-6710-8150-000	67.00
Inv	130464796 Total		67.00
190823 Total:			67.00
AT&T5006 - AT & T U-Verse Total:			67.00
AT&T5011 - AT&T Line Item Account			
190824	11/05/2015		
Inv	626 441-5294		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2015	10/13-11/12/15	101-3010-3032-8150-000	51.99
Inv	626 441-5294 Total		51.99
Inv	626 441-6497		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	10/13-11/12/15	101-3010-3032-8150-000	153.62
Inv	626 441-6497 Total		153.62
Inv	626 577-6657		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	10/13-11/12/15	101-3010-3032-8150-000	52.41
Inv	626 577-6657 Total		52.41
190824 Total:			258.02
AT&T5011 - AT&T Total:			258.02
CIN4011 - AT&T --Cingular Wireless Line Item Account			
190783	10/29/2015		
Inv	287258938988X09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/19/2015	PW Cell Phones 8/20-9/19/15	500-6010-6711-8020-000	128.74
09/19/2015	PW Cell Phones 8/20-9/19/15	500-6010-6710-8020-000	118.96
09/19/2015	PW Cell Phones 8/20-9/19/15	101-3010-3032-8150-000	559.30
Inv	287258938988X09 Total		807.00

Check Number	Check Date		Amount
190783 Total:			807.00
CIN4011 - AT&T --Cingular Wireless Total:			807.00
BRAS3010 - Bartel Associates Line Item Account			
190825	11/05/2015		
Inv	15-648		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Consulting Svcs- OPEB Valuation 9/15	101-3010-3011-8170-000	580.00
Inv 15-648 Total			580.00
190825 Total:			580.00
BRAS3010 - Bartel Associates Total:			
			580.00
CSD3010 - Ca. State Disbursement Unit Line Item Account			
190801	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Garnishment	700-0000-0000-2264-000	400.50
Inv P/R/E 11/1/15 Total			400.50
190801 Total:			400.50
CSD3010 - Ca. State Disbursement Unit Total:			
			400.50
STA5680 - CAL PERS 457 PLAN Line Item Account			
190802	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Deferred Comp	700-0000-0000-2260-000	4,155.35
Inv P/R/E 11/1/15 Total			4,155.35
Inv P/R/E 11/1/15*			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Loan	700-0000-0000-2260-000	43.25
Inv P/R/E 11/1/15* Total			43.25
190802 Total:			4,198.60
STA5680 - CAL PERS 457 PLAN Total:			
			4,198.60

Check Number	Check Date		Amount
C 77000 - Camacho, Christopher Line Item Account			
.6	11/05/2015		
Inv	10/26/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Reimb. Collection System Maint. Certificate	500-6010-6711-8020-000	150.00
Inv 10/26/15 Total			150.00
190826 Total:			150.00
CHCM7000 - Camacho, Christopher Total:			150.00
CHA1111 - Chan, Anthony Line Item Account			
190803	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/20/15	101-0000-0000-2910-200	945.00
Inv P/R/E 11/1/15 Total			945.00
Inv	P/R/E 11/1/15A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/21/15	101-0000-0000-2910-200	980.00
Inv P/R/E 11/1/15A Total			980.00
Inv	P/R/E 11/1/15B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/26/15	101-0000-0000-2910-200	1,120.00
Inv P/R/E 11/1/15B Total			1,120.00
190803 Total:			3,045.00
CHA1111 - Chan, Anthony Total:			3,045.00
COSG9265 - City of San Gabriel Line Item Account			
190827	11/05/2015		
Inv	6/27-9/18/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Fire Command Staff Svcs 6/27-9/18/15 #121-3631	101-0000-0000-5302-000	-3,309.87
11/05/2015	Fire Command Staff Svcs 6/27-9/18/15 #121-3631	101-5010-5011-8183-000	71,734.88
Inv 6/27-9/18/15 Total			68,425.01
27 Total:			68,425.01

Check Number	Check Date		Amount
COSG9265 - City of San Gabriel Total:			68,425.01
CSM8030 - City of San Marino Line Item Account			
190828	11/05/2015		
Inv	7/1-9/30/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Fire Command Staff Svcs 7/1-9/30/15	101-5010-5011-8183-000	43,626.75
Inv 7/1-9/30/15 Total			43,626.75
190828 Total:			43,626.75
CSM8030 - City of San Marino Total:			43,626.75
SOU5402 - City of South Pasadena PD Petty Cash Line Item Account			
190784	10/29/2015		
Inv	10/28/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	Reimb. Petty Cash	101-4010-4011-8105-000	21.26
10/28/2015	Reimb. Petty Cash	101-4010-4011-8020-000	18.75
10/28/2015	Reimb. Petty Cash	101-4010-4011-8090-000	72.76
Inv 10/28/15 Total			112.77
190784 Total:			112.77
SOU5402 - City of South Pasadena PD Petty Cash Total:			112.77
CASH4010 - City of South Pasadena/CASH Line Item Account			
190829	11/05/2015		
Inv	11/5/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Reimb. Parking Permit Machine	101-0000-0000-4460-000	2,500.00
Inv 11/5/15 Total			2,500.00
190829 Total:			2,500.00
CASH4010 - City of South Pasadena/CASH Total:			2,500.00
PCYD6010 - City of South Pasadena-Yard Line Item Account			
190785	10/29/2015		
Inv	10/26/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Reimb. Petty Cash	230-6010-6116-8020-000	17.59
10/26/2015	Reimb. Petty Cash	500-6010-6710-8070-000	99.21
10/26/2015	Reimb. Petty Cash	101-6010-6601-8020-000	50.01

Check Number	Check Date			Amount
10/26/2015	Reimb. Petty Cash	210-6010-6501-8020-000		3.45
0/26/2015	Reimb. Petty Cash	101-6010-6601-8020-000		6.54
Inv 10/26/15 Total				176.80
190785 Total:				176.80
PCYD6010 - City of South Pasadena-Yard Total:				176.80
COM6601 - Community Controls Line Item Account				
190830	11/05/2015			
Inv	AAAQ292463			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
08/13/2015	Civic Center Punch Code Lock	101-6010-6601-8020-000		231.75
08/13/2015	Civic Center Punch Code Lock	101-6010-6601-8120-000		230.75
Inv AAAQ292463 Total				462.50
190830 Total:				462.50
COM6601 - Community Controls Total:				462.50
111 - Creek, Michael Line Item Account				
190804	11/05/2015			
Inv	P/R/E 11/1/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/03/2015	Movie Detail 10/26/15	101-0000-0000-2910-200		735.00
Inv P/R/E 11/1/15 Total				735.00
Inv	P/R/E 11/1/15A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/03/2015	Movie Detail 10/28/15	101-0000-0000-2910-200		1,050.00
Inv P/R/E 11/1/15A Total				1,050.00
190804 Total:				1,785.00
CRE1111 - Creek, Michael Total:				1,785.00
CSM0727 - CSMFO Line Item Account				
190831	11/05/2015			
Inv	2015-2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>		
11/05/2015	Membership Dues- Pearl Lieu	101-3010-3011-8060-000		110.00
Inv 2015-2016 Total				110.00

Check Number	Check Date		Amount
Inv	2015-2016*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Membership Dues- David Batt	101-3010-3011-8060-000	110.00
Inv 2015-2016* Total			110.00
190831 Total:			220.00
CSM0727 - CSMFO Total:			220.00
DEL4000 - Dell Marketing L.P. Line Item Account			
190832	11/05/2015		
Inv	XJRP37DK1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	3,004.21
Inv XJRP37DK1 Total			3,004.21
Inv	XJRPX81F6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-104.50
09/14/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	23,648.09
Inv XJRPX81F6 Total			23,543.59
Inv	XJRPXFJF2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	31,385.37
09/14/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-83.54
Inv XJRPXFJF2 Total			31,301.83
Inv	XJRRJMCK8		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/16/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-40.32
09/16/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	4,394.88
Inv XJRRJMCK8 Total			4,354.56
Inv	XJRRN6K77		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/16/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	6,566.14
09/16/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-12.37
Inv XJRRN6K77 Total			6,553.77
Inv	XJRT1FM86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	1,670.97
09/17/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-15.33

Check Number	Check Date		Amount
Inv XJRT1FM86 Total			1,655.64
Inv XJRTT41P8			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	817.89
09/21/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-7.50
Inv XJRTT41P8 Total			810.39
Inv XJRW16424			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	Servers, Sonic Walls & Network Mgmt Cards	101-0000-0000-2700-000	-12.60
09/21/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	1,373.34
Inv XJRW16424 Total			1,360.74
Inv XJT5JNCT3			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2015	Servers, Sonic Walls & Network Mgmt Cards	105-3010-3032-8530-000	3,318.00
Inv XJT5JNCT3 Total			3,318.00
190832 Total:			75,902.73
DEL4000 - Dell Marketing L.P. Total:			75,902.73
DTSA2945 - Division of the State Architect Line Item Account			
190833	11/05/2015		
Inv 7/1-9/30/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Disability Access Education Fee Report 7/1-9/30/15	101-0000-0000-2945-000	193.50
Inv 7/1-9/30/15 Total			193.50
190833 Total:			193.50
DTSA2945 - Division of the State Architect Total:			193.50
NTDM2013 - Dominguez, Natali Line Item Account			
190786	10/29/2015		
Inv 10-2015			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Sr.Center Halloween Luncheon Cupcakes	101-8030-8021-8020-000	260.00
Inv 10-2015 Total			260.00
190786 Total:			260.00

Check Number	Check Date		Amount
NTDM2013 - Dominguez, Natali Total:			260.00
CAL0616 - E. D. D. Line Item Account			
190805	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	State w/h Tax	700-0000-0000-2220-000	21,312.77
Inv P/R/E 11/1/15 Total			21,312.77
190805 Total:			21,312.77
CAL0616 - E. D. D. Total:			21,312.77
ERSC9203 - Engineering Resources of Southern CA, Inc. Line Item Account			
190834	11/05/2015		
Inv	46228		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2015	El Centro St. Improvement Project Phase 1 & 2 9/15	101-9000-9203-9203-000	19,045.00
Inv 46228 Total			19,045.00
190834 Total:			19,045.00
ERSC9203 - Engineering Resources of Southern CA, Inc. Total:			19,045.00
EKCC4010 - Evike.com Co. Line Item Account			
190835	11/05/2015		
Inv	3823979		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	PD Tactical Training Equipment for Teen Academy	101-4010-4011-8020-000	533.40
Inv 3823979 Total			533.40
190835 Total:			533.40
EKCC4010 - Evike.com Co. Total:			533.40
AGRN4011 - Giron, Aaron Line Item Account			
190806	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movic Detail 10/27/15	101-0000-0000-2910-200	875.00
Inv P/R/E 11/1/15 Total			875.00

Check Number	Check Date		Amount
6 Total:			875.00
AGRN4011 - Giron, Aaron Total:			875.00
GYBR3032 - Graybar Line Item Account			
190787	10/29/2015		
Inv	981468944		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/09/2015	IT Equipment Supplies	105-3010-3032-8530-000	252.03
Inv 981468944 Total			252.03
Inv	981494325		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2015	IT Equipment Supplies	105-3010-3032-8530-000	254.43
Inv 981494325 Total			254.43
190787 Total:			506.46
GYBR3032 - Graybar Total:			506.46
4894 - Guevara, Anne Line Item Account			
190836	11/05/2015		
Inv	R63646		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Refund Youth House Deposit 10/3/15	101-0000-0000-4894-000	250.00
Inv R63646 Total			250.00
190836 Total:			250.00
ANGV4894 - Guevara, Anne Total:			250.00
LHOU5270 - Hou, Linda Line Item Account			
190788	10/29/2015		
Inv	R64118		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	Refund Draw/Paint Classes	101-0000-0000-5270-002	216.00
Inv R64118 Total			216.00
190788 Total:			216.00
LHOU5270 - Hou, Linda Total:			216.00

Check Number	Check Date		Amount
ICM1610 - ICMA Line Item Account			
190807	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Deferred Comp	700-0000-0000-2260-000	5,942.44
Inv P/R/E 11/1/15 Total			5,942.44
190807 Total:			5,942.44
ICM1610 - ICMA Total:			5,942.44
LAC3032 - L.A.C. Sheriff's Dept. Line Item Account			
190808	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Garnishment	700-0000-0000-2264-000	471.89
Inv P/R/E 11/1/15 Total			471.89
190808 Total:			471.89
LAC3032 - L.A.C. Sheriff's Dept. Total:			471.89
MARI8090 - Lee Ko, Mariam Line Item Account			
190837	11/05/2015		
Inv	10/13-16/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Reimb. 2015 NeoGov Conf. Las Vegas Mileage	101-2010-2013-8090-000	296.70
Inv 10/13-16/15 Total			296.70
190837 Total:			296.70
MARI8090 - Lee Ko, Mariam Total:			296.70
LNTY4010 - Longo Toyota Line Item Account			
190789	10/29/2015		
Inv	15-FS013060		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2015	PD Chief Vehicle-Highlander Hybrid	105-4010-4011-8540-000	57,386.35
Inv 15-FS013060 Total			57,386.35
190789 Total:			57,386.35

Check Number	Check Date		Amount
1	4010 - Longo Toyota Total:		57,386.35
LUN1111 - Lunnon, Joseph Line Item Account			
190809	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/20/15	101-0000-0000-2910-200	840.00
Inv P/R/E 11/1/15 Total			840.00
Inv	P/R/E 11/1/15 A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/26/15	101-0000-0000-2910-200	910.00
Inv P/R/E 11/1/15 A Total			910.00
Inv	P/R/E 11/1/15 B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/27/15	101-0000-0000-2910-200	1,015.00
Inv P/R/E 11/1/15 B Total			1,015.00
190809 Total:			2,765.00
LUN1111 - Lunnon, Joseph Total:			
			2,765.00
ATMJ1020 - Mejia, Anthony Line Item Account			
190838	11/05/2015		
Inv	11/2/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Reimb. Mgmt Svcs Dept. Office Supplies	101-1020-1021-8020-000	148.92
Inv 11/2/15 Total			148.92
190838 Total:			148.92
ATMJ1020 - Mejia, Anthony Total:			
			148.92
MMJA4011 - Mejia, Michael Line Item Account			
190810	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Movie Detail 10/28/15	101-0000-0000-2910-200	945.00
Inv P/R/E 11/1/15 Total			945.00
190810 Total:			945.00

Check Number	Check Date		Amount
MMJA4011 - Mejia, Michael Total:			945.00
MBWS8025 - Mobility Works Line Item Account			
190839	11/05/2015		
Inv	RO#PAS-7863		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Transit Van#78 Tire Install,Alignment, Clean Maint & Inspection	205-8030-8025-8100-000	770.00
Inv RO#PAS-7863 Total			770.00
190839 Total:			770.00
MBWS8025 - Mobility Works Total:			770.00
VRMZ7000 - Munoz, Valerie Line Item Account			
190811	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Garnishment	700-0000-0000-2264-000	1,068.50
Inv P/R/E 11/1/15 Total			1,068.50
190811 Total:			1,068.50
VRMZ7000 - Munoz, Valerie Total:			1,068.50
NXPX2920 - Nexus Plex Line Item Account			
190790	10/29/2015		
Inv	R64014		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Refund Eddie Park House Deposit 10/17/15	101-0000-0000-2920-001	250.00
10/27/2015	Refund Eddie Park House Deposit 10/17/15	101-0000-0000-4850-000	165.00
Inv R64014 Total			415.00
190790 Total:			415.00
NXPX2920 - Nexus Plex Total:			415.00
PEG4590 - NUFIC Line Item Account			
190812	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	A.D. & D. Ins	700-0000-0000-2256-000	1,045.45
Inv P/R/E 11/1/15 Total			1,045.45

Check Number	Check Date		Amount
190812 Total:			1,045.45
PEG4590 - NUFIC Total:			1,045.45
OSHS6101 - Orchard Business/SYNCB Line Item Account			
190791	10/29/2015		
Inv	022050		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	Supplies	101-6010-6601-8120-000	47.30
Inv 022050 Total			47.30
Inv	023460		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Supplies	101-6010-6601-8020-000	15.47
Inv 023460 Total			15.47
Inv	023461		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Supplies	101-6010-6601-8020-000	39.31
Inv 023461 Total			39.31
Inv	023786		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/18/2015	Supplies	101-4010-4011-8020-000	26.87
Inv 023786 Total			26.87
Inv	024455		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	Supplies	500-6010-6711-8020-000	59.20
Inv 024455 Total			59.20
Inv	024849		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Supplies	500-6010-6711-8020-000	57.86
Inv 024849 Total			57.86
Inv	027555		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Supplies	101-5010-5011-8120-000	62.11
Inv 027555 Total			62.11

Check Number	Check Date		Amount
Inv 030791			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/04/2015	Supplies	500-6010-6711-8020-000	26.90
Inv 030791 Total			26.90
Inv 035020			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/19/2015	Supplies	101-4010-4011-8020-000	15.50
Inv 035020 Total			15.50
Inv 036285			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/24/2015	Supplies	101-5010-5011-8120-000	43.96
Inv 036285 Total			43.96
Inv 037225			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2015	Supplies	500-6010-6711-8020-000	97.98
Inv 037225 Total			97.98
Inv 038041			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Supplies	101-6010-6601-8020-000	47.58
Inv 038041 Total			47.58
Inv 042004			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Supplies	101-6010-6601-8130-000	94.21
Inv 042004 Total			94.21
Inv 042076			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Supplies	101-5010-5011-8120-000	103.27
Inv 042076 Total			103.27
Inv 043717			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/29/2015	Supplies	101-4010-4011-8020-000	15.29
Inv 043717 Total			15.29
Inv 052247			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Supplies	101-5010-5011-8120-000	31.05

Check Number	Check Date		Amount
		av 052247 Total	31.05
		Inv 052862	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/18/2015	Supplies	101-6010-6601-8020-000	54.43
		Inv 052862 Total	54.43
		Inv 053048	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/19/2015	Supplies	101-4010-4011-8020-000	20.68
		Inv 053048 Total	20.68
		Inv 054607	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2015	Supplies	500-6010-6711-8020-000	13.97
		Inv 054607 Total	13.97
		Inv 061160	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/13/2015	Supplies	101-5010-5011-8120-000	40.88
		inv 061160 Total	40.88
		Inv 151413	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/07/2015	Supplies	101-5010-5011-8120-000	38.19
		Inv 151413 Total	38.19
		Inv 151495	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/08/2015	Supplies	215-6010-6201-8020-000	52.69
		Inv 151495 Total	52.69
		Inv 152411	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Supplies	101-6010-6601-8120-000	98.49
		Inv 152411 Total	98.49
		Inv 152412	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	Supplies	101-6010-6601-8020-000	30.52
09/14/2015	Supplies	101-6010-6601-8120-000	30.52
		Inv 152412 Total	61.04

Check Number	Check Date		Amount
Inv	154002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	Supplies	101-5010-5011-8120-000	25.65
Inv 154002 Total			25.65
Inv	156163		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	Supplies	101-6010-6601-8020-000	19.64
Inv 156163 Total			19.64
190791 Total:			1,209.52
OSHS6101 - Orchard Business/SYNCB Total:			1,209.52
TMPS4460 - Parish, Thomas Line Item Account			
190840	11/05/2015		
Inv	B134663		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Refund Sr. Overnight Parking Permit Overpayment	101-0000-0000-4460-000	45.00
Inv B134663 Total			45.00
190840 Total:			45.00
TMPS4460 - Parish, Thomas Total:			45.00
PEAK8030 - Peak Software Systems Inc. Line Item Account			
190841	11/05/2015		
Inv	015867		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/16/2015	Sportman Cloud Data Hosting 2/1-6/30/15	101-8030-8021-8180-000	125.00
01/16/2015	Sportman Cloud Data Hosting 2/1-6/30/15	205-8030-8025-8020-000	125.00
01/16/2015	Sportman Cloud Data Hosting 2/1-6/30/15	101-8030-8031-8020-000	125.00
01/16/2015	Sportman Cloud Data Hosting 2/1-6/30/15	101-8030-8032-8020-000	125.00
Inv 015867 Total			500.00
Inv	015868		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
07/01/2015	Sportman Cloud Data Hosting 7/1-10/31/15	205-8030-8025-8020-000	125.00
07/01/2015	Sportman Cloud Data Hosting 7/1-10/31/15	101-8030-8032-8020-000	125.00
07/01/2015	Sportman Cloud Data Hosting 7/1-10/31/15	101-8030-8031-8020-000	125.00
07/01/2015	Sportman Cloud Data Hosting 7/1-10/31/15	101-8030-8021-8180-000	125.00
Inv 015868 Total			500.00

Check Number	Check Date		Amount
Total:			1,000.00
PEAK8030 - Peak Software Systems Inc. Total:			1,000.00
PER4770 - Pers Retirement Line Item Account			
190813	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Retirement Service Period 10/19-11/1/15	700-0000-0000-2240-000	81,251.79
Inv P/R/E 11/1/15 Total			81,251.79
190813 Total:			81,251.79
PER4770 - Pers Retirement Total:			81,251.79
PPBA7608 - Platinum Plus Busn. Card Line Item Account			
190792	10/29/2015		
Inv	0641		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	CM/Councilmember Lunch MPT-Gus's BBQ	101-1010-1011-8090-000	51.00
Inv 0641 Total			51.00
Inv	0641A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/15/2015	CM Staff Lunch Caltrans Mtg-Gus's BBQ	101-2010-2011-8090-000	55.74
Inv 0641A Total			55.74
Inv	0641B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/16/2015	C3 Mtg-SR 710- Mamma's Brick Oven	101-2010-2021-8090-000	115.24
Inv 0641B Total			115.24
Inv	0641C		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	MMASC Conf. Registration-C.Castruita- MMASC	101-2010-2011-8090-000	330.00
Inv 0641C Total			330.00
Inv	0641D		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/24/2015	MMASC Conf. Registration-S.Zneimer- MMASC	101-2010-2011-8090-000	355.00
Inv 0641D Total			355.00

Check Number	Check Date		Amount
Inv 0641E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	TransportationLeagueConf.-Yellow Cab San Jose	101-1010-1011-8090-000	23.40
Inv 0641E Total			23.40
Inv 0641F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	LeagueConf. Lunch-CM/ATCM,Councilmember-Hilton San Jose	101-2010-2011-8090-000	73.08
Inv 0641F Total			73.08
Inv 0641G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	LeagueConf. Lunch-CM/Councilmember-MID GOGO	101-1010-1011-8090-000	29.67
Inv 0641G Total			29.67
190792 Total:			1,033.13
PPBA7608 - Platinum Plus Busn. Card Total:			1,033.13
MBN2937 - Platinum Plus for Business Line Item Account			
190793	10/29/2015		
Inv 0423			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/08/2015	WaterSmart Innovation Conf. Registration-Debby Figoni	500-3010-3012-8032-000	445.00
Inv 0423 Total			445.00
Inv 0423A			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/08/2015	WaterSmart Innovation Conf. Airline Debby Figoni-Southwest	500-3010-3012-8032-000	138.00
Inv 0423A Total			138.00
Inv 0423B			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/08/2015	HR NeoGov. Air Expense-Southwest	101-2010-2013-8090-000	19.96
Inv 0423B Total			19.96
Inv 0423C			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/09/2015	Sr.Center Supplies-Smart N Final	101-8030-8021-8020-000	373.31
Inv 0423C Total			373.31
Inv 0423D			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
09/10/2015	Sr.Center Supplies-Trader Joe's	101-8030-8021-8020-000	85.91
Inv 0423D Total			85.91
Inv 0423E			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	Sr.Center Supplies-Trader Joe's	101-8030-8021-8020-000	26.50
Inv 0423E Total			26.50
Inv 0423F			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	Sr.Center Supplies-Vons	101-8030-8021-8020-000	14.95
Inv 0423F Total			14.95
Inv 0423G			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/10/2015	HR Workshop-Skillpath Seminars	101-2010-2013-8200-000	149.00
Inv 0423G Total			149.00
Inv 0423H			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/11/2015	FD Bldg Maint. Supplies-Amazon.com	101-5010-5011-8120-000	172.57
Inv 0423H Total			172.57
Inv 0423I			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	Library Book-Amazon.com	101-8010-8011-8020-000	22.31
Inv 0423I Total			22.31
Inv 0423J			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	FirePrevention Training-I.Razo Paypal-SouthernCAL	101-5010-5011-8200-000	65.00
Inv 0423J Total			65.00
Inv 0423K			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/18/2015	FD 2 Wall Mounts-Amazon.com	101-5010-5011-8120-000	53.98
Inv 0423K Total			53.98
Inv 0423L			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/17/2015	PD Training Air-Avick Manukian- Southwest	101-4010-4011-8210-000	434.00
Inv 0423L Total			434.00

Check Number	Check Date		Amount
Inv 0423M			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/18/2015	Fin. ThermalPaperCreditCardReceipts-Amazon.com	101-3010-3011-8000-000	19.99
Inv 0423M Total			19.99
Inv 0423N			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	FD Bldg Maint. Supplies-2co.com Dishmster	101-5010-5011-8120-000	28.33
Inv 0423N Total			28.33
Inv 0423O			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/16/2015	Council Meals 9/16/15-Baja Fresh	101-1010-1011-8090-000	98.35
Inv 0423O Total			98.35
Inv 0423P			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/24/2015	Sr.Center Monthly Charges- Netflix.com	101-8030-8021-8020-000	22.88
Inv 0423P Total			22.88
Inv 0423Q			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	AWWA Registration-Paul Toor- CA NV Section AWWA	500-6010-6711-8200-000	495.00
Inv 0423Q Total			495.00
Inv 0423R			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/24/2015	AWWA Hotel Dep.-Paul Toor- Tropicana Hotel	500-6010-6711-8200-000	99.68
Inv 0423R Total			99.68
Inv 0423S			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/25/2015	Library Books-SQ Rare Bird Gosq.com	101-8010-8011-8020-000	16.00
Inv 0423S Total			16.00
Inv 0423T			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/26/2015	Rec. Hallowcen Supplies-Party City	101-8030-8032-8264-000	210.82
Inv 0423T Total			210.82
Inv 0423U			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/29/2015	PD Office Supplies-Staples	101-4010-4011-8020-000	98.57

Check Number	Check Date		Amount
.iv 0423U Total			98.57
Inv 0423V			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	FD Safety Equipment-Amazon.com	101-5010-5011-8134-000	71.37
Inv 0423V Total			71.37
Inv 0423W			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	FD Safety Equipment-Amazon.com	101-5010-5011-8134-000	56.94
Inv 0423W Total			56.94
Inv 0423X			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	HR Transit Interview Panel Lunch-Mike & Anne's	101-2010-2013-8020-000	67.90
Inv 0423X Total			67.90
190793 Total:			3,286.32
.937 - Platinum Plus for Business Total:			3,286.32
DRDP8030 - Prothero, Dr. Donald R. Line Item Account			
190842	11/05/2015		
Inv 11/13/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Sr.Center Lecture 11/13/15	101-8030-8021-8264-000	100.00
Inv 11/13/15 Total			100.00
190842 Total:			100.00
DRDP8030 - Prothero, Dr. Donald R. Total:			100.00
GEF1190 - Prudential Ins. Company of America Line Item Account			
190814	11/05/2015		
Inv P/R/E 11/1/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Life Ins.	700-0000-0000-2254-000	900.00
Inv P/R/E 11/1/15 Total			900.00
14 Total:			900.00

Check Number	Check Date		Amount
GEF1190 - Prudential Ins. Company of America Total:			900.00
LNRJ4894 - Raju, Lani Line Item Account			
190794	10/29/2015		
Inv	R64013		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	Refund Youth House Deposit 10/3/15	101-0000-0000-4894-000	231.67
Inv R64013 Total			231.67
190794 Total:			231.67
LNRJ4894 - Raju, Lani Total:			231.67
RIV4011 - Riverside County Sheriff's Dept Line Item Account			
190795	10/29/2015		
Inv	11/17-18/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	PD Training Registration-Ofcr. Corney	101-4010-4011-8210-000	117.00
Inv 11/17-18/15 Total			117.00
190795 Total:			117.00
RIV4011 - Riverside County Sheriff's Dept Total:			117.00
SOU5230 - S.P.Firefighters L-3657 Line Item Account			
190815	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Assn. Dues	700-0000-0000-2250-000	2,975.00
Inv P/R/E 11/1/15 Total			2,975.00
Inv	P/R/E 11/1/15*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Assn. Ins.	700-0000-0000-2252-000	180.74
Inv P/R/E 11/1/15* Total			180.74
190815 Total:			3,155.74
SOU5230 - S.P.Firefighters L-3657 Total:			3,155.74
SOU5435 - S.P.P. O. A. Line Item Account			
190816	11/05/2015		

Check Number	Check Date		Amount
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Assn. Dues & Ins	700-0000-0000-2246-000	4,454.20
Inv P/R/E 11/1/15 Total			4,454.20
190816 Total:			4,454.20
SOU5435 - S.P.P. O. A. Total:			4,454.20
SOU5451 - S.P.Public Srvc Empl. Ass'n Line Item Account			
190817	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Assn. Dues	700-0000-0000-2248-000	1,680.00
Inv P/R/E 11/1/15 Total			1,680.00
Inv	P/R/E 11/1/15*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Svc Fee	700-0000-0000-2248-000	27.00
Inv P/R/E 11/1/15* Total			27.00
190817 Total:			1,707.00
SOU5451 - S.P.Public Srvc Empl. Ass'n Total:			1,707.00
SCF1400 - SC Fuels Line Item Account			
190843	11/05/2015		
Inv	0435556		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2015	Yard Unleaded Fuel	101-0000-0000-1400-000	3,568.32
Inv 0435556 Total			3,568.32
190843 Total:			3,568.32
SCF1400 - SC Fuels Total:			3,568.32
REP6115 - Siemens Industry Inc. Line Item Account			
190818	11/05/2015		
Inv	5620005111		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/24/2014	Emergency Wire Pull on Grevelia & Fair Oaks	215-6010-6115-8180-000	5,728.04
11/24/2014	Emergency Wire Pull on Grevelia & Fair Oaks	215-6010-6115-8020-000	5,728.05
Inv 5620005111 Total			11,456.09

Check Number	Check Date		Amount
190818 Total:			11,456.09
REP6115 - Siemens Industry Inc. Total:			11,456.09
SOU6666 - So. CA Edison Co. Line Item Account			
190844	11/05/2015		
Inv	3-000-5677-90		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8152-000	956.77
Inv 3-000-5677-90 Total			956.77
Inv	3-000-5950-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	91.39
Inv 3-000-5950-21 Total			91.39
Inv	3-000-5950-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	87.41
Inv 3-000-5950-22 Total			87.41
Inv	3-000-7125-63		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-2015-8140-000	25.80
Inv 3-000-7125-63 Total			25.80
Inv	3-000-7125-66		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	44.10
Inv 3-000-7125-66 Total			44.10
Inv	3-000-7152-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	27.33
Inv 3-000-7152-57 Total			27.33
Inv	3-000-8455-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	54.84
Inv 3-000-8455-69 Total			54.84

Check Number	Check Date		Amount
Inv	3-000-9969-52		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	13.44
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	13.44
Inv 3-000-9969-52 Total			26.88
Inv	3-001-1810-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	39.80
Inv 3-001-1810-93 Total			39.80
Inv	3-001-1810-94		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	45.15
Inv 3-001-1810-94 Total			45.15
Inv	3-001-1810-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8152-000	41,407.71
Inv 3-001-1810-98 Total			41,407.71
Inv	3-001-1811-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6601-8140-000	10,564.32
Inv 3-001-1811-29 Total			10,564.32
Inv	3-001-1811-44		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	121.55
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	121.56
Inv 3-001-1811-44 Total			243.11
Inv	3-001-1811-45		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	89.40
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	89.41
Inv 3-001-1811-45 Total			178.81
Inv	3-001-1811-48		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	51.58
Inv 3-001-1811-48 Total			51.58

Check Number	Check Date		Amount
Inv	3-001-1811-56		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	66.09
Inv	3-001-1811-56 Total		66.09
Inv	3-001-1811-58		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	35.30
Inv	3-001-1811-58 Total		35.30
Inv	3-001-1811-59		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	38.54
Inv	3-001-1811-59 Total		38.54
Inv	3-001-1811-63		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	25.24
Inv	3-001-1811-63 Total		25.24
Inv	3-001-1811-64		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	41.49
Inv	3-001-1811-64 Total		41.49
Inv	3-001-1811-67		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	39.77
Inv	3-001-1811-67 Total		39.77
Inv	3-001-1811-68		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-8010-8011-8140-000	85.40
Inv	3-001-1811-68 Total		85.40
Inv	3-001-1811-69		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	24.21
Inv	3-001-1811-69 Total		24.21
Inv	3-001-1811-75		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	100.18

Check Number	Check Date		Amount
		iv 3-001-1811-75 Total	100.18
		Inv 3-001-1811-76	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	52.67
		Inv 3-001-1811-76 Total	52.67
		Inv 3-001-1811-77	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	41.80
		Inv 3-001-1811-77 Total	41.80
		Inv 3-001-1811-79	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	40.85
		Inv 3-001-1811-79 Total	40.85
		Inv 3-001-1811-80	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	44.65
		Inv 3-001-1811-80 Total	44.65
		Inv 3-001-1811-86	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	25.08
		Inv 3-001-1811-86 Total	25.08
		Inv 3-001-1811-87	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	35.11
		Inv 3-001-1811-87 Total	35.11
		Inv 3-001-1811-89	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	17.65
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	17.65
		Inv 3-001-1811-89 Total	35.30
		Inv 3-001-1811-90	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	38.00
		Inv 3-001-1811-90 Total	38.00

Check Number	Check Date		Amount
Inv	3-001-1811-91		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	64.75
Inv 3-001-1811-91 Total			64.75
Inv	3-001-1811-92		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	17.65
Inv 3-001-1811-92 Total			17.65
Inv	3-001-1811-93		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	58.10
Inv 3-001-1811-93 Total			58.10
Inv	3-001-1811-95		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	31.24
Inv 3-001-1811-95 Total			31.24
Inv	3-001-1811-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	17.37
Inv 3-001-1811-98 Total			17.37
Inv	3-001-1812-06		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	30.79
Inv 3-001-1812-06 Total			30.79
Inv	3-001-1812-07		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	30.36
Inv 3-001-1812-07 Total			30.36
Inv	3-001-1812-08		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	64.33
Inv 3-001-1812-08 Total			64.33
Inv	3-001-1812-09		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	315.40

Check Number	Check Date		Amount
		iv 3-001-1812-09 Total	315.40
		Inv 3-001-1812-10	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	232-6010-6417-8140-000	139.61
		Inv 3-001-1812-10 Total	139.61
		Inv 3-001-1812-11	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	35.15
		Inv 3-001-1812-11 Total	35.15
		Inv 3-001-1812-12	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	33.05
		Inv 3-001-1812-12 Total	33.05
		Inv 3-001-1812-25	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	27.80
		.nv 3-001-1812-25 Total	27.80
		Inv 3-001-1812-26	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	1,404.70
		Inv 3-001-1812-26 Total	1,404.70
		Inv 3-001-1812-27	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	60.07
		Inv 3-001-1812-27 Total	60.07
		Inv 3-001-1812-31	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	64.13
		Inv 3-001-1812-31 Total	64.13
		Inv 3-001-1812-32	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	14.11
		Inv 3-001-1812-32 Total	14.11

Check Number Check Date Amount

Inv 3-001-1812-33

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	47.07

Inv 3-001-1812-33 Total 47.07

Inv 3-001-1812-34

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8152-000	6,222.39

Inv 3-001-1812-34 Total 6,222.39

Inv 3-001-1812-35

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	17.90

Inv 3-001-1812-35 Total 17.90

Inv 3-001-1812-36

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	102.62

Inv 3-001-1812-36 Total 102.62

Inv 3-001-1812-38

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	25.08

Inv 3-001-1812-38 Total 25.08

Inv 3-001-1812-39

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	53.33

Inv 3-001-1812-39 Total 53.33

Inv 3-001-9413-97

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8152-000	3,761.23

Inv 3-001-9413-97 Total 3,761.23

Inv 3-002-4372-43

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	91.53

Inv 3-002-4372-43 Total 91.53

Inv 3-002-4472-77

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	101-8010-8011-8140-000	3,560.21

Check Number	Check Date		Amount
Inv 3-002-4472-77	Total		3,560.21
Inv 3-002-4472-78			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	101-8030-8021-8140-000	1,234.77
Inv 3-002-4472-78	Total		1,234.77
Inv 3-002-4473-12			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	24.24
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	25.08
Inv 3-002-4473-12	Total		49.32
Inv 3-003-6653-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	101-6010-6410-8140-000	707.23
Inv 3-003-6653-57	Total		707.23
Inv 3-003-7341-83			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	101-6010-6410-8140-000	12.06
Inv 3-003-7341-83	Total		12.06
Inv 3-004-3214-58			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	500-6010-6711-8140-000	43.05
Inv 3-004-3214-58	Total		43.05
Inv 3-004-4562-56			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	66.50
Inv 3-004-4562-56	Total		66.50
Inv 3-011-4089-57			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	54.37
Inv 3-011-4089-57	Total		54.37
Inv 3-016-0678-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6201-8140-000	136.30
Inv 3-016-0678-82	Total		136.30

Check Number	Check Date		Amount
Inv	3-022-6051-15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	87.69
Inv	3-022-6051-15 Total		87.69
Inv	3-022-6897-57		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	27.47
Inv	3-022-6897-57 Total		27.47
Inv	3-022-6897-72		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	25.89
Inv	3-022-6897-72 Total		25.89
Inv	3-022-6897-89		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	26.29
Inv	3-022-6897-89 Total		26.29
Inv	3-022-6897-99		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	26.66
Inv	3-022-6897-99 Total		26.66
Inv	3-022-6898-05		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	26.13
Inv	3-022-6898-05 Total		26.13
Inv	3-022-6898-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	9/17-10/19/15	215-6010-6115-8140-000	28.82
Inv	3-022-6898-17 Total		28.82
Inv	3-023-6580-86		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6201-8140-000	30.67
Inv	3-023-6580-86 Total		30.67
Inv	3-023-7462-29		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	200.60

Check Number	Check Date		Amount
Inv 3-023-7462-29	Total		200.60
Inv 3-023-7844-31			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	28.32
Inv 3-023-7844-31	Total		28.32
Inv 3-023-8283-79			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	33.33
Inv 3-023-8283-79	Total		33.33
Inv 3-026-3223-65			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	9/25-10/27/15	215-6010-6115-8140-000	40.82
Inv 3-026-3223-65	Total		40.82
Inv 3-028-7013-82			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	101-6010-6410-8140-000	130.69
Inv 3-028-7013-82	Total		130.69
Inv 3-028-7594-32			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	500-6010-6711-8152-000	3,014.55
Inv 3-028-7594-32	Total		3,014.55
Inv 3-029-2458-05			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	9/25-10/27/15	101-8030-8031-8140-000	82.71
Inv 3-029-2458-05	Total		82.71
Inv 3-032-0513-93			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	64.01
Inv 3-032-0513-93	Total		64.01
Inv 3-032-2521-62			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	9/25-10/27/15	215-6010-6201-8140-000	104.39
Inv 3-032-2521-62	Total		104.39

Check Number	Check Date		Amount
Inv	3-032-4192-98		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	9/25-10/27/15	215-6010-6201-8140-000	86.57
Inv 3-032-4192-98 Total			86.57
Inv	3-033-3452-62		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	500-6010-6710-8140-000	644.00
Inv 3-033-3452-62 Total			644.00
Inv	3-035-3494-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	9/25-10/27/15	215-6010-6115-8140-000	51.20
Inv 3-035-3494-19 Total			51.20
Inv	3-035-6502-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	9/25-10/27/15	101-6010-6601-8140-000	237.19
Inv 3-035-6502-21 Total			237.19
Inv	3-037-6075-39		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/24/2015	9/25-10/27/15	215-6010-6115-8140-000	84.44
Inv 3-037-6075-39 Total			84.44
190844 Total:			78,290.69
SOU6666 - So. CA Edison Co. Total:			78,290.69
SOGA6501 - So. Cal. Gas Co. Line Item Account			
190796	10/29/2015		
Inv	196-493-8529 1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2015	Natural Gas Vehicle Fuel 9/15	500-6010-6710-8020-000	75.00
10/06/2015	Natural Gas Vehicle Fuel 9/15	101-6010-6601-8020-000	25.00
10/06/2015	Natural Gas Vehicle Fuel 9/15	205-8030-8025-8105-000	384.37
10/06/2015	Natural Gas Vehicle Fuel 9/15	500-6010-6711-8020-000	25.00
10/06/2015	Natural Gas Vehicle Fuel 9/15	230-6010-6116-8020-000	25.00
Inv 196-493-8529 1 Total			534.37
190796 Total:			534.37
SOGA6501 - So. Cal. Gas Co. Total:			534.37

Check Number	Check Date		Amount
C 7000 - South Pasadena Part Time Employees Assn. Line Item Account			
190819	11/05/2015		
Inv	P/R/E 11/1/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Assn. Dues	700-0000-0000-2249-000	584.00
Inv P/R/E 11/1/15 Total			584.00
190819 Total:			584.00
CEAP7000 - South Pasadena Part Time Employees Assn. Total:			584.00
SCCC1020 - Southern CA City Clerks Assn. Line Item Account			
190797	10/29/2015		
Inv	11/19/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	Gen.MembershipMtg-Anthony Mejia & Desiree Jimenez	101-1020-1021-8090-000	80.00
Inv 11/19/15 Total			80.00
190797 Total:			80.00
SCCC1020 - Southern CA City Clerks Assn. Total:			80.00
SWRCB900 - SWRCB Accounting Office Line Item Account			
190798	10/29/2015		
Inv	LW-1001787		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	Water System Fees 7/1/14-6/30/15	500-6010-6711-8170-000	6,529.12
Inv LW-1001787 Total			6,529.12
190798 Total:			6,529.12
SWRCB900 - SWRCB Accounting Office Total:			6,529.12
TIM4011 - Time Warner Cable Line Item Account			
190799	10/29/2015		
Inv	008 0311688		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2015	1100 Oxley Ethernet Fiber 10/11-11/10/15	101-3010-3032-8180-000	1,324.45
Inv 008 0311688 Total			1,324.45
Inv 008 0311704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
10/11/2015	Yard Ethernet Fiber 10/11-11/10/15	101-3010-3032-8180-000	1,324.45
Inv 008 0311704	Total		1,324.45
Inv 008 0311712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/11/2015	City Hall Ethernet Fiber 10/11-11/10/15	101-3010-3032-8180-000	1,140.00
Inv 008 0311712	Total		1,140.00
190799 Total:			3,788.90
190845	11/05/2015		
Inv 008 0070193			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2015	Skate Park Cable 11/1-30/15	101-4010-4011-8110-000	73.96
Inv 008 0070193	Total		73.96
Inv 008 0224964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/08/2015	Internet Upgrade 11/8-12/7/15	101-3010-3032-8170-000	355.11
Inv 008 0224964	Total		355.11
190845 Total:			429.07
TIM4011 - Time Warner Cable Total:			4,217.97
UNI6130 - United Way Line Item Account			
190820	11/05/2015		
Inv P/R/E 11/1/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Payroll Deduction	700-0000-0000-2258-000	6.00
Inv P/R/E 11/1/15	Total		6.00
190820 Total:			6.00
UNI6130 - United Way Total:			6.00
ING1680 - Voya Financial Line Item Account			
190821	11/05/2015		
Inv P/R/E 11/1/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Deferred Comp	700-0000-0000-2260-000	2,485.92
Inv P/R/E 11/1/15	Total		2,485.92

Check Number	Check Date		Amount
190821	Total:		2,485.92
ING1680 - Voya Financial Total:			2,485.92
VUL6601 - Vulcan Materials Co. & Affiliates Line Item Account			
190846	11/05/2015		
Inv	70945338		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2015	Cold Mix	230-6010-6116-8020-000	539.97
10/30/2015	Cold Mix	500-6010-6710-8020-000	539.97
Inv 70945338	Total		1,079.94
Inv	70945339		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2015	Crushed Aggregate Base	230-6010-6116-8020-000	309.72
10/30/2015	Crushed Aggregate Base	500-6010-6710-8020-000	309.72
Inv 70945339	Total		619.44
190846	Total:		1,699.38
VUL6601 - Vulcan Materials Co. & Affiliates Total:			1,699.38
HIAG5270 - Zhang, Hai Line Item Account			
190847	11/05/2015		
Inv	R63864		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2015	Refund Partial Camp Med	101-0000-0000-5270-001	18.00
Inv R63864	Total		18.00
190847	Total:		18.00
HIAG5270 - Zhang, Hai Total:			18.00
Total:			541,869.78

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ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 11/09/2015 - 4:30PM



Check Number	Check Date		Amount
3MCG4010 - 3M Cogent Inc. Line Item Account			
190848	11/18/2015		
Inv	283951		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	PD BlueCheck & Web ID Client License	101-4010-4011-8110-000	5,264.70
Inv 283951 Total			5,264.70
190848 Total:			5,264.70
3MCG4010 - 3M Cogent Inc. Total:			5,264.70
ARSP2920 - Aispuro, Ariana Line Item Account			
190849	11/18/2015		
Inv	R64115		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Refund Youth House Deposit 10/24/15	101-0000-0000-2920-000	250.00
Inv R64115 Total			250.00
190849 Total:			250.00
ARSP2920 - Aispuro, Ariana Total:			250.00
ALH8031 - Alhambra Glass Co., Inc. Line Item Account			
190850	11/18/2015		
Inv	12043-B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/24/2015	Library Window Repair	101-6010-6601-8120-000	215.89
Inv 12043-B Total			215.89
190850 Total:			215.89
ALH8031 - Alhambra Glass Co., Inc. Total:			215.89
ALL0197 - All Star Fire Equipment, Inc. Line Item Account			
190851	11/18/2015		

Check Number	Check Date		Amount
Inv	184334		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/14/2015	FD Safety Clothing & Equipment	101-5010-5011-8134-000	5,803.49
Inv 184334 Total			5,803.49
Inv	185418		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	FD Safety Clothing & Equipment	101-5010-5011-8134-000	58.26
Inv 185418 Total			58.26
190851 Total:			5,861.75
ALL0197 - All Star Fire Equipment, Inc. Total:			5,861.75
LOAN8267 - Andrews, Loretta Line Item Account			
190852	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Hawaiian Dance Classes	101-8030-8032-8267-000	1,560.00
Inv Fall 2015 Total			1,560.00
190852 Total:			1,560.00
LOAN8267 - Andrews, Loretta Total:			1,560.00
ARA0260 - Aramark Uniform Services Line Item Account			
190853	11/18/2015		
Inv	530995379		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Uniform Svcs	215-6010-6201-8132-000	14.00
10/08/2015	Uniform Svcs	230-6010-6116-8132-000	25.00
10/08/2015	Uniform Svcs	210-6010-6501-8132-000	10.00
10/08/2015	Uniform Svcs	101-6010-6601-8132-000	15.00
10/08/2015	Uniform Svcs	500-6010-6710-8132-000	76.43
10/08/2015	Uniform Svcs	500-6010-6711-8132-000	15.00
10/08/2015	Uniform Svcs	215-6010-6310-8132-000	14.00
Inv 530995379 Total			169.43
Inv	531048066		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Uniform Svcs	500-6010-6710-8132-000	25.00
10/29/2015	Uniform Svcs	215-6010-6201-8132-000	14.00
0/29/2015	Uniform Svcs	215-6010-6310-8132-000	14.00
10/29/2015	Uniform Svcs	230-6010-6116-8132-000	77.43
10/29/2015	Uniform Svcs	101-6010-6601-8132-000	15.00
10/29/2015	Uniform Svcs	210-6010-6501-8132-000	9.00

Check Number	Check Date		Amount
10/29/2015	Uniform Svcs	500-6010-6711-8132-000	15.00
Inv 531048066	Total		169.43
190853 Total:			338.86
ARA0260 - Aramark Uniform Services Total:			338.86
ARTS8030 - Art Studio for Kids Line Item Account			
190854	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Drawing Classes	101-8030-8032-8267-000	403.20
Inv Fall 2015	Total		403.20
190854 Total:			403.20
ARTS8030 - Art Studio for Kids Total:			403.20
ARTI6601 - Artie Mechanical Inc. Line Item Account			
190855	11/18/2015		
Inv	C10548		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	WMB Install A/C	101-9000-9258-9258-000	21,000.00
10/23/2015	WMB Install A/C	101-6010-6601-8120-000	1,425.00
Inv C10548	Total		22,425.00
Inv	C10548-B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	WMB Eastside Unit - Install A/C	101-9000-9269-9269-000	15,810.00
Inv C10548-B	Total		15,810.00
190855 Total:			38,235.00
ARTI6601 - Artie Mechanical Inc. Total:			38,235.00
CIN4011 - AT&T --Cingular Wireless Line Item Account			
190856	11/18/2015		
Inv	829350178X10162		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	PD Cell Phones 9/9-10/8/15	101-3010-3032-8150-000	426.68
Inv 829350178X10162	Total		426.68

Check Number	Check Date		Amount
190856	879338213X10232		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	PD Cell Phones 9/16-10/15/15	101-3010-3032-8150-000	89.96
Inv 879338213X10232 Total			89.96
190856 Total:			516.64
CIN4011 - AT&T --Cingular Wireless Total:			516.64
AUDI8011 - Audio Editions Line Item Account			
190857	11/18/2015		
Inv	1566167		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2015	Books on Cassette & CDs	101-8010-8011-8080-000	1,365.32
Inv 1566167 Total			1,365.32
190857 Total:			1,365.32
AUDI8011 - Audio Editions Total:			1,365.32
AVA0287 - Avalon Property Services, Inc. Line Item Account			
190858	11/18/2015		
Inv	22060		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Unlocking Restrooms-Garfield Park 10/15	232-6010-6417-8180-000	88.60
10/01/2015	BusStopMaint,Sweeping & Trash Removal Svcs 10/15	101-6010-6601-8180-000	2,237.91
Inv 22060 Total			2,326.51
Inv	22061		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Unlocking Restrooms-Arroyo Park 10/15	232-6010-6417-8180-000	88.60
10/01/2015	Unlocking Restrooms-Orange Grove Park 10/15	232-6010-6417-8180-000	88.60
Inv 22061 Total			177.20
Inv	22062		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Mission Meridian Sweeping Svcs 10/15	101-6010-6601-8180-000	708.78
Inv 22062 Total			708.78
190858 Total:			3,212.49
AVA0287 - Avalon Property Services, Inc. Total:			3,212.49

Check Number Check Date Amount

BAK0366 - Baker & Taylor Entertainment Line Item Account

190859 11/18/2015

Inv T27086530

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2015	CDs, DVDs & Library Materials	101-8010-8011-8080-000	877.23

Inv T27086530 Total 877.23

Inv T27136410

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2015	CDs, DVDs & Library Materials	101-8010-8011-8080-000	22.57

Inv T27136410 Total 22.57

Inv T27620030

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	CDs, DVDs & Library Materials	101-8010-8011-8080-000	21.76

Inv T27620030 Total 21.76

Inv T27808480

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	CDs, DVDs & Library Materials	101-8010-8011-8080-000	16.30

Inv T27808480 Total 16.30

190859 Total: 937.86

BAK0366 - Baker & Taylor Entertainment Total: 937.86

BAK9999 - Baker & Taylor Inc. Line Item Account

190860 11/18/2015

Inv 4011364777

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/02/2015	Books	101-8010-8011-8080-000	19.76

Inv 4011364777 Total 19.76

Inv 4011365773

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2015	Books	101-8010-8011-8080-000	534.33

Inv 4011365773 Total 534.33

Inv 4011366927

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2015	Books	101-8010-8011-8080-000	578.01

Inv 4011366927 Total 578.01

Check Number	Check Date		Amount
Inv	4011370242		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2015	Books	101-8010-8011-8080-000	46.83
Inv	4011370242 Total		46.83
Inv	4011375686		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2015	Books	101-8010-8011-8080-000	808.43
Inv	4011375686 Total		808.43
Inv	4011383431		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Books	101-8010-8011-8080-000	156.89
Inv	4011383431 Total		156.89
Inv	4011383598		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Books	101-8010-8011-8080-000	498.35
Inv	4011383598 Total		498.35
Inv	4011385435		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	Books	101-8010-8011-8080-000	618.29
Inv	4011385435 Total		618.29
Inv	4011391375		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Books	101-8010-8011-8080-000	163.78
Inv	4011391375 Total		163.78
190860 Total:			3,424.67
BAK9999 - Baker & Taylor Inc. Total:			3,424.67
BATI4011 - Behavior Analysis Training Institute Line Item Account			
190861	11/18/2015		
Inv	1/4-8/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	PD Training Registration-Cpl. Sanchez	101-4010-4011-8210-000	481.00
Inv	1/4-8/16 Total		481.00

Check Number	Check Date		Amount
190861 Total:			481.00
BATI4011 - Behavior Analysis Training Institute Total:			481.00
BORD8267 - Bordeaux, Janet Line Item Account			
190862	11/18/2015		
Inv	Oct 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Instructor Line Dance Class	101-8030-8021-8267-000	60.00
Inv Oct 2015 Total			60.00
190862 Total:			60.00
BORD8267 - Bordeaux, Janet Total:			60.00
BRO0447 - Brodart Co. Line Item Account			
190863	11/18/2015		
Inv	410438		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/04/2015	Special Dept. Expense	101-8010-8011-8020-000	116.60
Inv 410438 Total			116.60
190863 Total:			116.60
BRO0447 - Brodart Co. Total:			116.60
BUPS2910 - Bully Pictures Line Item Account			
190864	11/18/2015		
Inv	Hyundai Job		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Refund Filming Deposit	101-0000-0000-2910-200	70.00
Inv Hyundai Job Total			70.00
190864 Total:			70.00
BUPS2910 - Bully Pictures Total:			70.00
BUR4018 - Burro Canyon Shooting Park Line Item Account			
190865	11/18/2015		
Inv	861		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	PD Range Fees 10/19/15	101-4010-4011-8200-000	130.00

Check Number	Check Date		Amount
Inv 861 Total			130.00
190865 Total:			130.00
BUR4018 - Burro Canyon Shooting Park Total:			130.00
CAL5236 - CA Linen Services Line Item Account			
190866	11/18/2015		
Inv	1202208		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	FD Dept. Supplies	101-5010-5011-8020-000	115.42
Inv 1202208 Total			115.42
Inv	1204957		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	FD Dept. Supplies	101-5010-5011-8020-000	125.31
Inv 1204957 Total			125.31
190866 Total:			240.73
CAL5236 - CA Linen Services Total:			240.73
CAME2015 - CA Maintenance & Environmental Line Item Account			
190867	11/18/2015		
Inv	21969		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2015	Monthly Tank Inspections	101-5010-5011-8100-000	8.00
10/05/2015	Monthly Tank Inspections	101-6010-6011-8100-000	2.00
10/05/2015	Monthly Tank Inspections	101-4010-4011-8105-000	86.00
10/05/2015	Monthly Tank Inspections	101-7010-7101-8100-000	2.00
10/05/2015	Monthly Tank Inspections	101-2010-2011-8100-000	2.00
Inv 21969 Total			100.00
190867 Total:			100.00
CAME2015 - CA Maintenance & Environmental Total:			100.00
SPTI4000 - CA Specialized Training Institute Line Item Account			
190868	11/18/2015		
Inv	1/13-15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	PD Training Registration-Sgt. Ronnie	101-4010-4011-8210-000	500.00
Inv 1/13-15/16 Total			500.00

Check Number	Check Date		Amount
190868 Total:			500.00
SPTI4000 - CA Specialized Training Institute Total:			500.00
CAL8012 - Califa Group Line Item Account			
190869	11/18/2015		
Inv	11524		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Electronic References 9/1/15-8/31/16	101-8010-8011-8031-000	2,050.00
Inv 11524 Total			2,050.00
190869 Total:			2,050.00
CAL8012 - Califa Group Total:			2,050.00
CAN0607 - Cantu Graphics Line Item Account			
190870	11/18/2015		
Inv	4788		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Dial A Ride Copies & Pads	205-8030-8025-8050-000	141.70
Inv 4788 Total			141.70
Inv	4802		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Sr.Center Newsletter Nov-Dec 2015	101-8030-8021-8050-000	412.02
Inv 4802 Total			412.02
Inv	4820		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	PD Business Cards & Promotional Poster Print	101-4010-4011-8050-000	53.36
Inv 4820 Total			53.36
190870 Total:			607.08
CAN0607 - Cantu Graphics Total:			607.08
CSFE5010 - Cascade Fire Equipment Line Item Account			
190871	11/18/2015		
Inv	70498		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	FD Dept. Hose Pack Equipment	101-5010-5011-8110-000	257.24
Inv 70498 Total			257.24

Check Number	Check Date		Amount
190871 Total:			257.24
CSFE5010 - Cascade Fire Equipment Total:			257.24
CAT0700 - Catering Systems Inc. Line Item Account			
190872	11/18/2015		
Inv	3714		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Sr. Center Meals w/ 10/13-16/15	260-8030-8023-8180-000	919.60
Inv 3714 Total			919.60
Inv	3724		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Sr. Center Meals w/ 10/19-23/15	260-8030-8023-8180-000	1,111.88
Inv 3724 Total			1,111.88
190872 Total:			2,031.48
CAT0700 - Catering Systems Inc. Total:			2,031.48
CBE5011 - CBE Los Angeles Line Item Account			
190873	11/18/2015		
Inv	1725121		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	FD Copier Overages 9/20-10/19/15	101-5010-5011-8170-000	13.56
Inv 1725121 Total			13.56
190873 Total:			13.56
CBE5011 - CBE Los Angeles Total:			13.56
CBSE6010 - Cell Business Equipment Line Item Account			
190874	11/18/2015		
Inv	47500011		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2015	PW Copier Lease 10/15	101-6010-6410-8020-000	54.34
10/10/2015	PW Copier Lease 10/15	500-6010-6710-8020-000	43.97
10/10/2015	PW Copier Lease 10/15	101-6010-6601-8020-000	54.34
10/10/2015	PW Copier Lease 10/15	230-6010-6116-8020-000	54.34
Inv 47500011 Total			206.99
190874 Total:			206.99

Check Number	Check Date		Amount
CBSE6010 - Cell Business Equipment Total:			206.99
CRIM4010 - Chaidez, Hector Line Item Account			
190875	11/18/2015		
Inv	191616521		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2015	PD Predictive Policing Svcs 10/15	101-4010-4011-8170-000	2,080.00
Inv 191616521 Total			2,080.00
190875 Total:			2,080.00
CRIM4010 - Chaidez, Hector Total:			2,080.00
CHA7788 - Chan, Benjamin Line Item Account			
190876	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Tai Chi Classes	101-8030-8032-8267-000	273.00
Inv Fall 2015 Total			273.00
190876 Total:			273.00
CHA7788 - Chan, Benjamin Total:			273.00
CHAG8032 - Chang, Emily Line Item Account			
190877	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Kindermusik Class	101-8030-8032-8267-000	166.72
Inv Fall 2015 Total			166.72
190877 Total:			166.72
CHAG8032 - Chang, Emily Total:			166.72
CHUN8032 - Chung, Sam Line Item Account			
190878	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Karate Class	101-8030-8032-8267-000	52.00
Inv Fall 2015 Total			52.00

Check Number	Check Date		Amount
Total:			52.00
CHUN8032 - Chung, Sam Total:			52.00
CMME4011 - Commline Inc. Line Item Account			
190879	11/18/2015		
Inv	0011898		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	PD Radio Svcs 11/15	101-4010-4011-8170-000	1,172.00
Inv 0011898 Total			1,172.00
Inv	0011932		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	PD Radio Svcs 10/15	101-4010-4011-8170-000	1,172.00
Inv 0011932 Total			1,172.00
190879 Total:			2,344.00
CMME4011 - Commline Inc. Total:			2,344.00
CONN6711 - Conney Safety Line Item Account			
190880	11/18/2015		
Inv	05014217		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Working Gloves	500-6010-6710-8134-000	83.93
Inv 05014217 Total			83.93
Inv	05023518		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2015	Supplies	500-6010-6710-8020-000	104.91
10/07/2015	Supplies	101-6010-6410-8020-000	373.96
10/07/2015	Supplies	101-6010-6601-8020-000	122.06
Inv 05023518 Total			600.93
Inv	05025487		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2015	Boot Mud Cleaners	500-6010-6710-8020-000	65.38
Inv 05025487 Total			65.38
190880 Total:			750.24
CONN6711 - Conney Safety Total:			750.24

Check Number	Check Date		Amount
COO0695 - Cook Fire Extinguisher Co Line Item Account			
190881	11/18/2015		
Inv	918038		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Fire Extinguishers for CERT Training	101-5010-5012-8520-000	150.00
Inv 918038 Total			150.00
190881 Total:			150.00
COO0695 - Cook Fire Extinguisher Co Total:			150.00
CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account			
190882	11/18/2015		
Inv	81523712		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/30/2015	Plan/Bldg Realquest.com Svcs 6/15	101-7010-7101-8020-000	131.67
Inv 81523712 Total			131.67
190882 Total:			131.67
CORE6011 - CoreLogic Information Solutions, Inc. Total:			131.67
COR7788 - Cornforth, Darren Line Item Account			
190883	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Tennis Classes	101-8030-8032-8267-000	682.50
Inv Fall 2015 Total			682.50
190883 Total:			682.50
COR7788 - Cornforth, Darren Total:			682.50
DSP0755 - D & S Printing Line Item Account			
190884	11/18/2015		
Inv	9296		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Author Night Prints	101-8010-8011-8050-000	109.00
Inv 9296 Total			109.00
Inv 9305			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
11/02/2015	PD 5M Blue Report Cards	101-4010-4011-8050-000	490.50
Inv 9305 Total			490.50
190884 Total:			599.50
DSP0755 - D & S Printing Total:			599.50
CDLH5290 - De Leon-Huid, Christine Line Item Account			
190885	11/18/2015		
Inv	11/4/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund Paramedic Overpayment/Payment in Error	101-0000-0000-5290-001	364.26
Inv 11/4/15 Total			364.26
190885 Total:			364.26
CDLH5290 - De Leon-Huid, Christine Total:			364.26
ASHD8267 - Delery, Ashley Line Item Account			
190886	11/18/2015		
Inv	Oct 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Instructor Pep Up Your Life Classes	101-8030-8021-8267-000	355.20
Inv Oct 2015 Total			355.20
190886 Total:			355.20
ASHD8267 - Delery, Ashley Total:			355.20
DEM0777 - Demco Line Item Account			
190887	11/18/2015		
Inv	5715477		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	Tech. Svcs Supplies	101-8010-8011-8020-000	126.24
Inv 5715477 Total			126.24
Inv	5721842		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	Tech. Svcs Supplies	101-8010-8011-8020-000	549.56
Inv 5721842 Total			549.56
190887 Total:			675.80

Check Number	Check Date		Amount
DEM0777 - Demco Total:			675.80
DEP5072 - Dept of Transportation Line Item Account			
190888	11/18/2015		
Inv	SL160039		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2015	Signal & Lighting 7/15 - 9/15	101-6010-6601-8180-000	326.38
Inv SL160039 Total			326.38
190888 Total:			326.38
DEP5072 - Dept of Transportation Total:			326.38
DPLC8010 - Duplication.CA Line Item Account			
190889	11/18/2015		
Inv	Order#9934		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2015	Tech. Svcs Supplies	101-0000-0000-2700-000	-1.23
10/14/2015	Tech. Svcs Supplies	101-8010-8011-8020-000	31.16
Inv Order#9934 Total			29.93
190889 Total:			29.93
DPLC8010 - Duplication.CA Total:			29.93
EGBC4011 - E.G. Brennan & Co. Corp. Line Item Account			
190890	11/18/2015		
Inv	0000045601		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	PD Shredder Maint. Svc	101-4010-4011-8110-000	20.36
Inv 0000045601 Total			20.36
190890 Total:			20.36
EGBC4011 - E.G. Brennan & Co. Corp. Total:			20.36
EDBT5011 - Ed Butts Ford Line Item Account			
190891	11/18/2015		
Inv	C49914		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2015	FD Repairs Made to RA-81	101-5010-5011-8100-000	296.48
Inv C49914 Total			296.48

Check Number	Check Date		Amount
190891 Total:			296.48
EDBT5011 - Ed Butts Ford Total:			296.48
ENT8216 - Entersect Line Item Account			
190892	11/18/2015		
Inv	1115EP30995		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2015	PD Detective On-line Svcs 11/1/2014-10/31/2015	101-4010-4011-8170-000	2.95
Inv 1115EP30995 Total			2.95
190892 Total:			2.95
ENT8216 - Entersect Total:			2.95
EURO6710 - Eurofins Eaton Analytical Line Item Account			
190893	11/18/2015		
Inv	L0236944		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
0/16/2015	Water Sample Lab Svcs	500-6010-6711-8170-000	20.00
Inv L0236944 Total			20.00
Inv	L0237511		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0237511 Total			85.00
Inv	L0237512		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Water Sample Lab Svcs	500-6010-6711-8170-000	170.00
Inv L0237512 Total			170.00
Inv	L0237518		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0237518 Total			85.00
Inv	L0237519		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Water Sample Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0237519 Total			127.00

Check Number	Check Date		Amount
190893 Total:			487.00
EURO6710 - Eurofins Eaton Analytical Total:			487.00
DNVN3012 - Evans, Daniel M. Line Item Account			
190894	11/18/2015		
Inv	10/27/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Refund MWD Rebate	500-3010-3012-8032-000	100.00
Inv 10/27/15 Total			100.00
190894 Total:			100.00
DNVN3012 - Evans, Daniel M. Total:			100.00
FED1109 - Federal Express Line Item Account			
190895	11/18/2015		
Inv	5-200-76918		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Transit Overnight Shipping	205-8030-8025-8020-000	18.08
Inv 5-200-76918 Total			18.08
190895 Total:			18.08
FED1109 - Federal Express Total:			18.08
FEPE9354 - FEHR & PEERS Line Item Account			
190896	11/18/2015		
Inv	103588		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	Arroyo Dr. Traffic Calming Design 9/15	101-6010-6011-8170-000	2,400.00
Inv 103588 Total			2,400.00
190896 Total:			2,400.00
FEPE9354 - FEHR & PEERS Total:			2,400.00
JCQF4460 - Fitzgerald, Jacqueline Line Item Account			
190897	11/18/2015		
Inv	R133999		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund Overnight Parking Permits	101-0000-0000-4460-000	50.00

Check Number	Check Date		Amount
Inv R133999 Total			50.00
190897 Total:			50.00
JCQF4460 - Fitzgerald, Jacqueline Total:			50.00
GAL7788 - Gale, Donna Line Item Account			
190898	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Dance Classes	101-8030-8032-8267-000	2,793.75
Inv Fall 2015 Total			2,793.75
190898 Total:			2,793.75
GAL7788 - Gale, Donna Total:			2,793.75
GADL8011 - Gandell, Scott Line Item Account			
190899	11/18/2015		
Inv	101501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	Illustrations & Designs for Author Night	101-8010-8011-8040-000	100.00
Inv 101501 Total			100.00
190899 Total:			100.00
GADL8011 - Gandell, Scott Total:			100.00
ATSW3010 - Garda CL West Inc. Line Item Account			
190900	11/18/2015		
Inv	10151450		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/01/2015	Armored Car Svcs for 11/15	101-3010-3011-8020-000	922.60
11/01/2015	Armored Car Svcs for 11/15	500-3010-3012-8020-000	922.60
Inv 10151450 Total			1,845.20
190900 Total:			1,845.20
ATSW3010 - Garda CL West Inc. Total:			1,845.20
5666 - Gartner Films Line Item Account			
190901	11/18/2015		

Check Number	Check Date		Amount
Inv	Kelloggs Job		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Refund Filming Deposit	101-0000-0000-2910-200	35.00
Inv Kelloggs Job Total			35.00
190901 Total:			35.00
GAR6666 - Gartner Films Total:			35.00
GOLD6417 - Golden Bell Products, Inc. Line Item Account			
190902	11/18/2015		
Inv	15340		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Golden Bio Blocks & Odor Control	232-6010-6417-8020-000	370.60
Inv 15340 Total			370.60
Inv	15341		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Lift Station Degreaser	232-6010-6417-8020-000	457.80
Inv 15341 Total			457.80
190902 Total:			828.40
GOLD6417 - Golden Bell Products, Inc. Total:			828.40
GMSI6710 - Golden Meters Service Inc. Line Item Account			
190903	11/18/2015		
Inv	684		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/06/2015	Water Meter Testing for Failed Meter	500-6010-6710-8020-000	110.00
Inv 684 Total			110.00
190903 Total:			110.00
GMSI6710 - Golden Meters Service Inc. Total:			110.00
ANGY8030 - Grady, Anthony Q. Line Item Account			
190904	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Jiu-Jitsu Classes	101-8030-8032-8267-000	331.50
Inv Fall 2015 Total			331.50

Check Number	Check Date		Amount
190904 Total:			331.50
ANGY8030 - Grady, Anthony Q. Total:			331.50
GREA6116 - Great Match Consulting Line Item Account			
190905	11/18/2015		
Inv	1690003179		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	Temp. Workers Svcs w/e 10/11/15	230-6010-6116-8180-000	3,457.44
Inv 1690003179 Total			3,457.44
Inv	1690003180		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	Temp. Workers Svcs w/e 10/11/15	230-6010-6116-8180-000	1,481.76
Inv 1690003180 Total			1,481.76
Inv	1690003186		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Temp. Workers Svcs w/e 10/18/15	230-6010-6116-8180-000	2,407.86
Inv 1690003186 Total			2,407.86
Inv	1690003187		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Temp. Workers Svcs w/e 10/18/15	230-6010-6116-8180-000	1,481.76
Inv 1690003187 Total			1,481.76
190905 Total:			8,828.82
GREA6116 - Great Match Consulting Total:			8,828.82
HARW8030 - Harwood, Haley Line Item Account			
190906	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor BellyDance Classes	101-8030-8032-8267-000	364.00
Inv Fall 2015 Total			364.00
190906 Total:			364.00
HARW8030 - Harwood, Haley Total:			364.00

Check Number	Check Date		Amount
HDL3356 - HdL Coren & Cone Line Item Account			
190907	11/18/2015		
Inv	0022185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Contract Svcs Property Tax Oct-Dec 2015	101-3010-3011-8170-000	2,640.00
Inv 0022185 Total			2,640.00
190907 Total:			2,640.00
HDL3356 - HdL Coren & Cone Total:			2,640.00
HEA7778 - Healthcare Partners Line Item Account			
190908	11/18/2015		
Inv	RE:11671281		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund Paramedic Payment in Error	101-0000-0000-5290-001	252.58
Inv RE:11671281 Total			252.58
190908 Total:			252.58
HEA7778 - Healthcare Partners Total:			252.58
JLHM5230 - Helmich, JayLinn Line Item Account			
190909	11/18/2015		
Inv	R134591		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Refund Vehicle Release 15-2433 Balance	101-0000-0000-5230-004	5.00
Inv R134591 Total			5.00
190909 Total:			5.00
JLHM5230 - Helmich, JayLinn Total:			5.00
HIST7000 - Historic Resources Group Line Item Account			
190910	11/18/2015		
Inv	8155		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Historic Preservation Consulting Svcs 9/15	101-7010-7101-8170-000	262.50
Inv 8155 Total			262.50
190910 Total:			262.50

Check Number	Check Date		Amount
K .000 - Historic Resources Group Total:			262.50
HIW6710 - Hi-Way Safety Inc Line Item Account			
190911	11/18/2015		
Inv	36791		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/09/2015	Drop Off Zone Street Signs	230-6010-6116-8020-000	129.83
Inv 36791 Total			129.83
190911 Total:			129.83
HIW6710 - Hi-Way Safety Inc Total:			129.83
HUN4011 - Huntington Hospital Line Item Account			
190912	11/18/2015		
Inv	1545124		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/22/2015	Booking PD Approval County Jail-Arlexus C. Gaines	101-4010-4011-8170-000	1,119.47
Inv 1545124 Total			1,119.47
190912 Total:			1,119.47
HUN4011 - Huntington Hospital Total:			1,119.47
KYIM5200 - Imoto, Kyle Line Item Account			
190913	11/18/2015		
Inv	R26606		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund DRB Approval Project- 1430 Beech St.	101-0000-0000-5200-002	1,020.00
Inv R26606 Total			1,020.00
190913 Total:			1,020.00
KYIM5200 - Imoto, Kyle Total:			1,020.00
INF4110 - Information Today, Inc. Line Item Account			
190914	11/18/2015		
Inv	1585921-B1		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Books	101-8010-8011-8080-000	438.69
11/02/2015	Books	101-0000-0000-2700-000	-34.16
Inv 1585921-B1 Total			404.53

Check Number	Check Date		Amount
190914 Total:			404.53
INF4110 - Information Today, Inc. Total:			404.53
IPTM4010 - Institute of Police Technology & Mgmt Line Item Account			
190915	11/18/2015		
Inv	5/23-27/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	PD Training Registration-Ofcr. Holland	101-4010-4011-8200-000	795.00
Inv 5/23-27/16 Total			795.00
190915 Total:			795.00
IPTM4010 - Institute of Police Technology & Mgmt Total:			795.00
IACI4011 - Internal Affairs Connections Inc. Line Item Account			
190916	11/18/2015		
Inv	11-SPPD-1BL-15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Background Investigation Fee	101-4010-4011-8170-000	1,100.00
Inv 11-SPPD-1BL-15 Total			1,100.00
190916 Total:			1,100.00
IACI4011 - Internal Affairs Connections Inc. Total:			1,100.00
ICC7101 - Int'l Code Council Line Item Account			
190917	11/18/2015		
Inv	3067099		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Membership Dues-Member# 1111035	101-7010-7101-8060-000	135.00
Inv 3067099 Total			135.00
190917 Total:			135.00
ICC7101 - Int'l Code Council Total:			135.00
IIMC307 - Int'l Institute of Mun. Clerks Line Item Account			
190918	11/18/2015		
Inv	22262		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	Membership Dues-Chief Deputy City Clerk-Anthony Mejia	101-1020-1021-8060-000	195.00

Check Number	Check Date		Amount
Inv 22262	Total		195.00
Inv	Add.Member		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	New Membership Ducs-Mgmt Assistant Natalie Sanchez	101-1020-1021-8060-000	95.00
Inv	Add.Member Total		95.00
190918 Total:			290.00
HMC307 - Int'l Institute of Mun. Clerks Total:			290.00
JSAR4011 - Jack's Auto Repair Line Item Account			
190919	11/18/2015		
Inv	14579		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	PD Unit#0431 Replace Caliper, Oil Change & Maint.	101-4010-4011-8100-000	521.22
Inv	14579 Total		521.22
Inv	14580		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	PD Unit# 0432 Replace Throttle Sensor,A/C, Heater Maint & Temp	101-4010-4011-8100-000	676.30
inv	14580 Total		676.30
190919 Total:			1,197.52
JSAR4011 - Jack's Auto Repair Total:			1,197.52
JOJN7000 - Johnson, Joseph Line Item Account			
190920	11/18/2015		
Inv	11/6/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	Reimb. PD Training Expense	101-4010-4011-8200-000	71.83
Inv	11/6/15 Total		71.83
190920 Total:			71.83
JOJN7000 - Johnson, Joseph Total:			71.83
TRYL8267 - Jones, TerryL Line Item Account			
190921	11/18/2015		
iv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Dance Class	101-8030-8032-8267-000	134.40

Check Number	Check Date		Amount
Inv Fall 2015 Total			134.40
190921 Total:			134.40
TRYL8267 - Jones, TerryL Total:			134.40
FBKZ8032 - Katz, Fariba Line Item Account			
190922	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Yoga Class	101-8030-8032-8267-000	520.00
Inv Fall 2015 Total			520.00
190922 Total:			520.00
FBKZ8032 - Katz, Fariba Total:			520.00
KEN7788 - Kennedy/Jenks Consultants Line Item Account			
190923	11/18/2015		
Inv	96141		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/12/2015	Const. Engineering Svcs 9/15	500-9000-9266-9266-000	8,082.40
Inv 96141 Total			8,082.40
190923 Total:			8,082.40
KEN7788 - Kennedy/Jenks Consultants Total:			8,082.40
KLSR8032 - Kidz Love Soccer Line Item Account			
190924	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Soccer Classes	101-8030-8032-8267-000	1,544.40
Inv Fall 2015 Total			1,544.40
190924 Total:			1,544.40
KLSR8032 - Kidz Love Soccer Total:			1,544.40
DNLS2920 - Lasell, Diane Line Item Account			
190925	11/18/2015		

Check Number	Check Date		Amount
Inv	R64117		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Refund WMB Deposit 10/24/15	101-0000-0000-2920-000	500.00
Inv R64117 Total			500.00
190925 Total:			500.00
DNLS2920 - Lasell, Diane Total:			500.00
CRLE5200 - Lee, Carol Line Item Account			
190926	11/18/2015		
Inv	R374210		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2015	Refund Cancelled Permit	101-0000-0000-5200-004	40.10
Inv R374210 Total			40.10
190926 Total:			40.10
CRLE5200 - Lee, Carol Total:			40.10
L 8032 - Lien, Isaak Line Item Account			
190927	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	Instructor Anime Class	101-8030-8032-8267-000	280.80
Inv Fall 2015 Total			280.80
190927 Total:			280.80
ISKL8032 - Lien, Isaak Total:			280.80
LKUP5011 - Lock-Up Inc. Line Item Account			
190928	11/18/2015		
Inv	09946		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	FD Emergency Repairs Made to Apparatus Door	101-5010-5011-8120-000	750.00
Inv 09946 Total			750.00
190928 Total:			750.00
LKUP5011 - Lock-Up Inc. Total:			750.00

Check Number	Check Date		Amount
M34011 - M3 Line Item Account			
190929	11/18/2015		
Inv	29812-0		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	PD Office Furniture for Support Svcs Office	101-4010-4011-8020-000	4,537.41
Inv 29812-0 Total			4,537.41
190929 Total:			4,537.41
M34011 - M3 Total:			4,537.41
MACK8267 - Mack, Johnny Line Item Account			
190930	11/18/2015		
Inv	Fall 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Get Fit Class	101-8030-8032-8267-000	182.00
Inv Fall 2016 Total			182.00
190930 Total:			182.00
MACK8267 - Mack, Johnny Total:			182.00
BRMR8267 - Miller, Brian Line Item Account			
190931	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Soccer Classes	101-8030-8032-8267-000	5,534.10
Inv Fall 2015 Total			5,534.10
190931 Total:			5,534.10
BRMR8267 - Miller, Brian Total:			5,534.10
MBWS8025 - Mobility Works Line Item Account			
190932	11/18/2015		
Inv	RO#PAS-7828		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/22/2015	Van# 77 Replace & Inspect Tires & 45 Day Inspection Svcs	205-8030-8025-8100-000	730.00
Inv RO#PAS-7828 Total			730.00
190932 Total:			730.00

Check Number	Check Date		Amount
		38025 - Mobility Works Total:	730.00
MOR2900 - Morrow & Holman Plumbing Inc Line Item Account			
190933	11/18/2015		
Inv	P-7182-10		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	Repair SP PD Jail Restroom Toilet	101-6010-6601-8120-000	46.33
Inv P-7182-10 Total			46.33
190933 Total:			46.33
MOR2900 - Morrow & Holman Plumbing Inc Total:			46.33
MLHL3010 - Moss, Levy & Hartzheim LLP Line Item Account			
190934	11/18/2015		
Inv	6378		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/31/2015	Audit Fieldwork FY End 6/30/15	500-3010-3012-8170-000	5,200.00
10/31/2015	Audit Fieldwork FY End 6/30/15	101-3010-3041-8170-000	7,800.00
Inv 6378 Total			13,000.00
190934 Total:			13,000.00
MLHL3010 - Moss, Levy & Hartzheim LLP Total:			13,000.00
NCRS6711 - National Construction Rentals Line Item Account			
190935	11/18/2015		
Inv	4269065		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/07/2015	Temp. Fence for Wilson Well #2	500-6010-6711-8020-000	29.70
Inv 4269065 Total			29.70
190935 Total:			29.70
NCRS6711 - National Construction Rentals Total:			29.70
NAT9221 - Nat'l Business Furniture Line Item Account			
190936	11/18/2015		
Inv	MK450826-TDQ		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	FD Front Office Furniture	101-5010-5011-8120-000	416.42
Inv MK450826-TDQ Total			416.42

Check Number	Check Date		Amount
190936 Total:			416.42
NAT9221 - Nat'l Business Furniture Total:			416.42
NIMO9203 - Ninyo & Moore Line Item Account			
190937	11/18/2015		
Inv	193698		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Geotechnical & Material Testing Svcs 9/15	500-9000-9266-9266-000	7,612.25
Inv 193698 Total			7,612.25
190937 Total:			7,612.25
NIMO9203 - Ninyo & Moore Total:			7,612.25
ORA4011 - Orange County Sheriff's Dept Line Item Account			
190938	11/18/2015		
Inv	12/1-3/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	PD Training Registration-Ofcr. Escobedo	101-4010-4011-8210-000	55.00
Inv 12/1-3/15 Total			55.00
190938 Total:			55.00
ORA4011 - Orange County Sheriff's Dept Total:			55.00
PAR8032 - Parada, Thomas Line Item Account			
190939	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Basketball Classes	101-8030-8032-8267-000	845.00
Inv Fall 2015 Total			845.00
190939 Total:			845.00
PAR8032 - Parada, Thomas Total:			845.00
PHS4011 - Pasadena Humane Society Line Item Account			
190940	11/18/2015		
Inv	NOV2015SoPas		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	PD Animal Contol Svcs 11/15	101-4010-4011-8180-000	10,224.00

Check Number	Check Date		Amount
Inv NOV2015SoPas Total			10,224.00
190940 Total:			10,224.00
PHIS4011 - Pasadena Humane Society Total:			10,224.00
PPD4569 - Pasadena Police Dept Line Item Account			
190941	11/18/2015		
Inv	11/23-25/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	PD Training Registration-Ofcr. Burgos	101-4010-4011-8210-000	100.00
Inv 11/23-25/15 Total			100.00
190941 Total:			100.00
PPD4569 - Pasadena Police Dept Total:			100.00
PAW7777 - Pasadena Weekly Line Item Account			
190942	11/18/2015		
Inv	335978		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Library Night Ads	101-8010-8011-8040-000	266.00
Inv 335978 Total			266.00
190942 Total:			266.00
PAW7777 - Pasadena Weekly Total:			266.00
PAY7788 - Payke Gymnastics Line Item Account			
190943	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Gymnastics Classes	101-8030-8032-8267-000	1,579.20
Inv Fall 2015 Total			1,579.20
190943 Total:			1,579.20
PAY7788 - Payke Gymnastics Total:			1,579.20
PPY7101 - Personal Court Reporters Inc. Line Item Account			
4	11/18/2015		
Inv	51261		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/26/2015	Transcribing Svcs SP PC Mtg 4/27/15	101-7010-7101-8170-000	160.50
Inv 51261 Total			160.50
Inv 59022			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Transcribing Svcs SP CC Mtg 10/21/15	101-7010-7101-8170-000	489.50
Inv 59022 Total			489.50
190944 Total:			650.00
PCRI7101 - Personal Court Reporters Inc. Total:			650.00
PHOE4610 - Phoenix Group Information Systems Line Item Account			
190945	11/18/2015		
Inv 092015184			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/27/2015	PD Citation & Permit Processing 9/15	101-0000-0000-4460-000	449.70
10/27/2015	PD Citation & Permit Processing 9/15	101-0000-0000-4610-000	1,330.55
Inv 092015184 Total			1,780.25
190945 Total:			1,780.25
PHOE4610 - Phoenix Group Information Systems Total:			1,780.25
PBPP8010 - Pitney Bowes Reserve Account Line Item Account			
190946	11/18/2015		
Inv 601683			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/17/2015	Postage Meter Supplies	101-4010-4011-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-1020-1021-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-2010-2013-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-5010-5011-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-2010-2011-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-6010-6011-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-7010-7101-8110-000	53.27
10/17/2015	Postage Meter Supplies	500-6010-6710-8110-000	53.27
10/17/2015	Postage Meter Supplies	101-3010-3011-8110-000	53.27
10/17/2015	Postage Meter Supplies	500-3010-3012-8110-000	53.26
Inv 601683 Total			532.69
190946 Total:			532.69
PBPP8010 - Pitney Bowes Reserve Account Total:			532.69
PLU4589 - Plumbing Wholesale Outlet Inc Line Item Account			

Check Number	Check Date		Amount
190947	11/18/2015		
Inv	S00044961.002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Citywide Plumbing Supplies	101-6010-6601-8020-000	40.68
Inv S00044961.002 Total			40.68
Inv	S100044961.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Citywide Plumbing Supplies	101-6010-6601-8020-000	108.22
09/23/2015	Citywide Plumbing Supplies	101-6010-6601-8120-000	108.22
Inv S100044961.001 Total			216.44
190947 Total:			257.12
PLU4589 - Plumbing Wholesale Outlet Inc Total:			257.12
PODV8267 - Podvoll, Candace Line Item Account			
190948	11/18/2015		
Inv	Oct 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Instructor Meditation Class	101-8030-8021-8267-000	97.60
Inv Oct 2015 Total			97.60
190948 Total:			97.60
PODV8267 - Podvoll, Candace Total:			97.60
POIN8032 - Pointe by Pointe Studio Line Item Account			
190949	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Hip Hop & Ballet Cardio Classes	101-8030-8032-8267-000	396.00
Inv Fall 2015 Total			396.00
190949 Total:			396.00
POIN8032 - Pointe by Pointe Studio Total:			396.00
POSS265 - Post Alarm Systems Line Item Account			
190950	11/18/2015		
Inv	815067		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/05/2015	Camp Med Monitoring System 11/15	101-8030-8032-8180-000	42.95

Check Number	Check Date		Amount
Inv 815067	Total		42.95
190950 Total:			42.95
POS5265 - Post Alarm Systems Total:			42.95
RED8995 - Red Wing Shoe Store Line Item Account			
190951	11/18/2015		
Inv	150000002957		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Safety Boots- Michael Lee	215-6010-6201-8134-000	152.05
Inv 150000002957 Total			152.05
Inv	150000002957*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Safety Boots- Jerry Gomez	230-6010-6116-8134-000	174.39
Inv 150000002957* Total			174.39
190951 Total:			326.44
RED8995 - Red Wing Shoe Store Total:			326.44
RON1111 - Ronnie, Matthew Line Item Account			
190952	11/18/2015		
Inv	1/13-15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	Reimb. PD Training Expenses	101-4010-4011-8210-000	614.00
Inv 1/13-15/16 Total			614.00
190952 Total:			614.00
RON1111 - Ronnie, Matthew Total:			614.00
SSW8031 - S & S Worldwide, Inc. Line Item Account			
190953	11/18/2015		
Inv	8772289		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/22/2015	Training Goals for Soccer Play	101-8030-8032-8268-000	117.79
Inv 8772289 Total			117.79
190953 Total:			117.79

Check Number	Check Date		Amount
S.	J31 - S & S Worldwide, Inc. Total:		117.79
SOU5250 - S.P.Review Line Item Account			
190954	11/18/2015		
Inv	4055		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/03/2015	Sr.Center Commission Sr. Svcs Ads	101-8030-8021-8040-000	80.00
Inv 4055 Total			80.00
Inv	4184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Public Notice-871 Oneonta Dr.	101-7010-7101-8040-000	56.00
Inv 4184 Total			56.00
Inv	4185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Public Notice-1200 Fair Oaks	101-7010-7101-8040-000	56.00
Inv 4185 Total			56.00
Inv	4186		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Public Notice-1228 Kollie Ave.	101-7010-7101-8040-000	52.00
Inv 4186 Total			52.00
Inv	4187		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Public Notice-1412 El Centro	101-7010-7101-8040-000	88.00
Inv 4187 Total			88.00
Inv	4188		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/08/2015	Public Notice-455 La Terraza	101-7010-7101-8040-000	52.00
Inv 4188 Total			52.00
Inv	4216		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Coffe with a Cop Ads	101-4010-4011-8060-000	80.00
Inv 4216 Total			80.00
Inv	4226		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Sr. Center Exercise Svcs Ads	101-8030-8021-8040-000	80.00
Inv 4226 Total			80.00

Check Number	Check Date		Amount
Inv 4229			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Rec. Halloween 2015 Ads	101-8030-8032-8040-000	126.00
Inv 4229 Total			126.00
Inv 4264			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Public Notice-Cultural Heritage	101-7010-7101-8040-000	194.00
Inv 4264 Total			194.00
190954 Total:			864.00
SOU5250 - S.P.Review Total:			864.00
SAKL5011 - Safety Kleen Line Item Account			
190955	11/18/2015		
Inv 68441586			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	FD Hazmat Storage Drums	101-5010-5011-8110-000	165.68
Inv 68441586 Total			165.68
190955 Total:			165.68
SAKL5011 - Safety Kleen Total:			165.68
SAL7789 - Salcido, Juan Line Item Account			
190956	11/18/2015		
Inv 11/3-5/15			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	Reimb. PD Training Expenses	101-4010-4011-8210-000	116.00
Inv 11/3-5/15 Total			116.00
190956 Total:			116.00
SAL7789 - Salcido, Juan Total:			116.00
SGVMC111 - San Gabriel Valley Medical Center Line Item Account			
190957	11/18/2015		
Inv 762032			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2015	PD Blood Alcohol w/Drawal-Claudia Maria Barila	101-4010-4011-8170-000	48.00

Check Number	Check Date		Amount
Inv 762032		Total	48.00
190957 Total:			48.00
SGVMC111 - San Gabriel Valley Medical Center Total:			48.00
SAN8032 - San Pascual Stables Line Item Account			
190958	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Horsemanship Classes	101-8030-8032-8267-000	2,365.20
Inv Fall 2015 Total			2,365.20
190958 Total:			2,365.20
SAN8032 - San Pascual Stables Total:			2,365.20
MICH4011 - Sanchez, Michael Line Item Account			
190959	11/18/2015		
Inv	1/4-8/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
1/05/2015	Reimb. PD Training Expenses	101-4010-4011-8210-000	767.65
Inv 1/4-8/16 Total			767.65
Inv	11/3-5/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/09/2015	Reimb. PD Training Expenses	101-4010-4011-8210-000	116.00
Inv 11/3-5/15 Total			116.00
190959 Total:			883.65
MICH4011 - Sanchez, Michael Total:			883.65
PTSC4460 - Schou, Peter Line Item Account			
190960	11/18/2015		
Inv	1505134		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund Permit Fee	101-0000-0000-4460-000	92.00
Inv 1505134 Total			92.00
190960 Total:			92.00

Check Number	Check Date		Amount
PTSC4460 - Schou, Peter Total:			92.00
SCMAF - SCMAF Line Item Account			
190961	11/18/2015		
Inv	3852		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
12/31/2015	2016 SCMAF Membership - Sheila Pautsch	101-8030-8031-8060-000	70.00
Inv 3852 Total			70.00
190961 Total:			70.00
SCMAF - SCMAF Total:			70.00
SER6856 - Service Pro Pest Mgmt Company Line Item Account			
190962	11/18/2015		
Inv	144029		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2015	Citywide Pest Control Svcs 9/15	101-6010-6601-8120-000	389.17
Inv 144029 Total			389.17
190962 Total:			389.17
SER6856 - Service Pro Pest Mgmt Company Total:			389.17
SVPS6601 - Servpro Line Item Account			
190963	11/18/2015		
Inv	4611251		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/23/2015	Library Emergency Flood Water Damage Restoration Svcs	101-9000-9324-9324-000	16,543.04
Inv 4611251 Total			16,543.04
190963 Total:			16,543.04
SVPS6601 - Servpro Total:			16,543.04
SHO6666 - Shono, Jean Line Item Account			
190964	11/18/2015		
Inv	Oct 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Instructor Knitting Class	101-8030-8021-8267-000	76.00
Inv Oct 2015 Total			76.00

Check Number	Check Date		Amount
190964 Total:			76.00
SHO6666 - Shono, Jean Total:			76.00
SMWL2990 - Shute, Mihaly & Weinberger LLP Line Item Account			
190965	11/18/2015		
Inv	246685		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	Legal Svcs- SR 710 North Extension DEIR/EIS	101-0000-0000-2990-015	805.00
Inv	246685 Total		805.00
190965 Total:			805.00
SMWL2990 - Shute, Mihaly & Weinberger LLP Total:			805.00
STA5219 - Staples Business Advantage Line Item Account			
190966	11/18/2015		
Inv	0001022574		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/30/2015	City Clerk's Office Supplies	101-1020-1021-8020-000	129.21
Inv	0001022574 Total		129.21
Inv	3268649045		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
06/11/2015	Recreation Office Supplies	101-8030-8032-8000-000	424.88
Inv	3268649045 Total		424.88
Inv	3279353487		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/30/2015	Sr. Foundation Supplies	101-0000-0000-2994-001	142.95
Inv	3279353487 Total		142.95
Inv	3280684786		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2015	FD Office Supplies	101-5010-5011-8000-000	13.91
Inv	3280684786 Total		13.91
Inv	3280684797		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/10/2015	Sr. Foundation Supplies	101-0000-0000-2994-001	142.95
Inv	3280684797 Total		142.95

Check Number Check Date Amount

Inv 3281118279

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/16/2015	FD Projector for CERT Training	101-5010-5012-8520-000	326.95

Inv 3281118279 Total 326.95

Inv 3281519442

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	PD Office Supplies	101-4010-4011-8000-000	83.16

Inv 3281519442 Total 83.16

Inv 3281519445

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	PD Office Supplies	101-4010-4011-8000-000	131.87

Inv 3281519445 Total 131.87

Inv 3281519448

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Comm. Svcs. Office Supplies	101-8030-8021-8020-000	66.49
10/21/2015	Comm. Svcs. Office Supplies	101-8030-8031-8000-000	152.38
10/21/2015	Comm. Svcs. Office Supplies	101-8030-8021-8000-000	17.20

Inv 3281519448 Total 236.07

Inv 3281519449

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/21/2015	Comm. Svcs. Office Supplies	101-8030-8031-8000-000	25.99
10/21/2015	Comm. Svcs. Office Supplies	101-8030-8021-8000-000	25.99
10/21/2015	Comm. Svcs. Office Supplies	205-8030-8025-8000-000	25.98

Inv 3281519449 Total 77.96

Inv 3281656731

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Plan/Bldg Office Supplies	101-7010-7101-8000-000	116.09
10/23/2015	Finance Office Supplies	101-3010-3011-8020-000	448.84

Inv 3281656731 Total 564.93

Inv 3281656733

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	Library Office Supplies	101-8010-8011-8000-000	124.74

Inv 3281656733 Total 124.74

190966 Total: 2,399.58

STA5219 - Staples Business Advantage Total: 2,399.58

Check Number	Check Date		Amount
K 5290 - Sturma, Richard Line Item Account			
190967	11/18/2015		
Inv	11/4/15		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/04/2015	Refund Paramedic Overpayment	101-0000-0000-5290-001	142.26
Inv 11/4/15 Total			142.26
190967 Total:			142.26
RCDS5290 - Sturma, Richard Total:			142.26
SPWS8020 - SupplyWorks Line Item Account			
190968	11/18/2015		
Inv	2942968-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/15/2015	Janitorial Supplies	101-6010-6601-8020-000	126.73
Inv 2942968-00 Total			126.73
Inv	2943595-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
3/20/2015	Janitorial Supplies	101-6010-6601-8020-000	320.86
Inv 2943595-00 Total			320.86
Inv	2943596-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	PD Janitorial Supplies	101-4010-4011-8120-000	320.86
Inv 2943596-00 Total			320.86
Inv	2943598-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Janitorial Supplies	101-6010-6601-8020-000	320.86
Inv 2943598-00 Total			320.86
Inv	2943600-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	Janitorial Supplies	101-6010-6601-8020-000	498.53
Inv 2943600-00 Total			498.53
Inv	2943601-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
0/20/2015	Yard Janitorial Supplies	101-6010-6601-8020-000	498.53
Inv 2943601-00 Total			498.53

Check Number	Check Date		Amount
Inv	2943602-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/20/2015	PD Janitorial Supplies	101-4010-4011-8120-000	498.53
Inv 2943602-00 Total			498.53
Inv	2945361-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/29/2015	Lib. Janitorial Supplies	101-8010-8011-8120-000	467.69
Inv 2945361-00 Total			467.69
Inv	2946072-00		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Lib. Janitorial Supplies	101-8010-8011-8120-000	257.45
Inv 2946072-00 Total			257.45
190968 Total:			3,310.04
SPWS8020 - SupplyWorks Total:			3,310.04
SUP3041 - Supreme Trophies & Gifts Co Line Item Account			
190969	11/18/2015		
Inv	27640		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Mgmt Svcs Staff Name Badges	101-2010-2011-8020-000	26.16
11/03/2015	Mgmt Svcs Staff Name Badges	101-1020-1021-8020-000	8.72
Inv 27640 Total			34.88
190969 Total:			34.88
SUP3041 - Supreme Trophies & Gifts Co Total:			34.88
SWOR8032 - Swords Fencing Studio Line Item Account			
190970	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Fencing Classes	101-8030-8032-8267-000	981.50
Inv Fall 2015 Total			981.50
190970 Total:			981.50
SWOR8032 - Swords Fencing Studio Total:			981.50

Check Number	Check Date		Amount
T. 3267 - Tahmizian, Marina Line Item Account			
190971	11/18/2015		
Inv	Fall 2015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/06/2015	Instructor Piano Classes	101-8030-8032-8267-000	905.45
Inv Fall 2015 Total			905.45
190971 Total:			905.45
TAHZ8267 - Tahmizian, Marina Total:			905.45
TLSI8011 - The Library Store Inc. Line Item Account			
190972	11/18/2015		
Inv	174873		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/28/2015	Tech. Svcs Supplies	101-8010-8011-8020-000	387.94
Inv 174873 Total			387.94
190972 Total:			387.94
TLSI8011 - The Library Store Inc. Total:			387.94
TRA5998 - Transtech Engineers Inc. Line Item Account			
190973	11/18/2015		
Inv	15091201		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/21/2015	Bldg/Plan Check Svcs 8/15	101-7010-7101-8180-000	25,998.54
Inv 15091201 Total			25,998.54
Inv	15101201		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/14/2015	Bldg/Plan Check Svcs 9/15	101-7010-7101-8180-000	25,402.36
Inv 15101201 Total			25,402.36
190973 Total:			51,400.90
TRA5998 - Transtech Engineers Inc. Total:			51,400.90
TNCP2910 - Turner North Center Productions Line Item Account			
4	11/18/2015		
Inv	The Last Ship		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
10/26/2015	Refund Filming Deposit	101-0000-0000-2910-200	735.00
	Inv The Last Ship Total		735.00
190974 Total:			735.00
TNCP2910 - Turner North Center Productions Total:			735.00
ULIN8021 - ULINE Line Item Account			
190975	11/18/2015		
Inv	71682761		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/23/2015	FD Dept. Mail Sorter	101-5010-5011-8120-000	300.93
Inv 71682761 Total			300.93
190975 Total:			300.93
ULIN8021 - ULINE Total:			300.93
UQMS8010 - Unique Mgmt Svcs Inc. Line Item Account			
190976	11/18/2015		
Inv	314727		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/01/2015	Recovering Agency Svcs 9/15	101-8010-8011-8180-000	241.65
Inv 314727 Total			241.65
190976 Total:			241.65
UQMS8010 - Unique Mgmt Svcs Inc. Total:			241.65
UNI7778 - United Storm Water, Inc. Line Item Account			
190977	11/18/2015		
Inv	SW30631		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
09/28/2015	Install Catch Basin Pipe Screen Project	101-6010-2015-8020-000	14,089.95
Inv SW30631 Total			14,089.95
190977 Total:			14,089.95
UNI7778 - United Storm Water, Inc. Total:			14,089.95
VRAR8022 - VR Auto Repair Line Item Account			
190978	11/18/2015		

Check Number	Check Date		Amount
Inv 320398			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/03/2015	Transit Van#77 Oil Change	205-8030-8025-8100-000	42.00
Inv 320398 Total			42.00
190978 Total:			42.00
VRAR8022 - VR Auto Repair Total:			42.00
VUL6601 - Vulcan Materials Co. & Affiliates Line Item Account			
190979	11/18/2015		
Inv 70939196			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/26/2015	Tack for Street Division	230-6010-6116-8020-000	1,608.84
Inv 70939196 Total			1,608.84
190979 Total:			1,608.84
VUL6601 - Vulcan Materials Co. & Affiliates Total:			1,608.84
V 8021 - Whitby, David Line Item Account			
190980	11/18/2015		
Inv Oct 2015			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	All Things Apple Lecture Classes	101-8030-8021-8267-000	312.00
Inv Oct 2015 Total			312.00
190980 Total:			312.00
DVWT8021 - Whitby, David Total:			312.00
PUFG8267 - Wong, Pauline Line Item Account			
190981	11/18/2015		
Inv Oct 2015			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/05/2015	Instructor Line Dance Class	101-8030-8021-8267-000	36.00
Inv Oct 2015 Total			36.00
190981 Total:			36.00
PUFG8267 - Wong, Pauline Total:			36.00

Check Number	Check Date		Amount
YIYU5270 - Yu, Yi Line Item Account			
190982	11/18/2015		
Inv	R64242		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
11/02/2015	Refund Camp Med	101-0000-0000-5270-001	225.00
Inv R64242 Total			225.00
190982 Total:			225.00
YIYU5270 - Yu, Yi Total:			225.00
ZOLL8021 - Zoll Medical Copr. GPO Line Item Account			
190983	11/18/2015		
Inv	2297711		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/13/2015	FD Medical Supplies	101-5010-5011-8025-000	42.90
Inv 2297711 Total			42.90
Inv 2299716			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
10/19/2015	FD Medical Supplies	101-5010-5011-8025-000	294.08
Inv 2299716 Total			294.08
190983 Total:			336.98
ZOLL8021 - Zoll Medical Copr. GPO Total:			336.98
Total:			267,200.05

ATTACHMENT 4
Payroll 11-06-15

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 11.06.15

Account Number	Account Name	11.18.15
101-0000-0000-1010-000	General Fund - Payroll cash	494,161.15
	Other Withholding Payables	\$ 242,469.27
101-0000-0000-1010-000	Net General Fund - Payroll Cash	251,691.88
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	4,343.27
207-0000-0000-1010-000	Prop C - Payroll Cash	6,826.19
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	13,670.71
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR Ca	8,496.13
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	5,156.14
229-0000-0000-1010-000	CRA Housing - Payroll Cash	-
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	10,525.30
247-0000-0000-1010-000	SGVCOG Grant Fund	-
260-0000-0000-1010-000	CDBG - Payroll Cash	-
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	626.94
500-0000-0000-1010-000	Water Fund - Payroll Cash	51,639.63
700-0000-0000-2210-000	Internal Revenue Service	65,423.95
700-0000-0000-2230-000	Internal Revenue Service	16,614.96
Total Checks & Direct Deposits		435,015.10
Checks		24,617.40
Direct Deposits		328,383.79
I.R.S Payments		82,013.91
		<u>435,015.10</u>
To 700		570,828.06
Other PR Payable		242,469.27
ACH Payable		<u>328,358.79</u>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants 11.18.15

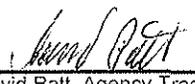
<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
City of South Pasadena	P/R/E 11/01/15	ACH	227.0000.0000.1010.000	Payroll PE 11.01.15	\$ 5,156.14

RSA Report Total

\$ 5,156.14

Robert S. Joe, Agency Chair

Evelyn G. Zneimer, Agency Secretary



David Batt, Agency Treasurer

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

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

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

COUNCIL AGENDA: November 18, 2015
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager JA
FROM: Gary E. Pia, City Treasurer
David Batt, Finance Director B
SUBJECT: **Monthly Investment Reports for September 2015**

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 September 2015.

Fiscal Impact

None.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

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

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

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 September 2015
2. Successor Agency to the Community Redevelopment Agency Investment Reports for September 2015
3. Public Financing Authority Investment Reports for September 2015

ATTACHMENT 1
City Investment Reports for September 2015

Exhibit A

City of South Pasadena

INVESTMENT REPORT
September 30, 2015

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	0.337%	46.11%	10,134,077.01	10,134,077.01
SUBTOTAL			46.11%	<u>10,134,077.01</u>	<u>10,134,077.01</u>
MORGAN STANLEY SMITH BARNEY					
Government Securities	See Exhibit B	1.544%	38.22%	8,400,329.63	8,471,026.19
Corporate Bonds	See Exhibit B	2.348%	15.67%	3,445,317.19	3,453,855
SUBTOTAL			53.89%	<u>11,845,646.82</u>	<u>11,924,882.18</u>
TOTAL INVESTMENTS			100.00%	<u>\$21,979,723.83</u>	<u>\$22,058,959.19</u>

BANK ACCOUNTS:

Bank of America Account Balance:	\$4,134,415.44
Smith Barney Uninvested Cash Balance:	\$0.00
Smith Barney Unsettled Transactions	\$0.00

Required Disclosures:

Average weighted maturity of the portfolio 505 DAYS

Average weighted total yield to maturity of the portfolio 1.115%

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
September 30, 2015

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
Gov't. Securities	U.S. Treasury Note	912828KT6	12/26/2014	271,000.00	100.981	273,658.79	2.375%	0.398%	273,953.90	1.170%	3/31/2016	183	295.11
Gov't. Securities	U.S. Treasury Note	912828KT6	9/24/2015	23,000.00	101.113	23,256.10	2.375%	0.137%	23,250.70	1.170%	3/31/2016	183	(5.40)
Gov't. Securities	U.S. Treasury Note	912828RM4	12/29/2014	387,000.00	100.362	388,400.56	1.000%	0.664%	389,480.67	0.990%	10/31/2016	397	1,080.11
Gov't. Securities	U.S. Treasury Note	912828RM4	9/24/2015	30,000.00	100.626	30,187.71	1.000%	0.419%	30,192.30	0.990%	10/31/2016	397	4.59
Gov't. Securities	U.S. Treasury Note	912828NG1	12/26/2014	533,000.00	103.023	549,114.91	2.750%	0.914%	552,156.02	2.650%	5/31/2017	609	3,041.11
Gov't. Securities	U.S. Treasury Note	912828NG1	9/24/2015	44,000.00	103.518	45,548.05	2.750%	0.621%	45,581.36	2.650%	5/31/2017	609	33.31
Gov't. Securities	U.S. Treasury Note	912828PY0	12/29/2014	866,000.00	103.511	896,405.06	2.750%	1.268%	906,684.68	2.620%	2/28/2018	882	10,279.62
Gov't. Securities	U.S. Treasury Note	912828PY0	9/24/2015	54,000.00	104.488	56,423.50	2.750%	0.868%	56,536.92	2.620%	2/28/2018	882	113.42
Gov't. Securities	U.S. Treasury Note	912828VK3	12/26/2014	222,000.00	99.895	221,765.79	1.375%	1.406%	224,994.78	1.350%	6/30/2018	1,004	3,228.99
Gov't. Securities	U.S. Treasury Note	912828VK3	9/24/2015	15,000.00	101.148	15,172.27	1.375%	0.951%	15,202.35	1.350%	6/30/2018	1,004	30.08
Gov't. Securities	U.S. Treasury Note	912828H52	3/6/2015	568,000.00	98.461	559,257.91	1.250%	1.577%	567,392.24	1.250%	1/31/2020	1,584	8,134.33
Gov't. Securities	U.S. Treasury Note	912828H52	9/24/2015	35,000.00	99.566	34,848.24	1.250%	1.353%	34,962.55	1.250%	1/31/2020	1,584	114.31
Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADL0	12/26/2014	839,000.00	99.672	836,246.40	1.000%	1.121%	844,075.95	0.990%	9/29/2017	730	7,829.55
Gov't. Securities	Fed. Home Loan Mtg. Corp.	3137EADL0	9/24/2015	26,000.00	100.506	26,131.67	1.000%	0.744%	26,157.30	0.990%	9/29/2017	730	25.63
Gov't. Securities	Fed. National Mtg. Assn.	3135G0GY3	12/26/2014	440,000.00	100.571	442,514.50	1.250%	0.817%	444,202.00	1.230%	1/30/2017	488	1,687.50
Gov't. Securities	Fed. National Mtg. Assn.	3135G0GY3	9/24/2015	36,000.00	100.915	36,329.28	1.250%	0.559%	36,343.80	1.230%	1/30/2017	488	14.52
Gov't. Securities	Fed. National Mtg. Assn.	3135G0JA2	12/30/2014	637,000.00	100.376	639,398.15	1.125%	0.883%	642,293.47	1.110%	4/27/2017	575	2,895.32
Gov't. Securities	Fed. National Mtg. Assn.	3135G0JA2	9/24/2015	47,000.00	100.776	47,364.51	1.125%	0.628%	47,390.57	1.110%	4/27/2017	575	26.06
Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	12/30/2014	450,000.00	98.924	445,158.00	0.875%	1.229%	450,688.50	0.870%	2/8/2018	862	5,530.50
Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	9/8/2015	282,000.00	99.909	281,743.38	0.875%	0.913%	282,431.46	0.870%	2/8/2018	862	688.08
Gov't. Securities	Fed. National Mtg. Assn.	3135G0TG8	9/24/2015	50,000.00	100.013	50,006.40	0.875%	0.869%	50,076.50	0.870%	2/8/2018	862	70.10
Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	12/30/2014	275,000.00	101.231	278,383.94	1.875%	1.449%	282,026.25	1.820%	9/18/2018	1,084	3,642.31
Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	2/10/2015	219,000.00	101.712	222,750.38	1.875%	1.875%	224,595.45	1.820%	9/18/2018	1,084	1,845.07
Gov't. Securities	Fed. National Mtg. Assn.	3135G0YM9	9/24/2015	34,000.00	102.438	34,828.85	1.875%	1.038%	34,868.70	1.820%	9/18/2018	1,084	39.85
Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	12/26/2014	500,000.00	100.270	501,350.46	1.625%	1.537%	508,940.00	1.590%	11/27/2018	1,154	7,589.54
Gov't. Securities	Fed. National Mtg. Assn.	3135G0YT4	9/24/2015	30,000.00	101.623	30,486.88	1.625%	1.100%	30,536.40	1.590%	11/27/2018	1,154	49.52
Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	12/30/2014	630,000.00	101.006	636,338.19	1.875%	1.568%	644,571.90	1.830%	2/9/2019	1,228	8,233.71
Gov't. Securities	Fed. National Mtg. Assn.	3135G0ZA4	9/24/2015	19,000.00	102.264	19,430.18	1.875%	1.190%	19,439.47	1.830%	2/9/2019	1,228	9.29
Gov't. Securities	Fed. National Mtg. Assn.	3135G0D75	9/15/2015	735,000.00	99.450	730,957.50	1.500%	1.620%	735,000.00	1.500%	6/22/2020	1,727	4,042.50
Gov't. Securities	Fed. National Mtg. Assn.	3135G0D75	9/24/2015	47,000.00	99.728	46,872.07	1.500%	1.560%	47,000.00	1.500%	6/22/2020	1,727	127.93

Subtotal Gov't. Securities				8,344,000.00		8,400,329.63	1.622%	1.199%	8,471,026.19	1.544%		938	70,696.56
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Corporate Bond	Metlife Inc.	59156RAU2	1/2/2015	97,000.00	103.740	100,628.16	6.750%	1.099%	100,831.50	6.490%	6/1/2016	245	203.34
Corporate Bond	Metlife Inc.	59156RAU2	9/29/2015	16,000.00	104.067	16,650.74	6.750%	0.625%	16,632.00	6.490%	6/1/2016	245	(18.74)
Corporate Bond	Walt Disney Co.	25468PCM6	1/6/2015	109,000.00	100.600	109,653.77	1.350%	0.661%	109,798.97	1.340%	8/16/2016	321	145.20
Corporate Bond	US Bancorp (Callable)	91159HHB9	12/30/2014	106,000.00	101.258	107,333.98	2.200%	1.068%	107,542.30	2.160%	11/15/2016	412	208.32
Corporate Bond	US Bancorp (Callable)	91159HHB9	9/29/2015	11,000.00	101.441	11,158.50	2.200%	0.906%	11,160.05	2.160%	11/15/2016	412	1.55
Corporate Bond	Duke Energy Carolinas	26442CAL8	1/5/2015	108,000.00	100.967	109,044.53	1.750%	0.941%	108,874.80	1.730%	12/15/2016	442	(169.73)
Corporate Bond	Duke Energy Carolinas	26442CAL8	9/29/2015	10,000.00	101.068	10,106.81	1.750%	0.857%	10,081.00	1.730%	12/15/2016	442	(25.81)
Corporate Bond	Exxon Mobil Corp.	30231GAA0	7/23/2015	112,000.00	100.097	112,108.12	0.921%	0.854%	112,291.20	0.910%	3/15/2017	532	183.08
Corporate Bond	BB&T Corp.	05531FAK9	1/12/2015	108,000.00	101.416	109,529.10	2.150%	1.178%	109,424.52	2.120%	3/22/2017	539	(104.58)

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
September 30, 2015

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
0 Corporate Bond	BB&T Corp. (Callable)	05531FAK9	9/29/2015	10,000.00	101.393	10,139.28	2.150%	1.194%	10,131.90	2.120%	3/22/2017	539	(7.38)
1 Corporate Bond	Gen. Electric Capital Corp.	36962GW0	12/30/2014	108,000.00	101.500	109,621.59	2.300%	1.331%	110,209.68	2.250%	4/27/2017	575	588.09
2 Corporate Bond	Caterpillar Financial Service	14912L5E7	1/6/2015	110,000.00	100.728	110,801.33	1.625%	1.182%	110,986.70	1.610%	6/1/2017	610	185.37
3 Corporate Bond	United Technologies	913017BU2	12/30/2014	108,000.00	100.990	109,069.10	1.800%	1.198%	109,297.08	1.770%	6/1/2017	610	227.98
4 Corporate Bond	United Technologies	913017BU2	9/29/2015	10,000.00	101.292	10,129.17	1.800%	1.016%	10,120.10	1.770%	6/1/2017	610	(9.07)
5 Corporate Bond	Microsoft Corp.	594918AP9	1/12/2015	113,000.00	99.743	112,709.59	0.875%	0.967%	113,117.52	0.870%	11/15/2017	777	407.93
6 Corporate Bond	Microsoft Corp.	594918AP9	9/29/2015	7,000.00	100.082	7,005.73	0.875%	0.836%	7,007.28	0.870%	11/15/2017	777	1.55
7 Corporate Bond	Wells Fargo Co.	949746NX5	1/5/2015	94,000.00	108.569	102,055.22	5.625%	1.632%	102,219.36	5.170%	12/11/2017	803	164.14
8 Corporate Bond	Wells Fargo Co.	949746NX5	9/29/2015	15,000.00	108.897	16,334.51	5.625%	1.488%	16,311.60	5.170%	12/11/2017	803	(22.91)
9 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	1/5/2015	111,000.00	100.685	111,760.06	1.195%	1.133%	111,503.94	1.180%	1/25/2018	848	(256.12)
0 Corporate Bond	JP Morgan Chase & Co.	46625HJF8	9/29/2015	8,000.00	100.565	8,045.21	1.195%	1.195%	8,036.32	1.180%	1/25/2018	848	(8.89)
1 Corporate Bond	Wal-Mart Stores Inc.	931142DF7	1/6/2015	110,000.00	98.977	108,874.70	1.125%	1.447%	109,915.30	1.120%	4/11/2018	924	1,040.60
2 Corporate Bond	Goldman Sachs Group Inc.	38141GVK7	6/5/2015	110,000.00	101.219	111,340.62	1.478%	1.099%	110,941.60	1.480%	4/30/2018	943	(399.02)
3 Corporate Bond	Goldman Sachs Group Inc.	38141GVK7	9/29/2015	9,000.00	100.987	9,088.82	1.496%	1.496%	9,077.04	1.480%	4/30/2018	943	(11.78)
4 Corporate Bond	Merck & Co. Inc.	58933YAG0	1/12/2015	111,000.00	99.970	110,966.70	1.300%	1.309%	111,054.39	1.290%	5/18/2018	961	87.69
5 Corporate Bond	Merck & Co. Inc.	58933YAG0	9/29/2015	8,000.00	100.142	8,011.34	1.300%	1.245%	8,003.92	1.290%	5/18/2018	961	(7.42)
6 Corporate Bond	Pepsico Inc.	7134748BH0	1/6/2015	102,000.00	108.546	110,716.51	5.000%	1.707%	111,652.26	4.560%	6/1/2018	975	935.75
7 Corporate Bond	Coca-Cola Co.	191216BF6	7/20/2015	110,000.00	100.646	110,710.14	1.650%	1.435%	111,089.00	1.630%	11/1/2018	1,128	378.86
8 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/14/2015	112,000.00	100.368	112,412.01	2.100%	1.984%	113,001.28	2.080%	1/15/2019	1,203	589.27
9 Corporate Bond	Bank of New York Mellon (Ca	06406HCP2	9/29/2015	6,000.00	101.111	6,066.67	2.100%	1.751%	6,053.64	2.080%	1/15/2019	1,203	(13.03)
0 Corporate Bond	Oracle Corp.	68389XAQ8	12/30/2014	109,000.00	101.356	110,478.25	2.375%	1.947%	111,101.52	2.330%	1/15/2019	1,203	623.27
1 Corporate Bond	Oracle Corp.	68389XAQ8	9/29/2015	8,000.00	102.098	8,167.80	2.375%	1.716%	8,154.24	2.330%	1/15/2019	1,203	(13.56)
2 Corporate Bond	John Deere Capital Corp.	24422ESK6	1/6/2015	112,000.00	99.642	111,599.04	1.950%	2.040%	112,602.56	1.930%	3/4/2019	1,251	1,003.52
3 Corporate Bond	Home Depot Inc.	437076BE1	4/27/2015	110,000.00	101.795	111,974.20	2.000%	1.500%	111,197.90	1.970%	6/15/2019	1,354	(776.30)
4 Corporate Bond	Home Depot Inc. (Callable)	437076BE1	9/29/2015	8,000.00	101.084	8,086.75	2.000%	1.697%	8,087.12	1.970%	6/15/2019	1,354	0.37
5 Corporate Bond	Berkshire Hathaway Inc.	084670BL1	8/28/2015	111,000.00	101.101	112,221.83	2.100%	1.804%	112,941.39	2.060%	8/14/2019	1,414	719.56
6 Corporate Bond	Berkshire Hathaway Inc.	084670BL1	9/29/2015	7,000.00	101.657	7,115.97	2.100%	1.656%	7,122.43	2.060%	8/14/2019	1,414	6.46
7 Corporate Bond	American Express Credit	0258M0DP1	4/27/2015	110,000.00	101.412	111,553.00	2.250%	1.870%	110,385.00	2.240%	8/15/2019	1,415	(1,168.00)
8 Corporate Bond	American Express Credit	0258M0DP1	9/29/2015	9,000.00	100.643	9,057.88	2.250%	2.076%	9,031.50	2.240%	8/15/2019	1,415	(26.38)
9 Corporate Bond	Proctor & Gamble Co.	742718EG0	1/27/2015	105,000.00	101.259	106,322.41	1.900%	1.580%	106,075.20	1.880%	11/1/2019	1,493	(247.21)
0 Corporate Bond	Proctor & Gamble Co.	742718EG0	9/29/2015	13,000.00	101.106	13,143.72	1.900%	1.619%	13,133.12	1.880%	11/1/2019	1,493	(10.60)
1 Corporate Bond	Apple Inc.	037833AH3	1/12/2015	114,000.00	98.318	112,082.52	1.550%	1.911%	112,767.66	1.560%	2/7/2020	1,591	685.14
2 Corporate Bond	Apple Inc.	037833AH3	9/29/2015	7,000.00	99.010	6,930.70	1.550%	1.787%	6,924.33	1.560%	2/7/2020	1,591	(6.37)
3 Corporate Bond	PNC Funding Corp.	693476BJ1	9/10/2015	101,000.00	111.634	112,750.42	5.125%	2.300%	113,279.58	4.560%	2/8/2020	1,592	529.16
4 Corporate Bond	PNC Funding Corp.	693476BJ1	9/29/2015	6,000.00	111.908	6,714.45	5.125%	2.238%	6,729.48	4.560%	2/8/2020	1,592	15.03
5 Corporate Bond	Comcast Corp.	20030NBA8	6/22/2015	98,000.00	111.796	109,559.88	5.150%	2.296%	110,637.10	4.560%	3/1/2020	1,614	1,077.22
6 Corporate Bond	Comcast Corp.	20030NBA8	9/29/2015	8,000.00	113.147	9,051.77	5.150%	2.023%	9,031.60	4.560%	3/1/2020	1,614	(20.17)
7 Corporate Bond	Cisco Systems Inc.	17275RAX0	6/22/2015	112,000.00	100.106	112,118.88	2.450%	2.297%	113,711.36	2.410%	6/15/2020	1,720	1,592.48
8 Corporate Bond	Cisco Systems Inc.	17275RAX0	9/29/2015	5,000.00	101.856	5,092.79	2.450%	2.034%	5,076.40	2.410%	6/15/2020	1,720	(16.39)
9 Corporate Bond	United Health Group Inc.	91324PCM2	9/24/2015	110,000.00	102.132	112,344.93	2.700%	2.228%	112,555.30	2.630%	7/15/2020	1,750	210.37
0 Corporate Bond	United Health Group Inc.	91324PCM2	9/29/2015	7,000.00	102.475	7,173.27	2.700%	2.153%	7,162.61	2.630%	7/15/2020	1,750	(10.66)
1 Corporate Bond	Intel Corp.	458140AQ3	9/23/2015	56,000.00	101.175	56,657.91	2.450%	2.192%	56,742.56	2.410%	7/29/2020	1,764	84.65
2 Corporate Bond	Intel Corp.	458140AQ3	9/29/2015	3,000.00	101.560	3,046.81	2.450%	2.108%	3,039.78	2.410%	7/29/2020	1,764	(7.03)

Exhibit B-1

Funds and Investments
Held by Contracted (Third) Parties
September 30, 2015

Morgan Stanley Smith Barney Investments

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
Subtotal Corporate Bonds				3,378,000.00		3,445,317.19	2.445%	1.527%	3,453,855.99	2.348%		1,027	8,538.80
Money Market	Liquid Asset Fund			0.00		395,832.47			395,832.47	0.010%		1	
Uninvested Cash				0.00		3,491.25			3,491.25	0.010%		1	
Subtotal Cash & Cash Equivalents						399,323.72			399,323.72			1	
Grand Totals				11,722,000.00		12,244,970.54	1.801%	1.252%	12,324,205.90	1.720%		933	79,235.36
Unsettled Transactions													
Subtotal Unsettled Transactions				0.00		0.00			0.00				0.00
Totals incl. Unsettled Transactions				11,722,000.00		12,244,970.54			12,324,205.90				79,235.36
Totals per Bank Statement						12,244,970.54			12,324,205.90				79,235.36

Exhibit C

City of South Pasadena
Investment Report

Summary of Invested Funds -- Last Day of the Month

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

ATTACHMENT 2
Successor Agency to the Community
Redevelopment Agency Investment Reports for
September 2015

Exhibit A

**CITY OF SOUTH PASADENA
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
INVESTMENT REPORT
September 30, 2015**

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	0.337%			912,503.35	
SUBTOTAL				100.00%	<u>912,503.35</u>	
TOTAL INVESTMENTS				<u>100.00%</u>	<u>\$912,503.35</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

0.337%

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
September 30, 2015**

SA-CRA LAIF Account Beginning Balance:	\$912,503.35
Add Deposits	
Subtract Withdrawals	
Ending LAIF Balance:	\$912,503.35

Exhibit C

**CITY OF SOUTH PASADENA
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
INVESTMENT REPORT
September 30, 2015**

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

	<u>Account/Investment Description</u>	<u>Account/Investment Value *</u>	<u>Date of Valuation</u>
2000 Downtown Revitalization Project #1 Tax Allocation Bonds			
Trustee: Union Bank of California			
Debt Service Fund	Blackrock Provident Institutional Treasury Funds	\$9.88	9/30/2015
Interest Account	Blackrock Provident Institutional Treasury Funds	0.00	9/30/2015
Principal/Sinking Account	Blackrock Provident Institutional Treasury Funds	0.00	9/30/2015
Reserve Account	Blackrock Provident Institutional Treasury Funds	<u>197,945.00</u>	9/30/2015
Total Funds Managed by Union Bank of California		\$197,954.88	

* Asset valuations provided by Union Bank through monthly reports.

Exhibit D

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

Summary of Invested Funds -- Last Day of the Month

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

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ATTACHMENT 3
Public Financing Authority Investment Reports for
September 2015

Exhibit A

South Pasadena
Public Financing Authority
INVESTMENT REPORT
September 30, 2015

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
WELLS FARGO - RELIANCE TRUST - TVI					
Cash Equivalents	See Exhibit B	0.136%	59.11%	12,470,767.67	12,470,767.67
Certificates of Deposit / Govt. Securities	See Exhibit B	0.767%	40.89%	8,626,780.00	8,626,780.00
SUBTOTAL			100.00%	21,097,547.67	21,097,547.67
TOTAL INVESTMENTS			100.00%	\$21,097,547.67	\$21,097,547.6

OTHER ACCOUNTS:

Wells Fargo 2009 Bonds Revenue Fund	\$0.00
Wells Fargo 2009 Bonds Interest Fund	\$1,001,025.00
Wells Fargo 2009 Bonds Principal Fund	\$765,000.00
Wells Fargo 2013 Bonds Revenue Fund	\$0.28
Wells Fargo 2013 Bonds Interest Fund	\$111,743.75
Wells Fargo 2013 Bonds Principal Fund	\$330,000.00
Wells Fargo 2013 Bonds Cost of Issuance Fund	\$0.11

Required Disclosures:

Average weighted maturity of the portfolio 149 DAYS

Average weighted total yield to maturity of the portfolio 0.394%

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

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

Exhibit B

**Funds and Investments
Held by Contracted (Third) Parties
September 30, 2015**

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	
Reserve Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		4,534.21	0.010%	4,534.21	0.010%		1	
3	Government Advantage Money Market		258,596.89	0.010%	258,596.89	0.010%		1	
Subtotal Cash & Cash Equivalents			263,131.10	0.010%	263,131.10	0.010%			
1	CDARS - CD	Medallion Bank - UT	3/15/2013	248,000.00	0.550%	248,000.00	0.550%	3/15/2016	167
2	CDARS - CD	Lake Forest Bank	6/27/2014	248,000.00	1.600%	248,000.00	1.600%	6/27/2016	271
3	CDARS - CD	American State Bank -IA	3/28/2013	248,000.00	0.700%	248,000.00	0.700%	3/28/2017	545
4	CDARS - CD	Oriental Bank	5/29/2014	248,000.00	1.000%	248,000.00	1.000%	5/30/2017	608
5	CDARS - CD	Barclays Bank	7/2/2014	248,000.00	1.150%	248,000.00	1.150%	7/3/2017	642
6	CDARS - CD	CIT Bank - UT	3/13/2013	248,000.00	1.100%	248,000.00	1.100%	3/13/2018	895
7	CDARS - CD	First Bank - PR	3/15/2013	248,000.00	1.050%	248,000.00	1.050%	3/15/2018	897
8	CD - Callable	JP Morgan Chase - OH	3/15/2013	248,000.00	0.750%	248,000.00	0.750%	3/15/2018	897
9	CDARS - CD	Bank of Deerfield	6/11/2014	248,000.00	1.600%	248,000.00	1.600%	6/11/2018	985
10	CDARS - CD	Discover Bank - DE	7/16/2014	247,000.00	1.550%	247,000.00	1.550%	7/16/2018	1,020
11	CDARS - CD	Goldman Sachs Bank	7/16/2014	247,000.00	1.600%	247,000.00	1.600%	7/16/2018	1,020
12	CDARS - CD	GE Capital Bank	7/18/2014	247,000.00	1.600%	247,000.00	1.600%	7/18/2018	1,022
13	CDARS - CD	Bar Harbor Bank - ME	5/30/2014	170,000.00	1.600%	170,000.00	1.600%	3/29/2019	1,276
Subtotal CDs			3,143,000.00	1.209%	3,143,000.00	1.209%		776	
Total Reserve Fund			3,406,131.10	1.117%	3,406,131.10	1.117%		716	
Project Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		843,768.95	0.010%	843,768.95	0.010%		1	
3	Government Advantage Money Market		6,311,612.75	0.010%	6,311,612.75	0.010%		1	
4	USA Mutuals Partners Insured		5,052,254.87	0.320%	5,052,254.87	0.320%		1	
Subtotal Cash & Cash Equivalents			12,207,636.57	0.138%	12,207,636.57	0.138%		1	
1	Govt. Securities	Fed. Home Loan Bank	12/30/2014	1,997,780.00	0.375%	1,997,780.00	0.375%	6/24/2016	268
6	CDARS - CD	Private Bank & Trust	10/4/2013	249,000.00	0.650%	249,000.00	0.650%	10/5/2015	5
7	CDARS - CD	First United Bank	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	9
8	CDARS - CD	North American Banking Co.	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	9
9	CDARS - CD	Bridgewater Bank	10/10/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	9
10	CDARS - CD	Luana Savings Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	9
11	CDARS - CD	Lyons National Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/13/2015	13
12	CDARS - CD	Pilot Bank	10/17/2013	249,000.00	0.500%	249,000.00	0.500%	10/16/2015	16
13	CDARS - CD	Enerbank	10/17/2013	249,000.00	0.550%	249,000.00	0.550%	10/19/2015	19
14	CDARS - CD	Ally Bank	5/14/2015	249,000.00	0.600%	249,000.00	0.600%	11/14/2016	411
15	CDARS - CD	Triumph Bank	5/15/2015	249,000.00	0.600%	249,000.00	0.600%	12/15/2016	442
12	CDARS - CD	American Express Centurion	6/30/2015	249,000.00	0.800%	249,000.00	0.800%	12/27/2016	454
13	CDARS - CD	Mercantile Commerce Bank	6/26/2015	249,000.00	0.700%	249,000.00	0.700%	12/27/2016	454
14	CDARS - CD	MB Financial Bank	6/29/2015	249,000.00	0.700%	249,000.00	0.700%	12/29/2016	456
15	CDARS - CD	Access Bank	6/30/2015	249,000.00	0.700%	249,000.00	0.700%	12/30/2016	457
Subtotal CDs & Securities			5,483,780.00	0.513%	5,483,780.00	0.513%		125	
Total Project Fund			17,691,416.57	0.255%	17,691,416.57	0.255%		40	
Grand Totals			21,097,547.67	0.394%	21,097,547.67	0.394%		149	

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *JA*
FROM: Sheila Pautsch, Community Services Director
Mariam Lee Ko, Human Resources Manager *MLK*
SUBJECT: **Adoption of a Resolution to Destroy Expired Records, Per the City of South Pasadena's Record Retention Schedule**

Recommendation

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

Fiscal Impact

There is no significant fiscal impact to destroying these records.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

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

The Community Services Department Director and Human Resources Manager have determined that specific records in their Departments are no longer necessary and have reviewed these records in accordance with the City's retention schedule. It has been determined that the records meet the criteria for destruction. As required by Resolution No. 7300, consent for destruction has been obtained in writing from the Chief Deputy City Clerk and the City Attorney (Exhibit "A" to the proposed resolution contains the records proposed for destruction and written consent). The resolution stipulates that the City Council must approve any proposed destruction of records.

Analysis

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

Legal Review

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

Public Notification of Agenda Item

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

Attachment: Resolution to authorize destruction of certain records (see Exhibit "A" for list of records)

RESOLUTION NO. _____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING THE DESTRUCTION OF CERTAIN CITY RECORDS FROM THE COMMUNITY SERVICES DEPARTMENT AND MANAGEMENT SERVICES DEPARTMENT**

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

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

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

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

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

SECTION 1. The City Council approves of the destruction of records listed in Exhibit "A" in accord with standard destruction practices.

SECTION 2. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 18th day of November, 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

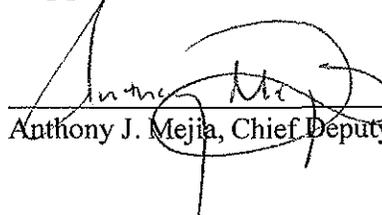


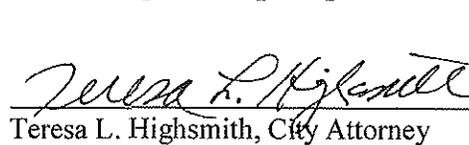
EXHIBIT "A"

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

Department	Retention No.	Description of Record	Years Covered	Required Retention Period (Retention Schedule)	Shred or Discard
CMO	HR-015	Recruitment and Testing Files	2007	3 Years	Shred
CMO	HR-015	Recruitment and Testing Files	2008	3 Years	Shred
CMO	HR-015	Recruitment and Testing Files	2009	3 Years	Shred
CMO	HR-015	Recruitment and Testing Files	2010	3 Years	Shred
CMO	HR-015	Recruitment and Testing Files	2011	3 Years	Shred
CMO	HR-015	Recruitment and Testing Files	2012	3 Years	Shred
CS	TR-003	Drivers Daily Sheets	2008	5 Years	Shred
CS	TR-003	Drivers Daily Sheets	2009	5 Years	Shred
CS	TR-003	Drivers Daily Sheets	2010	5 Years	Shred
CS	TR-003	Drivers Daily Sheets	2011	5 Years	Shred
CS	TR-003	Drivers Daily Sheets	2012	5 Years	Shred

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


 Anthony J. Mejia, Chief Deputy City Clerk Date


 Teresa L. Highsmith, City Attorney Date

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SS*
FROM: Paul Toor, P.E., Public Works Director *PT*
Shin Furukawa, P.E., Deputy Public Works Director *FF*
SUBJECT: **Award of Contract to Kabbara Engineering for Engineering Design Services for the Library Drainage Improvement Project**

Recommendation

It is recommended that the City Council:

1. Accept a proposal dated October 15, 2015, from Kabbara Engineering for engineering design services for the Library Drainage Improvement Project and authorize the City Manager to execute an agreement with Kabbara Engineering for a not-to-exceed amount of \$64,660;
2. Reject all other proposals received; and
3. Authorize a budget transfer in the amount of \$64,660 from General Fund reserves.

Fiscal Impact

This project was not been budgeted in the Fiscal Year 2015-16 budget. A budget transfer from General Fund Reserves is requested to cover the cost of the design services.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The South Pasadena Public Library (Library) was originally constructed in 1907 and has gone through several major expansions, most recently in 1982. The Library has experienced ongoing issues with stormwater drainage due to the topography of the surrounding grounds as well as the design of the building. Small improvements over the years by City of South Pasadena maintenance staff have proven ineffective in addressing the issues. On September 15, 2015, a significant flooding incident occurred which required the complete closure of the Library for several days.

The City seeks to design a comprehensive solution to the problem to avoid future flooding incidents.

Analysis

On October 2, 2015, a request for proposals (RFP) was issued. The RFP was directly sent to four engineering design consultants the City has previously worked with who could deliver a timely project. A pre-proposal job walk was conducted on site with City staff so that the proposers could view firsthand the existing drainage issues. Proposals were received from the following three firms:

- DMR Team, Inc., Culver City
- Kabbara Engineering, Orange
- KOA Corporation, Orange

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

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

After evaluating the proposals, staff determined Kabbara Engineering to be the most qualified consultant to provide environmental services for the Library Drainage Improvement Project. Kabbara Engineering is a smaller full-service engineering firm that has provided similar design services to municipal agencies such as the Cities of Costa Mesa, Laguna Beach, Orange, San Clemente, and others. Kabbara Engineering has also recently designed the Chelton, Collis, and Hill Street Improvement Project for the City, and is currently working on the design of street improvements for Monterey Road.

If awarded, the design is expected to take approximately six months, so improvements will not be in place before the predicted El Niño this winter. However, in the meantime staff is working on temporary mitigations such as the placement of sand bags, plastic sheeting and sump pumps to assist with drainage during heavy rains.

Legal Review

The City Attorney has reviewed the agreement.

Public Notification of Agenda Item

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

Attachment: Agreement – Kabbara Engineering

PROFESSIONAL SERVICES AGREEMENT
Providing Payment of Prevailing Wages
(City of South Pasadena / Kabbara Engineering)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena a California municipal corporation (“City”) and Kabbara Engineering, a California sole proprietorship (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: engineering design services for the Library Drainage Improvement Project.
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s October 15, 2015 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s November 3, 2015 fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 “Commencement Date”: December 1, 2015.
- 3.4 “Expiration Date”: June 30, 2016.

4. **TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 ("Termination") below.

5. **CONSULTANT'S SERVICES**

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of Sixty four thousand six hundred and sixty Dollars (\$64,660) unless specifically approved in advance and in writing by City.
- 5.2 Consultant shall obtain a City business license prior to commencing performance under this Agreement.
- 5.3 Consultant shall perform all work to the highest standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.4 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.5 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Leah Kabbara shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.6 To the extent that the Scope of Services involves trenches deeper than four feet (4'), Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:

(1) Material that the contractor believes may be material that is hazardous waste, as defined in Health and Safety Code § 25117 which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of law.

(2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature that materially differ from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement.

City shall promptly investigate the conditions, and if it finds that the conditions do so materially differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in this Agreement.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Approved Fee Schedule in full satisfaction for such services.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis pursuant to the Approved Fee Schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule or to compensation other than in compliance with this Agreement, including, without limitation, Section 5.1 above..
- 6.4 To the extent applicable, this Agreement is further subject to the provisions of Article 1.7 (commencing at § 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and

properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300. At the request and expense of the consultant, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the City. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon use or dissemination by City. Consultant may take and retain copies of such written products as desired, but shall not seek to copyright such written products.

8. RELATIONSHIP OF PARTIES

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

Under no circumstances shall Consultant look to the City as his employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned PERS retirement benefits, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation.

9. CONFIDENTIALITY

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not

be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, taxes, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the parties intend the provisions of this indemnity provision to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and when the City requests with respect to a claim provide a deposit for the defense of, and defend City, its officers, agents, employees and volunteers from and against any and all claims, losses, costs and expenses for any damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, and injury to any property arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole active negligence or willful misconduct of the City. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice, expert fees and all other expenses of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.
- 10.3 City shall have the right to offset against any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and any amount due City from Consultant arising from Consultant's failure either to (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 are not limited by the provisions of any workers' compensation or similar statute. Consultant expressly

waives its statutory immunity under such statutes as to City, its officers, agents, employees and volunteers.

- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. If Consultant fails to obtain such indemnity obligations from others, Consultant agrees to indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims, losses, costs and expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply whether or not any insurance policies apply to a claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement.
- 11.2 Any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any Insurance policy or proceeds available to the named Insured.
- 11.3 Insurance required under this Agreement shall be of the types set forth below, with minimum coverage as described:
- 11.3.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and

explosion and collapse hazard where applicable.

- 11.3.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
- 11.3.3 Worker's Compensation insurance if and as required by the laws of the State of California.
- 11.3.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 11.4 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.5 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.6 Consultant agrees that if it does not keep the insurance coverages required by this Agreement in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay the premium(s) thereon at Consultant's expense.
- 11.7 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the required coverages are in effect and naming the City and its officers, employees, agents and volunteers as additional insureds. Prior to commencement of work under this Agreement, Consultant shall file such certificate(s) with City's Risk Manager.
- 11.8 Consultant shall provide proof that policies of insurance required by this Agreement expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.9 The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of

cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

- 11.10 The insurance provided by Consultant shall be primary to any other coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
- 11.11 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.12 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond in the amount of the deductible or self-insured retention to guarantee payment of losses and expenses.
- 11.13 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.
- 11.14 Consultant may be self-insured under the terms of this Agreement only with express written approval from the City.
 - 11.14.1 All self-insured retentions (SIR) must be disclosed to the City for approval and shall not reduce the limits of liability.
 - 11.14.2 Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named Insured or the City.
- 11.15 City reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12. MUTUAL COOPERATION

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

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

13. RECORDS AND INSPECTIONS

Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. City shall further have the right to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under the Agreement.

14. PERMITS AND APPROVALS

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.

15. NOTICES

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

If to City

Public Works Director
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant:

Leah Kabbara,
Kabbara Engineering
121 North Harwood Street
Orange, CA 92866-1626
Telephone: (714) 744-9400
Facsimile: (714) 744-9771

With courtesy copy to:

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

16. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

17. TERMINATION

17.1. City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant may terminate this Agreement for any reason on thirty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

17.2. If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement as provided in Section 5.1 above and as otherwise provided in this Agreement.

18. GENERAL PROVISIONS

18.1. Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

18.2. In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.

- 18.3 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph shall govern construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party to be charged with the waiver.
- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies. If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the party prevailing in such action, whether or not reduced to judgment, shall be entitled to its reasonable court costs, including any accountants' and attorneys' fees expended in the action. The venue for any litigation shall be Placer County, California and Consultant hereby consents to jurisdiction in Placer County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the provisions of this Agreement and those of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on behalf of the City and Consultant.
- 18.10 To the extent applicable, this Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration if the parties fail to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19 **PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:
- 19.1.1 The Consultant shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$200.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution

of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Consultant.

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

19.1.3 Pursuant to Labor Code § 1776, Consultant and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Consultant in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code §§ 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Consultant shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Government Code § 12940. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Consultant's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at

not less than one and one-half times the basic rate of pay. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.

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

“City”
City of South Pasadena

“Consultant”
Kabbara Engineering

By _____

By: _____
Leah Kabbara, Principal Engineer

Date: _____

Date: _____

Attest:

By _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK



SCOPE OF WORK

In an effort to expedite the City Schedule, we have developed a work plan outlining the following required steps necessary to complete this project:

A. Research & Meetings

1. In a Kick-off meeting with the City, the scope of work, design criteria, goals and objectives for the project, and the project schedule will be reviewed and approved.
2. Compile and review all available documents provided by the City, obtain and review all necessary documents and maps (as required) from the County of Los Angeles.
3. Organize and attend 2 progress meetings with City staff for design review and coordination purposes at the 60% and 85% completion levels. Includes preparation of meeting minutes and monthly status reports.
4. Attend 1 Public Outreach meeting with the Library Board of Trustees and/or affected users, as requested by City staff. Includes preparation of meeting minutes and monthly status reports.

B. Utility Investigation & Coordination

1. Notify all affected public utility companies, government agencies, sanitary and water districts using City of South Pasadena Utility Coordination Procedures, and identify underground facilities and substructures using existing record documents and atlas maps provided by the various utility companies.
2. Prepare a Utility Notification Log to track utility company contacts and responses. Utility Notification Log and copies of all correspondence will be provided to the City with Final Plan submittal.

C. Topographic Field Survey & Base Map

1. Perform field survey to identify existing topographic features and improvements on the Library site located at 1100 Oxley Street, including horizontal and vertical control per City or County benchmark. Includes cross sections at 50-foot intervals for all streets adjacent to and surrounding the Library project site, including El Centro, Diamond, Oxley, and Fairview. Includes finished floor and finished grade elevations at buildings walls, doors and access points, grates, inverts, top of curb, gutter flowline, lip of gutter, centerline, EG, EP, driveways, sidewalks, cross gutters, curb returns, ramps, berms, flowlines, and all angle points, grade breaks as required for design purposes. Also includes dipping sewer and storm drain manholes, sumps and catch basins, as required for design purposes. Includes field



review of project to identify special conditions and conflicts.

2. **OPTIONAL SERVICE:** Perform a field topographic survey of Diamond Street from Monterey Avenue to Oxley Street, if required for new storm drain improvements within that reach. Includes cross sections at 50-foot intervals for Diamond Street from Monterey Avenue to Oxley Street (approx. 650 l.f.) from R/W to R/W. Includes elevations of top of curb, gutter flowline, lip of gutter, centerline, EG, EP, driveways, sidewalks, cross gutters, curb returns, ramps, all angle points, grade breaks, dipping sewer and storm drain manholes and catch basins, as required for design purposes. Includes field review of project to identify special conditions and conflicts.

3. **OPTIONAL SERVICE:** Perform a field topographic survey of Oxley Street from Fairview to Fremont Avenue (approx. 630 l.f.), if required for new storm drain improvements within that reach. Includes cross sections at 50-foot intervals within the limits above, from R/W to R/W. Includes elevations of top of curb, gutter flowline, lip of gutter, centerline, EG, EP, driveways, sidewalks, cross gutters, curb returns, ramps, all angle points, grade breaks, dipping sewer and storm drain manholes and catch basins, as required for design purposes. Includes field review of project to identify special conditions and conflicts.

4. Prepare Topographic Base Map for the Library Site at 1100 Oxley Street, using computer aided drafting and the field topographic survey results/data (AutoCAD 2014 Civil 3D). Plot existing utilities, right-of-ways, property lines, addresses, surface and underground utilities, and site specific topographic features required for design at (H) 1"=20' plan view only, on City of South Pasadena Standard Title Block Sheets.

5. **OPTIONAL SERVICE:** Prepare Topographic Base map for Diamond Street from Monterey Avenue to Oxley Street, if required for new storm drain improvements within that reach, using computer aided drafting and existing aerial photos (Google or County) and record mapping information (AutoCAD 2014 Civil 3D). Plot existing surface and underground utilities per results of field survey, and record plans, right-of-ways, property lines, and addresses as required for design at (H) 1"=40' scale plan and (V) 1"=4' scale profile, on City of South Pasadena Standard Title Block Sheets.

6. **OPTIONAL SERVICE:** Prepare Topographic Base map for Oxley Street from Fairview to Fremont Avenue, if required for new storm drain improvements within that reach, using computer aided drafting and existing aerial photos (Google or County) and record mapping information (AutoCAD 2014 Civil 3D). Plot existing surface and underground utilities per results of field survey, and record plans, right-of-ways, property lines, and addresses as required for design at (H) 1"=40' scale plan and (V) 1"=4' scale profile, on City of South Pasadena Standard Title Block Sheets.



D. Hydrology & Hydraulics

1. Prepare one Hydrologic Analysis and Hydrology Report for the Library Site to determine the hydrologic data required for the design of on-site and off-site drainage inlet and pipeline improvements required to provide flood protection for the project site (only). Includes preparation of a hydrology map for the project site utilizing existing City provided aerial topographic maps, and hydrology calculations for the 10-year, 25-year and 100-year storm flows per the Los Angeles County Hydrology Manual. ***Note: Preparation of a more extensive Master Plan level offsite hydrology study and calculations is not included herewith, and is available if required by the City to address other drainage issues on the streets or surrounding tributary areas.***
2. Prepare one Hydraulic Analysis of the existing on-site drainage systems and provide recommendations for construction of new storm drain facilities, as required. Prepare a preliminary alignment plan for the proposed storm drain improvements as required to mitigate the existing on-site drainage issues, including hydraulic calculations per Los Angeles County Hydraulic Design Manual, pipe sizing, catch basin/inlet sizing and sump pump sizing calculations.
3. Meet with City staff to review and obtain approval of the recommended preliminary alignment plan for the new storm drain and drainage facilities. Submit Final Hydrology and Hydraulic Report to the City with the final PS&E submittal for review and approval.

E. Construction Documents

1. Preliminary Design
 - a. Prepare 1 set of preliminary precise grading plans for the Library site located at 1100 Oxley Street, at (H) 1"=20' plan view only, on City of South Pasadena Standard Title Block Sheets. The plans shall show the limits of grading, surface drainage improvements, area drain inlet and pipeline improvements, sump pump upgrades, utility adjustments, limits of sidewalk removals and replacements, low wall improvements per SSPWC or Los Angeles County standard plans, and all required miscellaneous improvements. The plans shall include a title and general note sheet, detail sheets, plan sheets, construction notes, bid item numbers, typical sections, and details, as required.
 - b. ***OPTIONAL SERVICE:*** Prepare preliminary storm drain detail plans and profiles, as required for a new storm drain extension in Diamond Street, Oxley Street and a portion of Fairview Street, from the existing system at the intersection of Monterey and Diamond Street. Includes construction notes, bid item numbers, and miscellaneous details, as required.



- c. Identify anticipated utility conflicts to determine if potholing is required. Notify the City Project Manager.
 - a. Prepare one set of preliminary specifications in City format, including all City required attachments and bid proposal.
 - b. Prepare Preliminary Opinion of Probable Cost for the Project, using Microsoft Excel.
 - c. Submit two sets of 60% improvement plans, specifications & cost estimates to City for meeting discussion and comments.
2. Final Design
- a. Revise preliminary improvement plans and plot final improvement plans, including Title sheets, detail sheets, precise grading and drainage plans.
 - b. Prepare Final Specifications for the project.
 - c. Prepare Final Opinions of Probable Construction Cost.
 - d. Submit two sets of 85% Improvement plans, Specifications and Cost Estimate to City for review and comment.
3. Construction Document Phase
- a. Revise and plot Final Improvement Plans, Specifications and Estimate.
 - b. Send copies of final plans to utility companies requesting them to coordinate any adjustments and/or relocations with the City.
 - c. Submit Final Improvement Plans, Specifications and Cost Estimate to City, on 24"x36" Mylar and in digital format on a flash memory stick (thumb drive) using AutoCAD 2014 Civil 3D (dwg & pdf), for final approval. Specifications and estimates shall be submitted in hard copy and in digital format on flash drive using Microsoft Word and Excel 2010.

F. Bidding & Construction Engineering Support Services (Hourly Estimate)

- 1. Perform Bidding and Construction Phase observation and coordination, such as written clarification of plans and specifications, preparation of addenda, written responses to RFI's, and other meeting attendance with City staff, other agencies and or the public as requested by the City.



Optional Services (available upon request)

1. *Geotechnical Investigation (Grading, Retaining Wall and Storm Drain/Trench recommendations)*
2. *Retaining Wall Plans & Profiles, Structural Design Details, and Structural Calculations*
3. *Building Architectural & Structural Improvements (roofs, walls, footings, waterproofing, etc.)*
4. *Water Quality Management Plan*
5. *Erosion Control Plan*
6. *Traffic Control Plans*
7. *Prepare As-built drawings after construction (based on contractor's redlines).*
8. *Environmental Documentation*
9. *Permit Processing (County or other Agency)*

EXHIBIT B
APPROVED FEE SCHEDULE

K A B B A R A E N G I N E E R I N G

CIVIL ENGINEERING • LAND SURVEYING

November 3, 2015

City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030

Attention: Mr. Paul Toor, P.E., Public Works Director

Subject: Revised Fee Proposal for Engineering Design Services for Library Drainage Improvement Project

Dear Mr. Toor:

Attached herewith for your review and consideration is our revised fee proposal per the attached scope of work and Man-Hour Fee Schedule for Professional Engineering Design Services for this critical drainage improvement project in the City of South Pasadena. Our total not-to-exceed fee proposal for the subject projects, including subconsultant fees, is as follows:

Description	Total Fee
LIBRARY DRAINAGE IMPROVEMENT PROJECT	
Kabbara Engineering	\$ 54,540.00
On-Point Land Surveying Inc. (Field Survey & Mapping Subconsultants)*	\$ 10,120.00
GRAND TOTAL NOT-TO-EXCEED FEE PROPOSAL	\$ 64,660.00

**Includes a 10% Administrative Charge on Subconsultant Fees.*

We understand that the Optional storm drain design services indicated on the Man-hour Fee Schedule attached, are not required at this time, per City request. Please note that payment of any required permit or application fees, or utility/ agency fees for research or materials, is not included herewith and will be considered to be paid by the City of South Pasadena, and additional mobilization and office charges will be necessary if any change in management or significant extension of the project schedule occurs during the life of the contract.

In response to the City's request, Kabbara Engineering is also pleased to present the following Schedule of Hourly Rates for providing professional engineering design services, to the City of South Pasadena.

Our hourly fees/rates include all indirect costs associated with providing the subject services to the City of South Pasadena, as follows:

CLASSIFICATION

HOURLY RATES

ENGINEERING

Principal Engineer/Project Manager
Project Engineer
Quality Engineer
Designer/ Civil Engineer
Junior Engineer
CADD Operator

\$ 145 per hour
\$ 135 per hour
\$ 120 per hour
\$ 80 per hour
\$ 75 per hour
\$ 75 per hour

SURVEYING

Licensed Land Surveyor
Survey Technician
Two-Man Field Party
Three-Man Field Party

\$ 140 per hour
\$ 90 per hour
\$ 205 per hour
\$ 330 per hour

CLERICAL

Clerical

\$ 60 per hour

MISCELLANEOUS EXPENSE CHARGES:

Kabbara Engineering considers local travel/mileage, photocopying, first class postage, telephone, facsimile, and mobile communication charges a normal part of doing business and such costs are included in the stated hourly rates. Out-of-pocket expenses including pre-approved travel and lodging, outside exhibit preparation, requested overnight courier or registered and/or certified mail (return receipt requested) charges, and specialty reproduction (unless otherwise specified) are in addition to the contract amount and will be charged at cost plus ten percent (+10%) for administration, coordination, and handling.

SUBCONTRACTS:

Subcontracted services, such as geotechnical or structural engineering services, will be invoiced at cost plus ten percent (+10%). In the event Kabbara Engineering is required to perform any act in relation to litigation arising out of any project with the Client, such services will be invoiced at two times the regular hourly rates.

Thank you for the opportunity to be of service. We look forward to working with you and your staff on this project. If you have any questions please contact me at (714) 744-9400, extension 22, or email at leah@kabbara.net.

Sincerely,

KABBARA ENGINEERING



Leah Kabbara, PE
PRINCIPAL ENGINEER

**KABBARA ENGINEERING
MAN-HOUR FEE SCHEDULE
FOR
CITY OF SOUTH PASADENA
ENGINEERING DESIGN SERVICES FOR LIBRARY DRAINAGE IMPROVEMENT PROJECT**

TASK	Principal Engineer	Land Surveyor	2-Man Survey Crew	Project Engineer	Civil Designer	CAD Drafter	Clerical	Subconsultant Fee*	TOTAL COST
Hourly Rate per Classification	\$145	\$140	\$200	\$135	\$80	\$75	\$60		
A. RESEARCH AND MEETINGS									
1. KICK-OFF MEETING	2			2					\$560
2. RESEARCH & REVIEW EX. DOCUMENTS				2	2				\$430
3. PROGRESS MEETINGS (2)	3			3					\$840
4. PUBLIC OUTREACH MEETINGS (1)	4			4					\$1,120
SUBTOTAL COST									\$2,950
B. UTILITY INVESTIGATION & COORDINATION									
1. UTILITY NOTIFICATIONS & COORDINATION				16			24		\$3,600
2. UTILITY NOTIFICATION LOG WITH COPIES OF ALL CORRESPONDENCE							8		\$480
SUBTOTAL COST									\$4,080
C. TOPOGRAPHIC FIELD SURVEY & BASE MAP									
1. FIELD TOPO SURVEY LIBRARY SITE								\$6,800	\$6,800
2. <i>OPTIONAL SERVICE:</i> FIELD TOPO SURVEY OF DIAMOND STREET (FROM MONTEREY TO OXLEY) (APPROX. 650 L.F.)		8						2,640	\$3,760
3. <i>OPTIONAL SERVICE:</i> NOT INCLUDED HEREWITH									\$0
4. PREPARE BASE PLANS FOR LIBRARY SITE (1"=20' SCALE)		8						3,320	\$4,440
5. <i>OPTIONAL SERVICE:</i> PREPARE BASE PLANS FOR DIAMOND STREET (FROM MONTEREY TO OXLEY) FOR NEW STORM DRAIN (1"=40' SCALE)						40			\$3,000
6. <i>OPTIONAL SERVICE:</i> NOT INCLUDED HEREWITH									\$0
SUBTOTAL COST									\$18,000
D. HYDROLOGY AND HYDRAULICS									
1. HYDROLOGY ANALYSIS AND REPORT				24	16	8			\$5,120
2. HYDRAULIC ANALYSIS AND PRELIMINARY GRADING AND DRAINAGE CONCEPTS/ALIGNMENT				24	8	16			\$5,080
3. MEETING WITH CITY STAFF TO REVIEW AND APPROVE PRELIMINARY GRADING AND DRAINAGE CONCEPT/ALIGNMENT AND RECOMMENDATIONS	4			4					\$1,120
SUBTOTAL COST									\$11,320

**KABBARA ENGINEERING
MAN-HOUR FEE SCHEDULE
FOR
CITY OF SOUTH PASADENA
ENGINEERING DESIGN SERVICES FOR LIBRARY DRAINAGE IMPROVEMENT PROJECT**

TASK	Principal Engineer	Land Surveyor	2-Man Survey Crew	Project Engineer	Civil Designer	CAD Drafter	Clerical	Subconsultant Fee	TOTAL COST
Hourly Rate per Classification	\$145	\$140	\$200	\$135	\$80	\$75	\$60		
E1. PRELIMINARY DESIGN									
1. PRELIMINARY PRECISE GRADING & DRAINAGE IMPROVEMENT PLANS (20 SCALE, PLAN VIEW ONLY), INCLUDING TITLE SHEET, LOCATION MAP, TYPICAL SECTIONS, CONSTRUCTION NOTES AND DETAILS (EST. 4 SHEETS)				60	40	80			\$17,300
2. <i>OPTIONAL SERVICE:</i> PRELIMINARY STORM DRAIN IMPROVEMENT PLANS & PROFILES (40 SCALE)(EST. 3 SHEETS)				50	32	40			\$12,310
3. PROJECT SPECIFICATIONS				16			16		\$3,120
4. OPINION OF PROBABLE CONSTRUCTION COSTS & QUANTITY CALCULATIONS				8	16				\$2,360
SUBTOTAL COST									\$35,090
E2. FINAL DESIGN									
1. FINAL PRECISE GRADING AND DRAINAGE IMPROVEMENT PLANS				8	16	16			\$3,560
2. <i>OPTIONAL SERVICE:</i> FINAL STORM DRAIN IMPROVEMENT PLANS				8	16	16			\$3,560
3. FINAL PROJECT SPECIFICATIONS				8			8		\$1,560
4. FINAL OPINION OF PROBABLE CONSTRUCTION COSTS				4	8				\$1,180
SUBTOTAL COST									\$9,860
E3. CONSTRUCTION DOCUMENTS									
1. FINALIZE PS&E ON MYLAR, WITH DIGITAL COPIES	2			8	4	8			\$2,290
SUBTOTAL COST									\$2,290
F. BIDDING AND CONSTRUCTION ENGINEERING SUPPORT SERVICES (HOURLY ESTIMATE)									
1. BIDDING & CONSTRUCTION ENGINEERING SUPPORT SERVICES (HOURLY ESTIMATE)				20					\$2,700
SUBTOTAL COST									\$2,700
REIMBURSABLE EXPENSES									
1. REIMBURSABLE /REPROGRAPHIC EXPENSE ALLOWANCE, INCLUDING DELIVERIES, CERTIFIED MAILINGS, & PRINTS (CONSTRUCTION BID SETS NOT INCLUDED)									\$1,000
SUBTOTAL COST									\$1,000
GRAND TOTAL (NO OPTIONAL SERVICES)									\$64,660
GRAND TOTAL (WITH OPTIONAL SERVICES)									\$87,290

NON-COLLUSION DECLARATION

TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].”

Signature DATE

Printed Name of Signatory

WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' 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.

DATE: _____

(Contractor)

By: _____
(Signature)

(Title)

Attest:

By: _____
(Signature)

(Title)

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager *SM*

FROM: Paul Toor, P.E., Public Works Director *PT*
Shin Furukawa, P.E., Deputy Public Works Director *SF*

SUBJECT: **Award of Contract to Michael Baker International, Inc. for Environmental Services for the Dog Park Project**

Recommendation

It is recommended that the City Council:

1. Accept a proposal dated October 22, 2015, from Michael Baker International, Inc. for environmental services for the Dog Park Project and reject all other proposals received; and
2. Approve, and authorize the City Manager to execute, a contract with Michael Baker International, Inc. for environmental services for the Project in an amount not-to-exceed \$26,845.

Fiscal Impact

There are sufficient funds available in the Park Impact Fee account 275-9000-9190 to fund these services.

Commission Review and Recommendation

The Project was discussed on several occasions by the Park and Recreation Commission as well as the Animal Commission.

Background

With a strong community need for a dog park, the City Council approved \$30,000 from Park Impact Fees for a conceptual drawing and construction documents and plans for a dog park as well as \$100,000 from the General Fund for construction in the Fiscal Year 2014-15 budget. The City Council also approved \$200,000 from Park Impact Fees for the dog park in the FY 2015-16 budget. The City also received a grant from County of Los Angeles Supervisor Michael D. Antonovich for \$208,000 as well as \$22,728 of remaining Proposition A funds from a past playground renovation grant. The City of South Pasadena has a total of \$530,728 for completion of the park.

In November 2014, RHA Landscape Architects Planners, Inc., was hired to create a conceptual drawing of the dog park. Three meetings were held for the community to provide input on the dog park at the Park and Recreation Commission meetings.

Analysis

On September 30, 2015 a request for proposals for preparation of environmental documents pursuant to the California Environmental Quality Act (CEQA) was issued. Proposals were received from the following seven firms:

- Athena Environmental, Inc., Laguna Beach
- Dudek, Pasadena
- LSA Associates, Inc., Palm Springs
- Meridian Consultants, LLC, Westlake Village
- Michael Baker International, Inc., Long Beach
- Terry A. Hayes Associates Inc., Culver City
- Vista Community Planners, Laguna Beach

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

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

After evaluating the proposals, staff determined Michael Baker International, Inc. to be the most qualified consultant to provide environmental services for the Project. Michael Baker International, Inc. is a large full-service engineering firm with over 75 years in the industry. They have provided similar environmental services to municipal agencies such as the Cities of Pasadena, Monterey Park, Rolling Hills, and Santa Clarita, South Pasadena Unified School District and others. Staff has also previously worked with Michael Baker International, Inc.'s project manager on preparing environmental documents for the City's Wilson Reservoir Project.

It is anticipated that an initial study/mitigated negative declaration will satisfy CEQA requirements for the Project. Staff is recommending award of these services excluding noise and traffic analyses. Based on initial discussions with the consultant, it is not anticipated that thresholds of significance for either criteria will be met for the Project. If more detailed investigations show that one or both analyses are required, a subsequent contract amendment will be brought to the City Council.

If awarded, the preparation of the environmental documents, including a 30-day public review period, is expected to take approximately five months.

Award of Environmental Services Contract for Dog Park Project
November 18, 2015
Page 3 of 3

Legal Review

The City Attorney has reviewed the agreement.

Public Notification of Agenda Item

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

Attachment: Agreement – Michael Baker International, Inc.

PROFESSIONAL SERVICES AGREEMENT
Providing Payment of Prevailing Wages
(City of South Pasadena / Michael Baker International, Inc.)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of South Pasadena a California municipal corporation (“City”) and Michael Baker International, Inc. a Pennsylvania corporation (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: Preparation of environmental documents for the South Pasadena Dog Park Project.
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s October 22, 2015 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s October 22, 2015 fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 “Commencement Date”: _____.
- 3.4 “Expiration Date”: June 30, 2016

4. **TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 ("Termination") below.

5. **CONSULTANT'S SERVICES**

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of Twenty six thousand eight hundred and forty-five Dollars (\$26,845) unless specifically approved in advance and in writing by City.
- 5.2 Consultant shall obtain a City business license prior to commencing performance under this Agreement.
- 5.3 Consultant shall perform all work to the generally accepted standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.4 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.5 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. John Bellas shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.6 To the extent that the Scope of Services involves trenches deeper than four feet (4'), Contractor shall promptly, and before the following conditions are disturbed,

notify the City, in writing, of any:

(1) Material that the contractor believes may be material that is hazardous waste, as defined in Health and Safety Code § 25117 which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of law.

(2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature that materially differ from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Agreement.

City shall promptly investigate the conditions, and if it finds that the conditions do so materially differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in this Agreement.

6. COMPENSATION

6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Approved Fee Schedule in full satisfaction for such services.

6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law.

6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis pursuant to the Approved Fee Schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule or to compensation other than in compliance with this Agreement, including, without limitation, Section 5.1 above..

6.4 To the extent applicable, this Agreement is further subject to the provisions of Article 1.7 (commencing at § 20104.50) of Division 2, Part 3 of the Public

Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300. At the request and expense of the consultant, securities equivalent to the amount withheld shall be deposited with the City, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the City. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon use or dissemination by City. Consultant may take and retain copies of such written products as desired, but shall not seek to copyright such written products.

8. RELATIONSHIP OF PARTIES

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant’s employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

Under no circumstances shall Consultant look to the City as his employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant’s previously earned PERS retirement benefits, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers’ compensation.

9. CONFIDENTIALITY

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, reasonable attorneys' fees, litigation costs, taxes, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the parties intend the provisions of this indemnity provision to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 As it relates to claims arising from the performance of professional services, Consultant shall indemnify and hold harmless, City, its officers, agents employees and volunteers from and against any and all claims, losses, costs and expenses for any damage to the extent caused by Consultant's negligence, recklessness or willful misconduct or other wrongful acts, errors or omission of Consultant or any of its officers, employees, servants, agents or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement or its negligent failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole negligence or willful misconduct of the City.
- 10.3 For all other claims, Consultant shall indemnify, defend and hold harmless City, its officers, agents, employees and volunteers from and against any and all claims, losses, costs and expenses for any damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, and injury to any property arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole active negligence or willful misconduct of the City. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice, expert fees and all other expenses of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

- 10.4 City shall have the right to offset against any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and any amount due City from Consultant arising from Consultant's failure either to (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.5 The obligations of Consultant under this Section 10 are not limited by the provisions of any workers' compensation or similar statute. Consultant expressly waives its statutory immunity under such statutes as to City, its officers, agents, employees and volunteers.
- 10.6 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. If Consultant fails to obtain such indemnity obligations from others, Consultant agrees to indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims, losses, costs and expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.7 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply whether or not any insurance policies apply to a claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement.
- 11.2 Any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any

Insurance policy or proceeds available to the named Insured.

- 11.3 Insurance required under this Agreement shall be of the types set forth below, with minimum coverage as described:
 - 11.3.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
 - 11.3.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
 - 11.3.3 Worker's Compensation insurance if and as required by the laws of the State of California.
 - 11.3.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 11.4 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.5 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.6 Consultant agrees that if it does not keep the insurance coverages required by this Agreement in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay the premium(s) thereon at Consultant's expense.
- 11.7 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the required coverages are in effect and on the general liability and automobile liability policies naming the City and its officers, employees, agents and volunteers as additional insureds. Prior to commencement of work under this Agreement, Consultant shall file such certificate(s) with City's Risk Manager.
- 11.8 Consultant shall provide proof that policies of insurance required by this Agreement expiring during the term of this Agreement have been renewed or

replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.

- 11.9 The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.
- 11.10 The insurance provided by Consultant shall be primary to any other coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
- 11.11 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.12 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond in the amount of the deductible or self-insured retention to guarantee payment of losses and expenses.
- 11.13 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.
- 11.14 Consultant may be self-insured under the terms of this Agreement only with express written approval from the City.
 - 11.14.1 All self-insured retentions (SIR) must be disclosed to the City for approval and shall not reduce the limits of liability.
 - 11.14.2 Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named Insured or the City.
- 11.15 City reserves the right to obtain a full certified copy of any Insurance policy and

endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12. MUTUAL COOPERATION

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

13. RECORDS AND INSPECTIONS

Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. City shall further have the right to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under the Agreement.

14. PERMITS AND APPROVALS

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.

15. NOTICES

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

If to City

Public Works Director
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant:

Michael Baker International, Inc.
2729 Prospect Park Drive, Suite 220
Rancho Cordova, CA 95670
Telephone: (916) 361-8384
Facsimile: (916) 361-1574

With courtesy copy to:

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

16. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

17. TERMINATION

- 17.1. City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant may terminate this Agreement for any reason on thirty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 17.2. If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement as provided in Section 5.1 above and as otherwise provided in this Agreement.

18. GENERAL PROVISIONS

- 18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2 In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 18.3 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph shall govern construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party to be charged with the waiver.
- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies. If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the party prevailing in such action, whether or not reduced to judgment, shall be entitled to its reasonable court costs, including any accountants' and attorneys' fees expended in the action. The venue for any litigation shall be Placer County, California and Consultant

hereby consents to jurisdiction in Placer County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the provisions of this Agreement and those of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on behalf of the City and Consultant.
- 18.10 To the extent applicable, this Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration if the parties fail to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19 **PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:
- 19.1.1 The Consultant shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$200.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Consultant.
 - 19.1.2 Consultant shall comply with the provisions of Labor Code § 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Consultant is responsible for compliance with § 1777.5 by all of its subcontractors.
 - 19.1.3 Pursuant to Labor Code § 1776, Consultant and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Consultant in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.
- 19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code §§ 1810 and 1813, as well as California

nondiscrimination laws, as follows:

- 19.2.1 Consultant shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Government Code § 12940. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Consultant's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.

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

"City"
City of South Pasadena

"Consultant"
Michael Baker International, Inc.

By _____

By: _____
Philip O. Carter, Vice President

Date: _____

Date: _____

By: _____
Jennifer LeBoeuf, Assistant Secretary

Date: _____

Professional Services Agreement
City of South Pasadena / Michael Baker International, Inc.

Attest:

By _____
Evelyn G. Zneimer, City Clerk

Date: _____

Approved as to form:

By _____
Teresa L. Highsmith, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK

Project Understanding

project's limited trip generation. In accordance with the South Coast Air Quality Management District's (SCAQMD) guidelines, Michael Baker's in-house air quality experts will conduct air quality modeling (CalEEMod) to quantify the project's construction and operation emissions and will compare the project's emissions to the SCAQMD's regional and localized thresholds of significance.

SCOPE OF SERVICES

Based on our discussions with City staff, our proposal assumes that an Initial Study and Mitigated Negative Declaration (IS/MND) will be the appropriate CEQA document for the project. Our proposed scope of work to prepare and process an IS/MND for the project consists of the following tasks:

Task 1: Project Initiation, Coordination Meetings, and Project Management

- a. Kickoff Meeting and Site Visit
- b. Coordination Meetings and Project Management

Task 2: Technical Studies

- a. Air Quality and Greenhouse Gas Modeling
- b. Optional Task: Noise Analysis
- c. Optional Task: Traffic Study (Transpo Group)

Task 3: Initial Study and Proposed Mitigated Negative Declaration

- a. Administrative Draft Initial Study
- b. Initial Study
- c. Proposed Mitigated Negative Declaration
- d. Circulation and Public Notification

Task 4: Adoption Process

- a. Responses to Comments
- b. Mitigation Monitoring and Reporting Program
- c. Public Hearings
- d. Notice of Determination

These tasks are described in detail below.

Task 1: Project Initiation, Coordination Meetings, and Project Management

1a: Kickoff Meeting and Site Visit

To initiate the project, Michael Baker's project manager and key staff will attend a kickoff meeting with City staff. The kickoff meeting will be used to review project plans, discuss the project's key environmental considerations, solidify the project schedule, and discuss the action plan for achieving that schedule. Michael Baker will also use the kickoff meeting as an opportunity to conduct a site visit to document the existing environmental conditions on the project site and in the surrounding area.

1b: Coordination Meetings and Project Management

Michael Baker's project manager will be available to City staff at any time during the course of the assignment to discuss the project, coordinate the project schedule, exchange information, and ensure the City's expectations are met. In addition to the kickoff meeting, coordination meetings may be conducted to review the City's comments on administrative draft documents and in preparation for public hearings. We have budgeted for one coordination meeting (in addition to the kickoff meeting) with City staff. Additional management activities include monitoring the project schedule and budget, ensuring critical timeline milestones are met, and providing quality control review of all completed work products.

Task 2: Technical Studies

2a: Air Quality and Greenhouse Gas Modeling

Michael Baker will quantify the project's air pollutant and greenhouse gas (GHG) emissions and evaluate the impacts of those emissions. South Pasadena is located in the South Coast Air Basin. The South Coast Air Quality Management District is the air pollution control agency for the basin. Primary pollutants of concern include ozone, particulate matter, carbon monoxide, and toxic air contaminants. Michael Baker will quantify and analyze the project's air quality impacts in accordance with the SCAQMD's recommended methodologies and thresholds of significance, including the district's regional and localized significance thresholds. Short-term (construction) and long-term (operational) emissions associated with the project will be quantified using the California Emissions Estimator Model (CalEEMod). Regional air quality will be further evaluated in terms of the project's consistency with the SCAQMD's 2012 Air Quality Management Plan. Applicable air pollution control measures contained in the Air Quality Management Plan will be identified and discussed.

Similarly, Michael Baker will quantify annual GHG emissions anticipated to result from both construction and operational activities using the CalEEMod model, in accordance with the SCAQMD's recommended methodologies. Michael Baker will evaluate the resulting emissions against thresholds of significance that are acceptable to the City.

Project Understanding

Thresholds of significance for GHG emissions have been a topic of much debate among CEQA practitioners, lead agencies, and air quality management districts and air pollution control boards. The most recent agency guidance in the region was provided by the SCAQMD Working Group in 2010, which proposed the use of an interim numeric GHG screening threshold of 3,000 metric tons of carbon dioxide equivalent per year for all nonindustrial projects (pursuant to Tier III of the SCAQMD's Significance Threshold Approach). While this screening threshold has not been adopted by either the SCAQMD or the City of South Pasadena, it may provide a basis of evaluation for the proposed project.

For efficiency and to reduce costs, Michael Baker proposes to evaluate the project's air quality and GHG impacts in the body of the Initial Study, rather than producing a stand-alone technical study. The analysis in the Initial Study will be supported by modeling documentation, which will be included as an appendix to the CEQA document.

2b: Optional Task: Noise Analysis

The proposed project would generate noise during both construction and operation that could affect noise-sensitive receptors. The noisiest construction activities are anticipated to be during grading, and the primary long-term noise generated by the project would be barking dogs. The closest sensitive receptors to the proposed dog park are the nearby golf course and tennis club, which are located approximately 35 and 90 feet to the south, respectively, across Stoney Drive. The closest residential uses are located approximately 350 feet to the east.

Michael Baker will measure existing ambient daytime noise levels at one 24-hour location and four short-term (15-minute) locations in the vicinity of the proposed project site (to be selected in coordination with the City) to establish current baseline noise levels. These locations will be identified on a map. The daytime noise levels will be measured using a Larson-Davis precision sound level meter, which satisfies the American National Standards Institute (ANSI) for general environmental noise measurement instrumentation.

Noise will be characterized in the following terms:

- Leq, the equivalent energy noise level, is the average acoustic energy content of noise for a stated period of time; for evaluating community impacts, this rating scale does not vary, regardless of whether the noise occurs during the day or the night
- Lmin, the minimum instantaneous noise level experienced during a given period of time
- Lmax, the maximum instantaneous noise level experienced during a given period of time

To characterize and estimate the potential noise from dog park usage (e.g., barking dogs, congregation of people, etc.), Michael Baker will measure noise at a similar dog park facility (one 15-minute measurement). Predicted noise levels will be compared to existing levels and evaluated in consideration of the noise standards in the City's Noise Ordinance and General Plan Noise Element.

For any impacts that exceed identified significance thresholds, feasible mitigation measures will be identified, which may include guidelines on construction techniques or hours, provision of temporary or long-term barriers to noise transmission, or noise barriers between sensitive uses and the proposed dog park. Michael Baker proposes to evaluate the project's noise impacts in the body of the Initial Study, rather than producing a stand-alone noise technical study. The analysis in the Initial Study will be supported by measurement data, which will be included as an appendix to the document.

2d: Optional Task: Traffic Study (Transpo Group)

Michael Baker has teamed with the Transpo Group, a highly experienced transportation planning firm, to prepare a traffic impact analysis for the project. The TIA will meet the requirements of the City of South Pasadena's Public Works Department and the City's General Plan Circulation & Accessibility Element.

Transpo will prepare a description of the existing circulation system of the study area and other affected facilities surrounding the project site and provide an assessment of the current intersection and roadway segment operations. Per review of the Institute of Transportation Engineers (ITE) *Trip Generation, 9th Edition* (2012), there are no specific trip rates for a dog park. Therefore, trip rates were taken from an approved traffic study titled Aliso Canyon Community Park Dog Park Parking and Trip Generation Analysis prepared for the City of Aliso Viejo in Orange County (RK Engineering Group, Inc., April 2015). Based on trip rates published in that study, the proposed 0.5-acre dog park would generate approximately 179 daily trips, 8 a.m. peak-hour trips, and 18 p.m. peak-hour trips.

Based on a review of Appendix B of the CMP, a regional CMP-level traffic analysis would not be required for the proposed project since it would not add 150 or more peak-hour trips to the nearest CMP mainline facility (Interstate 110) or 50 or more peak-hour trips to CMP intersections/roadways (I-110 on- and off-ramps at Orange Grove Avenue and Fair Oaks Avenue). Therefore, the following facilities are proposed to be counted and analyzed in the TIA:

1. Arroyo Drive/Mission Street-Stoney Drive (for weekday peak hours)
2. Stoney Drive, Mission Street to park entrance (for weekday daily traffic)
3. Stoney Drive, park entrance to San Pascual Avenue (for weekday daily traffic)

Transpo will prepare the TIA for incorporation into project's environmental document to determine the impacts of the proposed project in terms of levels of service (LOS), accessibility and efficiency, and safety for vehicular and pedestrian/bicycle modes of travel. The proposed analysis scenarios are (1) Existing Condition; (2) Existing plus Project; (3) Short-Term Baseline Condition corresponding to the "opening year" of the proposed project; and (4) Short-Term plus Project Condition.

The trip distribution patterns for the proposed project will be based on logical travel corridors and confirmed with City staff. Forecast traffic volumes for the short-term traffic conditions will be based on the application of regional growth factors provided in the CMP and traffic generated by cumulative (approved/pending) development adjacent and within the study area.

Project Understanding

Intersection analysis and impact threshold determination will be performed according to City standards. For any impact found to be significant, we will determine the traffic contribution from the proposed project. The thresholds used for significance criteria will be consistent with City guidelines, where appropriate.

The current site plan will be reviewed with respect to on-site circulation, access and egress, and parking. The site plan will also be evaluated for conformity with local, emergency vehicle access, and on-site circulation. A qualitative bicycle and pedestrian impact analysis will also be included in the TIA that will focus on safety, access, amenities, and consistency with any existing City and County policies.

Task 3: Initial Study and Proposed Mitigated Negative Declaration

3a: Administrative Draft Initial Study

Using the City's standard CEQA Initial Study and Environmental Checklist format, Michael Baker will prepare an administrative draft Initial Study for review by City staff. The Initial Study will provide written responses to each question on the Environmental Checklist that describe and qualitatively and/or quantitatively evaluate the project's impact related to each topic. Each response will provide a conclusion in regard to the significance of the project's impact, which may be determined to be potentially significant, potentially significant unless mitigated, less than significant, or nonexistent. The analysis conducted to support such conclusions will meet or exceed industry standards and will consider all applicable environmental regulations and policies, as well as guidance provided by responsible, trustee, and oversight agencies.

Our approach to preparing mitigation measures (if necessary) is to offer enforceable mitigation measures that City staff can effectively implement and monitor. Because we have served in a mitigation monitoring role, we fully understand the importance of having mitigation measures that staff can easily ensure are properly implemented.

Beyond the technical aspects of preparing the CEQA document, our approach to the Initial Study is to prepare a reader-friendly document that clearly explains why the impact is considered not significant or why the recommended mitigation measures reduce the impact to a less than significant level. To accomplish this, we will use a combination of narrative, figures, photographs, maps, tables, and other visual aids. We believe that our reader-friendly approach will greatly aid the City in meeting two of the core purposes of CEQA—informing the public about the environmental impacts of the project and allowing decision-makers to consider the project's environmental consequences before deciding whether to approve the project.

Deliverables: Michael Baker will submit the administrative draft Initial Study to the City electronically.

3b: Initial Study

After receiving the City's comments on the administrative draft Initial Study and making the appropriate changes, Michael Baker will prepare a proof-check version of the Initial Study for City consideration. We assume that the proof-check version will adequately address any substantive comments which the City had and that the City's comments on the proof-check version will be limited to edits and clarifications of final points. Michael Baker will address such final edits/clarifications and prepare a final version of the Initial Study.

Deliverables: Michael Baker will submit the proof-check and final versions of the Initial Study to the City electronically.

3c: Proposed Mitigated Negative Declaration

Michael Baker will prepare a proposed MND to attach to the Initial Study. We will submit an administrative draft version of the MND to the City for review and comment. After receiving the City's comments and making the appropriate changes, Michael Baker will combine the final proposed MND with the Initial Study, which will constitute the project's environmental document to be released for public review.

Deliverables: Michael Baker will submit the administrative draft and final versions of the Mitigated Negative Declaration to the City electronically.

3d: Circulation and Public Notification

Michael Baker will assist the City in circulating the environmental document for public review. For this task, we will prepare a Notice of Intent (NOI) to Adopt an MND. Michael Baker will file the NOI with the County Clerk and will mail the NOI to interested individuals, agencies, and organizations. We assume that the City will be responsible for publishing the notice in the local newspaper and/or posting the notice on- and off-site, if desired.

Given the location and scale of the project, Michael Baker assumes that circulation of the NOI and proposed IS/MND through the State Clearinghouse is not required for the project.

Deliverables: Michael Baker will submit the Notice of Intent to Adopt an MND to the City electronically for the City to utilize and post on the City's website; file the Notice of Intent to Adopt an MND with the County Clerk; and mail the Notice of Intent to Adopt an MND to up to 50 recipients.

Project Understanding

Task 4: Adoption Process

4a: Responses to Comments

While not required by CEQA, the City may choose to prepare written responses to comments on the proposed MND. Michael Baker is available to prepare responses to comments on environmental issues raised during the public review period. An administrative draft version of the responses to comments will be submitted to the City for review and comment. After receiving the City's comments and making the appropriate changes, Michael Baker will submit a final version of the responses to comments to the City.

Deliverables: Michael Baker will submit draft and final versions of the responses to comments to the City electronically.

4b: Mitigation Monitoring and Reporting Program

If mitigation measures are required, a Mitigation Monitoring and Reporting Program (MMRP) must be completed prior to adoption of the MND. It may be included in the MND or take the form of a separate document, which need not be circulated to the public. Michael Baker will prepare an MMRP for the project using the City's standard format. An administrative draft version of the MMRP will be submitted to the City for review and comment. After receiving the City's comments and making the appropriate changes, we will submit the final MMRP to the City.

Deliverables: Michael Baker will submit the draft and final versions of the MMRP to the City electronically.

4c: Public Hearings

Michael Baker's project manager is available to attend one public hearing on the project. Upon request, we will also be available to assist City staff in preparing and presenting the environmental findings for the project and will be available to answer questions regarding CEQA and the project's environmental document.

Deliverables: Attendance of Michael Baker's project manager at one public hearing.

4d: Notice of Determination

Michael Baker will prepare a Notice of Determination in accordance with State CEQA Guidelines Section 15094 for the City to file with the County Clerk. We recommend that the City file the Notice of Determination within 5 days of adopting the MND to establish a 30-day statute of limitations. Upon request, Michael Baker would be available to file the Notice of Determination, provided that we are reimbursed for the filing fees, including the California Department of Fish and Wildlife fee.

Deliverables: Michael Baker will submit the Notice of Determination to the City electronically.

EXHIBIT B
APPROVED FEE SCHEDULE

FEE PROPOSAL

Michael Baker is committed to providing the greatest value to the City of South Pasadena. To that end, Michael Baker is open to working with the City to refine our work program and fee to best meet the City's needs and budget. Our proposed fee is shown in the table below.

Tasks	Project Manager	Deputy Project Manager	Associate Planner	Assistant Planner	GIS Specialist	Tech Editor	Admin Support	Total Hours	Total Labor	Direct Costs	Transpo Group	Total Budget
	\$160	\$150	\$95	\$85	\$105	\$85	\$65					
1. Project Initiation, Coordination Meetings, Project Mgmt	20	8						28	\$4,400	\$-	\$-	\$4,400
1a. Kickoff Meeting and Site Visit	4	4						8	\$1,240			\$1,240
1b. Coordination Meetings and Project Management	16	4						20	\$3,160			\$3,160
2. Technical Studies		16						16	\$2,400	\$-	\$-	\$2,400
2a. Air Quality and Greenhouse Gas Modeling		16						16	\$2,400			\$2,400
3. Initial Study & Proposed Mitigated Negative Declaration	16	28	30	32	8	8	12	134	\$14,630	\$850	\$-	\$15,480
3a. Administrative Draft Initial Study	8	16	24	24	8	4	4	88	\$9,440	\$150		\$9,590
3b. Initial Study	6	8	6			2	2	24	\$3,030	\$150		\$3,180
3c. Proposed Mitigated Negative Declaration	1	2		4		2	2	11	\$1,100	\$50		\$1,150
3d. Circulation and Public Notification	1	2		4			4	11	\$1,060	\$500		\$1,560
4. Adoption Process	12	11		6		3	2	34	\$4,465	\$100	\$-	\$4,565
4a. Responses to Comments	8	8				2	2	20	\$2,780			\$2,780
4b. Mitigation Monitoring and Reporting Program		2		4				6	\$640			\$640
4c. Public Hearings	4							4	\$640	\$100		\$740
4d. Notice of Determination		1		2		1		4	\$405			\$405
Total Hours/Budget (excluding optional tasks)	48	63	30	38	8	11	14	212	\$25,895	\$950	\$-	\$26,845
2. Optional Tasks		24						24	\$3,600	\$-	\$7,480	\$11,080
2b. Noise Analysis		24						24	\$3,600			\$3,600
2c. Traffic Study									\$-		\$7,480	\$7,480
Total Hours/Budget (including optional tasks)	48	87	30	38	8	11	14	236	\$29,495	\$950	\$7,480	\$37,925

The above per-task costs are based on our best estimate of time needed. Actual time spent on individual tasks may not meet or may exceed such estimates. We reserve the right to transfer unused budget from one task to another if necessary. The total estimated budget will not be exceeded without proper authorization. Subconsultants and direct costs include a 10% administrative mark-up.

ASSUMPTIONS

Michael Baker makes no assumptions regarding the appropriate CEQA document for the project. Should the environmental analysis reveal that an environmental impact report is the appropriate CEQA document for the project, Michael Baker would be available to prepare the document per the mutual agreement of the City and Michael Baker.

Michael Baker assumes that no technical studies other than those identified in the proposed scope of work provided herein will be required to complete the CEQA documentation for the project. If additional technical studies become necessary, Michael Baker would be available to conduct the studies per the mutual agreement of the City and Michael Baker.

Michael Baker has included up to 16 hours of professional staff time for responding to comments. If an unexpected level of effort is needed to respond to comments and additional staff time becomes necessary, Michael Baker would develop a strategy for responding to comments in concert with the City.

Michael Baker has included one City review of administrative draft versions of all documents included in our scope of work, as well as one proof-check draft version of the Initial Study. Should multiple reviews beyond those included in our scope of work be requested by the City, additional Michael Baker staff time may be necessary beyond the established budget. Should such a scenario arise, Michael Baker would work with the City to seek mutually agreeable budget augmentation.

Michael Baker assumes that the project description will not substantively change during the course of the assignment. Should the project description change during the course of work, additional Michael Baker staff time may be necessary beyond the established budget to revise/update the document and the analysis. Should such a scenario arise, Michael Baker would work with the City to seek mutually agreeable budget augmentation.

NON-COLLUSION DECLARATION

TO BE EXECUTED BY
BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [date], at _____ [city], _____ [state].”

Signature DATE

Printed Name of Signatory

WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' 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.

DATE: _____

(Contractor)

By: _____

(Signature)

(Title)

Attest:

By: _____

(Signature)

(Title)

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager

FROM: Paul Toor, P.E., Public Works Director *PT*
Shin Furukawa, P.E., Deputy Public Works Director *SF*
Alex Chou, Associate Civil Engineer *AC*

SUBJECT: **Approval of Contract Amendment for Additional Construction Engineering Support Services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project**

Recommendation

It is recommended that the City Council approve, and authorize the City Manager to execute, the second amendment to the contract with Kabbara Engineering in the amount of \$14,400 for additional construction engineering support services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project (Project).

Fiscal Impact

There are sufficient funds available in the FY 2015-16 budget for the construction of this project. The Project is funded from General Fund account 101-9000-9203.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On September 17, 2014, the City Council awarded a contract to Kabbara Engineering for engineering design services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project. In addition to design services, the contract included 20 hours of construction engineering support services during construction.

Analysis

As a part of Kabbara Engineering's services, the City of South Pasadena (City) originally budgeted a total of 20 hours of construction engineering support services. These services include reviewing and writing responses to contractor's Requests for Information (RFIs), attending field meetings, and preparation of as-built plans after the completion of the Project.

There have been several issues during the construction phase which have required additional engineering support services. The design of the water line alignment was based on as-built plans provided by various utility companies. However, during the course of construction, the contractor encountered unmarked utility lines and incorrect depths that required several design changes to the water line alignment in order to avoid utility line obstructions.

Also during water line trench work, the contractor encountered both high moisture content soil and large boulders which were not suitable for backfill material. This required the design engineer to provide alternative backfilling methods.

At the current rate of RFIs coming from the contractor, staff estimates an additional 88 hours of construction engineering support services will be needed through the construction of the Project. The proposal submitted by Kabbara Engineering is based on the original \$135 hourly rate for engineering support services. The proposed fees are just and reasonable for the additional scope of work. Therefore, staff is recommending approval of the contract amendment.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachments:

1. Second Amendment to Agreement for Consultant Services
2. Location Map

ATTACHMENT 1
Second Amendment to Agreement
for Consultant Services

SECOND AMENDMENT TO
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made as of this 18th day of November, 2015, by and between the CITY OF SOUTH PASADENA ("City") and KABBARA ENGINEERING ("Consultant").

RECITALS

WHEREAS, on September 17, 2014, the City and Consultant entered into an Agreement for Consultant Services ("Agreement") for Consultant to provide Professional Engineering Design Services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project;

WHEREAS, the Agreement was for an initial amount of \$74,485;

WHEREAS, the Agreement included 20 hours of construction engineering support services;

WHEREAS, subsequent to executing the agreement to provide these services to the City, the City requires additional construction engineering support services for the Chelten Way, Collis Avenue, and Hill Drive Street Improvement Project;

WHEREAS, the costs for said additional construction engineering support services shall be in an amount not to exceed \$14,400.

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. PAYMENT FOR SERVICES. That Section 4 of the Agreement is hereby amended to read as follows:

City shall pay for additional construction engineering support services performed by Consultant pursuant to the terms of this Agreement, the compensation set forth in the "Schedule of Compensation." The total fees for the services shall not exceed the authorized amount of \$88,885 (which includes the compensation for the original scope of services in the amount of \$60,760, Amendment No. 1 for additional water improvements on Hill Drive from Collis Avenue to Warrick Avenue in the amount of \$13,725, and compensation for the additional construction engineering support services in the amount of \$14,400), unless the City has given specific advance approval in writing.

2. SCOPE OF SERVICES. That scope of work of the Agreement is hereby amended to include the attachments to this Amendment.

3. PROVISIONS OF AGREEMENT. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Dated: _____

“CITY”

By: _____
Sergio Gonzalez, City Manager

Dated: _____

KABBARA ENGINEERING

By: _____
Leah Kabbara, Principal Engineer

APPROVED AS TO FORM:

Teresa L. Highsmith, City Attorney

K A B B A R A E N G I N E E R I N G
CIVIL ENGINEERING • LAND SURVEYING

October 22, 2015

City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030

Attention: Mr. Alex Chou, Associate Civil Engineer

Subject: Addendum #1 - Request for Additional Construction Engineering Support Services for Chelten, Collis and Hill Street Improvement Project

Dear Mr. Chou:

Kabbara Engineering respectfully requests additional fees for Professional Engineering Services as required to support the on-going construction of the Chelten, Collis and Hill Street and Water Improvement Project. As you know, our original contract included a limited hourly budget of \$2,940 (approximately 22 hours of Project Engineer time), for bidding and construction engineering support services. However, due to the numerous requests for information and support from the field, we have exceeded the original contract amount, and will require this Addendum in order to complete the construction engineering support of this project, as requested by City staff. Our estimate of the hours needed to complete the construction of this project assumes that the same level of engineering support will be required for completion over the next 2 months. The preparation of as-built plans after construction is also included per City request.

Attached for your review and consideration is our hourly fee estimate for Addendum #1 for the additional construction engineering support services we anticipate will be required to complete this project.

Thank you for considering Kabbara Engineering. We greatly value our relationship with the City of South Pasadena, and have enjoyed working with City staff. We look forward to completing this project with you and your field staff.

Please call me at (714) 744-9400, extension 22, or email: leah@kabbara.net, if you have any questions or comments.

Sincerely,
KABBARA ENGINEERING



Leah Kabbara, PE
PRINCIPAL ENGINEER

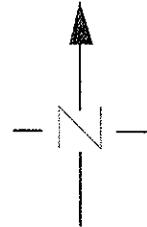
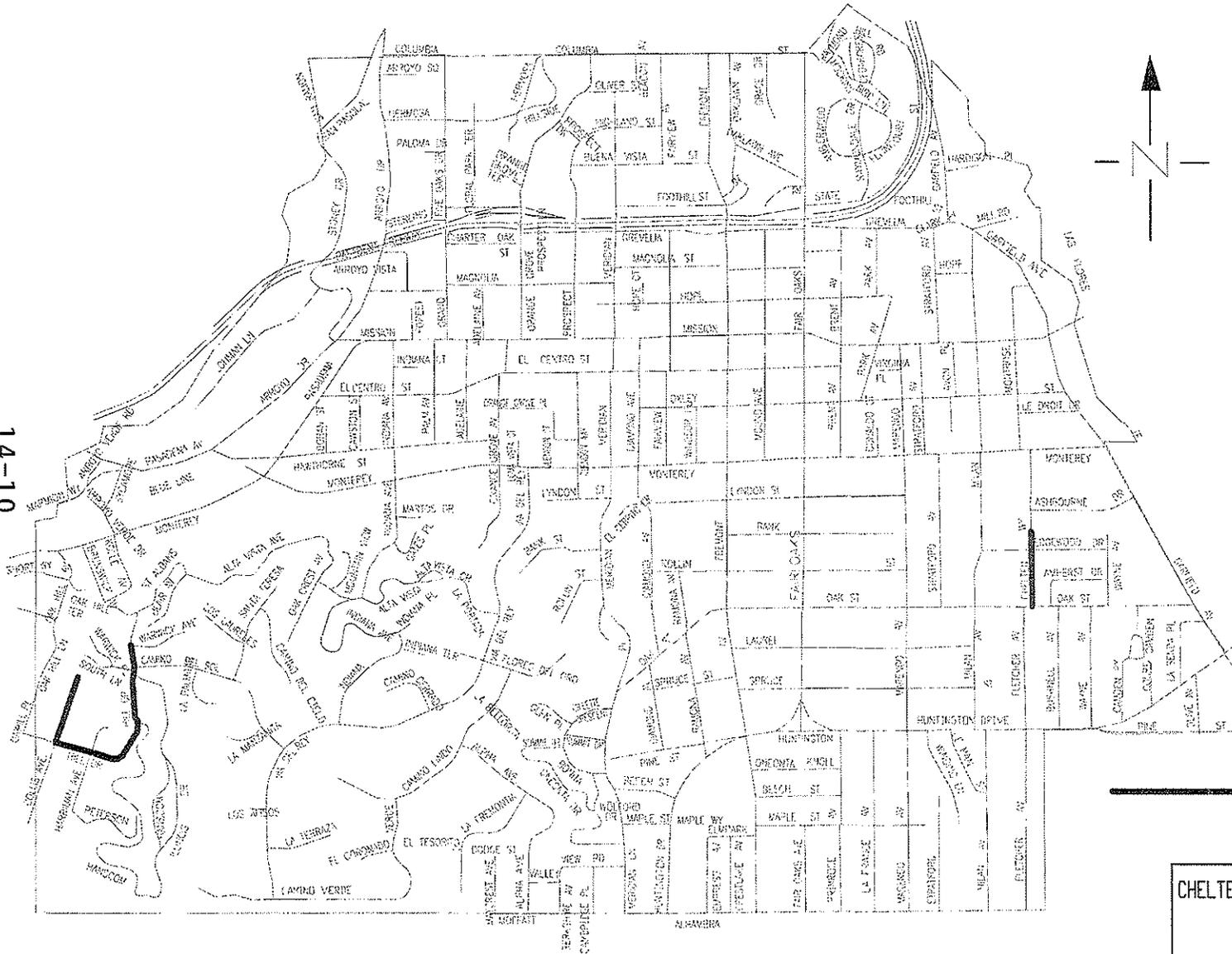
Our total estimated hourly fee proposal is as follows:

Description	Total Fee
ADDENDUM #1 - ADDITIONAL CONSTRUCTION ENGINEERING SUPPORT SERVICES - CHELTEN WAY, COLLIS AVENUE & HILL DRIVE FY 14/15 STREET IMPROVEMENT PROJECT	
Kabbara Engineering (Hourly Construction Engineering Support) - Perform construction phase engineering coordination and support services, such as written clarification of plans and specifications, review and written responses to contractor's submittals and RFI's, field meeting attendance and other meeting attendance as requested by the City (includes approx. 88 hours of Project Engineer's time).	\$ 11,900.00
Kabbara Engineering -As-built Plan Preparation. Prepare one complete set of revised Mylar plans showing as-built conditions of the project per Contractor's redlines, as provided by the City upon completion of construction.	\$ 2,500.00
TOTAL HOURLY FEE PROPOSAL (not to exceed without prior authorization)	\$ 14,400.00

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ATTACHMENT 2
Location Map

14-10



PROJECT LOCATION

CHELTEN WAY, COLLIS AVENUE, AND HILL DRIVE
STREET IMPROVEMENT PROJECT
PROJECT NO. 2015-04

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager

FROM: Paul Toor, P.E., Public Works Director 
Shin Furukawa, P.E., Deputy Public Works Director 
Alex Chou, Associate Civil Engineer 

SUBJECT: **Adoption of a Resolution Approving Final Parcel Map No. 73010 for 1413 Lyndon Street**

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, approving Final Parcel Map No. 73010 (Parcel Map) for 1413 Lyndon Street (Attachment 1); and
2. Authorize the recordation of the Final Parcel Map (Attachment 2) with the Los Angeles County Registrar-Recorder/County Clerk.

Fiscal Impact

There is no fiscal impact to the City.

Commission Review and Recommendation

This matter was reviewed by the Planning Commission at its meeting of September 22, 2014. The Planning Commission adopted P.C. Resolution No. 14-22 approving design review, a Conditional Use Permit, and Tentative Parcel Map for Project No. 1727-TPM.

Background

The Parcel Map is for the construction of three townhome units on a 9,684 square foot parcel located at 1413 Lyndon Street.

The State of California Subdivision Map Act requires Tentative Parcel Map approval by the appropriate jurisdiction's Planning Commission, subject to the Conditions of Approval established by such body. The Planning Commission approved the Tentative Parcel Map, Project No. 1727-TPM, at its meeting of September 22, 2014. P.C. Resolution No. 14-22 contains the Conditions of Approval for the development that were established by the Planning Department and the Public Works Department.

Resolution Approving Final Parcel Map No. 73010
November 18, 2015
Page 2 of 2

Analysis

The Final Parcel Map has been checked and approved for accuracy and compliance with the Subdivision Map Act by the Los Angeles County Department of Public Works Land Development Division. The Project has complied with all Conditions of Approval, and the City of South Pasadena has received a bond for the off-site improvements that will be made in the public right-of-way. The Final Parcel Map is ready to be recorded upon the City Council's acceptance.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachments:

1. Resolution Approving Final Parcel Map No. 73010
2. Final Parcel Map No. 71554 (reduced copy)
3. P.C. Resolution No. 14-22 Approving the Tentative Parcel Map for Project No. 1727-TPM

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
APPROVING FINAL PARCEL MAP NO. 73010
FOR 1413 LYNDON STREET**

WHEREAS, on September 22, 2014, Tentative Parcel Map No. 73010 for the subject subdivision was approved by the City of South Pasadena Planning Commission; and

WHEREAS, this approval was subject to the Conditions set forth in Planning Commission Resolution No. 14-22, Project No. 1727-TPM; and

WHEREAS, the City Council hereby finds that Conditions set forth in Planning Commission Resolution No. 14-22 have been satisfied, or will be satisfied, as condition of issuing Certificates of Occupancy; and

WHEREAS, the City Council hereby finds that the Final Parcel Map conforms to the requirements of the Subdivision Map Act by the Los Angeles County Department of Public Works Land Development Division and the Subdivision Ordinance of South Pasadena Municipal Code Section 36.500.070.

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

SECTION 1. The City Council hereby accepts and directs that Final Parcel Map No. 73010 be released for recordation with the Los Angeles County Registrar-Recorder/County Clerk.

SECTION 2. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 18th day of November, 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

15-4

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Final Parcel Map

PARCEL MAP NO. 73010

IN THE CITY OF SOUTH PASADENA
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BEING A SUBDIVISION OF LOT 32 OF SMITH AND JACOB'S SUBDIVISION
OF LOT 1 IN BLOCK "A" OF THE MARENCO TRACT, AS PER MAP
RECORDED IN BOOK 13, PAGE 72 OF MISCELLANEOUS RECORDS, IN
THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

FOR CONDOMINIUM PURPOSES

SUBDIVIDER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE SUBDIVIDERS OF THE LANDS INCLUDED
WITHIN THE SUBDIVISION SHOWN ON THIS MAP WITHIN THE DISTINCTIVE
BORDER LINES, AND WE CONSENT TO THE PREPARATION AND FILING OF SAID
MAP AND SUBDIVISION.

Wing Chi Yip
WING CHI YIP, SUBDIVIDER

Pui King Law
PUI KING LAW, SUBDIVIDER

RECORD OWNER IS: EVER GLORY USA, INC., A CALIFORNIA CORPORATION

NOTARY ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE
VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT
TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS,
ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF Los Angeles

ON JUNE 16, 2016 BEFORE ME, YVONNE L. RICHARDS, Notary Public
PERSONALLY APPEARED Wing Chi Yip and Pui King Law

WHO PROVED TO ME ON THE BASIS OF
SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE
SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT
HE/SHE/they EXECUTED THE SAME IN HIS/HER/their AUTHORIZED
CAPACITY(IES), AND THAT BY HIS/HER/their SIGNATURE(S) ON THE
INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE
PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF
CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND AND OFFICIAL SEAL
SIGNATURE Yvonne L. Richards
PRINTED NAME YVONNE L. RICHARDS
MY PRINCIPAL PLACE OF BUSINESS IS IN
ORANGE COUNTY
MY COMMISSION NUMBER: 1994299
MY COMMISSION EXPIRES: OCT. 18, 2016



SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED
UPON A TRUE AND COMPLETE FIELD SURVEY PERFORMED BY ME OR UNDER
MY DIRECTION IN JULY 2014, IN CONFORMANCE WITH THE REQUIREMENTS OF
THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF
EVER GLORY USA, INC., A CALIFORNIA CORPORATION, ON FEBRUARY 20,
2013. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS
TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY;
THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE
POSITIONS INDICATED; THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE
THE SURVEY TO BE RETRACED; AND THAT THE NOTES FOR ALL CENTERLINE
MONUMENTS AND CENTERLINE THE MONUMENTS NOTED AS "SET" ARE ON FILE
IN THE OFFICE OF THE DIRECTOR OF PUBLIC WORKS OF SAID COUNTY.

Alfred J. Thelwell DATE 5-19-15
L.S. 6999 EXPIRES: 9/30/2017



BASIS OF BEARINGS

THE BEARINGS SHOWN HEREON ARE BASED ON BEARING N88°56'49"E OF THE
CENTERLINE OF LYNDON STREET AS SHOWN ON MAP OF TRACT NO. 43030
RECORDED IN BOOK 1045, PAGES 34 AND 35 OF MAPS, RECORDS OF SAID
COUNTY.

CITY ENGINEER'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP AND THAT IT CONFORMS
SUBSTANTIALLY TO THE TENTATIVE MAP AND ALL APPROVED ALTERATIONS
THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION ORDINANCES OF THE
CITY OF SOUTH PASADENA APPLICABLE AT THE TIME OF APPROVAL OF THE
TENTATIVE MAP HAVE BEEN COMPLIED WITH; AND THAT ALL PROVISIONS OF
SUBDIVISION MAP ACT 65450 (A)(1), (2) AND (3) HAVE BEEN COMPLIED WITH.

CITY ENGINEER, CITY OF SOUTH PASADENA _____ DATE _____
R.C.E. _____ EXP. _____

CITY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL SPECIAL ASSESSMENTS LEVIED UNDER THE
JURISDICTION OF THE CITY OF SOUTH PASADENA TO WHICH THE LAND
INCLUDED IN THE WITHIN SUBDIVISION OR ANY PART THEREOF IS SUBJECT
AND WHICH MAY BE PAID IN FULL, HAVE BEEN PAID IN FULL.

CITY TREASURER, CITY OF SOUTH PASADENA _____ DATE _____

CITY CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF SOUTH
PASADENA BY MOTION PASSED ON _____ APPROVED
THE ATTACHED MAP.

CITY CLERK, CITY OF SOUTH PASADENA _____ DATE _____

COUNTY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP; THAT IT COMPLIES
WITH ALL PROVISIONS OF STATE LAW APPLICABLE AT THE TIME OF APPROVAL
OF THE TENTATIVE MAP; AND THAT I AM SATISFIED THAT THIS MAP IS
TECHNICALLY CORRECT IN ALL RESPECTS NOT CERTIFIED BY THE CITY
ENGINEER.

COUNTY SURVEYOR
BY: FABRIZIO G. PACHANO, DEPUTY DATE _____
L.S. NO. 7274

CONDOMINIUM NOTE

THIS SUBDIVISION IS APPROVED AS A CONDOMINIUM PROJECT FOR 3 UNITS,
WHEREBY THE OWNERS OF THE UNITS OF AIR SPACE WILL HOLD AN
UNDIVIDED INTEREST IN THE COMMON AREAS THAT WILL, IN TURN, PROVIDE
THE NECESSARY ACCESS AND UTILITY EASEMENTS FOR THE UNITS.

I HEREBY CERTIFY THAT SECURITY IN THE AMOUNT OF \$ _____
HAS BEEN FILED WITH THE EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF
THE COUNTY OF LOS ANGELES AS SECURITY FOR THE PAYMENT OF TAXES
AND SPECIAL ASSESSMENTS COLLECTED AS TAXES ON THE LAND SHOWN ON
MAP OF PARCEL MAP NO. 73010 AS REQUIRED BY LAW.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BY: _____ DEPUTY _____ DATE _____

I HEREBY CERTIFY THAT ALL CERTIFICATES HAVE BEEN FILED AND DEPOSITS
HAVE BEEN MADE THAT ARE REQUIRED UNDER THE PROVISIONS OF SECTIONS
66492 AND 66493 OF THE SUBDIVISION MAP ACT.

EXECUTIVE OFFICER, BOARD OF SUPERVISORS OF THE
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BY: _____ DEPUTY _____ DATE _____

SCALE: 1" = 30'

PARCEL MAP NO. 73010

SHEET 2 OF 2 SHEETS

IN THE CITY OF SOUTH PASADENA
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA
FOR CONDOMINIUM PURPOSES

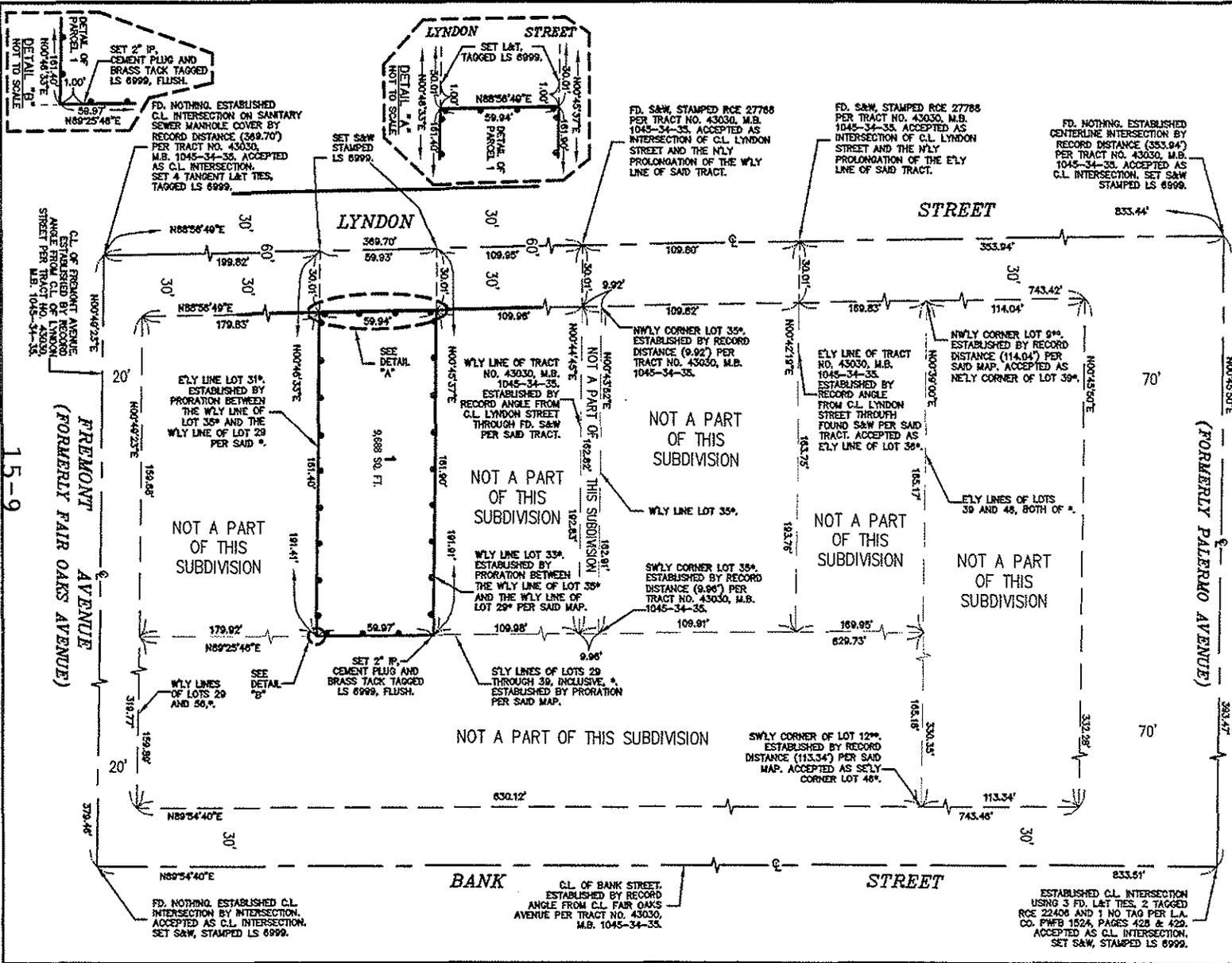
FAIR OAKS AVENUE

(FORMERLY PALERMO AVENUE)

LEGEND

INDICATES THE BOUNDARY OF THE LAND
BEING SUBDIVIDED BY THIS MAP.

* SOUTH AND JACOB'S SUBDIVISION OF LOT 11-12
BLOCK A OF THE MARBRO TRACT, M.B. 13-7-72
ADDITION NO. 2 TO OREGONIA PARK, M.B. 7-7-53



15-9

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ATTACHMENT 3
P.C. Resolution No. 14-22

P.C. RESOLUTION NO. 14-22

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SOUTH PASADENA APPROVING AN APPLICATION FOR TENTATIVE PARCEL MAP NO. 73010 TO SUBDIVIDE ONE PARCEL OF LAND INTO THREE RESIDENTIAL CONDOMINIUMS ON PROPEERTY LOCATED AT 1413 LYNDON STREET (PROJECT NO. 1727-TPM) IN THE MEDIUM DENSITY RESIDENTIAL (RM) ZONE.

WHEREAS, on March 24, 2014, the Planning Commission adopted P.C. Resolution No. 14-09, which is approval of a Conditional Use Permit and Design Review to build three townhouse units on a 9,684 square foot parcel located at 1413 Lyndon Street; and,

WHEREAS, on July 18, 2014, EGL Associates (on behalf of the property owner) submitted an application for a Tentative Map (Tentative Parcel Map No.73010) to subdivide one parcel of land at 1413 Lyndon Street (Assessor Parcel No. 5319-003-004) into 3 residential condominiums (the "subdivision"); and,

WHEREAS, pursuant to the provisions of the California Environmental Quality Act, Public Resources Code Section 21000 et. seq. ("CEQA") and the State's CEQA Guidelines, staff found no evidence that the proposed subdivision would have a significant effect on the environment. On March 24, 2014, the Planning Commission determined that construction of the three units at 1413 Lyndon Street would not have a significant effect on the environment and therefore adopted a Negative Declaration at that time; and,

WHEREAS, after notices issued pursuant to the requirements of the South Pasadena Zoning Code, the Planning Commission held a duly noticed public hearing on September 22, 2014 at which all interested parties were given the opportunity to be heard and present evidence.

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

SECTION 1: Pursuant to the provisions of the California Environmental Quality Act, Public Resources Code Section 21000 et. seq. ("CEQA"), and the State's CEQA Guidelines, a Negative Declaration was adopted by the Planning Commission on march 24, 2014, finding that the project will not have a significant effect on the environment. The approval of Tentative Parcel Map No. 73010 will fulfill Condition No. 44 of Planning Commission Resolution No. 14-09, which requires the filing of a Tentative Parcel Map prior to occupancy.

SECTION 2: Pursuant to South Pasadena Municipal Code (SPMC) Section 36.510.070 (A), the Planning Commission finds that the subdivision is consistent with the General Plan; that the Supplemental Findings contained in SPMC Section 36.510.070 (B) are not applicable to the subdivision; and that the Findings Requiring Denial contained in SPMC Section 36.510.070 (C) cannot be made as follows:

A. Required Findings for Approval - SPMC Section 36.510.070 (A) -

The Planning Commission may approve a Tentative Map only when it shall first find that the proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan, and any applicable Specific Plan, and that none of the findings for denial in Subsection C (below) can be made. The findings shall apply to each proposed parcel as well as the entire subdivision, including any parcel identified as a designated remainder in compliance with Map Act Section 66424.6.

As outlined in the Code Consideration and Analysis section of the Planning Commission Staff Report, the proposed Tentative Parcel Map is consistent with the General Plan and is consistent with the zoning regulations applicable to the property. Therefore, this approval could be granted pending the Supplemental findings for approval in SPMC Section 36.510.070 (B) can be made and that the Findings requiring denial in SPMC Section 36.510.070(C) cannot be made.

B. Supplemental Findings for Approval - SPMC Section 36.510.070 (B)

In addition to the findings required for approval of a Tentative Map by Subsection A. above, the Commission shall not approve a Tentative Map unless it can also make the following findings, when they are applicable to the specific subdivision proposal.

1. **Construction of improvements. It is in the interest of the public health and safety, and it is necessary as a prerequisite to the orderly development of the surrounding area, to require the construction of road improvements within a specified time after recordation of the Parcel Map, where road improvements are required.**

Not Applicable. Construction of road improvements is not required for the proposed Tentative Map. The applicant is currently building three (3) townhouse units under a Conditional Use Permit. The applicant is subject to the conditions of approval, which require the applicant to replace all broken, damaged, or out-of-grade sidewalk, curb and gutter, asphalt/concrete to the satisfaction of the City Engineer prior to obtaining a Certificate of Occupancy.

2. **Condominiums. Any applicable findings required by Section 36.530.020 for condominium conversions.**

Not applicable. The proposed Tentative Map is not a condominium conversion. A condominium conversion is the conversion of residential real property into a condominium project, a community apartment project, or a stock cooperative project, whereby Section 66427.1 of the Subdivision Map Act requires that tenants of such properties be notified of pending approvals to convert their units to condominiums. State Law also allows tenants of such properties to have an exclusive right to contract for the purchase of his or her respective unit upon the same terms and conditions that such unit will be

initially offered to the general public on terms more favorable to the tenant. The units for which this Tentative Map will be applied have no tenants and are not yet habitable.

3. Dedications or exactions. Findings documenting the need for dedications or exactions, if dedications or exactions are required.

Not applicable. The proposed Tentative Map does not require dedications or exactions.

4. Waiver of Parcel Map. The findings required by Section 36.520.030 (Waiver of Parcel Map), if waiver of a Parcel Map has been requested with the Tentative Map application.

Not applicable. The applicant is not requesting a waiver of the proposed Tentative Map.

C. Findings Requiring Denial - SPMC Section 36.510.070 (C)

A Tentative Map shall be denied if the Commission makes any of the following findings:

1. The proposed subdivision including design and improvements is not consistent with the General Plan or any applicable Specific Plan;

The subdivision's design is consistent with the provisions of the General Plan's Medium Density development standards since it is for the construction of three (3) residential units in a Medium Density Residential district where triplexes are specifically allowed in conformance with all applicable Development Standards. The project for which the subdivision applies to also complies with the applicable Development Standards and provisions of the Zoning Code for multi-family residential development. Improvements are not required as a condition of this Tentative Map's approval.

2. The site is not physically suitable for the type or proposed density of development;

The subject site is 9,684 square feet (0.22 acres) in size. The project site for which the tentative map will be applied to is suitable for the development. The entire development fits within the required front, side, and rear yard setbacks and within the maximum floor area ratio. Each of the three units provides adequate floor area and outdoor open spaces. Each unit has at least two covered parking spaces and there will be two guest spaces. The subject site will provide efficient vehicular and pedestrian circulation.

3. The design of the subdivision or the proposed improvements is likely to cause substantial environmental damage or injure fish or wildlife or their habitat;

The proposed subdivision is located in an urban residential zone and the lot will be developed with three residential structures. It is not adjacent to any streams or rivers or to known wildlife or their habitat. Therefore there will be no damage or injury to fish and wildlife or their habitat as a result of this project.

4. The design of the subdivision or type of improvements is likely to cause serious public health or safety problems;

The design of the subdivision is limited to three detached townhomes with associated parking and open spaces on a lot located in a medium-density residential zone. The Planning Commission previously approved a Conditional Use Permit for the project, which included a finding that the project would not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City. As such, the subdivision's design will not cause serious health or safety problems.

5. The design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large for access through or use of, property within the proposed subdivision. This finding may not be made if the Commission finds that alternate easements for access or use will be provided, and that they will be substantially equivalent to ones previously acquired by the public. This finding shall apply only to easements of record, or to easements established by judgment of a court of competent jurisdiction, and no authority is hereby granted to the review authority to determine that the public at large has acquired easements of access through or use of property within the proposed subdivision;

There are currently no existing or proposed public easements to provide access through or use of the property. Therefore, the design of the subdivision will not conflict with any public easements for access through or use of the property within the proposed subdivision.

6. The discharge of sewage from the proposed subdivision into the community sewer system would result in violation of existing requirements prescribed by the California Regional Water Quality Control Board;

The proposed subdivision will not create any additional units other than the three residential units previously approved by the Planning Commission. All reviewing City Departments at that time indicated the ability to support the project as presented. Therefore, no additional sewer service than currently provided is needed today to service the approved three residential units on the property. A sewer connection already exists on this lot. An 8-inch sewer line adequately provides sewer service of all properties on Lyndon Street.

- 7. **A preliminary soils report or geological hazard report indicates adverse soil or geological conditions and the subdivider has failed to provide sufficient information to the satisfaction of the City Engineer or the Commission that the conditions can be corrected in the plan for the development; or**

The applicant (EGL Associates, Inc.) performed a Geotechnical Engineering Investigation on October 8, 2013. As part of the plan check process, the City Engineer and Plan Checker will review that report to ensure that there are no adverse soils or geological conditions on the subject site before issuing any building permits.

- 8. **The proposed subdivision is not consistent with all applicable provisions of this Zoning Code, any other applicable provisions of the Municipal Code, and the Subdivision Map Act.**

The proposed subdivision is consistent with all applicable provisions of the Zoning Code, Municipal Code and the Subdivision Map Act.

SECTION 3: For the foregoing reasons and based on the information and findings included in the Staff Report, Minutes, testimony presented at the public hearing, and other record of proceeding, the Planning Commission of the City of South Pasadena hereby approves Tentative Parcel Map No. 73010 (Project No. 1727-TPM), subject to the conditions of approval attached hereto as Exhibit "A," to subdivide one parcel of land located at 1413 Lyndon Street (Assessor Parcel No. 5319-003-004) into three (3) new condominium units.

SECTION 4: Any interested person may appeal this decision or any portion of this decision to the City Council. Pursuant to the South Pasadena Municipal Code, any such appeal must be filed with the City, in writing, and with the appropriate appeal fee, no later than fifteen (15) days, following the date of the Planning Commission's final action.

SECTION 5: The Secretary shall certify that the foregoing Resolution was adopted by the Planning Commission of the City of South Pasadena at a duly noticed regular meeting held on the 22nd day of September 2014.

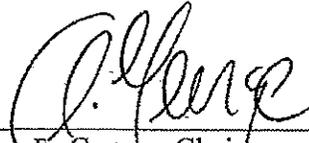
PASSED, APPROVED, AND ADOPTED this 22nd day of September 2014, by the following vote:

AYES: DAVIS, DAHL, FRIEDMAN & GEORGE
NOES: NONE
ABSENT: MORRISH
ABTAIN: NONE

-SIGNATURES TO FOLLOW ON NEXT PAGE-

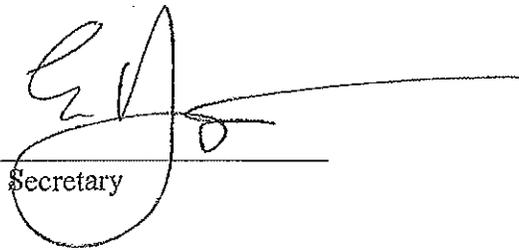
1413 Lyndon Street

P.C. Resolution No. 14-22
Page 6 of 6



Anthony R. George, Chair

ATTEST:



Evan Davis, Secretary

EXHIBIT "A"
CONDITIONS OF APPROVAL
Tentative Parcel Map No. 73010
PROJECT NO. 1727-TPM
1413 Lyndon Street

PLANNING DIVISION

1. This condition was added at the request of the Planning Commission at the 9/22/14 meeting to ensure that the correct map is on file, reflecting the plans approved at the March 24, 2014 Planning Commission meeting.

DEPARTMENT OF PUBLIC WORKS CONDITIONS

1. Prior to filing a Final Map, submit Covenants, Conditions, and Restrictions (CC&R's) to the City Engineer for review. The CC&R's shall establish a Home Owners Association that will be responsible for maintaining all common areas on the site including drainage and storm water treatment devices required under the Standard Urban Storm water Mitigation Plan (SUSUMP).
2. Prior to final map approval, comply with Public Works Department conditions of approval listed on Exhibit B of PC Resolution No. 14-09, dated March 24, 2014. All the required improvements listed in those conditions shall be constructed.
3. Prior to Final Map approval, obtain the Water Department's approval for a separate water meter at each unit.
4. Prior to Final Map approval, show the locations of all existing utilities in the public right of way, and the proposed tie-in locations.
5. Prior to Final Map approval, submit a complete copy of the final map to LA County Subdivision Section for review of mathematical accuracy, and provide a copy of the approval letter to the City Engineer.
6. Prior to issuing a Certificate of Occupancy, the applicant shall remove a minimum of 1.5 inches of the existing pavement spanning the property's width to the centerline of Lyndon Street and replace it in kind.
7. Prior to issuing a Certificate of Occupancy, the applicant shall pay sewer connection fee to LA County Sanitation District prior to connection to the City's sewer.
8. Prior to issuing a Certificate of Occupancy, the applicant shall record the Final Parcel Map pursuant to the requirements of the California Subdivision Map Act.

City of South Pasadena Agenda Report

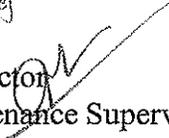
Robert S. Joe, Mayor
Diana Mahmud, Mayor Pro Tem
Michael A. Cacciotti, Councilmember
Marina Khubesrian, M.D., Councilmember
Richard D. Schneider, M.D., Councilmember

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, P.E., Public Works Director 
Francois C. Brard, Facilities Maintenance Supervisor 

SUBJECT: **Acceptance of Project Completion and Authorization to File a Notice of Completion for Library Carpet Replacement Project**

Recommendation

It is recommended that the City Council:

1. Accept the Library Carpet Replacement Project and authorize the issuance of a Notice of Completion for the project; and
2. Authorize release of retention payment to Premier Carpet, Inc., in the amount of \$2,350.

Fiscal Impact

The original contract amount for the Project was \$47,000. There were no change orders for this project.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On May 20, 2015, the City Council authorized the award of a contract in the amount of \$47,000 to Premier Carpet Inc., for the Fiscal Year 2014-15 Capital Improvement Program. Library Carpet Replacement Project. Using only commercial grade material, the Project consisted of removing approximately 7,500 square feet of "wall to wall" carpet and replacing it with 36"x36" carpet tiles. During construction- all uneven, loose, and squeaky areas were repaired. The areas of construction occurred on the Second Floor: Library Community Room, Ray Bradbury Conference Room, Bookstore, corridors, and the Administrative Suite.

Analysis

The work was completed under budget and on schedule. The Project was managed and inspected in-house.

Legal Review

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

NOC for FY 2014-15 C.I.P. Library Carpet Replacement Project
November 18, 2015
Page 2 of 2

Public Notification of Agenda Item

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

Attachment: Notice of Completion

RECORDING REQUESTED BY

CITY OF SOUTH PASADENA

AND WHEN RECORDED MAIL TO:

Name	City of South Pasadena	7
Address	1414 Mission Street South Pasadena, CA 91030 ATTN: CITY CLERK	J

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Notice of Completion

Notice is hereby given that:

1. The undersigned is owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is City of South Pasadena
3. The full address of the undersigned is 1414 Mission St., South Pasadena, CA 91030
4. The nature of the title of the undersigned is: In fee
(If other than fee, strike "In fee" and insert, for example, "purchaser under contract of purchase," or "lessee".)
5. The full names and full addresses of all persons, if any, who hold title with the undersigned, are:

Names	Addresses
N/A	N/A
6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

Names	Addresses
N/A	N/A

(If no transfer made, insert "none".)
7. A work of improvement on the property hereinafter described was completed on: 8/31/2015
8. The name of the contractor, if any, for such work of improvement was: Premier Carpet Inc.
9. The property on which said work of improvement was completed is in the City of South Pasadena County of Los Angeles, State of California, and is described as follows:
Library 2nd Floor Carpet replacement
10. The street address of said property is: 1100 Oxley Street South Pasadena, Ca 91030
(If no street address has been officially assigned, insert "none".)

Dated: _____ Signature of
Owner named
in paragraph 2 _____

By City of South Pasadena
(Also sign verification below at X)

STATE OF CALIFORNIA,)
) SS
COUNTY OF LOS ANGELES)

Paul Toor, being duly sworn, says: that he is the Director of Public Works of the City of South Pasadena, the corporation that executed the foregoing notice as owner of the aforesaid interest or estate in the property therein described; that he makes this verification on behalf of said corporation; that he has read said notice and knows the contents thereof, and that the facts therein stated are true; and that he certifies (or declares) under penalty of perjury that the foregoing is true and correct.

Signature of
Corporate officer
Named above X _____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

STATE OF CALIFORNIA)
) SS
COUNTY OF LOS ANGELES)

SUBSCRIBING WITNESS
 GUARDIAN CONSERVATOR
 OTHER: _____

On _____ before me, _____
DATE NAME AND TITLE OF OFFICER

Personally appeared _____
NAME(S) OF SIGNER(S)

SIGNER IS REPRESENTING:
NAME OF PERSON(S) OR ENTITY(IES)

personally known to me -OR- proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument. Witness my hand and official seal.

SIGNATURE OF NOTARY

CAPACITY CLAIMED BY SIGNER

- INDIVIDUAL(S)
- CORPORATE _____
- OFFICER(S) _____
- PARTNER(S)
- ATTORNEY-IN-FACT
- TRUSTEE(S)

ATTENTION NOTARY: Although the information requested below is OPTIONAL, it could prevent fraudulent attachment of this certificate to unauthorized document.

THIS CERTIFICATE MUST BE ATTACHED TO THE DOCUMENT DESCRIBED AT RIGHT: Title or Type of Document _____ Notice of Completion _____
Number of Pages 3 Date of Document 8/31/2015
Signer(s) Other Than Named Above _____ None

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

8/31/2015 _____
Date Signature

South Pasadena, CA
Place of Execution

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: David Batt, Director of Finance 

SUBJECT: **Implementation of Collection of Utility Users Tax on Prepaid Wireless Services, Agreement with Board of Equalization, and Authorization for Examination of Prepaid Mobile Telephone Service Surcharges and Local Charge Records**

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution entitled "A Resolution of the City of South Pasadena, authorizing the City Manager to execute agreement with the Board of Equalization for implementation of the Local Prepaid Mobile Telephony Service Collection Act."
2. Adopt a Resolution entitled "A Resolution authorizing the examination of Prepaid Mobile Telephony Services Surcharge and Local Charge Records."

Fiscal Impact

There are no financial estimates regarding the amount of Utility Users Tax (UUT) that the City of South Pasadena (City) will receive from prepaid wireless services. The Board of Equalization (BOE) estimates that local revenues will total \$35 million statewide through the collection and distribution of locally imposed surcharges.

The BOE will remit one payment annually to the City.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On January 1, 2016, the new Prepaid Mobile Telephone Services (MTS) Surcharge becomes effective. This is pursuant to Assembly Bill (AB) 1717, which requires local jurisdictions to

Implementation of Collection of Utility Users Tax on Prepaid Wireless Services

November 18, 2015

Page 2 of 3

contract with the BOE in order to receive revenue from the City's UUT, or other local charges imposed on consumers of prepaid mobile services.

Traditionally, a city's UUT is collected by wireless service providers who include the charge on customer monthly invoices. In contrast to this arrangement, customers who purchase pre-paid wireless services usually avoid paying any UUT due to collection complications. With prepaid wireless, there is no contract, no monthly invoices, and the prepaid wireless services are usually sold by retailers, not service providers themselves. It is estimated that approximately 70% of all prepaid wireless services are sold by retailers. Since these transactions bypass the local UUT, the cities experience a loss of revenue. Additionally, traditional phone plan users are treated disparately and the burden of the UUT is not equally shared among all telephone users.

Beginning January 1, 2016, AB 1717 will take effect and solve the collection problem by requiring California retailers and online retailers to collect the local UUT at the same time it collects sales tax on its other retail products, based on the point of sale (for retail stores in South Pasadena). Under this new law, all local jurisdictions have to contract with BOE in order to receive UUT imposed on customers of prepaid wireless services.

Analysis

The resolution in Attachment 1 authorizes the City Manager to execute the certain documents required by the BOE to collect the City's UUT on prepaid wireless service. The resolution in Attachment 2 authorizes the City Manager or other officer or employee designated in writing by the City Manager to examine the local charge records and surcharges on prepaid mobile telephone services.

Also attached is the agreement between the City and the BOE (Attachment 3) for collection of local charges by the state, a copy of the City Manager's certification (Attachment 4) and a copy of the current UUT Ordinance No. 2224 (Attachment 6).

If the BOE receives the City's documents before December 1, 2015, collection will begin April 1, 2016.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachments:

1. Resolution Authorizing City Manager to Execute Agreement with BOE
2. Resolution Authorizing Examination of Prepaid Mobile Services Local Charges

Implementation of Collection of Utility Users Tax on Prepaid Wireless Services
November 18, 2015
Page 3 of 3

3. Agreement for State Collection and Administration of Local Charges
4. City Manager Certification
5. BOE Fact Sheet Regarding AB 1717
6. South Pasadena Municipal Code Chapter 34 – Utility Tax

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ATTACHMENT 1

**Resolution authorizing the City Manager to execute an Agreement
with BOE**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SOUTH PASADENA, CALIFORNIA APPROVING THE
AGREEMENT WITH THE STATE BOARD OF EQUALIZATION
FOR IMPLEMENTATION OF THE LOCAL PREPAID MOBILE
TELEPHONY SERVICES COLLECTION ACT AND
AUTHORIZING THE CITY MANAGER TO EXECUTE THE
AGREEMENT ON BEHALF OF THE CITY**

WHEREAS, on November 18, 2015 the City of South Pasadena certified that Ordinance No. 2224 applies the Utility Users Tax to prepaid mobile telephony services; and

WHEREAS, the Local Prepaid Mobile Telephony Services Collection Act mandates the Board of Equalization (Board) to administer and collect the local charges for all applicable local jurisdictions (Rev. & Tax Code Section 42103); and

WHEREAS, the Board will perform all functions incident to administration and collection of the local charges for the City of South Pasadena; and

WHEREAS, the Board requires that the City of South Pasadena to enter into an "Agreement for State Collection and Administration of Local Charges" prior to implementation of the Local Prepaid Mobile Telephony Services Collection Act; and

WHEREAS, the Board requires the City to approve the agreement.

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

SECTION 1. The attached "Agreement for State Collection and Administration of Local Charges" is hereby approved and the City Manager is hereby authorized to execute the agreement.

PASSED, APPROVED AND ADOPTED ON this 18th day of November 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2

**Resolution authorizing examination of Prepaid Mobile Services Local
Charges**

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SOUTH PASADENA, CALIFORNIA, AUTHORIZING THE
EXAMINATION OF PREPAID MOBILE TELEPHONY SERVICES
SURCHARGE AND LOCAL CHARGE RECORDS**

WHEREAS, pursuant to Ordinance No. 2224 of the City of South Pasadena and the Local Prepaid Mobile Telephony Services Collection Act, the City of South Pasadena, hereinafter called Local Jurisdiction, is authorized to enter into a contract with the State Board of Equalization, hereafter referred to as the Board, to perform all functions incident to the administration and collection of the prepaid mobile telephony services surcharge and local charges (Rev. & Tax. Code, § 42101.5); and

WHEREAS, the Local Jurisdiction deems it desirable and necessary for authorized representatives of the Local Jurisdiction to examine confidential prepaid mobile telephony services surcharge and local charge records pertaining to the prepaid mobile telephony services surcharge and local charges collected by the Board for the Local Jurisdiction pursuant to that contract; and

WHEREAS, the Board will make available to the Local Jurisdiction any information that is reasonably available to the Board regarding the proper collection and remittance of a local charge of the Local Jurisdiction by a seller, including a direct seller, subject to the confidentiality requirements of Sections 7284.6, 7284.7 and 19542 of the Revenue and Taxation Code; and

WHEREAS, Sections 42110 and 42103 of the Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Board of Equalization records and establishes criminal penalties for the unlawful disclosure of information contained in or derived from the prepaid mobile telephony services surcharge and local charge records of the Board.

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

SECTION 1. That the City Manager or other officer or employee of the Local Jurisdiction designated in writing by the City Manager is hereby appointed to represent the Local Jurisdiction with authority to examine prepaid mobile telephony services surcharge and local charge records of the Board pertaining to prepaid mobile telephony services surcharge and local charges collected for the Local Jurisdiction by the Board pursuant to the contract between the Local Jurisdiction and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract.

SECTION 2. That the City Manager or other officer or employee of the Local Jurisdiction designated in writing by the City Manager is hereby appointed to represent the Local Jurisdiction with authority to examine those prepaid mobile telephony services surcharge and

local charge records of the Board for purposes related to the following governmental functions of the Local Jurisdiction:

- a) compliance and enforcement of the Utility Users Tax
- b) administrative functions set out in City's Utility Users Tax Ordinance
- c) legal interpretation and enforcement of utility users tax ordinance, including but not limited to refunds and defense of claims against ordinance

The information obtained by examination of Board records shall be used only for those governmental functions of the Local Jurisdiction listed above.

SECTION 3. That N/A at this time is hereby designated to examine the prepaid mobile telephony services surcharge and local charges records of the Board of Equalization pertaining to prepaid mobile telephony services surcharge and local charges collected for the Local Jurisdiction by the Board. The person or entity designated by this section meets all of the following conditions (Rev. & Tax. Code, § 42110, subd. (b)(2)):

- a) has an existing contract with the Local Jurisdiction that authorizes the person to examine the prepaid mobile telephony services surcharge and local charge records;
- b) is required by that contract with the Local Jurisdiction to disclose information contained in, or derived from, those records only to an officer or employee of the Local Jurisdiction authorized by resolution to examine the information;
- c) is prohibited by that contract from performing consulting services for a seller during the term of that contract;
- d) is prohibited by that contract from retaining information contained in, or derived from, those prepaid mobile telephony services surcharge and local charge records, after that contract has expired.

The contract between the Local Jurisdiction and N/A at this time designated by the Local Jurisdiction to request information from the Board shall be subject to the following limitations (Rev. & Tax. Code, § 42103, subd. (g)):

- a) N/A at this time shall, to the same extent as the Board, be subject to Section 55381, relating to unlawful disclosures.
- b) the contract between the Local Jurisdiction and N/A at this time shall not provide, in whole or in part, in any manner a contingent fee arrangement as payment for services rendered.

BE IT FURTHER RESOLVED THAT the information obtained by examination of the Board records shall only be used for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract between the Local Jurisdiction and Board, or for purposes related to other governmental functions of the Local Jurisdiction, as identified above in section 2.

PASSED, APPROVED AND ADOPTED ON this 18th day of November 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 3

Agreement for State Collection and Administration of Local Charges

**AGREEMENT FOR STATE COLLECTION AND ADMINISTRATION OF
LOCAL CHARGES**

This Agreement is for the purpose of implementing the Local Prepaid Mobile Telephony Services Collection Act (Part 21.1, commencing with Section 42100) of Division 2 of the Revenue and Taxation Code), hereinafter referred to as the Local Charge Act. The City of South Pasadena Insert name of local jurisdiction and the State Board of Equalization, hereinafter called the Board, do agree as follows:

**ARTICLE I
DEFINITIONS**

Unless the context requires otherwise, wherever the following terms appear in this Agreement they shall be interpreted to mean the following:

A. “Administrative Expenses” means all expenses incurred by the Board in the administration and collection of the local charges, including preparation and wind down costs which are reimbursable to the Board from the revenues collected by the Board on behalf of the local jurisdiction.

B. “Contingent Fee” includes, but is not limited to, a fee that is based on a percentage of the tax liability reported on a return, a fee that is based on a percentage of the taxes owed, or a fee that depends on the specific tax result attained.

C. “Direct Seller” means a prepaid Mobile Telephony Service (MTS) provider or service supplier, as defined in section 41007, that makes a sale of prepaid mobile telephony services directly to a prepaid consumer for any purpose other than resale in the regular course of business. A direct seller includes, but is not limited to, a telephone corporation, a person that provides an interconnected Voice over Internet Protocol (VoIP) service, and a retailer as described in section 42004(b)(1).

D. “Local Charges” means a utility user tax imposed on the consumption of prepaid mobile telephony services, as described in section 42102, and charges for access to communication services or to local “911” emergency telephone systems imposed by a local jurisdiction, as described in section 42102.5.

E. “Local Jurisdiction” or “local agency” means a city, county, or city and county, which includes a charter city, county, or city and county of this State, which has adopted an ordinance imposing a local charge of the kind described in Part 21.1 of Division 2 of the Revenue and Taxation Code and has entered into a contract with the Board to perform all functions incident to the collection of the local charges.

F. “Ordinance” means an ordinance of a local jurisdiction imposing a local charge, including any local enactment relating to the filing of a refund or a claim arising under the ordinance, attached hereto, as amended from time to time.

G. "Quarterly local charges" means the total amount of local charges transmitted by the Board to a local jurisdiction for a calendar quarter, as set forth in section 42106(a)(1).

H. "Refund" means the amount of local charges deducted by the Board from a local jurisdiction's quarterly local charges in order to pay that jurisdiction's share of a local charge refund due to one taxpayer.

I. "Section" – all section references are to the Revenue and Taxation Code.

J. "Seller" means a person that sells prepaid mobile telephony service to a person in a retail transaction.

ARTICLE II BOARD ADMINISTRATION AND COLLECTION OF LOCAL CHARGES

A. Administration. The Board and the local jurisdiction agree that the Board shall perform functions incident to the collection of the local charges from sellers that are not direct sellers.

B. Collection. The Board shall collect the local charges in the same manner as it collects the prepaid MTS Surcharge in the Prepaid Mobile Telephony Services Surcharge Collection Act, subject to specified limitations in the Local Charge Act for which the local jurisdiction is responsible, as set forth in Article III of this Agreement.

C. Audits. The Board's audit duties shall be limited to verification that the seller that is not a direct seller complied with the Local Charge Act.

D. Other applicable laws. The Board and the local jurisdiction agree that all provisions of law applicable to the administration and operation of the Local Charge Act, Prepaid Mobile Telephony Services Surcharge Collection Act, and the Fee Collection Procedures Law (FCPL) shall be applicable to the collection of local charges. References in the FCPL to feepayer include a person required to pay the local charge, including the seller. All future amendments to applicable laws are automatically incorporated into this Agreement.

E. Deposit of Local Charges. All local charges collected by the Board shall be deposited in the Local Charges for Prepaid Mobile Telephony Services Fund in the State Treasury to be held in trust for the local taxing jurisdiction. Local charges shall consist of all taxes, charges, interest, penalties, and other amounts collected and paid to the Board, less payments for refunds and reimbursement to the Board for expenses incurred in the administration and collection of the local charges, including preparation and wind-down costs.

F. Allocation of Expenses. The Board shall allocate the total combined annual expenses incurred for administration and collection pursuant to the Prepaid Mobile Telephony Services Surcharge Collection Act and the Local Charge Act on a pro rata basis according to revenues collected for: (1) the emergency telephone users surcharge portion of the prepaid MTS surcharge, (2) the Public Utilities Commission surcharges

portion of the prepaid MTS surcharge, and (3) local charges. The Board shall charge a local jurisdiction its pro rata share of the Board's cost of collection and administration.

G. Transmittal of money. All local charges collected by the Board shall be transmitted to the local jurisdiction once in each calendar quarter. Transmittals may be made by mail or by deposit to the account of the local jurisdiction in a bank designated by that jurisdiction. The Board shall furnish a statement quarterly indicating the amounts paid and withheld for expenses of the Board.

H. Rules. The Board shall prescribe and adopt such rules and regulations as in its judgment are necessary or desirable for the administration and collection of local charges and the distribution of the local charges collected.

I. Security. The Board agrees that any security which it hereafter requires to be furnished under the FCPL section 55022 will be upon such terms that it also will be available for the payment of the claims of the local jurisdiction for local taxes owing to it as its interest appears. The Board shall not be required to change the terms of any security now held by it, and the local jurisdiction shall not participate in any security now held by the Board.

J. Records of the Board.

1. Information obtained by the local jurisdiction from the examination of the Board's records shall be used by the local jurisdiction only for purposes related to the collection of the prepaid mobile telephony services surcharge and local charges by the Board pursuant to this Agreement.

2. When requested by resolution of the legislative body of a local jurisdiction, the Board shall permit any duly authorized officer or employee or other person designated by that resolution to examine any information for its own jurisdiction that is reasonably available to the Board regarding the proper collection and remittance of a local charge of the local jurisdiction by a seller, including a direct seller, subject to the confidentiality requirements of sections 7284.6, 7284.7 and 19542. (sections 42110(b), 42103(e).).

3. The resolution of the local jurisdiction shall certify that any person designated by the resolution, other than an officer and an employee, meets all of the following conditions:

- a. Has an existing contract with the local jurisdiction that authorizes the person to examine the prepaid MTS surcharge and local charge records.
- b. Is required by that contract with the local jurisdiction to disclose information contained in or derived from, those records only to an officer or employee of the local jurisdiction authorized by the resolution to examine the information.
- c. Is prohibited by that contract from performing consulting services for a seller during the term of that contract.
- d. Is prohibited by that contract from retaining information contained in, or derived from, those prepaid MTS surcharge and local charge records, after that contract has expired.

4. Any third party contract between the local jurisdiction and an entity or person authorized by the local jurisdiction to request information from the Board shall be subject to the following limitations:

a. Any third party shall, to the same extent as the Board, be subject to Section 55381, relating to unlawful disclosures.

b. A third party contract shall not provide, in whole or in part, in any manner a contingent fee arrangement as payment for services rendered.

5. Information obtained by examination of Board records shall be used only for purposes related to the collection of the prepaid MTS surcharge and local charges by the board pursuant to the contract, or for purposes related to other governmental functions of the local jurisdiction set forth in the resolution.

6. If the Board believes that any information obtained from the Board's records related to the collection of the prepaid MTS surcharge and local charges has been disclosed to any person not authorized or designated by the resolution of the local jurisdiction, or has been used for purposes not permitted by section 42110(b), the board may impose conditions on access to its local charge records that the board considers reasonable, in order to protect the confidentiality of those records. (section 42110 (c).)

7. The costs incurred by the Board in complying with a request for information shall be deducted by the Board from those revenues collected by the Board on behalf of the local jurisdiction making the request, as authorized by section 42110(b)(1).

ARTICLE III LOCAL JURISDICTION ADMINISTRATION AND RESPONSIBILITIES

A. The local jurisdictions shall be solely responsible for all of the following:

1. Defending any claim regarding the validity of the ordinance in its application to prepaid mobile telephony service. The claim shall be processed in accordance with the provisions of the local ordinance that allows the claim to be filed.

2. Interpreting any provision of the ordinance, except to the extent specifically superseded by section 42105 of the Local Charge Act. The claim shall be processed in accordance with the provisions of the local enactment that allows the claim to be filed.

3. Responding to specified consumer claims for refund involving: (1) rebutting the presumed location of the retail transaction; (2) a consumer claim of exemption from the local charge under the ordinance; or (3) any action or claim challenging the validity of a local tax ordinance, in whole or part. The claim shall be processed in accordance with the provisions of the local enactment that allows the claim to be filed.

4. Refunding the taxes in the event a local jurisdiction or local government is ordered to refund the tax under the local ordinance.

5. Reallocating local charges as a result of correcting errors relating to the location of the point of sale of a seller or the known address of a consumer, for up to two past quarters from the date of knowledge.

6. Collecting local charges on prepaid mobile telephony service and access to communication services or access to local 911 emergency telephone systems imposed on direct sellers.

7. Enforcement, including audits, of the collection and remittance of local charges by direct sellers pursuant to the ordinance.

8. The local jurisdiction shall be the sole necessary party defendant on whose behalf the local charge is collected in any action seeking to enjoin collection of a local charge by a seller, in any action seeking declaratory relief concerning a local charge, in any action seeking a refund of a local charge, or in any action seeking to otherwise invalidate a local charge. There shall be no recovery from the State for the imposition of any unconstitutional or otherwise invalid local charge that is collected under the Local Act.

9. Entering into an agreement with the Board to perform the functions incident to the collection of the local charges imposed on sellers that are not direct sellers.

10. Submitting an executed Certification to the Board, certifying that:

(a) the local jurisdiction's ordinance applies the local charge to prepaid mobile telephony services;

(b) the amount of the rate charged for access to local 911 emergency telephone systems or access to communications services complies with the requirements of section 42102.5; and/or applies the tiered rate for the utility user tax, as identified in section 42102.

(c) The local jurisdiction shall further certify that it agrees to indemnify and to hold harmless the Board, its officers, agents, and employees for any and all liability for damages that may result from the Board's collection pursuant to this Agreement.

11. Submitting signed documents to the Board to include agreement(s), certification, copy of ordinance(s), and resolution(s).

12. Providing payment to the Board of the local jurisdiction's pro rata share of the Board's cost of collection and administration as established pursuant to subdivision (e) of section 42020.

**ARTICLE IV
LOCAL CHARGES**

A. Local Charges – Timeliness – This part shall remain in effect until proposed California Code of Regulations, title 18, section 2460 is adopted by the Board and approved by the Office of Administrative Law.

1. Ordinances in effect as of September 1, 2015.

On or after January 1, 2016, a local charge imposed by a local jurisdiction on prepaid mobile telephony services shall be collected from the prepaid consumer by a seller at the same time and in the same manner as the prepaid MTS surcharge is collected under Part 21 (commencing with section 42001) provided that, on or before September 1, 2015, the local jurisdiction enters into a contract with the Board pursuant to section 42101.5. Thereafter, all subsequently enacted local charges, increases to local charges, or other changes thereto, shall become operative pursuant to paragraphs (2), (3), and (4).

2. New charges. When a local jurisdiction adopts a new local charge after September 1, 2015, the local jurisdiction shall enter into a contract with the Board, pursuant to section 42101.5, on or before December 1st, with collection of the local charge to commence April 1st of the next calendar year.

3. Increases in local charges. When a local jurisdiction increases an existing local charge after September 1, 2015, the local jurisdiction shall provide the Board written notice of the increase, on or before December 1st, with collection of the local charge to commence April 1st of the next calendar year.

4. Inaccurate rate posted on the Board's website. When a local jurisdiction notifies the Board in writing that the rate posted on the Board's Internet Web site (posted rate) for a local charge imposed by that local jurisdiction is inaccurate, including scenarios where the local charge was reduced or eliminated, the recalculated rate applicable to the local jurisdiction shall become operative on the first day of the calendar quarter commencing more than 60 days from the date the Board receives the local jurisdiction's written notification that the posted rate is inaccurate.

A. Local Charges – Timeliness – This part shall take effect and supersede the above “Local Charges – Timeliness section when California Code of Regulations, title 18, section 2460 is adopted by the Board and approved by the Office of Administrative Law.

1. Ordinances in effect as of September 1, 2015. On or after January 1, 2016, a local charge imposed by a local jurisdiction on prepaid mobile telephony services shall be collected from the prepaid consumer by a seller at the same time and in the same manner as the prepaid MTS surcharge is collected under Part 21 (commencing with section 42001) provided that, on or before September 1, 2015, the local jurisdiction enters into a contract with the Board pursuant to section 42101.5.

In the event a local jurisdiction does not enter into a contract with the Board by September 1, 2015, the local jurisdiction may enter into a contract with the Board, pursuant to section 42101.5, on or before December 1st, with collection of the local charge to commence April 1st of the next calendar year. Thereafter, all subsequently

enacted local charges, increases to local charges, or other changes thereto, shall become operative pursuant to paragraphs (2), (3), (4) and (5) of this subdivision.

2. New charges. When a local jurisdiction adopts a new local charge after September 1, 2015, the local jurisdiction shall enter into a contract with the Board, pursuant to section 42101.5, on or before December 1st, with collection of the local charge to commence April 1st of the next calendar year.

3. Increases in local charges. When a local jurisdiction increases an existing local charge after September 1, 2015, the local jurisdiction shall provide the Board written notice of the increase, on or before December 1st, with collection of the local charge to commence April 1st of the next calendar year.

4. Advance written notification. When a local charge is about to expire or decrease in rate, the local jurisdiction imposing the local charge shall notify the Board in writing of the upcoming change, not less than 110 days prior to the date the local charge is scheduled to expire or decrease. The change shall become operative on the first day of the calendar quarter commencing after the specified date of expiration or decrease in rate.

If advance written notice is provided less than 110 days prior to the specified date of expiration or decrease in rate, the change shall become operative on the first day of the calendar quarter commencing more than 60 days after the specified date of expiration or decrease.

5. Inaccurate Rate Posted on the Board's Web site. When a local jurisdiction notifies the Board in writing that the rate posted on the Board's Internet Web site (posted rate) for a local charge imposed by that local jurisdiction is inaccurate, including scenarios where the local charge was reduced or eliminated and the local jurisdiction failed to provide advance written notice pursuant to paragraph 4 of this subdivision, the recalculated rate applicable to the local jurisdiction shall become operative on the first day of the calendar quarter commencing more than 60 days from the date the Board receives the local jurisdiction's written notification that the posted rate is inaccurate. The local jurisdiction shall promptly notify the Board in writing of any such discrepancies with the posted rate that are known or discovered by the local jurisdiction.

ARTICLE V COMPENSATION

The local jurisdiction agrees to pay the Board its pro rata share of the Board's cost of collection and administration of the local charges, as established pursuant to section 42020, subdivision (e). Such amounts shall be deducted from the local charges collected by the Board for the local jurisdiction.

ARTICLE VI MISCELLANEOUS PROVISIONS

A. Communications. Communications and notices may be sent by first-class United States Mail. A notification is complete when deposited in the mail. Communications and notices to be sent to the Board shall be addressed to:

State Board of Equalization
P.O. Box 942879 MIC: 27
Sacramento, California 94279-0001

Attention: Supervisor,
Local Revenue Allocation Unit

Communications and notices to be sent to the local jurisdiction shall be addressed to:

City Manager
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

B. Term. The date of this Agreement is the date on which it is approved by the Department of General Services. The Agreement shall take effect on the first day of the calendar quarter next succeeding the date of such approval, but in no case before the operative date of the local jurisdiction's ordinance, nor on a day other than the first day of a calendar quarter. This Agreement shall be renewed automatically from year to year until January 1, 2020, when the Local Charge Act is repealed, unless a statute enacted prior to that date extends that date. In such event, this Agreement will continue to renew automatically from year to year to the date authorized by statute.

STATE BOARD OF EQUALIZATION

By _____
Administrator,
Return Analysis and Allocation Section

LOCAL
JURISDICTION City of South Pasadena

By _____
(Signature on this line)

Sergio Gonzalez
(Type name here)

City Manager
(Type title here)

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ATTACHMENT 4
City Manager Certification

ATTACHMENT 5

BOE Fact Sheet regarding AB 1717



California State Board of Equalization

BOARD MEMBERS:

SEN. GEORGE RUNNER (Ret.)
First District
Lancaster

FIONA MA, CPA
Second District
San Francisco

JEROME E. HORTON
Third District
Los Angeles County

DIANE L. HARKEY
Fourth District
Orange County

BETTY T. YEE
State Controller

Local Jurisdictions MUST Contract with BOE for Collection of Local Charges on Prepaid Mobile Telephony Services

Beginning January 1, 2016, a new law ([AB 1717](#)) requires local jurisdictions to contract with the California State Board of Equalization (BOE) in order to receive revenue from local utility user taxes (UUT), local 911 charges, and any other local charges imposed on consumers of prepaid mobile services.

To ensure the uninterrupted collection of these local revenues, local jurisdictions must contract with the BOE by **September 1, 2015**. If a local jurisdiction does not contract with the BOE, any local charges imposed upon prepaid mobile telephony services (MTS) will not be collected by the sellers and the local jurisdiction will not receive local charge revenue from prepaid MTS once the new law is effective on January 1, 2016.

If the local jurisdiction does not contract with BOE by September 1, 2015, the next deadline is December 1, 2015, for collection beginning April 1, 2016. In order to contract with the BOE, local jurisdictions must have an ordinance that applies its local charge to prepaid MTS.

Current law imposes a variety of surcharges on phone services, including prepaid mobile phone services. Currently, phone carriers are generally responsible for collecting and paying these surcharges (for example, the 911 emergency surcharge and California Public Utilities Commission surcharges) to the state. The new law replaces all current charges imposed upon prepaid mobile phone services with a new prepaid MTS surcharge. The prepaid MTS surcharge will be paid by purchasers of prepaid wireless services in California and be collected at the time of purchase.

Under the new law, the MTS surcharge will be the *only method* for local jurisdictions to collect taxes and surcharges imposed upon prepaid mobile telephone services sold in their jurisdiction.

For more information about contracting with BOE for the collection of UUT and/or local 911 charges, please contact the BOE's Local Revenue Allocation Unit at 1-916-324-3000 or by email at raadjuri@boe.ca.gov.

For general information about the new Prepaid MTS surcharge, please see our [Prepaid Mobile Telephony Services Surcharge](#) guide, or visit our website at www.boe.ca.gov.

ATTACHMENT 6

South Pasadena Municipal Code Chapter 34 – Utility Tax

South Pasadena Municipal Code[Up](#)[Previous](#)[Next](#)[Main](#)[Collapse](#)[Search](#)[Print](#)[No Frames](#)**CHAPTER 34B UTILITY TAX****34B.1 Purpose.**

In order to meet the financial concerns of the city and to pay for its usual and current expenses in each fiscal year hereafter, a utility tax, as follows, is imposed. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.2 Definitions.

The following words and phrases whenever used in this chapter shall be construed as defined in this section.

- (a) "City" means the city of South Pasadena.
- (b) "Month" means a calendar month.
- (c) "Person" means any domestic or foreign corporation, firm, association, syndicate joint stock company, partnership of any kind, joint venture, club, Massachusetts business or common law trust, society or individuals.
- (d) "Service supplier" means a utility company which receives taxes paid and remits same as imposed by this chapter.
- (e) "Service user" means a person required to pay a tax imposed by this chapter.
- (f) "State" means the state of California.
- (g) "Tax administrator" means the finance director of the city.

- (h) "Telephone corporation," "electrical corporation," "gas corporation" and "water corporation" shall have the same meanings as defined in Sections 234, 218, 222 and 241, respectively, of the Public Utilities Code of the state except, "electrical corporation," "gas corporation" and "water corporation" shall also be construed to include any municipality or franchised agency engaged in selling or supplying of electrical power, gas or water to a service user. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.3 Exemptions and procedures for exemptions.

- (a) Nothing in this chapter shall be construed as imposing a tax upon any person when imposition of such tax upon that person would be in violation of the Constitution of the United States or that of the state, such as public schools and exempted churches and religious organizations.
- (b) There is exempted from the tax imposed by this chapter, all service users who have an income, adjusted for family size, at or below eighty percent of the area median income as determined under the Section 8, Income Limits for Los Angeles County, as published by the U.S. Department of Housing and Urban Development and applicable to the Community Development Block Grant Programs.
- (c) There is exempted from the tax imposed by this chapter, all service users who are veterans who have a one hundred percent disability as verified by the Veterans Administration.
- (d) The city council reserves the power to, by order or resolution, establish other classes of persons or classes of utility service otherwise subject to payment of a tax imposed by this chapter and provide that such classes or persons or service shall be exempt, in whole or in part, from such tax.
- (e) The tax administrator shall prepare a list of the persons exempt from the provisions of this chapter by

virtue of this section and furnish a copy thereof to each service supplier.

(f) The tax administrator shall adopt rules and regulations not inconsistent with the provisions of this chapter to carry out any grant of exemption authorized by the city council pursuant to this section. The tax administrator shall require such information as necessary, including, but not limited to, personal identification and verified federal and state income tax returns, to qualify a service user for such exemption.

(g) This exemption shall not apply retroactively. Service users shall only be entitled to an exemption after filing the required information and the receipt of notification of exemption from the tax administrator. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.4 Telephone users tax.

(a) There is imposed a tax on the amounts paid for any intrastate telephone services by every person in the city using such services. The tax imposed by this section shall be at the rate of eight percent of the charges made for such services and shall be paid by the person paying for such services. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent.

(b) As used in this section, the term “charges” does not include charges for services paid for by inserting coins in coin-operated telephones, except that where such coin-operated service is furnished for a guaranteed amount, the amounts paid under such guarantee plus any fixed monthly or other periodic charge shall be included in the base for computing the amount of tax due; nor does the term “charges” include charges for any type of service or equipment furnished by a service supplied subject to public utility regulation during any period in which the same or similar services or equipment are also available for sale or lease from persons other than a service supplier subject to public utility regulations. The term “telephone communication services” refers to that service which provides access to a telephone system and the privilege of telephone-quality communication with substantially all persons having telephone stations which are part of such telephone system. The telephone users tax is intended to, and does, apply to the charges billed to a telephone account having situs in the city, irrespective of whether a particular communication service originates and/or terminates within the city.

(c) The tax imposed by this section shall be collected from the service user by the person providing the intrastate telephone communications services, or the person receiving payment for such services. The amount of the tax collected in one month shall be remitted to the tax administrator on or before the last day of the following month. (Ord. No. 2007, § 1; Ord. No. 2020, §§ 1, 2; Ord. No. 2024, § 1; Ord. No. 2044, § 1; Ord. No. 2152 § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 1, 2007; Ord. No. 2224, § 1, 2011.)

34B.4-1 Cellular telephone users tax.

(a) There is imposed a tax on the amounts paid for any cellular telephone communication services by every person who has the billing address for such services in the city. The tax imposed by this section shall be at the rate of eight percent of the total charges made for such services, including, but not limited to, access and basic monthly charges, and shall be paid by the person paying for such services. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent.

(b) As used in this section, the term “charges” does not include charges for services paid for by inserting coins in coin-operated cellular telephones except that where such coin-operated service is furnished for a guaranteed amount, the amounts paid under such guarantee plus any fixed monthly or other periodic charge shall be included in the base for computing the amount of tax due; nor does the term “charges” include charges for any type of service or equipment furnished by a service supplied subject to public utility regulation during any period in which the same or similar services or equipment are also available for sale or lease from persons other than a service supplier subject to public utility regulations. The term “cellular telephone communication services” refers to that service which, by means of portable or fixed cellular radio telephones, provides access to a telephone system and the privilege of

telephone-quality communication with substantially all persons having telephone stations which are part of such telephone systems. The term “cellular telephone communication services” also includes aeronautical mobile service, land mobile service, maritime mobile service, and mobile-satellite services, as defined in Section 2.1 of Title 47 of the Code of Federal Regulations, as it existed on October 1, 1992. The cellular telephone users tax is intended to, and does, apply to all charges billed to a cellular telephone account having a billing address in the city, irrespective of whether a particular communication service originates and/or terminates within the city.

(c) The tax imposed by this section shall be collected from the service user by the person providing the cellular telephone communications services, or the person receiving payment for such services. The amount of the tax collected in one month shall be remitted to the tax administrator on or before the last day of the following month.

(d) Notwithstanding the provisions of subsection (a) of this section, the tax imposed under this section shall not apply to any prohibited charges for access to local emergency telephone services under California Public Utilities Code Section 2892.

(e) To prevent actual multiple taxation of any service that is subject to tax under subsection (a) of this section and which consists of a call that originates or terminates outside the city of South Pasadena, any service user, upon proof that such service user has paid a tax in another taxing jurisdiction on such call, shall be allowed a credit against the tax imposed in subsection (a) of this section to the extent of the amount of such tax properly due and paid in such other taxing jurisdiction. However, no credit may be allowed for any tax paid to another taxing jurisdiction on any call to the extent that such call may not, under the Constitution and statutes of the United States, be made the subject of taxation by such other taxing jurisdiction. (Ord. No. 2020, § 3; Ord. No. 2024, §§ 2—4; Ord. No. 2044, § 1; Ord. No. 2152, § 2; Ord. 2156, § 1, 2007; Ord. No. 2164, § 2, 2007; Ord. No. 2224, § 2, 2011.)

34B.5 Electricity users tax.

(a) There is imposed a tax upon every person in the city using electrical energy in the city. The tax imposed by this section shall be at the rate of eight percent of charges made for such energy and shall be paid by the person paying for such energy. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent. “Charges,” as used in this section, include charges made for:

- (1) Metered energy; and
- (2) Minimum charges for service, including customer charges, service charges, demand charges, standby charges and annual and monthly charges, fuel costs adjustments, etc.

(b) As used in this section, the term “using electrical energy” shall not be construed to mean the storage of such energy by a person in a battery owned or possessed by him or her for use in an automobile or other machinery or device apart from the premises upon which the energy was received; provided, however, that the term shall include the receiving of such energy for the purpose of using it in the charging of batteries; nor shall the term include electricity used and consumed by an electric public utility; nor shall the term include the mere receiving of such energy by an electric public utility or governmental agency at a point within the city for resale; or the use of such energy in the production or distribution of water by a public utility or a governmental agency.

(c) The tax imposed in this section shall be collected from the service user by the person supplying such energy. The amount of tax collected in one month shall be remitted to the tax administrator on or before the last day of the following month. Remittance of tax may be predicated on a formula based upon the payment pattern of the supplier’s customers. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 3, 2007; Ord. No. 2224, § 3, 2011.)

34B.6 Gas users tax.

(a) There is imposed a tax upon every person in the city, other than a gas corporation or electrical corporation, using in the city gas which is delivered through mains and pipes. The tax imposed by this section shall be at the rate

of eight percent of the charges made for such gas and shall be paid by the person paying for such gas. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent. "Charges" as used in this section shall include:

- (1) Gas which is delivered through mains and pipes; and
 - (2) Minimum charges for such services, including customer charges, service charges and annual and monthly charges.
- (b) There shall be excluded from the base on which the tax imposed in this section is computed the following:
- (1) Charges made for gas which is to be resold and delivered through mains and pipes;
 - (2) Charges made for and sold for use in the generation of electrical energy or for the production or distribution of water by a public utility or governmental agency;
 - (3) Charges made by a gas utility for gas used and consumed in the conduct of the business of gas public utilities;
 - (4) Charges made for gas used in the propulsion of motor vehicles, as that phrase is defined in the Vehicle Code of the state, utilizing natural gas; and
 - (5) Charges related to late payments and returned checks.
- (c) The tax imposed by this section shall be collected from the service user by the person selling the gas. The person selling the gas shall, on or before the twentieth day of each calendar month, commencing on the twentieth day of the calendar month after the effective date of this part, make a return to the tax administrator stating the amount of taxes billed during the preceding calendar month. At the time such returns are filed, the person selling the gas shall remit tax payments to the tax administrator in accordance with the schedules established or approved by the tax administrator. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 4, 2007; Ord. no. 2224, § 4, 2011.)

34B.7 Water users tax.

(a) There is imposed a tax upon every person in the city using water which is delivered through mains or pipes. The tax imposed by this section shall be at the rate of eight percent of charges made for such water and shall be paid by the person paying for such water. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent. "Charges" as used in this section shall include:

- (1) Water which is delivered through mains or pipes; and
 - (2) Minimum charges for service, including customer charges, service charges, demand charges, standby charges and all other annual and monthly charges.
- (b) There shall be excluded from the base on which the tax imposed in this section is computed charges made for water which is to be resold and delivered through mains or pipes; and charges made by a municipal water department, public utility or a county or municipal water district for water used and consumed by such department, utility or district.
- (c) The tax imposed in this section shall be collected from the service user by the person supplying the water. The amount collected in one month shall be remitted to the tax administrator on or before the last day of following month. (Ord. No. 2007, § 1; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 5, 2007; Ord. No. 2224, § 5, 2011.)

34B.8 Cable television users tax.

(a) There is imposed a tax upon every person in the city using cable television service in the city. The tax imposed by this section shall be at the rate of eight percent of the total charges made for such service, and shall be

paid by the person paying for such service. On July 1, 2012, the aforementioned tax rate shall be reduced from eight percent to seven and one-half percent.

(b) As used in this section, the term “charges” includes, but is not limited to, charges for installation and programming, whether the programming is a cable transmission of broadcast channels, transmission of cable-only programming, or “pay-per-view” programming.

(c) The tax imposed by this section shall be collected from the service user by the person providing the cable television service, or the person receiving payment for such services. The amount of the tax collected in one month shall be remitted to the tax administrator on or before the last day of the following month. (Ord. No. 2020, § 5; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 6, 2007; Ord. No. 2224, § 6, 2011.)

34B.9 Interest and penalty.

(a) Taxes collected from the service user which are not remitted to the tax administrator on or before the dates provided in this chapter are delinquent.

(b) Interest and penalty shall accrue on delinquent accounts at the then maximum legal rate; nonpayment when due shall constitute a misdemeanor enforceable under the provisions of the city municipal code. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.10 Actions to collect.

Any such tax received from a service user which has wilfully been withheld from the tax administrator shall be deemed a debt to the city by the person required to collect and remit. Any person holding such money contrary to the provisions of this chapter shall be liable to an action brought in the name of the city for the recovery of such amount including, but not limited to, the award by a competent court of attorneys’ fees and court costs. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.11 Duty to collect—Procedures.

The duty to collect and remit the taxes imposed by this chapter shall be performed as follows: Notwithstanding the provisions of section 34B.6(c) of this chapter, the tax shall be collected insofar as practicable at the time and along with the charges made in accordance with the regular billing practices of the service supplier. Where the amount paid by a service user to a service supplier is less than the full amount of the charge and tax which has accrued for the billing period, such amount and any subsequent payments by a service user may be applied to the energy charge first until such charge has been fully satisfied. Any remaining balance shall be applied to the taxes due, except in those cases where a service user pays the full amount of the charges but notifies the service supplier of his or her refusal to pay the tax imposed on the charges (see section 34B.12(c) of this chapter). (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.12 Additional powers and duties of tax administrator.

(a) The tax administrator shall have the power and duty, and is directed to enforce each and all of the provisions of this chapter.

(b) The tax administrator shall have the power to adopt rules and regulations not inconsistent with the provisions of this chapter for the purpose of carrying out and enforcing the payment, collection and remittance of the taxes imposed by this chapter. A copy of such rules and regulations shall be on file in the office of the tax administrator and available to the public during regular business hours.

(c) The tax administrator may make administrative agreements to vary the strict requirements of this chapter

so that collection of any tax imposed here may be made in conformance with the billing procedures of a particular service supplier so long as the agreements result in collection of the tax in conformance with the general purpose and scope of this chapter. A copy of each such agreement shall be on file in the tax administrator's office.

(d) The tax administrator shall determine the eligibility of any person who asserts a right to exemption from the tax imposed by this chapter. The tax administrator shall provide the service supplier with the name of any person who the tax administrator determines is exempt from the tax imposed by this chapter, together with the address and account number in which service is supplied to any such exempt person. The tax administrator shall notify the service supplier of the termination of any person's right to exemption under this chapter, or the change of any address to which service is supplied to any exempt person. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.13 Assessment—Administrative remedy.

(a) The tax administrator may make any assessment for taxes remitted by a person required to remit.

(b) Whenever the tax administrator determines that a service user has deliberately withheld the amount of the tax owed by him or her from the amounts remitted to a person required to collect the tax, or that a service user has refused to pay the amount of tax to such person, or whenever the tax administrator deems it in the best interest of the city, the tax administrator may relieve such person of the obligation to collect taxes due under this chapter from certain named service users for specified billing periods.

(c) The service supplier shall provide the city with the amounts refused along with the names, addresses and reasons of the service user's refusing to pay the tax imposed under the provisions of this chapter. Whenever the service user has failed to pay the amount of the tax for a period of two or more billing periods, the service supplier shall be relieved of the obligation to collect taxes due.

(d) The tax administrator shall notify the service user that he or she has assumed responsibility to collect the taxes due for the stated periods and demand payment of such taxes. The notice shall be served on the service user by handing it to him or her personally or by deposit of the notice in the United States mail, postage prepaid thereon, addressed to the service user at the address to which billing was made by the person required to collect the tax; or, should the service user have changed address, to the last known address. If a service user fails to remit the tax to the tax administrator within fifteen days from the date of service of the notice, which shall be the date of the mailing if service is not accomplished in person, a penalty of twenty-five percent of the amount of the tax set forth in the notice shall be imposed, but not less than five dollars. The penalty shall become part of the tax required to be paid. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.14 Records.

(a) Whenever the amount of any tax has been overpaid or paid more than once or has been erroneously or illegally collected or received by the tax administrator under this chapter, it may be refunded as provided in this section.

(b) Notwithstanding the provisions of subsection (a) of this section, a service supplier may claim a refund or take as credit against taxes collected and remitted, the amount overpaid, paid more than once, or erroneously or illegally collected or received, when it is established that the service user from whom the tax has been collected did not owe the tax; provided, however, that neither a refund nor a credit shall be allowed unless the amount of the tax so collected has either been refunded to the service user or credited to charges subsequently payable by the service user to the person required to collect and remit. A service supplier that has collected any amount of tax in excess of the amount of tax imposed by this chapter and actually due from a service user, may refund such amount to the service user and claim a credit for such overpayment against the amount of tax which is due upon any other monthly returns; provided, such credit is claimed in a return dated no later than three years from the date of overpayment.

(c) No refund shall be paid under the provisions of this section unless the claimant establishes his or her right thereto by written records showing entitlement thereto.

(d) Notwithstanding other provisions of this section, whenever a service supplier, pursuant to an order of the California Public Utilities Commission or a court of competent jurisdiction, makes a refund to service users of charges for past utility services, the taxes paid pursuant to this chapter on the amount of such refund charges shall also be refunded to the service users, and the service supplier shall be entitled to claim a credit for such refunded taxes against the amount of tax which is due upon the next monthly returns. In the event this chapter is repealed, the amounts of any refundable taxes will be borne by the city. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.15 Severability.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this chapter or any part thereof is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this chapter or part thereof. The city council declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one of more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2156, § 1, 2007.)

34B.16 Effective date.

The eight percent utility user’s tax levied by this chapter shall remain in effect from February 1, 2008 until June 30, 2012. On July 1, 2012, the rate shall be reduced to seven and one-half percent until June 30, 2022 unless the rate of seven and one-half percent is extended by a majority of qualified electors voting at the regularly scheduled city o. South Pasadena general municipal election which occurs before and closest in time to June 30, 2022. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1; Ord. No. 2104, § 1; Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 7, 2007; Ord. No. 2224, § 7, 2011.)

34B.17 Report and review.

After the effective date of this chapter and prior to the adoption by the city council of the budget of the city for each next succeeding fiscal year, the tax administrator shall annually provide a report to the city council of the revenues generated by the taxes imposed under this chapter. The city council shall review such annual report in light of the proposed budget and the limitation on the city’s revenues as provided under Article XIIB of the California Constitution and Government Code Section 7910 (the Gann limits) to determine the necessity for continuance of such taxes to meet the usual and current expenses of the city. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1(part); Ord. No. 2156, § 1, 2007.)

34B.18 Tax rate.

In no event shall the amount of the tax rate to be levied under this chapter exceed eight percent until June 30, 2012, and seven and one-half percent after July 1, 2012, without the approval of a majority vote of the electors of the city voting upon such change at a municipal election called for such purpose in accordance with applicable law. (Ord. No. 2007, § 1; Ord. No. 2020, § 4; Ord. No. 2044, § 1(part); Ord. No. 2156, § 1, 2007; Ord. No. 2164, § 8, 2007; Ord. No. 2224, § 8, 2011.)

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, P.E., Public Works Director 
Shin Furukawa, P.E., Deputy Public Works Director 

SUBJECT: **Adoption of a Resolution Authorizing Removal of the Existing Uncontrolled Marked Crosswalk at the Intersection of Fair Oaks Avenue and Lyndon Street**

Recommendation

It is recommended that the City Council:

1. Conduct a public hearing to receive public comment on the possible removal of the existing uncontrolled marked crosswalk at the intersection of Fair Oaks Avenue and Lyndon Street; and
2. Adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, authorizing the removal of the existing uncontrolled marked crosswalk at the intersection of Fair Oaks Avenue and Lyndon Street (Project)."

Fiscal Impact

If approved, removal of the crosswalk via sandblasting is estimated to cost \$5,000. There are funds available in the Public Works Streets Maintenance budget to fund the work.

Commission Review and Recommendation

The Public Works Commission (PWC) discussed the Project at its meeting of July 8, 2015. The Commission recommended removal of the crosswalk and associated signage.

Background

An existing uncontrolled marked crosswalk exists along the south leg of the intersection of Lyndon Street and Fair Oaks Avenue. The crosswalk is hatched, and pedestrian crossing signage is also posted. The intersection of Lyndon Street and Fair Oaks Avenue is a 4-way intersection, where traffic on Fair Oaks Avenue is uncontrolled. Fair Oaks Avenue has an average daily traffic of approximately 32,000 vehicles per day, and the posted speed limit is 35 mph. There are controlled crosswalks at intersections one block in either direction along Fair Oaks Avenue.

A request was made by the PWC to consider removing the uncontrolled marked crosswalk for safety purposes.

Analysis

Fair Oaks Avenue is a six lane divided roadway carrying an average daily traffic of approximately 32,000 vehicles. The small median dividing the roadway offers minimal pedestrian refuge and is not handicap accessible. The majority of pedestrian travel in this area is assumed to be associated with the South Pasadena Middle School (Middle School) located two blocks south of the intersection. Because there are existing controlled crosswalks one block to the north (at Monterey Road) and one block to the south (at Bank Street), removal of the crosswalk at Lyndon Street is not expected to impact pedestrians travelling to/from the Middle School. The only pedestrians that may be affected are those who continue travelling on Lyndon Street after crossing Fair Oaks Avenue.

A traffic study was conducted by the City of South Pasadena's consulting traffic engineer. Based on the observed traffic volumes and pedestrian crossing volumes, removal of the uncontrolled marked crosswalk is recommended.

The principal of South Pasadena Middle School was notified of this matter being considered by the PWC. He did not oppose removal of the crosswalk.

California Vehicle Code Section 21950.5 requires a public hearing no less than 30 days prior to the scheduled date of removal.

If approved, removal of the crosswalk will be done via sandblasting. Because the City does not have the proper equipment in-house, the work will be outsourced.

Legal Review

The City Attorney has reviewed this item and drafted the Resolution.

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*. Notices of this item were mailed to nearby residents on Lyndon Street, and were also posted at the crosswalk as required by California Vehicle Code Section 21950.5.

Attachments:

1. Resolution
2. Traffic Study
3. Photograph

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SOUTH PASADENA, CALIFORNIA,
AUTHORIZING THE REMOVAL OF AN UNCONTROLLED
MARKED CROSSWALK AT THE INTERSECTION OF FAIR
OAKS AVENUE AND LYNDON STREET**

WHEREAS, Fair Oaks Avenue is a six lane divided roadway carrying an average daily traffic of approximately 32,000 vehicles with an uncontrolled intersection at Lyndon Street, which includes a uncontrolled marked crosswalk (“uncontrolled crosswalk”) across the southerly leg; and

WHEREAS, pedestrian access across Fair Oaks Avenue is also available at the controlled intersection of Monterey Road and Fair Oaks Avenue, which is only one block north, and at the controlled intersection of Bank Street and Fair Oaks Avenue, which is only one block south of the uncontrolled crosswalk; and

WHEREAS, South Pasadena Middle School is located two blocks south of the uncontrolled crosswalk and students are adequately served by the controlled crosswalk at Bank Street and Fair Oaks Avenue, which is closer to the school; and

WHEREAS, the City's consulting traffic engineer has conducted a traffic study based on the observed traffic volumes and pedestrian crossing volumes and recommends the removal of the uncontrolled crosswalk, as adequate and safer pedestrian access is provided by the two controlled crosswalks immediately one block to the north and to the south of the intersection of Lyndon Street and Fair Oaks Avenue; and

WHEREAS, pursuant to the requirements of Vehicle Code Section 21950.5, notice of the proposed removal of the uncontrolled crosswalk was posted at the intersection of Lyndon Street and Fair Oaks Avenue for at least 30 days and notice of the public hearing and opportunity to be heard regarding the proposed removal of the uncontrolled crosswalk was advertised prior to the public hearing; and

WHEREAS, on November 18, 2015, the City Council held the public hearing and considered testimony regarding the proposed removal of the uncontrolled crosswalk at the intersection of Lyndon Street and Fair Oaks Avenue.

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 sufficient controlled crosswalks across Fair Oaks Avenue exist to provide safer pedestrian access at the controlled intersections of Monterey Road and Fair Oaks Avenue and at Bank Street and Fair Oaks Avenue, and that the removal of the uncontrolled crosswalk at the intersection of Lyndon Street and Fair Oaks Avenue, as recommended by the traffic study performed by the City's consulting traffic engineer, is in the interest of public safety.

SECTION 3. The City Manager is directed to cause the removal by sandblasting of the marked crosswalk at the uncontrolled intersection at Lyndon Street and Fair Oaks Avenue, either through City forces or third party contract.

SECTION 4. The City Clerk shall certify that the foregoing Resolution was adopted by the City Council of the City of South Pasadena at a duly noticed regular meeting held on the 18th day of November, 2015.

PASSED, APPROVED AND ADOPTED ON this 18th day of November 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 18th day of November, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

ATTACHMENT 2
Traffic Study

TO#76: Traffic Study

for

Removal of the Existing Crosswalk at the Intersection of Fair Oaks Avenue & Lyndon Street

in

The City of South Pasadena, CA



PRESENTED TO:



CITY OF SOUTH PASADENA

Public Works Department
1414 Mission Street
South Pasadena, CA 91030



PRESENTED TO:



MINAGAR & ASSOCIATES, INC.

Traffic Engineering – Transportation Planning – ITS Consultants

18662 MacArthur Blvd., Suite 435

Airport Business Center

Irvine, CA 92612

Tel: (949)727-3399 • Fax: (949)553-0232

Web: www.minagarinc.com • Email: minagarf@minagarinc.com



22 Years of Excellence

September 30, 2015



September 30, 2015

Shin Furukawa, P.E.
Deputy Director of Public Works
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

RE: TO#76: Removal of the Existing Marked Crosswalk at the Intersection of Fair Oaks Avenue in the City of South Pasadena

The City of South Pasadena has requested for Minagar & Associates, Inc. to review and evaluate the existing traffic, roadway and site conditions at the intersection of Fair Oaks Avenue and Lyndon Street, and to determine if the existing marked crosswalk on Fair Oaks Avenue at the south leg of the intersection is warranted or if it should be removed as appropriate. The following provides a summary of our analysis, findings and recommendations.

Figure 1 shows the location vicinity of the study intersection. A site visit was performed at the study intersection to verify the roadway, roadside and traffic volume conditions. The intersection at Fair Oaks Avenue and Lyndon Street is a four-legged, two-way stop controlled intersection. North/south traffic on Fair Oaks Avenue operates freely and through the intersection, and east/west traffic approaching from the side street, Lyndon Street, arrives at a stop before entering or crossing the intersection. The surrounding land use consists of commercial property along the Fair Oaks corridor, and South Pasadena Middle School on the east side of Fair Oaks Avenue a few blocks to the south of Lyndon Street.

Fair Oaks Avenue is a major north/south arterial from the north city limit to Huntington Drive at its south end. In the vicinity of the subject intersection between Monterey Road and Huntington Drive, Fair Oaks Avenue is 110'-foot wide street with curb, gutter and sidewalk, with three travel lanes per direction divided by a raised landscaped median, temporary one-hour parking allowed in most areas, and an average daily traffic (ADT) volume of 32,450 vehicles per day. The current posted speed limit on this section of Fair Oaks Avenue is 35 miles per hour, with supplemental 25 mile-per-hour speed limit signs posted in the vicinity of the school zone.

Lyndon Street is an undesignated (local) street providing residential access to the surrounding neighborhoods, as well as to South Pasadena High School west of Fair Oaks Avenue. The roadway provides a 32-foot wide section with curb, gutter and sidewalk, and serves east/west traffic with one lane per direction. On-street parking is allowed on both sides of the street. The prima facie speed limit Lyndon Street is 25 miles per hour.

Intersection vehicle and pedestrian traffic counts were collected on a typical Thursday in September (9/24/15), over a seven-hour survey period during the morning (7:00_{AM} - 9:00_{AM}), mid-day (11:00_{AM} - 2:00_{PM}) and afternoon (4:00_{PM} - 6:00_{PM}) peak traffic periods. **Figures 2 through 4** summarize the AM, midday and PM traffic volume data collected by Minagar field staff. Traffic count worksheets and peak-hour breakdowns are provided under **Attachment A**.



Fig. 1 – Study Location

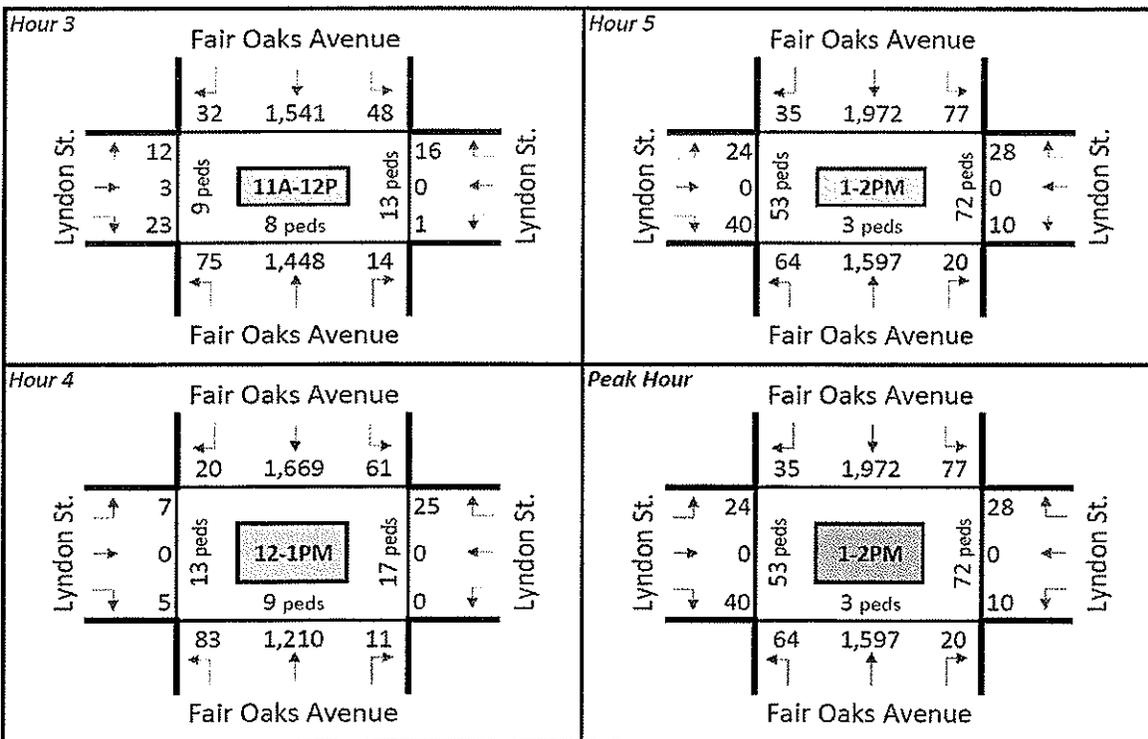
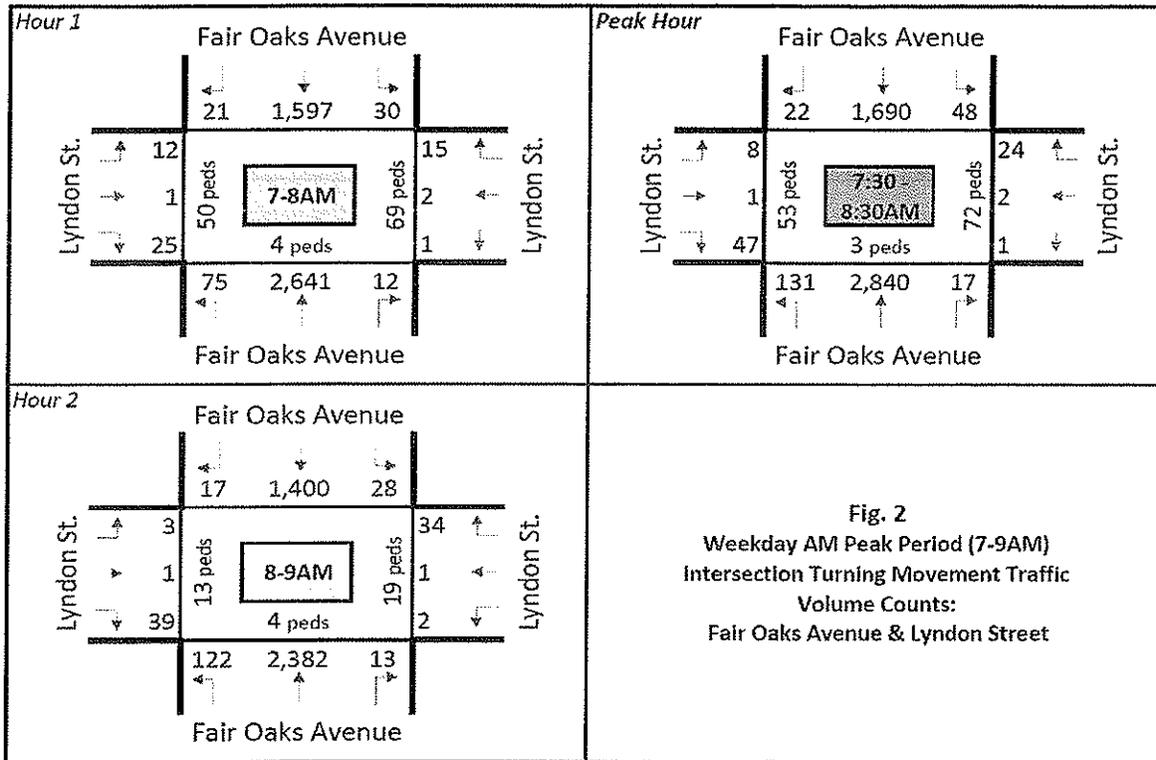
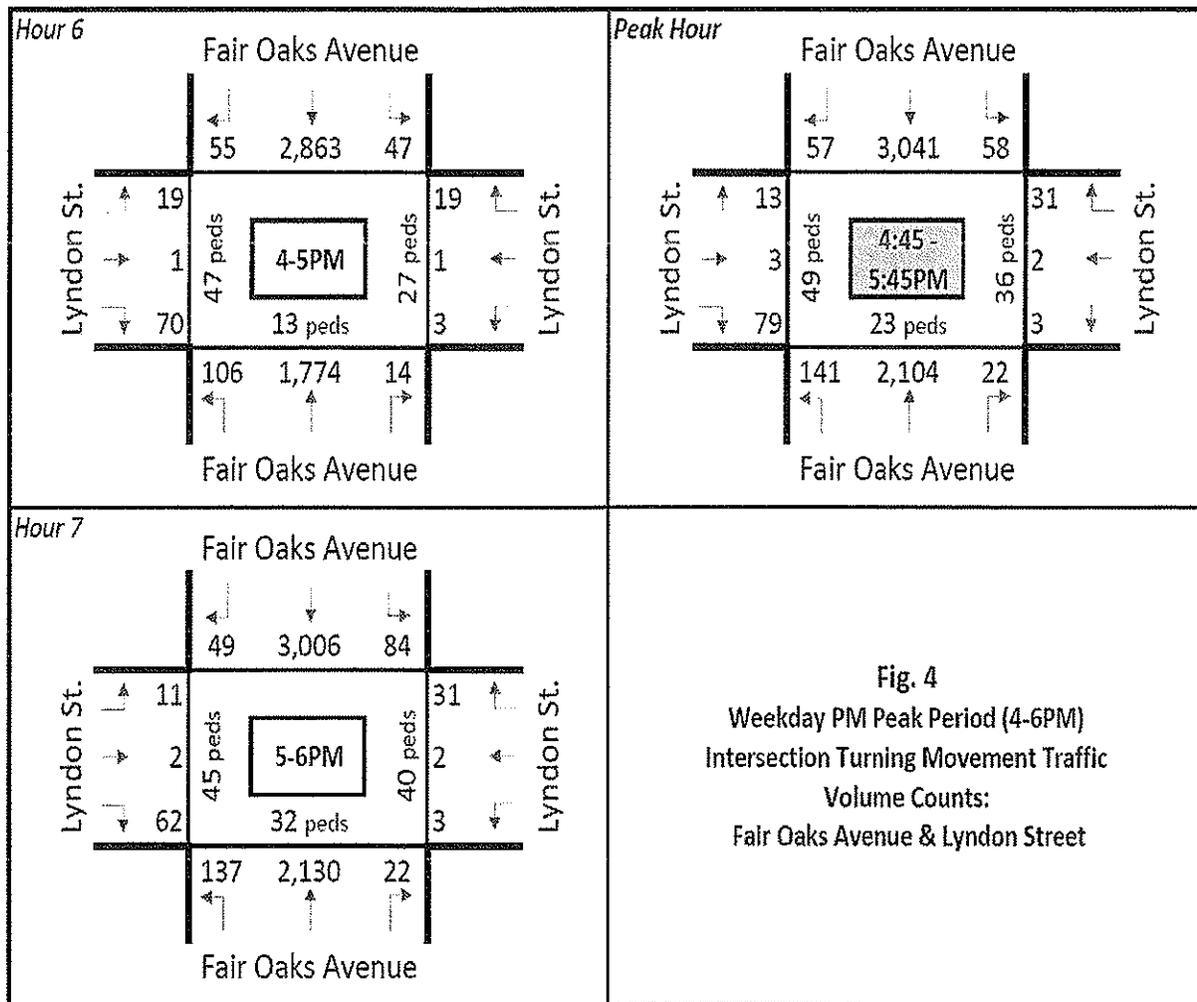


Fig. 3 - Weekday Mid-day Peak Period (11AM-2PM) Intersection Turning Movement Traffic Volume Counts Fair Oaks Avenue & Lyndon Street



As the major street of the two roadways at the intersection, Fair Oaks Avenue carries the vast majority of traffic at the intersection (98%), while Lyndon Street carries only about 2% of the intersection traffic throughout the day. Over the seven-hour survey period, pedestrian crossing activity was highest on the unmarked east leg crossing (213 peds; average=30/hour), followed by the unmarked west leg crossing (198 peds; average=28/hour) and finally the marked crosswalk on the south leg (77 peds; average=11/hour). No pedestrians were observed to attempt to cross Fair Oaks Avenue on the north leg of the intersection.

At the time of the study it could not be determined what proportion of pedestrians crossing each street was destined to or coming from the nearby middle school. Field staff noted that approaching vehicles typically did not stop at the crosswalk to allow pedestrians waiting on either side of Fair Oaks Avenue to cross the street; rather, motorists tended to yield more often only once pedestrians were already engaged in the crosswalk.



Consideration of Marked Crosswalks

Methodology and Findings

The California MUTCD currently does not prescribe a “warrant” at uncontrolled locations for approving the installation or location of a marked crosswalk. The decision to install crosswalk-type pavement markings across the roadway at a *legal crosswalk* (as defined by the California Vehicle Code) is made through measuring and analyzing the field conditions, reviewing the municipality’s overall pedestrian plan, and making appropriate engineering judgment on a case-by-case basis for any given location. Few cities advocate actual “blanket warrant” criteria for installing marked crosswalk lines at uncontrolled locations. However, some of the more commonly considered factors in choosing a location for a marked crosswalk include satisfaction of the following conditions:

- The nearest marked/controlled crosswalk is greater than 300’ away.
- Sight distance at the location is adequate for both pedestrians and motorists.
- Few traffic gaps are available for pedestrians to cross the roadway.
- There is an identified crash problem in which a marked crosswalk might help alleviate.
- There are opportunities to install complementary pedestrian enhancements such as:
 - Shortening the crossing distance (e.g., refuge medians, bulb-outs, etc.), especially at long crossing distances or on multi-lane streets.
 - Flashing Yellow Beacon or In-Roadway Warning Light installation (if warranted).
 - Use of high-visibility pavement markings, signage and lighting treatments.

In addition to these factors, the look-up table shown below (developed by the Federal Highway Administration (FHWA)) was used to identify the appropriateness of this location for a marked crosswalk, based on the number of travel lanes, posted/approach speeds, and the ADT of the crossing street in question.

Comparing the characteristics of the crossing roadway (35 MPH approach speed; six lanes of travel; 110’-foot pedestrian crossing distance; 32,400+ vehicles per day) with the matrix below, it was found that the south leg of the intersection is considered to be an unfavorable location for a marked crosswalk by itself to serve the needs of pedestrians crossing the roadway. This is due to the increased crash risk to pedestrians without other pedestrian facility enhancements, such as traffic calming treatments, pedestrian traffic signals, or other crossing improvements which would help in addressing the high travel speeds, traffic volumes, long crossing distances, and the overall exposure of pedestrians to conflicting vehicle traffic.

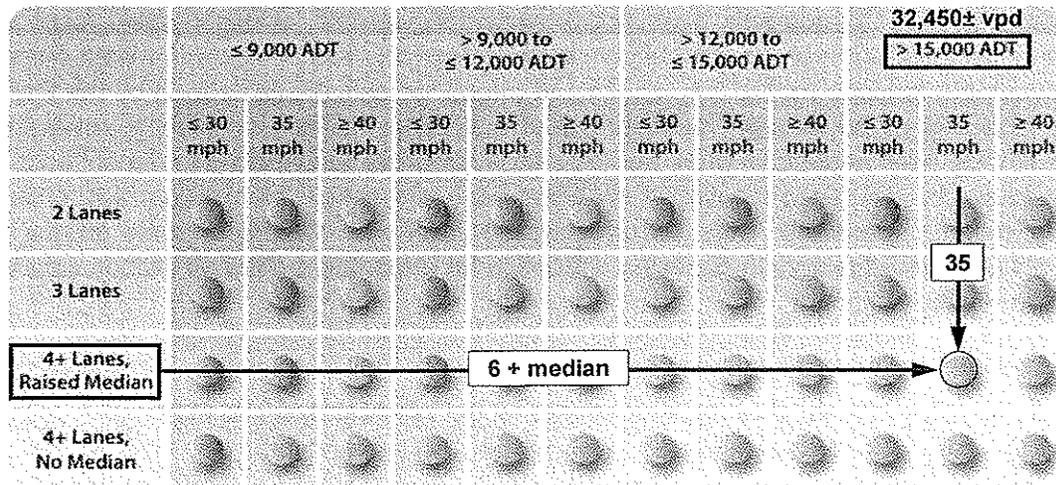
The FHWA’s guideline also recommends that a minimum of 20 pedestrian crossings in the peak hour (or 15 or more if elderly or child pedestrians) be met at the subject crossing location before placing a high priority on using a marked crosswalk without other additional pedestrian facility enhancements. The results of the field data collection show that this minimum threshold was met only once over the course of the seven-hour survey period, from 5:00pm to 6:00pm in which a total of 32 pedestrians crossed Fair Oaks Avenue at this location. On average, only 11





pedestrians per hour (about 1 every six minutes) used the existing marked crosswalk to cross Fair Oaks Avenue.

Fig. 5 - FHWA Recommendations for Considering Marked Crosswalk and Other Needed Pedestrian Improvements at Uncontrolled Locations



- Candidate sites for marked crosswalks. Marked crosswalks must be installed carefully and selectively. Before installing new marked crosswalks, an engineering study is needed to determine whether the location is suitable for a marked crosswalk. For an engineering study, a site review may be sufficient at some locations, while a more in-depth study of pedestrian volume, vehicle speed, sight distance, vehicle mix, etc. may be needed at other sites. It is recommended that a minimum of 20 pedestrian crossings per peak hour (or 15 more elderly and/or child pedestrians) exist at a location before placing a high priority on the installation of a marked crosswalk alone.
- Probable candidate sites for marked crosswalks. Potential increase in pedestrian crash risk may occur if marked crosswalks are added without other pedestrian facility enhancements. These locations should be closely monitored and may be considered for enhancements as feasible.
- Marked crosswalks alone are insufficient, since pedestrian crash risk may be increased due to providing marked crosswalks alone. Consider using other treatments, such as traffic-calming treatments, traffic signals with pedestrian signals where warranted, or other substantial crossing improvement to improve crossing safety for pedestrians.

While the minimum recommended pedestrian volume during a singular peak hour was met, considering the high speed, high traffic volume, and lengthy crossing distance on Fair Oaks Avenue, a marked crosswalk is not recommended at this location. Given that there are sufficient nearby crossing opportunities for pedestrians, which are also controlled by dedicated pedestrian traffic signal phases (400' to the north at Monterey Road, and 350' to the south at Bank Street), it is recommended that the existing marked crosswalk on the south leg of the intersection at Fair Oaks Avenue and Lyndon Street be removed.

In removing the existing marked crosswalk the City must comply with its obligation to public notice per CVC section 21950.5:



CVC §21950.5

- (a) *An existing marked crosswalk may not be removed unless notice and opportunity to be heard is provided to the public not less than 30 days prior to the scheduled date of removal. In addition to any other public notice requirements, the notice of proposed removal shall be posted at the crosswalk identified for removal.*
- (b) *The notice required by subdivision (a) shall include, but is not limited to, notification to the public of both of the following:*
 - (1) *That the public may provide input relating to the scheduled removal.*
 - (2) *The form and method of providing the input authorized by paragraph (1).*

Once approved by the South Pasadena City Council, Public Works must notify in writing the police department one to two weeks in advance of the scheduled removal. The notification should include a copy of this warrant analysis and any other basis or resolution for the City's approval to remove the crosswalk. Once removed, it is recommended that the special signs (R9-3 + R3-3P) and/or barricades be considered at the intersection of Fair Oaks Avenue and Lyndon Street prohibiting pedestrian crossing, and directing pedestrians toward either of the adjacent marked crosswalks at Monterey Road or Bank Street.

Should you have any additional questions regarding our assessment, please contact me at (949)727-3399 ext. 2# or by e-mail minagarf@minagarinc.com.

Sincerely,

MINAGAR & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Fred Minagar".

Fred Minagar, MS, PE, RCE, FITE
President/Contract City Traffic Engineer



Attachment A
Weekday Eight-Hour
Turning Movement Traffic Counts

TO#76: Traffic Study for the Removal of the Existing Crosswalk at the Intersection of Fair Oaks Avenue & Lyndon Street - City of South Pasadena, CA



MINAGAR & ASSOCIATES, INC.

Location:
City of South Pasadena, CA

Traffic Engineering - ITS - Transportation Planning
18662 MacArthur Boulevard, Ste. 435, Irvine, CA 92612
Ph: (949) 727-3399 - Web: minagarinc.com

File Name : 1_FOAv# @ LyndonS
Site Code : 01
Start Date : 9/24/2015
Page No : 1

Groups Printed- All Vehicles - Group 1

Start Time	Lyndon St. Eastbound				Lyndon St. Westbound				Fair Oaks Ave. Northbound				Fair Oaks Ave. Southbound				Int. Total
	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	
07:00 AM	1	0	1	1	1	1	2	0	8	513	2	7	2	327	3	3	872
07:15 AM	4	1	4	1	0	0	7	0	9	569	1	7	2	319	3	3	930
07:30 AM	2	0	3	0	0	0	0	0	13	698	2	15	3	341	5	9	1091
07:45 AM	5	0	17	2	0	1	6	0	45	861	7	40	23	610	10	35	1662
Total	12	1	25	4	1	2	15	0	75	2641	12	69	30	1597	21	50	4555
08:00 AM	0	1	13	1	0	0	13	0	37	749	6	12	19	345	3	7	1206
08:15 AM	1	0	14	0	1	1	5	0	36	532	2	5	3	394	4	2	1000
08:30 AM	0	0	7	0	0	0	8	0	17	504	1	2	4	299	4	3	849
08:45 AM	2	0	5	3	1	0	8	0	32	597	4	0	2	362	6	1	1023
Total	3	1	39	4	2	1	34	0	122	2382	13	19	28	1400	17	13	4078
***BREAK**																	
11:00 AM	1	3	5	1	0	0	5	0	20	398	1	0	2	371	9	4	820
11:15 AM	2	0	8	2	1	0	3	0	27	376	4	4	17	443	10	0	897
11:30 AM	5	0	6	1	0	0	2	0	7	351	3	0	10	326	6	1	718
11:45 AM	4	0	4	4	0	0	6	0	21	323	6	9	19	401	7	4	808
Total	12	3	23	8	1	0	16	0	75	1448	14	13	48	1541	32	9	3243
12:00 PM	2	0	9	3	0	0	5	0	31	425	2	6	12	606	8	7	1116
12:15 PM	2	0	7	2	0	0	12	0	23	325	2	5	21	453	3	3	858
12:30 PM	1	0	3	1	0	0	5	0	14	205	4	1	10	220	6	3	473
12:45 PM	2	0	6	3	0	0	3	0	15	255	3	5	18	390	3	0	703
Total	7	0	25	9	0	0	25	0	83	1210	11	17	61	1669	20	13	3150
01:00 PM	5	0	13	2	0	0	4	0	21	513	6	8	27	561	11	1	1172
01:15 PM	5	0	6	1	4	0	14	0	10	394	6	8	23	462	7	3	943
01:30 PM	10	0	12	2	5	0	3	0	20	427	4	4	11	498	8	11	1015
01:45 PM	4	0	9	2	1	0	7	0	13	263	4	8	16	451	9	6	793
Total	24	0	40	7	10	0	28	0	64	1597	20	28	77	1972	35	21	3923
BREAK																	
04:00 PM	4	0	7	8	1	0	4	0	28	389	2	9	9	651	12	14	1138
04:15 PM	7	0	23	2	1	1	4	0	34	513	6	12	20	680	8	15	1326
04:30 PM	5	0	11	3	1	0	7	0	22	391	1	0	14	738	20	10	1223
04:45 PM	3	1	29	0	0	0	4	0	22	481	5	6	4	794	15	8	1372
Total	19	1	70	13	3	1	19	0	106	1774	14	27	47	2863	55	47	5059
05:00 PM	2	0	20	14	0	0	12	0	27	485	7	21	28	778	14	19	1427
05:15 PM	7	2	11	6	1	2	9	0	34	567	6	2	15	759	12	11	1444
05:30 PM	1	0	19	3	2	0	6	0	58	571	4	7	11	710	16	11	1419
05:45 PM	1	0	12	9	0	0	4	0	18	508	5	10	30	759	7	4	1367
Total	11	2	62	32	3	2	31	0	137	2131	22	40	84	3006	49	45	5657
Grand Total	88	8	284	77	20	6	168	0	662	13183	106	213	375	14048	229	198	29665
Apprch %	19.3	1.8	62.1	16.8	10.3	3.1	86.6	0	4.7	93.1	0.7	1.5	2.5	94.6	1.5	1.3	
Total %	0.3	0	1	0.3	0.1	0	0.6	0	2.2	44.4	0.4	0.7	1.3	47.4	0.8	0.7	
All Vehicles	88	8	284	77	20	6	168	0	662	13183	106	213	375	14048	229	198	29665
% All Vehicles	100	100	100	100	100	100	100	0	100	100	100	100	100	100	100	100	100
Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



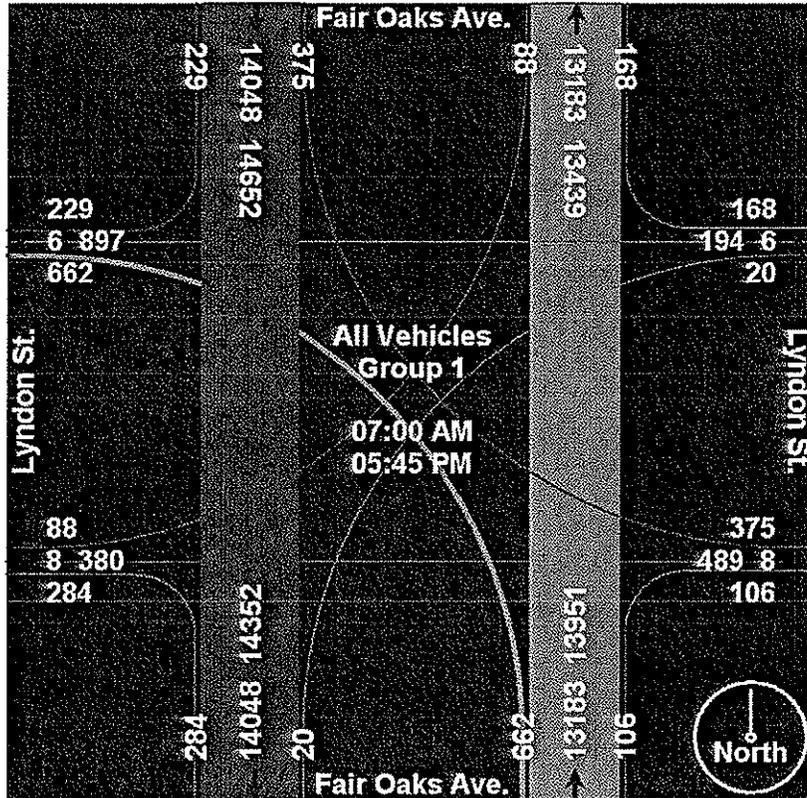


MINAGAR & ASSOCIATES, INC.

Location:
City of South Pasadena, CA

Traffic Engineering - ITS - Transportation Planning
18662 MacArthur Boulevard, Ste. 435, Irvine, CA 92612
Ph: (949) 727-3399 - Web: minagarinc.com

File Name : 1_FOAv# @ LyndonSt
Site Code : 01
Start Date : 9/24/2015
Page No : 2



TO#76: Traffic Study for the Removal of the Existing Crosswalk at the Intersection of Fair Oaks Avenue & Lyndon Street - City of South Pasadena, CA



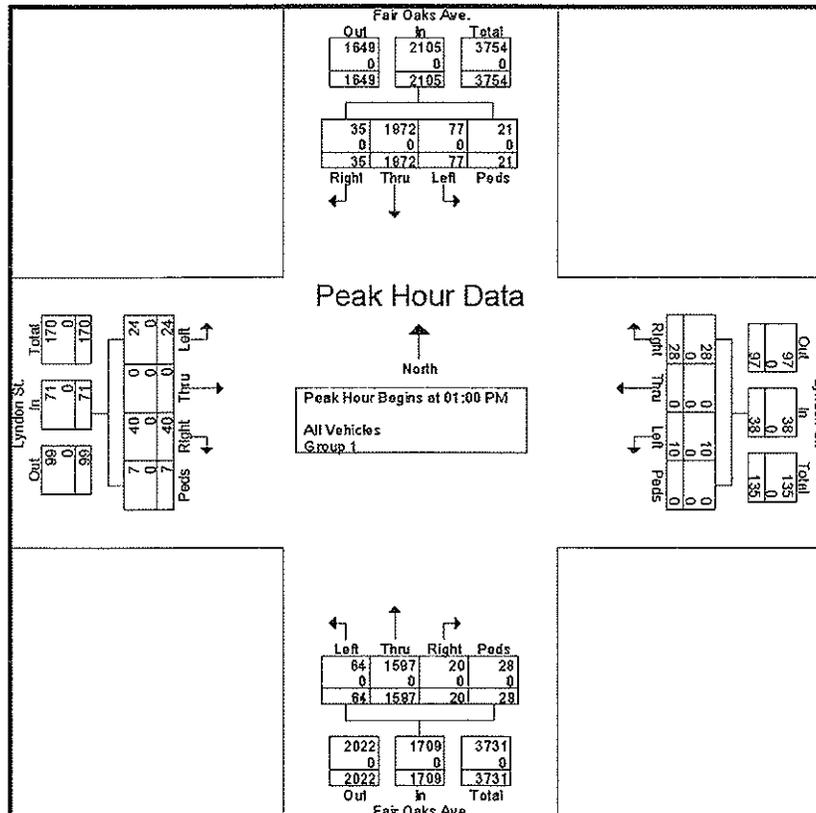
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File Name : 1_FOAv# @ LyndonSt
Site Code : 01
Start Date : 9/24/2015
Page No : 4

Start Time	Lyndon St. Eastbound					Lyndon St. Westbound					Fair Oaks Ave. Northbound					Fair Oaks Ave. Southbound					RT Total
	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	
Peak Hour Analysis From 11:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 01:00 PM																					
01:00 PM	5	0	13	2	20	0	0	4	0	4	21	513	6	8	548	27	561	11	1	600	1172
01:15 PM	5	0	6	1	12	4	0	14	0	18	10	394	6	8	418	23	462	7	3	495	943
01:30 PM	10	0	12	2	24	5	0	3	0	8	20	427	4	4	455	11	498	8	11	528	1015
01:45 PM	4	0	9	2	15	1	0	7	0	8	13	263	4	8	288	16	451	9	6	482	793
Total Volume	24	0	40	7	71	10	0	28	0	38	64	1597	20	28	1709	77	1972	35	21	2105	3923
% App. Total	33.8	0	56.3	9.9		26.3	0	73.7	0		3.7	93.4	1.2	1.6		3.7	93.7	1.7	1		
PHF	600	000	769	875	740	500	000	500	000	528	762	778	833	875	780	713	879	785	477	877	837
All Vehicles	100	0	100	100	100	100	0	100	0	100	1597	100	100	100	100	1972	100	100	100	100	100
% All Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



TO#76: Traffic Study for the Removal of the Existing Crosswalk at the Intersection of Fair Oaks Avenue & Lyndon Street - City of South Pasadena, CA



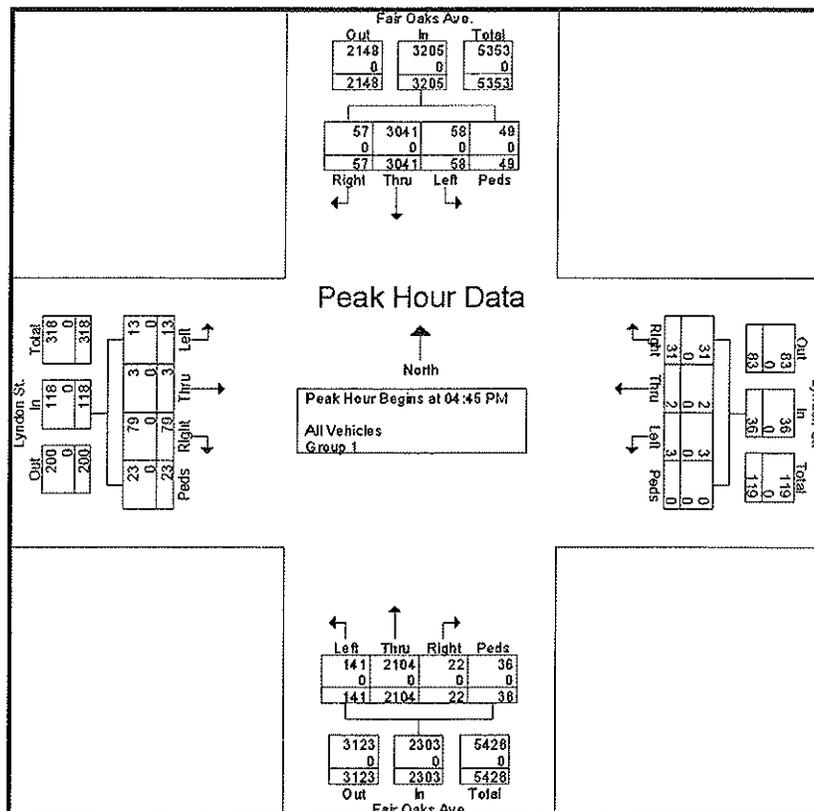
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Page No : 5

Start Time	Lyndon St. Eastbound					Lyndon St. Westbound					Fair Oaks Ave. Northbound					Fair Oaks Ave. Southbound					M/T Total
	Left	Thru	Right	Peds	App Total	Left	Thru	Right	Peds	App Total	Left	Thru	Right	Peds	App Total	Left	Thru	Right	Peds	App Total	
Peak Hour Analysis From 04:00 PM to 05:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:45 PM																					
04:45 PM	3	1	29	0	33	0	0	4	0	4	22	481	5	6	514	4	794	15	8	821	1372
05:00 PM	2	0	20	14	36	0	0	12	0	12	27	485	7	21	540	28	778	14	19	839	1427
05:15 PM	7	2	11	6	26	1	2	9	0	12	34	567	6	2	609	15	759	12	11	797	1444
05:30 PM	1	0	19	3	23	2	0	6	0	8	58	571	4	7	640	11	710	16	11	748	1419
Total Volume	13	3	79	23	118	3	2	31	0	36	141	2104	22	36	2303	58	3041	57	49	3205	5662
% App Total	11	2.5	66.9	19.5		8.3	5.6	86.1	0		6.1	91.4	1	1.6		1.8	94.9	1.8	1.5		
PHF	464	375	681	411	819	375	250	646	000	750	608	921	786	429	900	518	957	891	645	955	980
All Vehicles	2104																				
% All Vehicles	100	100	100	100	100	100	100	100	0	100	100	100	100	100	100	100	100	100	100	100	100
Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Group 1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



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ATTACHMENT 3
Photograph



City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager

FROM: Paul Toor, P.E., Public Works Director
Shin Furukawa, P.E., Deputy Public Works Director
Thomas Amare, Civil Engineering Assistant

SUBJECT: **Introduction of an ordinance establishing a Street Cut
Moratorium On Newly Paved Streets**

Recommendation

It is recommended that the City Council introduce an ordinance entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending Chapter 31, Article II of the South Pasadena Municipal Code adding Section 31.28 establishing a street cut moratorium on newly paved streets," and waive further reading.

Fiscal Impact

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

Commission Review and Recommendation

On August 12, 2015, the Public Works Commission (Commission) discussed this item and recommended adoption of a Street Cut Moratorium ordinance.

Background

Public interest in the integrity, ride-ability, and appearance of new street surfaces is significant. Residents do not appreciate new streets being dug up by utility trenches. The City of South Pasadena (City) does not currently have a Street Cut Moratorium in the South Pasadena Municipal Code.

Analysis

By implementing a Street Cut Moratorium ordinance, the City will have more leverage to work with contractors or utility companies on projects that require excavation of roadways to more effectively plan and review conflicts that may be encountered.

The moratorium guidelines will establish the basis and process for determining the level of repair and replacement for utility cuts for overlays, reconstructed, and newly paved streets. The following guidelines were developed based on other local cities' moratoriums:

1. On a paved, constructed, or reconstructed street, the pavement surface shall not be cut or opened for a period of five (5) years after completion or from the recordation of a notice of completion. On a slurry sealed street, the pavement surface shall not be cut or opened for a period of two (2) years.
2. The City Engineer may grant exemptions to the moratorium for emergencies which endanger life or property or interrupt essential utility service, for work that is mandated by City, State or Federal legislation, for where no other reasonable means of providing service to a building exists, or for other situations deemed by the City Council to be in the best interest of the City. When granting exceptions to this regulation, the City Engineer may impose conditions determined appropriate to insure the rapid and complete restoration of the street and street paving. Repaving may include street grinding, base and sub-base repairs, restoration of pavement marking, and other related work as needed, and may include up to full-width street paving of the roadway.
3. Any person who is required to repave a street shall obtain a street improvement permit and shall be responsible for the full cost of plan preparation, plan review, construction inspection, material testing, bonding, and all other expenses related to the work. Repaving will include a minimum width of five (5) feet on all four sides of the trench limit or to the edge of the gutter, and grinding the pavement to a minimum depth of 1 ½ inches with 1 ½ inches of cap paving. For concrete streets, repaving shall be from joint to joint of Portland Cement Concrete (PCC) pavement.
4. Pavement improvements shall be completed within 90 days of the completion of the work or project that required the pavement cut. If the City Engineer determines that restoration of the street is not appropriate at a particular time for reasons relating to weather or other short term factors, the City Engineer may order a postponement until proper conditions allow for restoration work.

Once a street is paved, staff will establish a Street Cut Moratorium List. The List will be available on the City's website and it will be regularly updated. Utility companies will be notified after the City Council adopts the ordinance.

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 and posting of the same agenda on the City's website and notice in the South Pasadena Review. Utility companies were also notified that this matter is being discussed at tonight's meeting.

Attachment: Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
AMENDING CHAPTER 31, ARTICLE II OF THE SOUTH
PASADENA MUNICIPAL CODE ADDING
SECTION 31.28 ESTABLISHING A STREET CUT
MORATORIUM ON NEWLY PAVED STREETS**

WHEREAS, the City of South Pasadena (City) owns and maintains a street network measuring approximately 66 miles; and

WHEREAS, the City seeks to minimize pavement degradation, maintain structural integrity of streets, maintain a smooth riding surface for all modes, and limit negative visual impacts; and

WHEREAS, by having a street cut moratorium, contractors or utilities companies with proposed projects that require excavation of roadways can more effectively plan and review conflicts that will be encountered.

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

SECTION 1. Chapter 31 Article II of Section 31.28 of the South Pasadena Municipal Code shall hereby read as follows:

On a paved, constructed, or reconstructed street, the pavement surface shall not be cut or opened for a period of five (5) years after completion or from the recordation of a notice of completion. On a slurry sealed street, the pavement surface shall not be cut or opened for a period of two (2) years.

The City Engineer may grant exemptions to the moratorium for emergencies which endanger life or property or interrupt essential utility service, for work that is mandated by City, State or Federal legislation, for where no other reasonable means of providing service exists to a building, or for other situations deemed by the City Engineer to be in the best interest of the City. When granting exceptions to this regulation, the City Engineer may impose conditions determined appropriate to insure the rapid and complete restoration of the street and street paving. Repaving may include street grinding, base and sub-base repairs, restoration of pavement markings, and other related work as determined by the City Engineer, and may include up to full-width street paving of the roadway.

Any person who is required to repave a street shall obtain a street improvement permit and shall be responsible for the full cost of plan preparation, plan review, construction

inspection, material testing, bonding, and all other expenses related to the work. Repaving will include a minimum width of five (5) feet on all four sides of the trench limit or to the edge of the gutter, and grinding the pavement to a minimum depth of 1 ½ inches with 1 ½ inches of cap paving. For concrete streets, repaving shall be from joint to joint of Portland Cement Concrete pavement.

Pavement improvements shall be completed within 90 days of the completion of the work or project that required the pavement cut. If the City Engineer determines that restoration of the street is not appropriate at a particular time for reasons relating to weather or other short term factors, the City Engineer may order a postponement until proper conditions allow for restoration work.

SECTION 2. 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 _____, 2015.

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the _____ day of _____, 2015, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: November 18, 2015
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: David G. Watkins, AICP, Director of Planning & Building 
SUBJECT: **Direction Regarding the Regulation of Medical Marijuana
Dispensaries, Mobile Dispensaries and Cultivation**

Recommendation

It is recommended that the City Council provide direction on the continued prohibition of fixed and mobile medical marijuana dispensaries in any zoning district as currently provided by South Pasadena Municipal Code (SPMC) Section 36.350.240 and whether that prohibition should be extended to cultivation.

Fiscal Impact

There is no fiscal impact associated with amending the SPMC.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On October 9, 2015, the new Medical Marijuana Regulation and Safety Act (Act) was signed into law, and becomes effective January 1, 2016. The Act phases out the existing system of marijuana cooperatives and collectives and establishes a new Bureau of Medical Marijuana Regulation (BMMR) within the Department of Consumer Affairs. All medical marijuana products will be required to be tested for safety and health standards, and will be subject to mandatory labeling. The Act creates a new dual licensing system for dispensaries, transporters, and cultivators: in order to operate, one must possess both a local and a state license for the specific type of operation. An operator may hold a license to cultivate and may cultivate up to four acres (cumulative) statewide and must hold licenses for both operation and cultivation. Similarly, deliveries may only be made by a licensed delivery operator. A state licensing system is expected to be in effect by the beginning of 2018.

The Act currently provides that local regulations (to prohibit or otherwise create a local license) must be in place by March 1, 2016, or the state regulations (permitting the use, subject to state licensing) will apply by default.

Analysis

Pursuant to SPMC Section 36.350.240, the City of South Pasadena (City) prohibits the establishment and operation of medical marijuana dispensaries anywhere in the City, recognizing that federal law prohibits the possession, sale and distribution of marijuana for any purpose. The current definition of "medical marijuana facility" includes "fixed or mobile," and indicates the City's intent to prohibit any mobile marijuana dispensary in the City. No permit or licensing, including a business license, is allowed for such a use.

There is no current prohibition on "cultivation" of marijuana, as may be allowed under the Act pursuant to a state license; a state license for "cultivation" will be a separate license from that of an "operator" or "mobile operator."

Should the City wish to continue its prohibition of medical marijuana dispensaries, both fixed and mobile and also prohibit the separate use of "cultivation" it will need to amend the SPMC to provide such prohibition, to be effective by no later than March 1, 2016.

Upon City Council direction, there is adequate time to submit any amendment to SPMC Section 36.350.240 to the Planning Commission at its December 10, 2015 special meeting, and for City Council consideration of any amendment in January 2016, as long as second reading and approval occurs no later than the City Council's regular meeting on January 20, 2016.

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: Medical Marijuana Regulation and Safety Act



Senate Bill No. 643

CHAPTER 719

An act to amend Sections 144, 2220.05, 2241.5, and 2242.1 of, to add Sections 19302.1, 19319, 19320, 19322, 19323, 19324, and 19325 to, to add Article 25 (commencing with Section 2525) to Chapter 5 of Division 2 of, and to add Article 6 (commencing with Section 19331), Article 7.5 (commencing with Section 19335), Article 8 (commencing with Section 19337), and Article 11 (commencing with Section 19348) to Chapter 3.5 of Division 8 of, the Business and Professions Code, relating to medical marijuana.

[Approved by Governor October 9, 2015. Filed with
Secretary of State October 9, 2015.]

LEGISLATIVE COUNSEL'S DIGEST

SB 643, McGuire. Medical marijuana.

(1) Existing law, the Compassionate Use Act of 1996, an initiative measure enacted by the approval of Proposition 215 at the November 6, 1996, statewide general election, authorizes the use of marijuana for medical purposes. Existing law enacted by the Legislature requires the establishment of a program for the issuance of identification cards to qualified patients so that they may lawfully use marijuana for medical purposes, and requires the establishment of guidelines for the lawful cultivation of marijuana grown for medical use. Existing law provides for the licensure of various professions by the Department of Consumer Affairs. Existing law, the Sherman Food, Drug, and Cosmetic Law, provides for the regulation of food, drugs, devices, and cosmetics, as specified. A violation of that law is a crime.

This bill would, among other things, set forth standards for a physician and surgeon prescribing medical cannabis and require the Medical Board of California to prioritize its investigative and prosecutorial resources to identify and discipline physicians and surgeons that have repeatedly recommended excessive cannabis to patients for medical purposes or repeatedly recommended cannabis to patients for medical purposes without a good faith examination, as specified. The bill would require the Bureau of Medical Marijuana to require an applicant to furnish a full set of fingerprints for the purposes of conducting criminal history record checks. The bill would prohibit a physician and surgeon who recommends cannabis to a patient for a medical purpose from accepting, soliciting, or offering any form of remuneration from a facility licensed under the Medical Marijuana Regulation and Safety Act. The bill would make a violation of this prohibition a misdemeanor, and by creating a new crime, this bill would impose a state-mandated local program.

This bill would require the Governor, under the Medical Marijuana Regulation and Safety Act, to appoint, subject to confirmation by the Senate, a chief of the Bureau of Medical Marijuana Regulation. The act would require the Department of Consumer Affairs to have the sole authority to create, issue, renew, discipline, suspend, or revoke licenses for the transportation and storage, unrelated to manufacturing, of medical marijuana, and would authorize the department to collect fees for its regulatory activities and impose specified duties on this department in this regard. The act would require the Department of Food and Agriculture to administer the provisions of the act related to, and associated with, the cultivation, and transportation of, medical cannabis and would impose specified duties on this department in this regard. The act would require the State Department of Public Health to administer the provisions of the act related to, and associated with, the manufacturing and testing of medical cannabis and would impose specified duties on this department in this regard.

This bill would authorize counties to impose a tax upon specified cannabis-related activity.

This bill would require an applicant for a state license pursuant to the act to provide a statement signed by the applicant under penalty of perjury, thereby changing the scope of a crime and imposing a state-mandated local program.

This bill would set forth standards for the licensed cultivation of medical cannabis, including, but not limited to, establishing duties relating to the environmental impact of cannabis and cannabis products. The bill would also establish state cultivator license types, as specified.

(2) This bill would provide that its provisions are severable.

(3) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that with regard to certain mandates reimbursement is required by this act for a specified reason.

With regard to any other mandates, this bill would provide that, if the Commission on State Mandates determines that the bill contains costs so mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

(4) Existing constitutional provisions require that a statute that limits the right of access to the meeting of public bodies or the writings of public bodies or the writings of public officials and agencies be adopted with finding demonstrating the interest protected by the limitation and the need for protecting that interest. The bill would make legislative findings to that effect.

(5) The bill would become operative only if AB 266 and AB 243 of the 2015–16 Regular Session are enacted and take effect on or before January 1, 2016.

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

SECTION 1. Section 144 of the Business and Professions Code is amended to read:

144. (a) Notwithstanding any other provision of law, an agency designated in subdivision (b) shall require an applicant to furnish to the agency a full set of fingerprints for purposes of conducting criminal history record checks. Any agency designated in subdivision (b) may obtain and receive, at its discretion, criminal history information from the Department of Justice and the United States Federal Bureau of Investigation.

(b) Subdivision (a) applies to the following:

- (1) California Board of Accountancy.
- (2) State Athletic Commission.
- (3) Board of Behavioral Sciences.
- (4) Court Reporters Board of California.
- (5) State Board of Guide Dogs for the Blind.
- (6) California State Board of Pharmacy.
- (7) Board of Registered Nursing.
- (8) Veterinary Medical Board.
- (9) Board of Vocational Nursing and Psychiatric Technicians.
- (10) Respiratory Care Board of California.
- (11) Physical Therapy Board of California.
- (12) Physician Assistant Committee of the Medical Board of California.
- (13) Speech-Language Pathology and Audiology and Hearing Aid Dispenser Board.
- (14) Medical Board of California.
- (15) State Board of Optometry.
- (16) Acupuncture Board.
- (17) Cemetery and Funeral Bureau.
- (18) Bureau of Security and Investigative Services.
- (19) Division of Investigation.
- (20) Board of Psychology.
- (21) California Board of Occupational Therapy.
- (22) Structural Pest Control Board.
- (23) Contractors' State License Board.
- (24) Naturopathic Medicine Committee.
- (25) Professional Fiduciaries Bureau.
- (26) Board for Professional Engineers, Land Surveyors, and Geologists.
- (27) Bureau of Medical Marijuana Regulation.

(c) For purposes of paragraph (26) of subdivision (b), the term "applicant" shall be limited to an initial applicant who has never been registered or licensed by the board or to an applicant for a new licensure or registration category.

SEC. 2. Section 2220.05 of the Business and Professions Code is amended to read:

2220.05. (a) In order to ensure that its resources are maximized for the protection of the public, the Medical Board of California shall prioritize its

investigative and prosecutorial resources to ensure that physicians and surgeons representing the greatest threat of harm are identified and disciplined expeditiously. Cases involving any of the following allegations shall be handled on a priority basis, as follows, with the highest priority being given to cases in the first paragraph:

(1) Gross negligence, incompetence, or repeated negligent acts that involve death or serious bodily injury to one or more patients, such that the physician and surgeon represents a danger to the public.

(2) Drug or alcohol abuse by a physician and surgeon involving death or serious bodily injury to a patient.

(3) Repeated acts of clearly excessive prescribing, furnishing, or administering of controlled substances, or repeated acts of prescribing, dispensing, or furnishing of controlled substances without a good faith prior examination of the patient and medical reason therefor. However, in no event shall a physician and surgeon prescribing, furnishing, or administering controlled substances for intractable pain consistent with lawful prescribing, including, but not limited to, Sections 725, 2241.5, and 2241.6 of this code and Sections 11159.2 and 124961 of the Health and Safety Code, be prosecuted for excessive prescribing and prompt review of the applicability of these provisions shall be made in any complaint that may implicate these provisions.

(4) Repeated acts of clearly excessive recommending of cannabis to patients for medical purposes, or repeated acts of recommending cannabis to patients for medical purposes without a good faith prior examination of the patient and a medical reason for the recommendation.

(5) Sexual misconduct with one or more patients during a course of treatment or an examination.

(6) Practicing medicine while under the influence of drugs or alcohol

(b) The board may by regulation prioritize cases involving an allegation of conduct that is not described in subdivision (a). Those cases prioritized by regulation shall not be assigned a priority equal to or higher than the priorities established in subdivision (a).

(c) The Medical Board of California shall indicate in its annual report mandated by Section 2312 the number of temporary restraining orders, interim suspension orders, and disciplinary actions that are taken in each priority category specified in subdivisions (a) and (b).

SEC. 3. Section 2241.5 of the Business and Professions Code is amended to read:

2241.5. (a) A physician and surgeon may prescribe for, or dispense or administer to, a person under his or her treatment for a medical condition dangerous drugs or prescription controlled substances for the treatment of pain or a condition causing pain, including, but not limited to, intractable pain.

(b) No physician and surgeon shall be subject to disciplinary action for prescribing, dispensing, or administering dangerous drugs or prescription controlled substances in accordance with this section.

(c) This section shall not affect the power of the board to take any action described in Section 2227 against a physician and surgeon who does any of the following:

(1) Violates subdivision (b), (c), or (d) of Section 2234 regarding gross negligence, repeated negligent acts, or incompetence.

(2) Violates Section 2241 regarding treatment of an addict.

(3) Violates Section 2242 or 2525.3 regarding performing an appropriate prior examination and the existence of a medical indication for prescribing, dispensing, or furnishing dangerous drugs or recommending medical cannabis.

(4) Violates Section 2242.1 regarding prescribing on the Internet.

(5) Fails to keep complete and accurate records of purchases and disposals of substances listed in the California Uniform Controlled Substances Act (Division 10 (commencing with Section 11000) of the Health and Safety Code) or controlled substances scheduled in the federal Comprehensive Drug Abuse Prevention and Control Act of 1970 (21 U.S.C. Sec. 801 et seq.), or pursuant to the federal Comprehensive Drug Abuse Prevention and Control Act of 1970. A physician and surgeon shall keep records of his or her purchases and disposals of these controlled substances or dangerous drugs, including the date of purchase, the date and records of the sale or disposal of the drugs by the physician and surgeon, the name and address of the person receiving the drugs, and the reason for the disposal or the dispensing of the drugs to the person, and shall otherwise comply with all state recordkeeping requirements for controlled substances.

(6) Writes false or fictitious prescriptions for controlled substances listed in the California Uniform Controlled Substances Act or scheduled in the federal Comprehensive Drug Abuse Prevention and Control Act of 1970.

(7) Prescribes, administers, or dispenses in violation of this chapter, or in violation of Chapter 4 (commencing with Section 11150) or Chapter 5 (commencing with Section 11210) of Division 10 of the Health and Safety Code.

(d) A physician and surgeon shall exercise reasonable care in determining whether a particular patient or condition, or the complexity of a patient's treatment, including, but not limited to, a current or recent pattern of drug abuse, requires consultation with, or referral to, a more qualified specialist.

(e) Nothing in this section shall prohibit the governing body of a hospital from taking disciplinary actions against a physician and surgeon pursuant to Sections 809.05, 809.4, and 809.5.

SEC. 4. Section 2242.1 of the Business and Professions Code is amended to read:

2242.1. (a) No person or entity may prescribe, dispense, or furnish, or cause to be prescribed, dispensed, or furnished, dangerous drugs or dangerous devices, as defined in Section 4022, on the Internet for delivery to any person in this state, without an appropriate prior examination and medical indication, except as authorized by Section 2242.

(b) Notwithstanding any other provision of law, a violation of this section may subject the person or entity that has committed the violation to either

a fine of up to twenty-five thousand dollars (\$25,000) per occurrence pursuant to a citation issued by the board or a civil penalty of twenty-five thousand dollars (\$25,000) per occurrence.

(c) The Attorney General may bring an action to enforce this section and to collect the fines or civil penalties authorized by subdivision (b).

(d) For notifications made on and after January 1, 2002, the Franchise Tax Board, upon notification by the Attorney General or the board of a final judgment in an action brought under this section, shall subtract the amount of the fine or awarded civil penalties from any tax refunds or lottery winnings due to the person who is a defendant in the action using the offset authority under Section 12419.5 of the Government Code, as delegated by the Controller, and the processes as established by the Franchise Tax Board for this purpose. That amount shall be forwarded to the board for deposit in the Contingent Fund of the Medical Board of California.

(e) If the person or entity that is the subject of an action brought pursuant to this section is not a resident of this state, a violation of this section shall, if applicable, be reported to the person's or entity's appropriate professional licensing authority.

(f) Nothing in this section shall prohibit the board from commencing a disciplinary action against a physician and surgeon pursuant to Section 2242 or 2525.3.

SEC. 5. Article 25 (commencing with Section 2525) is added to Chapter 5 of Division 2 of the Business and Professions Code, to read:

Article 25. Recommending Medical Cannabis

2525. (a) It is unlawful for a physician and surgeon who recommends cannabis to a patient for a medical purpose to accept, solicit, or offer any form of remuneration from or to a facility issued a state license pursuant to Chapter 3.5 (commencing with Section 19300) of Division 8, if the physician and surgeon or his or her immediate family have a financial interest in that facility.

(b) For the purposes of this section, "financial interest" shall have the same meaning as in Section 650.01.

(c) A violation of this section shall be a misdemeanor punishable by up to one year in county jail and a fine of up to five thousand dollars (\$5,000) or by civil penalties of up to five thousand dollars (\$5,000) and shall constitute unprofessional conduct.

2525.1. The Medical Board of California shall consult with the California Marijuana Research Program, known as the Center for Medicinal Cannabis Research, authorized pursuant to Section 11362.9 of the Health and Safety Code, on developing and adopting medical guidelines for the appropriate administration and use of medical cannabis.

2525.2. An individual who possesses a license in good standing to practice medicine or osteopathy issued by the Medical Board of California or the Osteopathic Medical Board of California shall not recommend medical

cannabis to a patient, unless that person is the patient's attending physician, as defined by subdivision (a) of Section 11362.7 of the Health and Safety Code.

2525.3. Recommending medical cannabis to a patient for a medical purpose without an appropriate prior examination and a medical indication constitutes unprofessional conduct.

2525.4. It is unprofessional conduct for any attending physician recommending medical cannabis to be employed by, or enter into any other agreement with, any person or entity dispensing medical cannabis.

2525.5. (a) A person shall not distribute any form of advertising for physician recommendations for medical cannabis in California unless the advertisement bears the following notice to consumers:

NOTICE TO CONSUMERS: The Compassionate Use Act of 1996 ensures that seriously ill Californians have the right to obtain and use cannabis for medical purposes where medical use is deemed appropriate and has been recommended by a physician who has determined that the person's health would benefit from the use of medical cannabis. Recommendations must come from an attending physician as defined in Section 11362.7 of the Health and Safety Code. Cannabis is a Schedule I drug according to the federal Controlled Substances Act. Activity related to cannabis use is subject to federal prosecution, regardless of the protections provided by state law.

(b) Advertising for attending physician recommendations for medical cannabis shall meet all of the requirements in Section 651. Price advertising shall not be fraudulent, deceitful, or misleading, including statements or advertisements of bait, discounts, premiums, gifts, or statements of a similar nature.

SEC. 6. Section 19302.1 is added to the Business and Professions Code, to read:

19302.1. (a) The Governor shall appoint a chief of the bureau, subject to confirmation by the Senate, at a salary to be fixed and determined by the director with the approval of the Director of Finance. The chief shall serve under the direction and supervision of the director and at the pleasure of the Governor.

(b) Every power granted to or duty imposed upon the director under this chapter may be exercised or performed in the name of the director by a deputy or assistant director or by the chief, subject to conditions and limitations that the director may prescribe. In addition to every power granted or duty imposed with this chapter, the director shall have all other powers and duties generally applicable in relation to bureaus that are part of the Department of Consumer Affairs.

(c) The director may employ and appoint all employees necessary to properly administer the work of the bureau, in accordance with civil service laws and regulations.

(d) The Department of Consumer Affairs shall have the sole authority to create, issue, renew, discipline, suspend, or revoke licenses for the

transportation, storage unrelated to manufacturing activities, distribution, and sale of medical marijuana within the state and to collect fees in connection with activities the bureau regulates. The bureau may create licenses in addition to those identified in this chapter that the bureau deems necessary to effectuate its duties under this chapter.

(e) The Department of Food and Agriculture shall administer the provisions of this chapter related to and associated with the cultivation of medical cannabis. The Department of Food and Agriculture shall have the authority to create, issue, and suspend or revoke cultivation licenses for violations of this chapter. The State Department of Public Health shall administer the provisions of this chapter related to and associated with the manufacturing and testing of medical cannabis.

SEC. 7. Section 19319 is added to the Business and Professions Code, to read:

19319. (a) A qualified patient, as defined in Section 11362.7 of the Health and Safety Code, who cultivates, possesses, stores, manufactures, or transports cannabis exclusively for his or her personal medical use but who does not provide, donate, sell, or distribute cannabis to any other person is not thereby engaged in commercial cannabis activity and is therefore exempt from the licensure requirements of this chapter.

(b) A primary caregiver who cultivates, possesses, stores, manufactures, transports, donates, or provides cannabis exclusively for the personal medical purposes of no more than five specified qualified patients for whom he or she is the primary caregiver within the meaning of Section 11362.7 of the Health and Safety Code, but who does not receive remuneration for these activities except for compensation in full compliance with subdivision (c) of Section 11362.765 of the Health and Safety Code, is exempt from the licensure requirements of this chapter.

SEC. 8. Section 19320 is added to the Business and Professions Code, to read:

19320. (a) Licensing authorities administering this chapter may issue state licenses only to qualified applicants engaging in commercial cannabis activity pursuant to this chapter. Upon the date of implementation of regulations by the licensing authority, no person shall engage in commercial cannabis activity without possessing both a state license and a local permit, license, or other authorization. A licensee shall not commence activity under the authority of a state license until the applicant has obtained, in addition to the state license, a license or permit from the local jurisdiction in which he or she proposes to operate, following the requirements of the applicable local ordinance.

(b) Revocation of a local license, permit, or other authorization shall terminate the ability of a medical cannabis business to operate within that local jurisdiction until the local jurisdiction reinstates or reissues the local license, permit, or other required authorization. Local authorities shall notify the bureau upon revocation of a local license. The bureau shall inform relevant licensing authorities.

(c) Revocation of a state license shall terminate the ability of a medical cannabis licensee to operate within California until the licensing authority reinstates or reissues the state license. Each licensee shall obtain a separate license for each location where it engages in commercial medical cannabis activity. However, transporters only need to obtain licenses for each physical location where the licensee conducts business while not in transport, or any equipment that is not currently transporting medical cannabis or medical cannabis products, permanently resides.

(d) In addition to the provisions of this chapter, local jurisdictions retain the power to assess fees and taxes, as applicable, on facilities that are licensed pursuant to this chapter and the business activities of those licensees.

(e) Nothing in this chapter shall be construed to supersede or limit state agencies, including the State Water Resources Control Board and Department of Fish and Wildlife, from establishing fees to support their medical cannabis regulatory programs.

SEC. 9. Section 19322 is added to the Business and Professions Code, to read:

19322. (a) A person or entity shall not submit an application for a state license issued by the department pursuant to this chapter unless that person or entity has received a license, permit, or authorization by a local jurisdiction. An applicant for any type of state license issued pursuant to this chapter shall do all of the following:

(1) Electronically submit to the Department of Justice fingerprint images and related information required by the Department of Justice for the purpose of obtaining information as to the existence and content of a record of state or federal convictions and arrests, and information as to the existence and content of a record of state or federal convictions and arrests for which the Department of Justice establishes that the person is free on bail or on his or her own recognizance, pending trial or appeal.

(A) The Department of Justice shall provide a response to the licensing authority pursuant to paragraph (1) of subdivision (p) of Section 11105 of the Penal Code.

(B) The licensing authority shall request from the Department of Justice subsequent notification service, as provided pursuant to Section 11105.2 of the Penal Code, for applicants.

(C) The Department of Justice shall charge the applicant a fee sufficient to cover the reasonable cost of processing the requests described in this paragraph.

(2) Provide documentation issued by the local jurisdiction in which the proposed business is operating certifying that the applicant is or will be in compliance with all local ordinances and regulations.

(3) Provide evidence of the legal right to occupy and use the proposed location. For an applicant seeking a cultivator, distributor, manufacturing, or dispensary license, provide a statement from the owner of real property or their agent where the cultivation, distribution, manufacturing, or dispensing commercial medical cannabis activities will occur, as proof to demonstrate the landowner has acknowledged and consented to permit

cultivation, distribution, manufacturing, or dispensary activities to be conducted on the property by the tenant applicant.

(4) If the application is for a cultivator or a dispensary, provide evidence that the proposed location is located beyond at least a 600-foot radius from a school, as required by Section 11362.768 of the Health and Safety Code.

(5) Provide a statement, signed by the applicant under penalty of perjury, that the information provided is complete, true, and accurate.

(6) (A) For an applicant with 20 or more employees, provide a statement that the applicant will enter into, or demonstrate that it has already entered into, and abide by the terms of a labor peace agreement.

(B) For the purposes of this paragraph, “employee” does not include a supervisor.

(C) For purposes of this paragraph, “supervisor” means an individual having authority, in the interest of the licensee, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, or responsibility to direct them or to adjust their grievances, or effectively to recommend such action, if, in connection with the foregoing, the exercise of that authority is not of a merely routine or clerical nature, but requires the use of independent judgment.

(7) Provide the applicant’s seller’s permit number issued pursuant to Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code or indicate that the applicant is currently applying for a seller’s permit.

(8) Provide any other information required by the licensing authority.

(9) For an applicant seeking a cultivation license, provide a statement declaring the applicant is an “agricultural employer,” as defined in the Alatorre-Zenovich-Dunlap-Berman Agricultural Labor Relations Act of 1975 (Part 3.5 (commencing with Section 1140) of Division 2 of the Labor Code), to the extent not prohibited by law.

(10) For an applicant seeking licensure as a testing laboratory, register with the State Department of Public Health and provide any information required by the State Department of Public Health.

(11) Pay all applicable fees required for licensure by the licensing authority.

(b) For applicants seeking licensure to cultivate, distribute, or manufacture medical cannabis, the application shall also include a detailed description of the applicant’s operating procedures for all of the following, as required by the licensing authority:

- (1) Cultivation.
- (2) Extraction and infusion methods.
- (3) The transportation process.
- (4) Inventory procedures.
- (5) Quality control procedures.

SEC. 10. Section 19323 is added to the Business and Professions Code, to read:

19323. (a) The licensing authority shall deny an application if either the applicant or the premises for which a state license is applied do not qualify for licensure under this chapter.

(b) The licensing authority may deny the application for licensure or renewal of a state license if any of the following conditions apply:

(1) Failure to comply with the provisions of this chapter or any rule or regulation adopted pursuant to this chapter, including but not limited to, any requirement imposed to protect natural resources, instream flow, and water quality pursuant to subdivision (a) of Section 19332.

(2) Conduct that constitutes grounds for denial of licensure pursuant to Chapter 2 (commencing with Section 480) of Division 1.5.

(3) A local agency has notified the licensing authority that a licensee or applicant within its jurisdiction is in violation of state rules and regulation relating to commercial cannabis activities, and the licensing authority, through an investigation, has determined that the violation is grounds for termination or revocation of the license. The licensing authority shall have the authority to collect reasonable costs, as determined by the licensing authority, for investigation from the licensee or applicant.

(4) The applicant has failed to provide information required by the licensing authority.

(5) The applicant or licensee has been convicted of an offense that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, except that if the licensing authority determines that the applicant or licensee is otherwise suitable to be issued a license and granting the license would not compromise public safety, the licensing authority shall conduct a thorough review of the nature of the crime, conviction, circumstances, and evidence of rehabilitation of the applicant, and shall evaluate the suitability of the applicant or licensee to be issued a license based on the evidence found through the review. In determining which offenses are substantially related to the qualifications, functions, or duties of the business or profession for which the application is made, the licensing authority shall include, but not be limited to, the following:

(A) A felony conviction for the illegal possession for sale, sale, manufacture, transportation, or cultivation of a controlled substance.

(B) A violent felony conviction, as specified in subdivision (c) of Section 667.5 of the Penal Code.

(C) A serious felony conviction, as specified in subdivision (c) of Section 1192.7 of the Penal Code.

(D) A felony conviction involving fraud, deceit, or embezzlement.

(6) The applicant, or any of its officers, directors, or owners, is a licensed physician making patient recommendations for medical cannabis pursuant to Section 11362.7 of the Health and Safety Code.

(7) The applicant or any of its officers, directors, or owners has been subject to fines or penalties for cultivation or production of a controlled substance on public or private lands pursuant to Section 12025 or 12025.1 of the Fish and Game Code.

(8) The applicant, or any of its officers, directors, or owners, has been sanctioned by a licensing authority or a city, county, or city and county for unlicensed commercial medical cannabis activities or has had a license revoked under this chapter in the three years immediately preceding the date the application is filed with the licensing authority.

(9) Failure to obtain and maintain a valid seller's permit required pursuant to Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code.

SEC. 11. Section 19324 is added to the Business and Professions Code, to read:

19324. Upon the denial of any application for a license, the licensing authority shall notify the applicant in writing. Within 30 days of service of the notice, the applicant may file a written petition for a license with the licensing authority. Upon receipt of a timely filed petition, the licensing authority shall set the petition for hearing. The hearing shall be conducted in accordance with Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code, and the director of each licensing authority shall have all the powers granted therein.

SEC. 12. Section 19325 is added to the Business and Professions Code, to read:

19325. An applicant shall not be denied a state license if the denial is based solely on any of the following:

(a) A conviction or act that is substantially related to the qualifications, functions, or duties of the business or profession for which the application is made for which the applicant or licensee has obtained a certificate of rehabilitation pursuant to Chapter 3.5 (commencing with Section 4852.01) of Title 6 of Part 3 of the Penal Code.

(b) A conviction that was subsequently dismissed pursuant to Section 1203.4, 1203.4a, or 1203.41 of the Penal Code.

SEC. 13. Article 6 (commencing with Section 19331) is added to Chapter 3.5 of Division 8 of the Business and Professions Code, to read:

Article 6. Licensed Cultivation Sites

19331. The Legislature finds and declares all of the following:

(a) The United States Environmental Protection Agency has not established appropriate pesticide tolerances for, or permitted the registration and lawful use of, pesticides on cannabis crops intended for human consumption pursuant to the Federal Insecticide, Fungicide, and Rodenticide Act (7 U.S.C. 136 et seq.).

(b) The use of pesticides is not adequately regulated due to the omissions in federal law, and cannabis cultivated in California for California patients can and often does contain pesticide residues.

(c) Lawful California medical cannabis growers and caregivers urge the Department of Pesticide Regulation to provide guidance, in absence of federal guidance, on whether the pesticides currently used at most cannabis

cultivation sites are actually safe for use on cannabis intended for human consumption.

19332. (a) The Department of Food and Agriculture shall promulgate regulations governing the licensing of indoor and outdoor cultivation sites.

(b) The Department of Pesticide Regulation, in consultation with the Department of Food and Agriculture, shall develop standards for the use of pesticides in cultivation, and maximum tolerances for pesticides and other foreign object residue in harvested cannabis.

(c) The State Department of Public Health shall develop standards for the production and labeling of all edible medical cannabis products.

(d) The Department of Food and Agriculture, in consultation with the Department of Fish and Wildlife and the State Water Resources Control Board, shall ensure that individual and cumulative effects of water diversion and discharge associated with cultivation do not affect the instream flows needed for fish spawning, migration, and rearing, and the flows needed to maintain natural flow variability.

(e) The Department of Food and Agriculture shall have the authority necessary for the implementation of the regulations it adopts pursuant to this chapter. The regulations shall do all of the following:

(1) Provide that weighing or measuring devices used in connection with the sale or distribution of medical cannabis are required to meet standards equivalent to Division 5 (commencing with Section 12001).

(2) Require that cannabis cultivation by licensees is conducted in accordance with state and local laws related to land conversion, grading, electricity usage, water usage, agricultural discharges, and similar matters. Nothing in this chapter, and no regulation adopted by the department, shall be construed to supersede or limit the authority of the State Water Resources Control Board, regional water quality control boards, or the Department of Fish and Wildlife to implement and enforce their statutory obligations or to adopt regulations to protect water quality, water supply, and natural resources.

(3) Establish procedures for the issuance and revocation of unique identifiers for activities associated with a cannabis cultivation license, pursuant to Article 8 (commencing with Section 19337). All cannabis shall be labeled with the unique identifier issued by the Department of Food and Agriculture.

(4) Prescribe standards, in consultation with the bureau, for the reporting of information as necessary related to unique identifiers, pursuant to Article 8 (commencing with Section 19337).

(f) The Department of Pesticide Regulation, in consultation with the State Water Resources Control Board, shall promulgate regulations that require that the application of pesticides or other pest control in connection with the indoor or outdoor cultivation of medical cannabis meets standards equivalent to Division 6 (commencing with Section 11401) of the Food and Agricultural Code and its implementing regulations.

(g) State cultivator license types issued by the Department of Food and Agriculture include:

(1) Type 1, or “specialty outdoor,” for outdoor cultivation using no artificial lighting of less than or equal to 5,000 square feet of total canopy size on one premises, or up to 50 mature plants on noncontiguous plots.

(2) Type 1A, or “specialty indoor,” for indoor cultivation using exclusively artificial lighting of less than or equal to 5,000 square feet of total canopy size on one premises.

(3) Type 1B, or “specialty mixed-light,” for cultivation using a combination of natural and supplemental artificial lighting at a maximum threshold to be determined by the licensing authority, of less than or equal to 5,000 square feet of total canopy size on one premises.

(4) Type 2, or “small outdoor,” for outdoor cultivation using no artificial lighting between 5,001 and 10,000 square feet, inclusive, of total canopy size on one premises.

(5) Type 2A, or “small indoor,” for indoor cultivation using exclusively artificial lighting between 5,001 and 10,000 square feet, inclusive, of total canopy size on one premises.

(6) Type 2B, or “small mixed-light,” for cultivation using a combination of natural and supplemental artificial lighting at a maximum threshold to be determined by the licensing authority, between 5,001 and 10,000 square feet, inclusive, of total canopy size on one premises.

(7) Type 3, or “outdoor,” for outdoor cultivation using no artificial lighting from 10,001 square feet to one acre, inclusive, of total canopy size on one premises. The Department of Food and Agriculture shall limit the number of licenses allowed of this type.

(8) Type 3A, or “indoor,” for indoor cultivation using exclusively artificial lighting between 10,001 and 22,000 square feet, inclusive, of total canopy size on one premises. The Department of Food and Agriculture shall limit the number of licenses allowed of this type.

(9) Type 3B, or “mixed-light,” for cultivation using a combination of natural and supplemental artificial lighting at a maximum threshold to be determined by the licensing authority, between 10,001 and 22,000 square feet, inclusive, of total canopy size on one premises. The Department of Food and Agriculture shall limit the number of licenses allowed of this type.

(10) Type 4, or “nursery,” for cultivation of medical cannabis solely as a nursery. Type 4 licensees may transport live plants.

19332.5. (a) Not later than January 1, 2020, the Department of Food and Agriculture in conjunction with the bureau, shall make available a certified organic designation and organic certification program for medical marijuana, if permitted under federal law and the National Organic Program (Section 6517 of the federal Organic Foods Production Act of 1990 (7 U.S.C. Sec. 6501 et seq.)), and Article 7 (commencing with Section 110810) of Chapter 5 of Part 5 of Division 104 of the Health and Safety Code.

(b) The bureau may establish appellations of origin for marijuana grown in California.

(c) It is unlawful for medical marijuana to be marketed, labeled, or sold as grown in a California county when the medical marijuana was not grown in that county.

(d) It is unlawful to use the name of a California county in the labeling, marketing, or packaging of medical marijuana products unless the product was grown in that county.

19333. An employee engaged in commercial cannabis cultivation activity shall be subject to Wage Order 4-2001 of the Industrial Welfare Commission.

SEC. 14. Article 7.5 (commencing with Section 19335) is added to Chapter 3.5 of Division 8 of the Business and Professions Code, to read:

Article 7.5. Unique Identifier and Track and Trace Program

19335. (a) The Department of Food and Agriculture, in consultation with the bureau, shall establish a track and trace program for reporting the movement of medical marijuana items throughout the distribution chain that utilizes a unique identifier pursuant to Section 11362.777 of the Health and Safety Code and secure packaging and is capable of providing information that captures, at a minimum, all of the following:

(1) The licensee receiving the product.

(2) The transaction date.

(3) The cultivator from which the product originates, including the associated unique identifier, pursuant to Section 11362.777 of the Health and Safety Code.

(b) (1) The Department of Food and Agriculture shall create an electronic database containing the electronic shipping manifests which shall include, but not be limited to, the following information:

(A) The quantity, or weight, and variety of products shipped.

(B) The estimated times of departure and arrival.

(C) The quantity, or weight, and variety of products received.

(D) The actual time of departure and arrival.

(E) A categorization of the product.

(F) The license number and the unique identifier pursuant to Section 11362.777 of the Health and Safety Code issued by the licensing authority for all licensees involved in the shipping process, including cultivators, transporters, distributors, and dispensaries.

(2) (A) The database shall be designed to flag irregularities for all licensing authorities in this chapter to investigate. All licensing authorities pursuant to this chapter may access the database and share information related to licensees under this chapter, including social security and individual taxpayer identifications notwithstanding Section 30.

(B) The Department of Food and Agriculture shall immediately inform the bureau upon the finding of an irregularity or suspicious finding related to a licensee, applicant, or commercial cannabis activity for investigatory purposes.

(3) Licensing authorities and state and local agencies may, at any time, inspect shipments and request documentation for current inventory.

(4) The bureau shall have 24-hour access to the electronic database administered by the Department of Food and Agriculture.

(5) The Department of Food and Agriculture shall be authorized to enter into memoranda of understandings with licensing authorities for data sharing purposes, as deemed necessary by the Department of Food and Agriculture.

(6) Information received and contained in records kept by the Department of Food and Agriculture or licensing authorities for the purposes of administering this section are confidential and shall not be disclosed pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), except as necessary for authorized employees of the State of California or any city, county, or city and county to perform official duties pursuant to this chapter or a local ordinance.

(7) Upon the request of a state or local law enforcement agency, licensing authorities shall allow access to or provide information contained within the database to assist law enforcement in their duties and responsibilities pursuant to this chapter.

19336. (a) Chapter 4 (commencing with Section 55121) of Part 30 of Division 2 of the Revenue and Taxation Code shall apply with respect to the bureau's collection of the fees, civil fines, and penalties imposed pursuant to this chapter.

(b) Chapter 8 (commencing with Section 55381) of Part 30 of Division 2 of the Revenue and Taxation Code shall apply with respect to the disclosure of information under this chapter.

SEC. 15. Article 8 (commencing with Section 19337) is added to Chapter 3.5 of Division 8 of the Business and Professions Code, to read:

Article 8. Licensed Transporters

19337. (a) A licensee authorized to transport medical cannabis or medical cannabis products between licenses shall do so only as set forth in this chapter.

(b) Prior to transporting medical cannabis or medical cannabis products, a licensed transporter of medical cannabis or medical cannabis products shall do both of the following:

(1) Complete an electronic shipping manifest as prescribed by the licensing authority. The shipping manifest must include the unique identifier, pursuant to Section 11362.777 of the Health and Safety Code, issued by the Department of Food and Agriculture for the original cannabis product.

(2) Securely transmit the manifest to the bureau and the licensee that will receive the medical cannabis product. The bureau shall inform the Department of Food and Agriculture of information pertaining to commercial cannabis activity for the purpose of the track and trace program identified in Section 19335.

(c) During transportation, the licensed transporter shall maintain a physical copy of the shipping manifest and make it available upon request to agents of the Department of Consumer Affairs and law enforcement officers.

(d) The licensee receiving the shipment shall maintain each electronic shipping manifest and shall make it available upon request to the Department of Consumer Affairs and any law enforcement officers.

(e) Upon receipt of the transported shipment, the licensee receiving the shipment shall submit to the licensing agency a record verifying receipt of the shipment and the details of the shipment.

(f) Transporting, or arranging for or facilitating the transport of, medical cannabis or medical cannabis products in violation of this chapter is grounds for disciplinary action against the license.

19338. (a) This chapter shall not be construed to authorize or permit a licensee to transport or cause to be transported cannabis or cannabis products outside the state, unless authorized by federal law.

(b) A local jurisdiction shall not prevent transportation of medical cannabis or medical cannabis products on public roads by a licensee transporting medical cannabis or medical cannabis products in compliance with this chapter.

SEC. 16. Article 11 (commencing with Section 19348) is added to Chapter 3.5 of Division 8 of the Business and Professions Code, to read:

Article 11. Taxation

19348. (a) (1) A county may impose a tax on the privilege of cultivating, dispensing, producing, processing, preparing, storing, providing, donating, selling, or distributing medical cannabis or medical cannabis products by a licensee operating pursuant to this chapter.

(2) The board of supervisors shall specify in the ordinance proposing the tax the activities subject to the tax, the applicable rate or rates, the method of apportionment, if necessary, and the manner of collection of the tax. The tax may be imposed for general governmental purposes or for purposes specified in the ordinance by the board of supervisors.

(3) In addition to any other method of collection authorized by law, the board of supervisors may provide for the collection of the tax imposed pursuant to this section in the same manner, and subject to the same penalties and priority of lien, as other charges and taxes fixed and collected by the county. A tax imposed pursuant to this section is a tax and not a fee or special assessment. The board of supervisors shall specify whether the tax applies throughout the entire county or within the unincorporated area of the county.

(4) The tax authorized by this section may be imposed upon any or all of the activities set forth in paragraph (1), as specified in the ordinance, regardless of whether the activity is undertaken individually, collectively, or cooperatively, and regardless of whether the activity is for compensation or gratuitous, as determined by the board of supervisors.

(b) A tax imposed pursuant to this section shall be subject to applicable voter approval requirements imposed by law.

(c) This section is declaratory of existing law and does not limit or prohibit the levy or collection of any other fee, charge, or tax, or a license or service fee or charge upon, or related to, the activities set forth in subdivision (a) as otherwise provided by law. This section shall not be construed as a limitation upon the taxing authority of a county as provided by law.

(d) This section shall not be construed to authorize a county to impose a sales or use tax in addition to the sales and use tax imposed under an ordinance conforming to the provisions of Sections 7202 and 7203 of the Revenue and Taxation Code.

SEC. 17. The provisions of this act are severable. If any provision of this act or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.

SEC. 18. The Legislature finds and declares that Section 14 of this act, which adds Section 19335 to the Business and Professions Code, thereby imposes a limitation on the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

The limitation imposed under this act is necessary for purposes of compliance with the federal Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. Sec. 1320d et seq.), the Confidentiality of Medical Information Act (Part 2.6 (commencing with Section 56) of Division 1 of the Civil Code), and the Insurance Information and Privacy Protection Act (Article 6.6 (commencing with Section 791) of Part 2 of Division 1 of the Insurance Code).

SEC. 19. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution for certain costs that may be incurred by a local agency or school district because, in that regard, this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

However, if the Commission on State Mandates determines that this act contains other costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

SEC. 20. This act shall become operative only if Assembly Bill 266 and Assembly Bill 243 of the 2015–16 Session are enacted and take effect on or before January 1, 2016.

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