



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

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030**

September 2, 2020, at 7:30 p.m.

South Pasadena City Council Statement of Civility

As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the City Council for September 2, 2020 will be conducted remotely and held by video conference.

The Meeting will be broadcast live on the City's website (http://www.spectrumstream.com/streaming/south_pasadena/live.cfm).

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Council Members will be participating remotely and will not be physically present in the Council Chambers.

If you would like to comment on an agenda item, members of the public may submit their comments for City Council consideration, by one of the following options:

Option 1:

1. Dial (626) 322-2344 and leave a recording of your public comment. Please state your name; if you are providing public comment for open or closed session; and, the agenda item number. If no agenda item number is provided, your public comment will automatically be played under the general public comment portion of the open session meeting. The cutoff time for public comment to be submitted via phone recording is 5 p.m. the day of the Council Meeting.

Option 2:

2. Email your public comments to ccpubliccomment@southpasadenaca.gov. Public Comments received in writing will not be read aloud at the meeting. Written public comments will be announced at the meeting and become part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on

emailed Public Comment. Please make sure to indicate: 1) your name, and 2) what agenda item you are submitting public comment on.

CALL TO ORDER:

Mayor Robert S. Joe

ROLL CALL:

Councilmembers Michael A. Cacciotti, and Richard D. Schneider, M.D.; Mayor Pro Tem Diana Mahmud; and Mayor Robert S. Joe (Note: One Council Seat is Vacant)

PLEDGE OF ALLEGIANCE:

Councilmember Richard D. Schneider, M.D.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS:

A Closed Session Agenda has been posted separately.

PUBLIC COMMENT AND SUGGESTIONS
The City Council welcomes public input. If you would like to comment on an agenda item, members of the public may submit their comments for City Council consideration by one of the following options:

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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.

2. Public Comment – General

COMMUNICATIONS

3. Councilmembers Communications

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

- 4. **City Manager Communications**
- 5. **Reordering of and Additions to the Agenda**

SPECIAL PRESENTATIONS

- 6. **Southern California Edison Circuit Reliability Review Presentation**

<p>OPPORTUNITY TO COMMENT ON CONSENT CALENDAR</p> <p>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 a public comment has been received 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.</p>
<p>CONSENT CALENDAR</p>

- 7. **Minutes of the Regular City Council Meeting on July 1, 2020**
- 8. **Minutes of the Regular City Council Meeting on July 15, 2020**
- 9. **Approval of Prepaid Warrants in the Amount of \$167,211.51; General City Warrants in the Amount of \$567,948.25; General City Warrant Voids in the Amount of (\$5,477.12); Supplemental ACH Payments in the Amount of \$103,927.33; LAIF Transfer in the Amount of \$4,000,000.00.**

Recommendation

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

- 10. **Second Reading and Adoption of an Ordinance to Add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code.**

Recommendation

It is recommended that the City Council conduct the Second Reading and Adoption of an Ordinance to add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code (SPMC).

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PUBLIC HEARING

11. Public Hearing to Approve the Appropriation of Community Development Block Grant Funds-Coronavirus (CDBG-CV) to establish a one-time Emergency Rental Assistance Program (ERAP)

Recommendation

It is recommended that the City Council approve the following:

- 1) Allocate the \$73,528 CDBG-CV funds to an Emergency Rental Assistance Program (ERAP) paying a maximum of \$1,000 in rent for income qualified South Pasadena residents.
- 2) Authorize the City Manager to negotiate and enter into an agreement with the Housing Rights Center, with a not-to-exceed administrative fee of up to 15 percent.

INFORMATION REPORTS

12. South Pasadena Homelessness Plan

13. Briefing on the State of the Rogan Funds for Fair Oaks Avenue

ADJOURNMENT

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

September 16, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 7, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.
October 21, 2020	Regular City Council Meeting	Council Chamber	7:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council Meeting agenda packets and any agenda related documents are available online for public inspection on the City website: <https://www.southpasadenaca.gov/government/city-council-meetings/2019-council-meetings-copy>. Additional Documents, when presented to City Council, will also be uploaded and available on the City’s website.

Currently, regular meetings are streamed live via the internet at: http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

Individuals can be placed on an email notification list to receive forthcoming agendas by emailing CityClerk@southpasadenaca.gov or calling the City Clerk’s Division at (626) 403-7230.

ACCOMMODATIONS



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

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

8/27/2020

/s/

Date

Maria E. Ayala

Chief City Clerk

Circuit Reliability Review

South Pasadena

2020

What is Reliability?

- In simplest terms:

Having dependable electricity when you need it.

- Outages:
 - Maintenance outages (aka planned outages)
 - Repair outages (aka unplanned outages)
 - Sustained Outage = An outage lasting **> 5 minutes**
 - Momentary Outage = An outage lasting **≤ 5 minutes**



Major Event Day (MED) : A day in which the daily system SAIDI exceeds a threshold value. For the purposes of calculating daily system SAIDI, any interruption that spans multiple calendar days is accrued to the day on which the interruption began. Statistically, days having a daily system SAIDI greater than a threshold value are days on which the energy delivery system experienced stresses beyond that normally expected (such as severe weather).

Public Safety Power Shutoff (PSPS) : An operational protocol that SCE implements under extreme weather conditions in order to minimize the threat of wildfires and keep communities safe from potentially dangerous situations. These types of sustained outages are temporary and usually involve situations where high fire areas are experiencing adverse weather or public safety is at risk.

How Do We Measure Reliability?

SAIDI	SAIFI	MAIFI	CAIDI
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SAIDI	=	Total minutes every SCE customer was without power due to sustained outages (CMI)	÷	Total number of customers	“What’s the total time my power service will be unexpectedly interrupted this year?”
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System Average Interruption Duration Index

SAIFI	=	Number of sustained customer outages experienced by all SCE customers (CI)	÷	Total number of customers	“How many times will my power service be unexpectedly interrupted this year?”
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System Average Interruption Frequency Duration Index

CAIDI	=	System Average Interruption Duration Index (SAIDI)	÷	System Average Interruption Frequency Index (SAIFI)	“How long will it take to restore my power after an unexpected interruption?”
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Customer Average Interruption Duration Index

Communities in the MONROVIA District

ALTADENA
ARCADIA
AZUSA
BALDWIN PARK
BRADBURY
DUARTE
EAST PASADENA
EAST SAN GABRIEL
GLENDALE
IRWINDALE
LA CANADA FLINTRIDGE
LA CRESCENTA MONTROSE
LOS ANGELES
MAYFLOWER VILLAGE
MONROVIA
PASADENA
SAN GABRIEL
SAN MARINO
SIERRA MADRE
SOUTH PASADENA
TEMPLE CITY
VINCENT
WEST PUENTE VALLEY

Reliability by SCE Districts (No Exclusions)

District Name	2015				2016				2017				2018				2019			
	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking	District SAIDI	SAIDI Ranking	District SAIFI	SAIFI Ranking
ANTELOPE VALLEY	104.34	22	0.68	30	107.67	24	0.87	29	103.19	23	0.87	27	55.61	33	0.61	31	194.75	15	0.67	33
ARROWHEAD	362.61	4	3.97	1	659.46	3	2.85	5	816.52	2	3.86	3	68.60	29	1.53	5	3630.64	1	9.59	1
BARSTOW	187.11	8	1.17	12	134.83	18	1.35	9	357.47	6	2.65	6	116.70	17	1.37	9	114.49	19	0.83	26
BIG CREEK	422.77	2	3.42	2	1062.01	2	4.99	1	4273.52	1	7.95	2	203.43	6	2.48	1	1559.97	3	5.58	2
BISHOP	298.11	6	2.22	4	168.59	8	1.22	14	190.51	10	1.93	9	139.70	12	0.54	32	1445.73	4	2.91	4
BLYTHE	427.00	1	1.52	7	396.38	5	2.71	6	684.48	3	2.38	7	277.72	3	1.57	4	379.85	8	1.69	8
CATALINA	42.56	35	2.25	3	65.01	35	3.66	3	70.67	34	0.54	35	141.45	11	2.44	2	46.63	35	1.56	11
COVINA	100.08	23	0.81	25	112.13	22	0.97	24	117.18	20	0.93	23	103.18	18	0.83	22	84.30	28	0.86	24
DOMINGUEZ HILLS	130.63	15	0.97	17	146.38	12	1.11	17	123.60	18	0.83	28	93.37	19	0.85	21	98.66	22	0.87	23
FOOTHILL	109.64	20	0.95	20	142.81	14	1.03	21	110.53	21	1.12	13	117.61	16	0.98	17	273.47	12	1.05	18
FULLERTON	76.59	29	0.67	31	92.72	30	0.76	34	89.29	28	0.68	33	69.45	28	0.52	33	82.34	30	0.78	28
HUNTINGTON BEACH	98.32	25	0.95	19	128.02	20	1.26	12	99.07	26	0.98	21	87.72	24	0.76	25	97.70	23	1.01	20
KERNVILLE	286.38	7	0.96	18	2421.32	1	3.67	2	305.53	7	3.29	4	184.41	7	1.14	10	320.17	10	1.67	9
LONG BEACH	164.46	9	0.89	23	135.16	17	0.86	31	77.17	32	0.71	32	51.48	34	0.44	34	78.18	32	0.64	34
MENIFEE	111.46	19	0.98	16	156.75	9	1.31	10	130.47	16	0.96	22	174.06	8	0.90	19	99.48	21	0.86	25
MONROVIA	96.68	26	0.88	24	116.57	21	0.84	32	105.00	22	0.98	20	243.02	5	1.43	8	86.10	26	0.82	27
MONTEBELLO	150.28	12	1.18	11	133.52	19	1.17	15	123.98	17	0.99	19	160.88	10	1.06	13	127.52	18	1.18	16
ONTARIO	94.04	27	0.74	27	105.07	27	0.93	27	100.43	24	1.13	12	80.04	26	0.72	27	90.16	25	0.94	21
PALM SPRINGS	99.54	24	0.80	26	107.58	25	1.07	19	119.10	19	1.02	17	73.95	27	0.79	24	133.77	17	1.23	14
REDLANDS	124.52	17	1.01	14	137.11	16	0.98	23	142.59	14	1.01	18	88.93	22	0.97	18	215.23	13	1.27	13
RIDGECREST	148.90	13	1.01	15	254.31	6	1.05	20	164.28	11	1.09	14	254.59	4	1.10	11	299.99	11	2.09	6
SADDLEBACK	46.03	34	0.39	35	65.99	34	0.65	35	65.35	35	0.58	34	45.80	35	0.38	35	134.87	16	0.67	32
SAN JOAQUIN	127.50	16	1.05	13	108.44	23	1.09	18	191.66	9	1.34	11	56.23	31	0.68	28	72.67	33	0.75	30
SANTA ANA	67.46	32	0.71	29	97.27	29	1.00	22	81.90	31	0.71	31	122.09	15	0.82	23	62.79	34	0.56	35
SANTA BARBARA	152.37	11	1.52	6	156.66	10	1.41	8	408.43	5	9.21	1	172.90	9	1.02	16	201.25	14	1.50	12
SANTA MONICA	75.41	30	0.62	32	91.08	31	0.95	26	71.89	33	0.71	30	80.24	25	1.04	15	104.74	20	0.90	22
SOUTH BAY	164.07	10	1.31	8	183.90	7	1.88	7	99.19	25	0.93	24	90.63	21	1.09	12	79.31	31	1.01	19
TEHACHAPI	298.96	5	1.21	9	97.29	28	1.13	16	86.51	29	1.05	16	55.99	32	0.67	29	2983.88	2	4.61	3
THOUSAND OAKS	106.59	21	0.92	21	143.78	13	1.31	11	151.74	12	1.43	10	1167.54	1	1.48	6	517.05	5	1.72	7
VALENCIA	72.27	31	0.61	33	105.09	26	0.97	25	136.62	15	1.08	15	92.41	20	1.06	14	457.47	6	1.22	15
VENTURA	148.85	14	1.19	10	150.41	11	1.24	13	520.90	4	3.12	5	136.04	13	1.44	7	334.96	9	1.65	10
VICTORVILLE	87.03	28	0.91	22	79.35	33	0.92	28	84.07	30	0.89	26	125.92	14	0.86	20	82.42	29	1.10	17
WHITTIER	114.52	18	0.73	28	137.34	15	0.81	33	148.91	13	0.90	25	87.74	23	0.67	30	84.86	27	0.73	31
WILDOMAR	52.70	33	0.60	34	84.01	32	0.87	30	90.15	27	0.80	29	60.77	30	0.75	26	94.47	24	0.77	29
YUCCA VALLEY	389.08	3	1.80	5	463.68	4	3.39	4	300.33	8	1.96	8	353.83	2	1.94	3	451.75	7	2.34	5
SCE SystemWide	114.83		0.92		134.48		1.10		139.73		1.19		136.82		0.87		177.97		1.04	

Exclusions are days which utilities are allowed to remove from their metrics because the outages on those days were caused by a severe acts of nature.

**In the columns showing "Rank," lower numbers indicate poorer performance.

Overview of South Pasadena

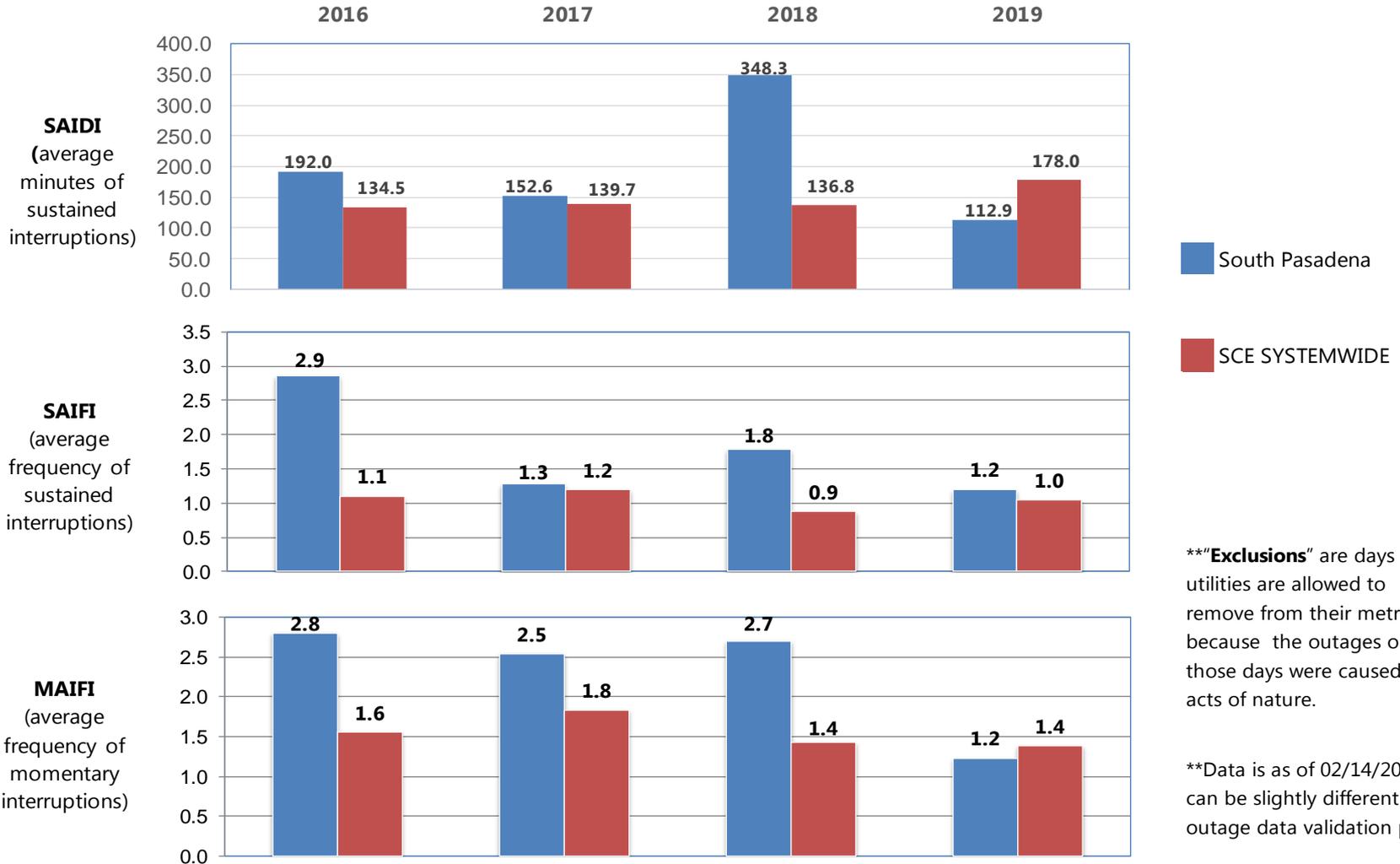
There are 13 circuits that serve South Pasadena

1

Circuit Type	Customers	Circuit Type	Customers	Circuit Type	Customers	Circuit Type	Customers
ASTEROID(16KV)	4,505						
BRAUN(16KV)	1,365						
BRENT(4.16KV)	801						
EL CENTRO(4.16KV)	372						
FREMONT(4.16KV)	441						
GRAVES(4.16KV)	316						
GREVELIA(4.16KV)	383						
HOOVER(4.16KV)	261						
MARENGO(4.16KV)	187						
OXLEY(4.16KV)	385						
ST. CHARLES(16KV)	1,280						
TEST(16KV)	4,125						
TRI CITY(16KV)	2,831						

Grand Total 17,252

Reliability History of Circuits Serving South Pasadena (No Exclusions)



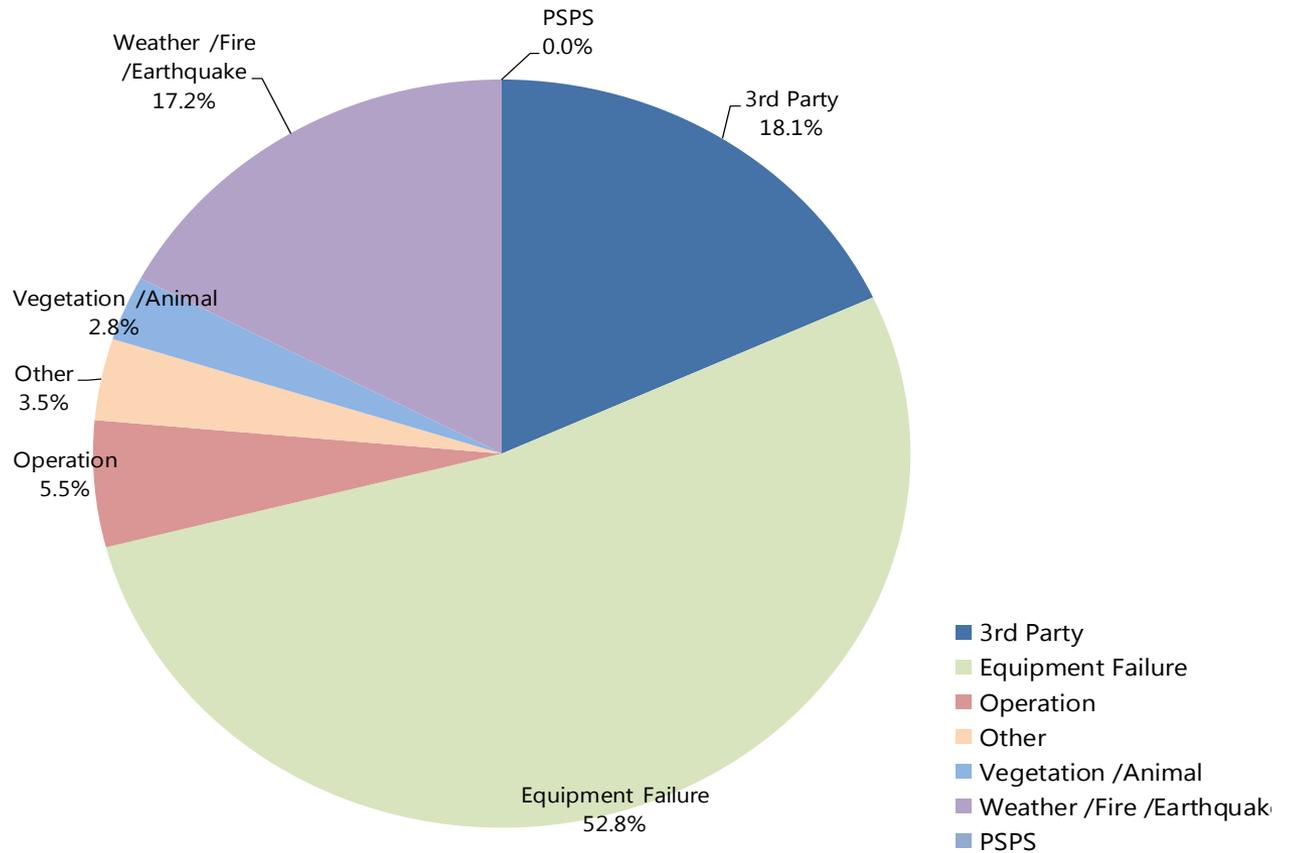
**“Exclusions” are days which utilities are allowed to remove from their metrics because the outages on those days were caused by acts of nature.

**Data is as of 02/14/2020, data can be slightly different due to outage data validation process

Causes of Repair Outages in South Pasadena 2019

Contributions to SAIDI by Outage Cause

- **Equipment Failure**
e.g., in-service failure of transformer, switch, or conductors
- **Vegetation/Animal**
e.g., tree branch, rodent, or bird causing a short circuit between conductors
- **Other**
e.g., patrolled but no cause found, PSPS
- **Operations**
e.g., urgent maintenance w/o 3-day notice
- **3rd Party**
e.g., balloon, car hit pole, dig-in
- **PSPS**
e.g., Public Safety Power Shutoff

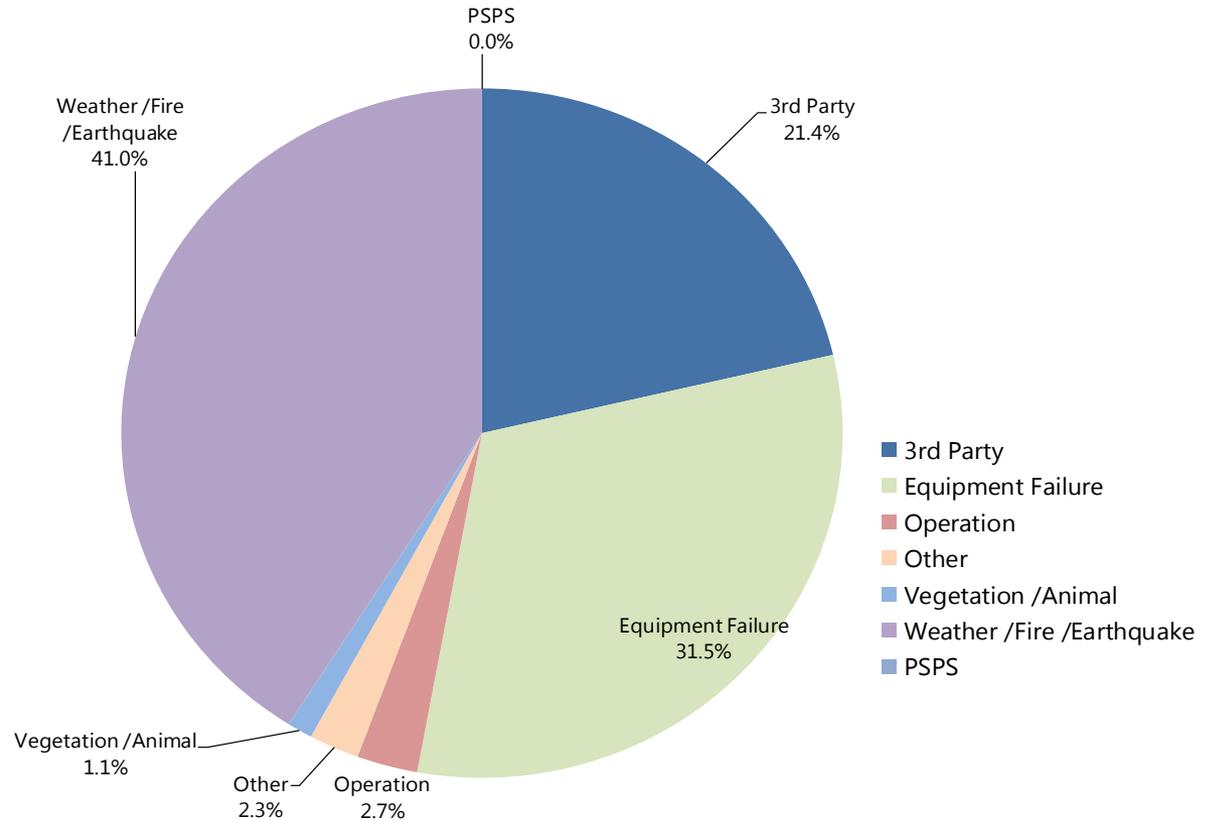


SAIDI = the cumulative amount of time the average customer is interrupted by “sustained” outages each year.

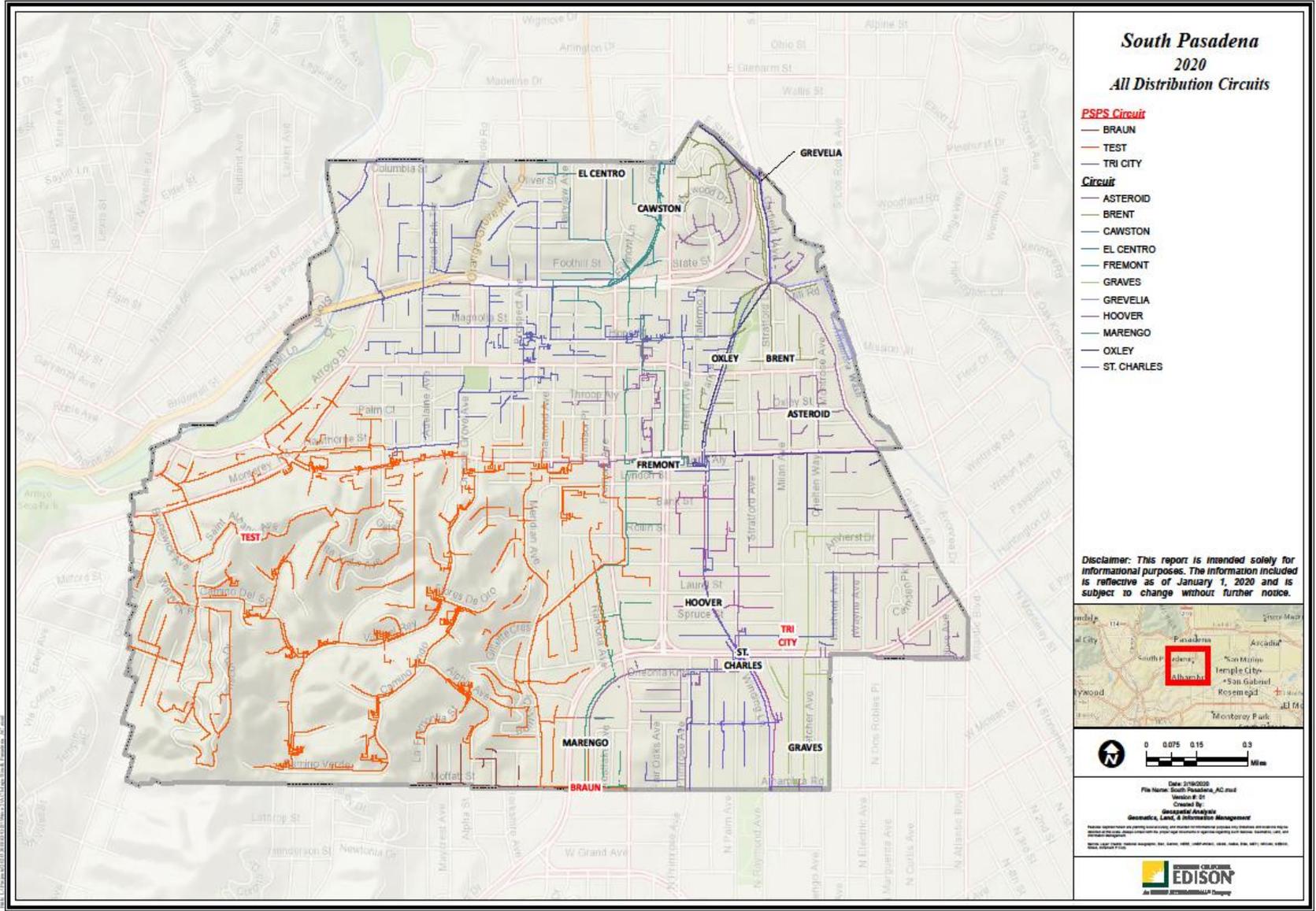
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- **PSPS**
e.g., Public Safety Power Shutoff



SAIFI = the number of times the average customer is interrupted by “sustained” outages each year

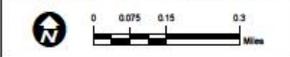


**South Pasadena
2020
Capital Improvement Plan**

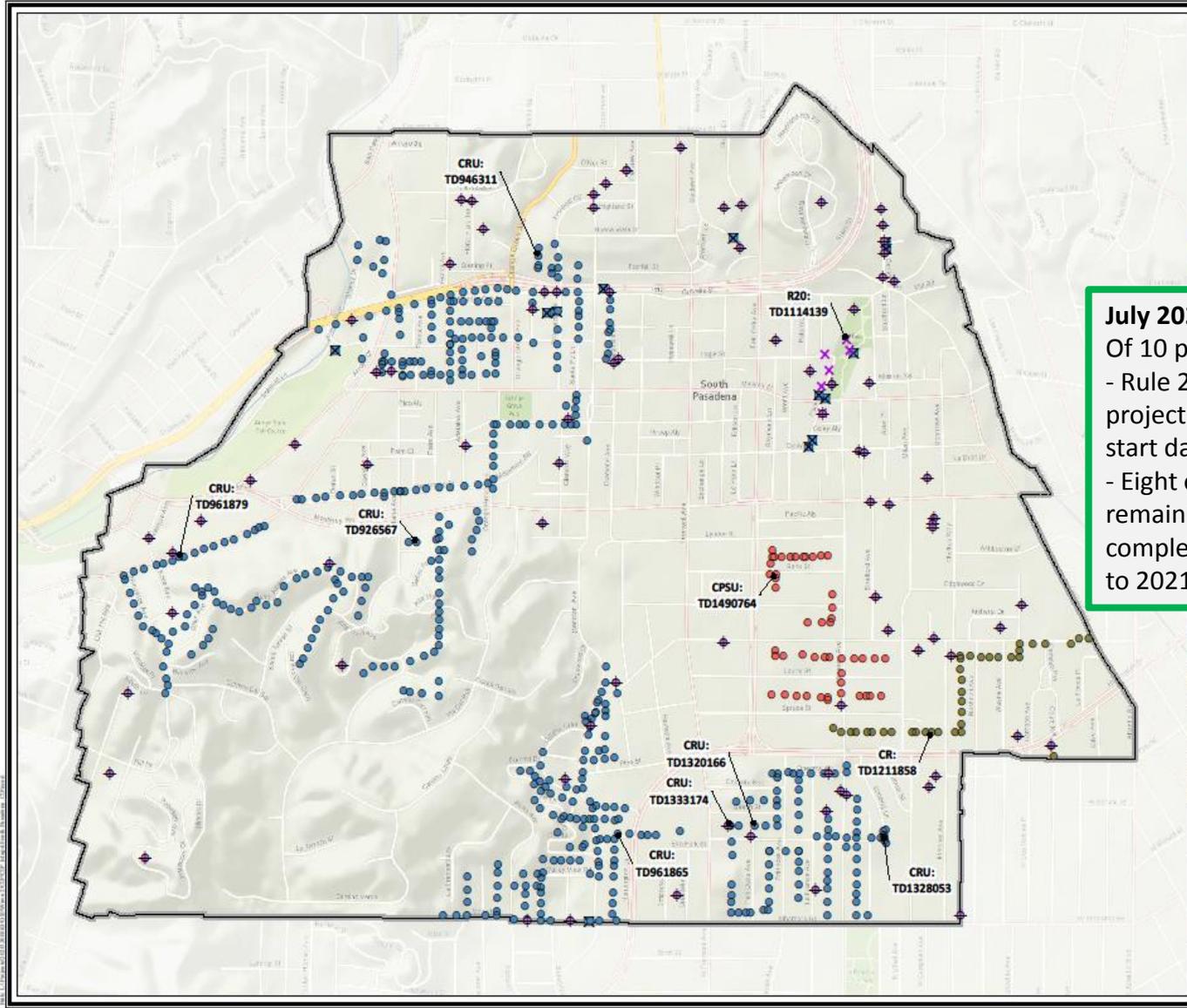
- Replacement/Equipment Upgrade**
- ◆ Pole Replacement
- Other Work**
- Circuit Public Safety Upgrade
 - Circuit Rebuild
 - Circuit Reliability Upgrade
 - ✕ Rule 20 Underground Conversion
 - ◆ Replacement/Equipment Upgrade (Transmission)
 - ✕ Pole Replacement

July 2020 Update
 Of 10 projects listed:
 - Rule 20 undergrounding project does not have start date currently
 - Eight out of nine remaining projects already completed or rescheduled to 2021

Disclaimer: This report is intended solely for informational purposes. The information included is reflective as of December 1, 2020 and is subject to change without further notice.



Date: 05/20/20
 File Name: South Pasadena_CIPFinal
 Version: # 01
 Created By: Geographic Analysis, Geomatics, Land, & Information Management



Strengthening and Modernizing the Grid

SCE plans to spend more than \$5B each year to maintain, improve, and harden its infrastructure.

- **Infrastructure reliability** – updating underground cables, poles, switches, and transformers
- **Wildfire mitigation** – hardening infrastructure, bolstering situational awareness capabilities, and enhancing operational practices
- **Transmission** – connecting renewables, installing new substations, and updating lines
- **Grid readiness** – updating the grid for impacts from new technologies
- **Long-term energy policy** – supporting energy storage, electric vehicles, and renewables

2019 Capital Investments

179 miles of underground cable replaced

502 miles of overhead conductor replaced for public safety

16.4k distribution poles replaced

4.3k transmission poles replaced

71 underground structure replacements

SCE's investments support safe, reliable, affordable, and clean energy for our customers

Addressing Wildfire Risk

WILDFIRE CAMERAS

161

CAMERAS INSTALLED THOROUGHLY
COVERING HIGH FIRE RISK AREAS

COVERED CONDUCTOR

500+ MILES

INSTALLED

AT LEAST 700 MILES

ADDITIONALLY INSTALLED BY THE END OF 2020

WEATHER STATIONS

482

WEATHER STATIONS INSTALLED

MORE THAN 850

INSTALLED BY THE END OF 2020

INCIDENT MANAGEMENT TEAM

500+

QUALIFIED RESPONSE TEAM MEMBERS,
WHO ARE ON CALL FOR DUTY 24/7

ENHANCED INSPECTIONS

CONTINUE ADVANCING INSPECTIONS
TO ADDRESS WILDFIRE RISKS IN 2020

PROTECTIVE DEVICES

12,000+

FUSES AND REMOTE CONTROLLED
SECTIONALIZING DEVICES APPLIED TO
INTERRUPT ELECTRICAL CURRENT MORE
QUICKLY & BOOST RELIABILITY BY SEGMENTING
CIRCUITS TO ISOLATE PROBLEMS

- SCE filed its second Wildfire Mitigation Plan in February 2020
- It builds on the progress made in 2019 to reduce the risk of fire ignitions caused by utility infrastructure
- SCE crews will continue to work to install hi-tech wildfire mitigation tools and technologies to make communities safer, more resilient, and to help reduce the number of Public Safety Power Shutoffs (possible de-energizing of power lines to prevent ignitions in High Fire Risk Areas)

Back-up Slides

Reliability Histories of Circuits Serving South Pasadena

Updated through Dec 2019

Average Reliability of 13 Circuits Serving South Pasadena

	2016			2017			2018			1st Qtr 2019			2nd Qtr 2019			3rd Qtr 2019			4th Qtr 2019			2019		
	SAIDI	SAIFI	MAIFI																					
13 Circuits Serving South Pasadena -- Total																								
Customers: 17,252	192.0	2.9	2.8	152.6	1.3	2.5	348.3	1.8	2.7	27.2	0.6	0.3	3.5	0.0	0.1	6.3	0.0	0.3	75.9	0.6	0.6	112.9	1.2	1.2
3rd Party	38%	28%	-	1%	1%	3%	4%	15%	2%	-	-	-	-	-	100%	35%	31%	-	24%	44%	-	18%	21%	7%
Equipment Failure	27%	41%	30%	54%	47%	9%	79%	48%	26%	33%	18%	2%	11%	26%	-	22%	11%	-	64%	48%	96%	53%	32%	45%
Operation	12%	15%	-	6%	10%	2%	4%	2%	1%	2%	2%	-	24%	18%	-	7%	11%	-	6%	2%	4%	5%	3%	2%
Other	7%	5%	26%	3%	1%	36%	7%	10%	26%	2%	0%	-	-	-	-	8%	11%	-	4%	4%	-	4%	2%	-
Vegetation/Animal	8%	8%	26%	1%	0%	38%	0%	0%	30%	-	-	-	65%	55%	-	9%	3%	-	0%	1%	-	3%	1%	-
Weather/Fire/Earthquake	8%	3%	17%	36%	41%	13%	6%	25%	15%	62%	80%	98%	-	-	-	20%	32%	100%	2%	1%	-	17%	41%	46%
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SCE SYSTEMWIDE	134.5	1.1	1.6	139.7	1.2	1.8	136.8	0.9	1.4	28.1	0.3	0.4	18.9	0.2	0.4	31.8	0.2	0.3	99.3	0.3	0.3	178.0	1.0	1.4

Notes:

No outages are excluded from the metrics.

Outage Causes:

- Other: e.g., patrolled but no cause could be found
- Operations: e.g., urgent maintenance w/o 3-day notice to customers
- 3rd Party: e.g., balloons, car hit pole, dig-in
- Vegetation/Animal: e.g., tree branch, rodent, or bird causing short circuit across conductors
- PSPS: e.g., Public Safety Power Shutoff

SAIDI (minutes) = the cumulative amount of time the average customer is interrupted by “sustained” (longer than 5 minutes) outages.

SAIFI (interruptions) = the number of times the average customer is interrupted by “sustained” outages.

MAIFI (interruptions) = the number of times the average customer is interrupted by “momentary ” (lasting 5 minutes or less) outages.

Reliability Histories for Individual Circuits Serving South Pasadena - 1 of 4

	2016			2017			2018			1st Qtr 2019			2nd Qtr 2019			3rd Qtr 2019			4th Qtr 2019			2019		
	SAIDI	SAIFI	MAIFI																					
ASTEROID(16KV) - Customers: 4,505	300.0	5.0	4.0	108.3	2.1	5.0	991.0	4.4	6.0	10.9	0.0	1.0	-	-	-	8.4	0.0	1.0	197.7	1.1	1.6	217.0	1.2	3.6
3rd Party	49%	40%	-	-	-	-	5%	23%	-	-	-	-	-	-	-	100%	99%	-	2%	1%	-	5%	4%	-
Equipment Failure	27%	40%	25%	90%	51%	-	92%	55%	33%	7%	4%	2%	-	-	-	-	-	-	93%	90%	100%	85%	85%	46%
Operation	18%	20%	-	3%	1%	-	0%	0%	-	-	-	-	-	-	-	0%	1%	-	0%	0%	-	0%	0%	-
Other	-	-	25%	-	-	40%	-	-	33%	-	-	-	-	-	-	-	-	-	4%	6%	-	3%	5%	-
Vegetation/Animal	0%	0%	25%	0%	0%	40%	-	-	17%	-	-	-	-	-	-	-	-	-	1%	2%	-	1%	2%	-
Weather/Fire/Earthquake	6%	0%	25%	7%	48%	20%	4%	23%	16%	93%	96%	98%	-	-	-	-	-	100%	0%	1%	-	5%	3%	54%
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BRAUN(16KV) - Customers: 1,365	213.5	3.0	2.0	537.5	0.6	2.8	0.4	0.0	-	101.4	1.1	-	0.4	0.0	1.0	-	-	-	9.5	0.0	-	111.3	1.1	1.0
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	100%
Equipment Failure	15%	36%	50%	16%	18%	64%	-	-	-	100%	100%	-	100%	100%	-	-	-	-	-	-	-	91%	98%	-
Operation	-	-	-	6%	30%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	100%	100%	-	9%	2%	-
Other	85%	64%	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	0%	1%	36%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	78%	52%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
BRENT(4.16KV) - Customers: 801	222.3	2.0	-	144.9	1.0	-	82.5	1.0	-	-	-	1.0	-	-	-	-	-	-	-	-	1.0	-	-	2.0
3rd Party	35%	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	50%
Operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	65%	50%	-	-	-	-	100%	100%	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	50%
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EL CENTRO(4.16KV) - Customers: 372	-	-	-	188.0	1.0	1.0	9.8	1.0	-	-	-	-	-	-	-	-	-	-	-	-	0.9	-	-	0.9
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	72%	94%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	100%
Operation	-	-	-	28%	6%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Reliability Histories for Individual Circuits Serving South Pasadena - 2 of 4

	2016			2017			2018			1st Qtr 2019			2nd Qtr 2019			3rd Qtr 2019			4th Qtr 2019			2019		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
FREMONT(4.16KV) - Customers: 441	-	-	4.0	138.9	1.0	1.0	0.8	0.0	1.0	2.0	0.2	-	-	-	-	-	-	-	-	-	1.0	2.0	0.2	1.0
3rd Party	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	100%
Operation	-	-	-	-	-	-	100%	100%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	100%	100%	-
Other	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GRAVES(4.16KV) - Customers: 316	20.0	1.0	1.0	13.4	0.0	1.0	314.8	3.9	-	-	-	-	-	-	-	74.6	0.2	-	-	-	-	74.6	0.2	-
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	100%	100%	-	100%	100%	-	64%	69%	-	-	-	-	-	-	-	100%	100%	-	-	-	-	100%	100%	-
Operation	-	-	-	-	-	-	28%	6%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	100%	-	-	-	9%	25%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
GREVELIA(4.16KV) - Customers: 383	124.9	1.0	1.0	168.0	1.1	-	138.8	1.0	-	-	-	-	-	-	-	-	-	-	1.0	0.0	1.0	1.0	0.0	1.0
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	31%	3%	-	82%	92%	-	0%	2%	-	-	-	-	-	-	-	-	-	-	-	-	100%	-	-	100%
Operation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	100%	18%	8%	-	100%	98%	-	-	-	-	-	-	-	-	-	-	100%	100%	-	100%	100%	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	69%	97%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
HOOVER(4.16KV) - Customers: 261	104.5	1.2	0.8	21.8	0.0	1.0	725.6	3.4	-	-	-	-	-	-	-	0.4	0.0	-	-	-	-	0.4	0.0	-
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	19%	86%	-	87%	75%	-	-	-	-	-	-	-	-	-	-	100%	100%	-	-	-	-	100%	100%	-
Operation	-	-	-	13%	25%	100%	1%	21%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	99%	79%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	81%	14%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Reliability Histories for Individual Circuits Serving South Pasadena - 3 of 4

	2016			2017			2018			1st Qtr 2019			2nd Qtr 2019			3rd Qtr 2019			4th Qtr 2019			2019		
	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI	SAIDI	SAIFI	MAIFI
MARENGO(4.16KV) - Customers: 187	133.7	0.2	1.0	0.8	0.0	5.0	1.5	0.0	1.8	3.0	0.0	-	-	-	-	-	-	-	3.0	0.0	-	-	-	-
3rd Party	-	-	-	-	-	20%	100%	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	77%	70%	-	-	-	-	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	100%	100%	-
Operation	5%	20%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	60%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	18%	10%	100%	-	-	20%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OXLEY(4.16KV) - Customers: 385	-	-	2.0	139.0	1.0	-	412.6	0.4	1.0	-	-	-	-	-	-	-	-	-	-	-	1.4	-	-	1.4
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	-	-	-	100%	100%	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	27%	-	27%
Operation	-	-	-	-	-	-	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	73%	-	73%
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
ST. CHARLES(16KV) - Customers: 1,280	94.2	2.2	4.0	-	-	-	155.1	1.0	-	1.6	0.1	-	-	-	-	2.5	0.0	-	0.3	0.0	-	4.3	0.2	-
3rd Party	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Failure	21%	47%	50%	-	-	-	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	37%	87%	-
Operation	60%	7%	-	-	-	-	-	-	-	-	-	-	-	-	-	100%	100%	-	100%	100%	-	63%	13%	-
Other	-	-	-	-	-	-	100%	100%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vegetation/Animal	19%	46%	50%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TEST(16KV) - Customers: 4,125	179.7	1.7	3.5	270.7	2.4	2.4	49.5	0.5	1.4	66.6	2.0	-	5.0	0.0	-	6.2	0.1	-	93.5	1.1	-	171.3	3.2	-
3rd Party	83%	60%	-	3%	2%	-	-	-	-	-	-	-	-	-	-	-	-	-	78%	95%	-	42%	32%	-
Equipment Failure	12%	38%	28%	49%	30%	17%	46%	5%	-	3%	1%	-	30%	54%	-	-	-	-	1%	0%	-	3%	1%	-
Operation	5%	3%	-	7%	24%	-	-	-	-	3%	2%	-	70%	46%	-	16%	21%	-	14%	3%	-	12%	3%	-
Other	-	-	28%	6%	0%	41%	-	-	-	4%	0%	-	-	-	-	-	-	-	3%	1%	-	3%	0%	-
Vegetation/Animal	-	-	44%	2%	1%	41%	2%	1%	75%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Weather/Fire/Earthquake	-	-	-	33%	44%	-	51%	94%	25%	89%	97%	-	-	-	-	84%	79%	-	5%	1%	-	40%	63%	-
PSPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Public Safety Power Shutoffs (PSPS)

- De-energizing power lines to prevent ignitions
- Used during elevated fire conditions
- Primarily impacts circuits in high fire risk areas
- Use of multiple methods to notify people in affected areas before, during and after a de-energization event



6-20



Wednesday, July 1, 2020
Minutes of the Regular Meeting of the City Council

CALL TO ORDER

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Joe on Wednesday, July 1, 2020, at 7:38 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

Mayor Joe opened the meeting by announcing that there may be technical difficulties throughout the meeting due to a local power outage, and explained the procedures in place should the meeting be disrupted. He also announced the meeting protocols and procedures in place in an effort to prevent the spread of COVID-19.

ROLL CALL

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

Absent: None

City Staff Present: Acting City Manager (Fire Chief) Paul Riddle; City Attorney Teresa Highsmith (in attendance via Zoom); and Chief City Clerk Ayala were present at Roll Call.

PLEDGE OF ALLEGIANCE

Councilmember Cacciotti led the flag salute.

1. CLOSED SESSION ANNOUNCEMENTS

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers' Association
- South Pasadena Firefighters' Association
- South Pasadena Public Service Employees' Association

- South Pasadena Public Service Part Time Employees' Association

City Negotiators: City Manager Stephanie DeWolfe; Interim Human Resources Manager Michael Casalou

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: Wireless Facilities Located at 701 La Portada Street, 815 Mission Street, 614 Stoney Drive, and 1055 South Lohman, South Pasadena.

Agency Negotiator: Stephanie DeWolfe, City Manager

Negotiating Parties: American Tower, Crown Castle, Everest Infrastructure, Mobilitie, SBA Communications, Tilson, TowerPoint, Tower Ventures, and Wireless Propco.

Under Negotiation: Price and terms of payment for proposed master lease agreement(s).

Item added to the agenda:

City Attorney Highsmith reported the following:

Item A – City Council received a briefing by the City’s Labor Negotiator regarding the status of negotiations with the City’s bargaining units and unrepresented employees. No action was taken by City Council.

Item B - City Council received a briefing from the City’s Real Property Negotiator to consider entering into a master lease agreement regarding the City’s existing cell tower leases. No action was taken by City Council, but direction was provided to the City’s Real Property Negotiator.

2. Public Comments - General

Mayor Joe announced that public comments were accepted until 12 p.m. the day of the City Council meeting. Mayor Joe also announced that public comments for the meeting were received in writing via e-mail from the following individuals on general topics. Comments received would be uploaded to Additional Documents and become part of the final meeting record.

Chief City Clerk Ayala read the public comments received aloud.

Public Comments:

- Coll Metcalfe – Provided comments regarding the reopening of athletic programs for the South Pasadena Unified School District.
- Josh Albrekton – Provided comments regarding the risks of reopening bars and their role in the spread of COVID-19.

- Christina Muro – Provided comments regarding parking issues and concerns on 314 Monterey Road.

Mayor Pro Tem Mahmud requested the public comment be referred to the Public Works Department.

- Aliza Hood – Expressed support for the removal of use of spit hoods/masks practices in South Pasadena Police Department.
- Haileigh Tomlinson – Expressed support for the removal of use of spit hoods/masks practices in South Pasadena Police Department.
- Courtney Leong – Expressed concerns regarding the use of spit hoods/masks, department budget, and various practices of the South Pasadena Police Department.
- Josephina King – Expressed support for the removal of use of spit hoods/masks practices in South Pasadena Police Department.
- Chris Bray – Provided comments regarding the City’s budget, audit report, and the City’s Directors.

Due to technical difficulties, the City Council meeting recessed at 7:55 p.m. and returned at 7:58 p.m.

- Robert Conte – Expressed concerns regarding the parking lines on Oak Hill Place.

Councilmember Cacciotti requested the public comment be referred to the Public Works Department.

- Casey Law – Provided comments regarding the City’s history and the wall built on the southern border of Via Del Rey and asked City Council to consider a future item allowing free traffic flow between Via Del Rey and Van Horne Ave.
- Nathaniel Imel – Commended City Council for creating a forum for dialogue regarding SPPD reform, and asked to see more time spent on police reform during City Council meetings.
- Josh Atlas – Expressed disappointment regarding the City’s policing and its oversight, and the need for additional training in the City’s Police Department.
- Delaine, Russell, and Sara Shane – Expressed concerns regarding the traffic on Meridian Ave. (This public comment was submitted on behalf of 22 families / 39 individuals.)
- Kimberley Hughes – Expressed concerns regarding the City projects using Measure M and R funds and the lack of the Mobility and Transportation Infrastructure Commissions input on the projects.

Councilmember Schneider requested that the attachment on Josh Albrektson public comment be uploaded to the City's website and distributed. City Council agreed to have it provided via the City's blog, The Scoop.

COMMUNICATIONS

3. Councilmembers Communications

Councilmember Schneider announced that the traffic issues regarding Meridian Ave. and Fremont Ave. will be on the City Council meeting of August 5th, and advised residents to submit public comments regarding their issues and concerns.

Councilmember Khubesrian provided comments regarding a meeting with the City of Alhambra discussing their 710 Freeway studies; reported on the joint meeting of the City Council SubCommittee of the Future of Policing in South Pasadena and the Public Safety Commission; community concerns regarding paid sick-leave; announced a tentative community forum on July 16th; wished everyone a happy Fourth of July; etc.

Councilmember Khubesrian motioned to direct the City Manager to bring an ordinance to City Council requiring employers in South Pasadena with more than 500 employees locally, or 2,000 employees nationally, to provide 80 hours of emergency sick-leave to their employees in South Pasadena who have been absent from work due to their own COVID-19 quarantine, or care of a dependent who was ill or quarantined due to COVID-19. A second was provided by Councilmember Schneider.

Councilmember Khubesrian motioned to have the City Manager invite City of Alhambra staff to provide City Council with a presentation regarding the 710 Freeway studies. A second was provided by Councilmember Schneider.

Councilmember Khubesrian motioned to have the issue regarding the use of spit hoods referred to the City Council SubCommittee of the Future of Policing in South Pasadena to review and discuss. A second was provided by Councilmember Cacciotti.

Councilmember Cacciotti provided comments thanking City Staff for their hard work and commended the Public Works Department for their responsiveness; thanked the South Pasadena Youth for Police Reform, Public Safety Commissioner Ehrlich, and the Community Services and Police Departments for their event at Garfield Park on June 25th; thanked John Srebalus, Ellen Hushagen, and Helen Tran for bringing the sick-leave initiative (motioned by Councilmember Khubesrian) to City Council's attention; questioned the legality of anonymous public comments submitted; expressed concerns for a City resident who was a recent victim of a crime; thanked community member, Pilar, for the suggestions on celebrating 4th of July; etc.

Mayor Pro Tem Mahmud shared comments regarding the 2020 Census; Los Angeles County emergency declaration and eviction ordinance; thanked City residents for wearing masks; thanked the City's Commissioners for their contributions to the City; etc.

Mayor Pro Tem Mahmud motioned to use \$1,400.37 from her discretionary fund for the fabrication and installation of a banner on Fair Oaks Ave. to remind residents of the 2020 Census. A second was provided by Councilmember Cacciotti.

Mayor Joe shared comments thanking the City's Commissioners for their contributions to the City; thanked Bill and Diane Cullinane for their donation of a new American Flag for the War Memorial; etc.

4. City Manager Communications

Acting City Manager, Fire Chief Riddle reported on the following: stressed the importance of not participating in the use of fireworks as they are illegal in the City; provided contact information for Fire Department; provided an update on the increased number of COVID-19 cases and hospitalizations; etc.

Police Chief Joe Ortiz provided an update on Governor Newsom's establishment of Enforcement Strike Teams to enforce public health orders; importance of wearing face coverings and washing your hands; reminded the community that fireworks are illegal in South Pasadena.

Mayor Joe provided instruction to the City Manager to provide information regarding fireworks on The Scoop for the public.

5. Reordering of and Additions to the Agenda

There was no reordering of agenda items for this meeting.

CONSENT CALENDAR

Chief City Clerk Ayala announced no Additional Documents with revisions to any items.

Councilmember Cacciotti pulled Item Nos. 6, 8, and 10 for individual discussion.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to approve Consent Calendar Items Nos. 7, 9, and 11-14.

7. Minutes of the Special City Council Meeting on May 13, 2020

City Council approved the Minutes of the Special City Council Meeting on May 13, 2020

9. Minutes of the Special City Council Meeting on May 27, 2020

City Council approved the Minutes of the Special City Council Meeting on May 27, 2020

11. Discretionary Fund Request from Councilmember Dr. Richard Schneider in the amount of \$4,000 for the Ray Bradbury Stained Glass Windows

City Council approved the Discretionary Fund request by Councilmember Richard Schneider for the Ray Bradbury Fused Glass Window (Project) in the Ray Bradbury Conference Room in the South Pasadena Public Library

12. Adoption of the Resolution Nos. 7661 and 7662 Determining and Establishing an Appropriations Limit for Fiscal Year 2018-19 and 2019-20 in Accordance with Article XIII B of the California Constitution

City Council:

1. Adopted the **Resolution Nos. 7661 and 7662** to revise the City of South Pasadena's (City) FY 2018-19 and FY 2019-20 Appropriations Limit.

13. Approval of Resolutions and Related Matters for the General Municipal Election on November 3, 2020, Consolidating with the County of Los Angeles to Elect Three Councilmembers

City Council adopted the following resolutions related to the November 3, 2020, General Municipal Election:

1. **Resolution No. 7633** calling and giving notice of the holding of a General Municipal Election, Tuesday, November 3, 2020 for the election of certain officers;
2. **Resolution No. 7634** requesting consolidation with the Board of Supervisors of the County of Los Angeles; and
3. **Resolution No. 7635** adopting regulations for candidates' statements submitted to the voters at an election to be held on Tuesday, November 3, 2020.

14. Acceptance of Project Completion and Authorization to File a Notice of Completion for the Bike Lockers, Shelters and Hitches at Various Locations Project and Authorization to Release Retention Payment to E C Construction Company in the Amount of \$10,239

The City Council:

1. Accepted the Bike Lockers, Shelters and Hitches at Various Locations Project (Project) as complete;
2. Authorized the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorized release of retention payment to E C Construction Company (Contractor), in the amount of \$10,239.

ITEMS PULLED FROM CONSENT

6. Minutes of the Regular City Council Meeting on May 6, 2020

Councilmember Cacciotti requested the following amendments be made on:

- Item No. 17, page 6-5 of the agenda packet, be corrected and listed as Item No. 18.
- Item No. 13, Page 6-7 of the agenda packet, wording be corrected from “protects” to “protections” on the last bullet point under public comments.

Mayor Pro Tem suggested voting on Item Nos. 6 and 8 together. City Council and City Attorney Highsmith concurred.

8. Minutes of the Regular City Council Meeting on May 20, 2020

Councilmember Cacciotti requested the following amendments be made on:

- Item No. 4, page 8-3 of the agenda packet, wording be corrected on the last paragraph from “Mayor Pro Tem Mahmud commented...” to “Mayor Pro Tem Mahmud supported...”.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to approve Items Nos. 6 and 8 as amended.

10. Approval of Prepaid Warrants in the Amount of \$106,828.09; General City Warrants in the Amount of \$278,487.06; General City Warrant Voids in the Amount of (\$1,176.41); Supplemental ACH Payments in the Amount of \$71,554.62.

Councilmember Cacciotti asked various questions regarding the expenses of Capital Research & Consulting, LLC as reflected on page 10-7 of the agenda packet, and Colantuono, Highsmith & Whatley, PC as reflected on page 10-11 of the agenda packet.

City Attorney Highsmith and Karen Aceves, Finance Director, answered questions accordingly.

Councilmember Cacciotti had various comments regarding the So Cal Edison payments reflected on page 10-20 of the agenda packet, and provided suggestions on moving towards cost effective solar energy usage.

Mayor Pro Tem Mahmud provided a brief update on the Clean Power Alliance’s funding programs for fiscal year 2020-21.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to approve the Warrants as presented.

ACTION/DISCUSSION ITEMS

15. Adoption of a Resolution No. 7666 Identifying the Proposed Projects in Fiscal Year 2020-21 to be funded by Senate Bill 1: Road Maintenance and Rehabilitation Account Program

Councilmember Cacciotti recused himself from participation of the item.

Shahid Abbas, Public Works Director, provided a PowerPoint presentation.

Mayor Joe, Mayor Pro Tem Mahmud, and Councilmember Khubesrian had various questions and comments regarding project funding; current conditions of streets related to the projects; treatment methods for streets; zinc levels and water quality; concerns regarding rubber based asphalts; Public Works Commission involvement in the item; etc.

Director Abbas answered all questions accordingly.

Chief City Clerk Ayala announced that no public comments were submitted for this item.

A brief discussion was held amongst City Council (with the exception of Councilmember Cacciotti) regarding the Public Works Commission's involvement on the item.

MOTION BY MAYOR PRO TEM MAHMUD, SECOND BY COUNCILMEMBER KHUBESRAIN, CARRIED 4-0 (CACCIOTTI RECUSED), to:

1. Adopt **Resolution No. 7666** to the California Transportation Commission (CTC) identifying the proposed projects to be funded by Senate Bill 1 (SB1): Road Maintenance and Rehabilitation Account (RMRA) Program; and
2. Authorize the City Manager or designee to sign the application and all related program documents.

Per Councilmember Khubesrian's request, Director Abbas elaborated on her comments regarding the meetings held by the City of Alhambra regarding the 710 Freeway studies conducted.

ADJOURNMENT

Mayor Joe announced a next Regular City Council meeting on July 15th.

There being no further business, at 9:20 p.m. Mayor Joe adjourned the meeting.

Evelyn G. Zneimer
City Clerk

Robert S. Joe
Mayor



Wednesday, July 15, 2020
Minutes of the Regular Meeting of the City Council

CALL TO ORDER

A Regular Meeting of the South Pasadena City Council was called to order by Mayor Joe on Wednesday, July 15, 2020, at 7:42 p.m., in the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

A brief introduction was provide by Mayor Joe on the procedures in place in an effort to prevent the spread of COVID-19.

ROLL CALL

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

Absent: None

City Staff Present: City Manager Stephanie DeWolfe (in attendance via Zoom); City Attorney Teresa Highsmith (in attendance via Zoom); and Chief City Clerk Ayala were present at Roll Call.

PLEDGE OF ALLEGIANCE

Kenia Lopez, Deputy City Clerk, led the flag salute.

SPECIAL PRESENTATION

1. Briefing by Supervisor Barger on State Efforts in Response to COVID-19 Pandemic

Mayor Joe introduced Supervisor Kathryn Barger.

Los Angeles County Supervisor Barger, Representing the 5th District (also in attendance via Zoom audio) provided an update on the various State and County efforts in response to the COVID-19 pandemic.

City Council had questions and comments for Supervisor Barger regarding: Supervisor Barger's efforts to improve communities; South Pasadena's Farmers Market; third party food

delivery services fees; reopening of library services; LA County’s eviction moratorium; anticipated full reopening of businesses and facilities; COVID-19 testing; etc.

Supervisor Barger answered City Council’s questions accordingly.

2. **CLOSED SESSION ANNOUNCEMENTS**

A. Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators regarding labor negotiations with the following groups:

- Unrepresented Management Employees
- South Pasadena Police Officers’ Association
- South Pasadena Firefighters’ Association
- South Pasadena Public Service Employees’ Association
- South Pasadena Public Service Part Time Employees’ Association

City Negotiators: City Manager Stephanie DeWolfe; Interim Human Resources Manager Michael Casalou

B. CONFERENCE WITH LEGAL COUNSEL—Existing Litigation, Pursuant to Government Code Section 54956.9(d)(1)

Name of Case: *Smith v. City of South Pasadena*

City Attorney Highsmith reported the following:

Item A – City Council received a briefing by the City’s Labor Negotiator regarding the status of negotiations with the City’s bargaining units and unrepresented employees. No action was taken by City Council, but direction was provided to City’s Labor Negotiator.

Item B - City Council received a briefing from the City’s Legal Counsel regarding the matter of *Smith v. City of South Pasadena*. No action was taken by City Council, but direction was provided to Legal Counsel.

3. **Public Comments - General**

Mayor Joe announced that public comments were accepted until 12 p.m. the day of the City Council meeting. Comments received would be uploaded to Additional Documents and become part of the final meeting record.

Chief City Clerk Ayala read the public comments received aloud.

Public Comment:

- Martin Dattola – Expressed concerns on recent protests in the City, their effect on City businesses, and support for the City’s Police Department.
- Sean Malatesta – Expressed concerns regarding the rise in the City’s building height limits.
- Victoria Patterson – Expressed concerns regarding the City’s Police Department handling of a recent crime.
- Joan Laidig – Asked City Council to consider not placing a building height limit repeal on the November 2020 voting ballot.
- Julian Petrillo – Asked City Council to consider not placing a building height limit repeal on the November 2020 voting ballot.
- Larry Abelson – Expressed concerns regarding the transparency of recent traffic related projects funded by Measure M.
- Josh Albrektson – Asked City Council questions regarding the State mandate on implementation of affordable housing units.
- Beverly Biber – Expressed concerns regarding the removal of a patch (a flag with a thin blue line through it) from Police Officer uniforms.
- Lee Guenveur – Expressed concerns regarding the removal of a patch (a flag with a thin blue line through it) from Police Officer uniforms.

COMMUNICATIONS

4. Councilmembers Communications

Councilmember Cacciotti provided comments regarding: concerns regarding nails found on residential properties that displayed signs expressing certain political positions; thanked Mayor Joe for meeting with him and several constituents regarding the criminal conduct; provided an update about a local unhoused individual and the Police Department’s immediate assistance; etc.

Councilmember Cacciotti motioned to direct staff to bring forth a resolution for City Council consideration, regarding City Council’s stance against any type of racial injustice and hate crimes in the community. A second was provided by Councilmember Schneider.

Councilmember Khubesrian provided comments regarding: attending a Los Angeles County Vector Control District meeting; announced the 2021 Pasadena Rose Parade was cancelled; reported on residents’ concerns regarding rent and rent relief; etc.

Councilmember Khubesrian motioned to introduce a pool maintenance ordinance which would allow the City’s Code Enforcement to work with technicians from the LA County Vector

Control District to make sure that pools are restored to a healthy status. A second was provided by Mayor Pro Tem Mahmud.

Councilmember Schneider provided comments regarding: reported on subcommittee meetings he and Councilmember Khubesrian attended with residents regarding anti-racism, traffic issues, etc.; residents Police Reform Forum on July 16th; Mobility and Transportation Infrastructure Commissions future discussion of Measure M funds allocation; etc.

Mayor Pro Tem Mahmud provided comments regarding: reported on a Clean Power Alliance Board meeting and their renewable energy projects; reminded the community to please pick up their dog's waste; reported on increased COVID-19 cases; reminded the community to follow LA County Public Health orders; etc.

Mayor Joe provided comments regarding: reminding the community to support local businesses during the pandemic; etc.

5. City Manager Communications

City Manager DeWolfe did not provide comments.

6. Reordering of and Additions to the Agenda

No items reordered.

CONSENT CALENDAR

Chief City Clerk Ayala announced there were no Additional Documents with revisions to agenda items.

Councilmember Cacciotti pulled Item No. 9 for individual discussion and public comment.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY COUNCILMEMBER SCHNEIDER, CARRIED 5-0, to approve Consent Calendar Items Nos. 7, 8 and 10-13.

7. Approval of General City Warrants in the Amount of \$388,686.72; LAIF Transfer in the Amount of \$5,000,000.00.

City Council approved the Warrants as presented.

8. Monthly Investment Reports for May 2020

City Council received and filed the monthly investment reports for May 2020.

10. Authorize the Third Amendment with West Coast Arborist Inc. for 2020-21 Fiscal Year Urban Forestry Services in a Total Not-to-Exceed Amount of \$379,500

City Council authorized the City Manager to execute the third Contract Amendment with West Coast Arborists Inc. (WCA), in an amount not-to-exceed \$379,500, for 2020-21 Fiscal Year (FY) Urban Forestry Services.

11. Approve the Purchase Order to Quinn Cat Company for an Air Compressor and Pneumatic Tools for the Public Works Streets Division in an Amount Not-to-Exceed \$26,937

City Council:

1. Accepted a quote dated May 1, 2020, from Quinn Cat Company for the purchase of one air compressor Model Number 185 CFM Atlas Copco, including pneumatic air tools, for Public Works Street Division; and
2. Authorized the City Manager to execute a purchase order with Quinn Cat Company in an amount not to exceed \$26,937; and
3. Declared the Public Works Department Ingersoll-Rand: P185JWD, manufactured in 1995 as surplus property, and instruct staff to dispose of the item in accordance with the South Pasadena Municipal Code Section (SPMC) 2.99-29 and City Surplus Disposal Policy.

12. Reject Previous Bid and Approve an Agreement with Inland Mechanical Services, Inc. for 2020 Civic Center HVAC System Retrofit, Senior Center Air Conditioning Unit Replacement, and Police Department HVAC Replacement in an Amount Not-to-Exceed \$427,270.80

City Council:

1. Rejected the previous one bid dated May 28, 2020, from Acco Engineering Systems for the Civic Center HVAC System Retrofit and Senior Center Air Conditions (AC) Unit Replacement (Bid No. 202003-02);
2. Accepted a bid dated July 1, 2020, from Inland Mechanical Services, Inc. for the 2020 Civic Center HVAC System Retrofit, Senior Center AC Unit Replacement, and Police Department HVAC Replacement (Project) (Bid No. 202004-02);
3. Rejected all other bids received for Bid No. 202004-02;
4. Authorized the City Manager to enter into an agreement with Inland Mechanical Services, Inc., for a bid amount of \$388,428; and
5. Authorized a construction contingency ten percent in the amount of \$38,842.80 for a total amount of \$427,270.80.

13. Discretionary Fund Request from Mayor Pro Tem Diana Mahmud in the Amount of \$1,527 to Purchase a 2020 Census Banner

City Council approved the Discretionary Fund request by Mayor Pro Tem Diana Mahmud to purchase one double sided 2020 Census Banner to hang across Fair Oaks Avenue and Mission Street in the amount of \$1,527. The census message will be displayed on both Fair

Oaks and Mission. The original request was \$1,400.37 was amended by Mayor Pro Tem Mahmud to \$1,527 to cover the larger banner size.

ITEMS PULLED FROM CONSENT

9. Adoption of Resolution No. 7667 Updating the City of South Pasadena Records Retention Schedule

Chief City Clerk Ayala read the public comments aloud.

Public Comment:

- Joanne Nuckols – Expressed opposition for public records related to transportation or 710 Freeway subject matter from being destroyed without appropriate review.

Councilmember Cacciotti wanted to confirm that all files regarding litigation matters be properly reviewed by the City Attorney's Office.

Mayor Pro Tem Mahmud had questions regarding the retention for 710 Freeway records; records regarding litigation subject matter; etc.

City Attorney Highsmith and Chief City Clerk Ayala answered questions accordingly.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to adopt Resolution No. 7667 updating the City's Records Retention Schedule.

PUBLIC HEARING

14. Public Hearing Confirming Charges Assessed by the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures for the Abatement of Hazardous Vegetation on Respective Parcels of Unimproved Private Properties Constituting a Fire Hazard

Paul Riddle, Fire Chief, provided a staff report.

Mayor Joe opened the public hearing at 8:41 p.m.

Chief City Clerk Ayala announced no public comment were received on this item.

Mayor Joe closed the public hearing at 8:42 p.m.

MOTION BY COUNCILMEMBER CACCIOTTI, SECOND BY MAYOR PRO TEM MAHMUD, CARRIED 5-0, to approve property owners with pending weed abatement charges the opportunity to question or receive an explanation of pending charges, confirm the 2020

declaration list of charges.

ACTION/DISCUSSION ITEMS

15. Consideration of Ballot Measures for the November 3, 2020 General Municipal Election

City Manager DeWolfe introduced the item and briefly explained each potential measure.

Lucy Demirjian, Assistant to the City Manager, provided a PowerPoint presentation on the Utility User's Tax and the Transient Occupancy Tax.

Joanna Hankamer, Director of Planning and Community Development, provided a PowerPoint presentation on the building height limits.

Chief City Clerk Ayala read the public comments received aloud.

Public Comments:

- Casey Law – Expressed support for all three ballot measures and provided reasons for supporting an increase on the building height limits.
- Ron Rosen – Expressed opposition for removal of the building height limits.
- Delaine Shane – Expressed support for the placing the Utility User's Tax measure on the November 2020 ballot, and opposition for increasing building height limits and the transient occupancy tax.
- Joanne Nuckols – Expressed support for the placing the Utility User's Tax measure on the November 2020 ballot, and opposition for increasing building height limits and the transient occupancy tax.
- Caroline Quinn – Expressed opposition for increasing building height limits.
- Ella Hushagen – Expressed support for placing increasing building height limits item on the November 2020 ballot.
- Meghan Kiser – Expressed concern for placing three measures on one ballot, and expressed opposition for increasing building height limits.
- Fiona and Glen Eddy – Expressed opposition for placing increasing building height limits item on the November 2020 ballot.
- Jan Marshall – Expressed support for the placing the Utility User's Tax measure on the November 2020 ballot, and opposition for increasing building height limits and the transient occupancy tax.

- Tara Kawakami – Expressed opposition for placing the increasing building height limits item on the November 2020 ballot.
- Jack Donovan – Expressed concern for placing three measures on one ballot and asked City Council to only place focus on the Utility Users Tax.
- Kristen Swift – Expressed opposition for placing the increasing the building height limits item on the November 2020 ballot.
- Chris Fogel and Jennifer Kale – Expressed opposition for placing the increasing the building height limits item on the November 2020 ballot.
- Bill Kelly – Expressed support for placing the increasing building height limits item on the November 2020 ballot.
- John Srebalus – Expressed support for placing the increasing building height limits item on the November 2020 ballot, and opposition for the transit occupancy tax.
- Jonathan M. Eisenberg – Expressed support for placing the increasing building height limits item on the November 2020 ballot.
- Madeline Di Giorgi – Expressed support for placing the increasing building height limits item on the November 2020 ballot.
- Victoria Arriola-Monaci – Provided comments on what areas multi-story buildings should be limited to.

City Council discussed each potential ballot measure separately.

Utility Users' Tax:

City Council held significant discussion regarding the Utility Users' Tax and spoke on topics regarding: community support; potential rate increase; term and/or perpetuity of tax; potential tax on streaming services; etc.

City Manager DeWolfe and Assistant to the City Manager Demirjian responded to questions accordingly.

City Council reached consensus that the Utility Users' Tax should be on ballot for November 3, 2020.

City Manager DeWolfe confirmed updated research would be presented to City Council on the August 5th City Council meeting.

Councilmember Cacciotti requested that a robust comparison report of all surrounding cities tax rate be provided.

Transient Occupancy Tax:

City Council held significant discussion regarding the Transient Occupancy Tax and spoke on topics regarding: surrounding city Transient Occupancy Tax rates; concerns on voter support; previous resident survey regarding potential sources of revenue; City's ability to oversee sources of Transient Occupancy Tax; etc.

Mayor Pro Tem Mahmud expressed support on placing the item on the November 3, 2020 ballot.

Mayor Joe, Councilmembers Cacciotti and Schneider expressed opposition on placing the item on the November 3, 2020 ballot.

Khubesrian expressed waiting to place it on the November 2022 ballot, but would favor putting on November 2020 ballot as well. Councilmember Cacciotti concurred.

Increase of Building Height Limits in Specified Areas:

City Council held significant discussion regarding the Increase of Building Height Limits in Specified Areas and spoke on topics regarding: public comment against the potential measure; State mandated RHNA requirements; Southern California Association of Governments issuance of final housing element numbers; partnering with neighboring cities to challenge the RHNA requirements; vet out all City's options regarding zoning; consideration of the Planning Commission's decisions/opinions on the matter; inclusionary housing ordinance; etc.

Mayor Pro Tem Mahmud and Councilmember Khubesrian expressed support on placing the item on the November 3, 2020 ballot.

Mayor Joe, Councilmembers Cacciotti and Schneider expressed opposition on placing the item on the November 3, 2020 ballot.

INFORMATION REPORT

16. South Pasadena COVID-19 Update

Fire Chief Riddle provided a brief verbal presentation on the general overview of the City, and a report on the Fire Department.

Mayor Pro Tem Mahmud and Councilmember Cacciotti had questions regarding: COVID-19 related transportations; anticipation of HVAC repairs; etc.

Fire Chief Riddle and Shahid Abbas, Director of Public Works, answered questions accordingly.

Sheila Pautsch, Director of Community Services, provide and verbal report on the Community Service Department.

Councilmember Cacciotti and Khubesrian had various comments and questions regarding 2020 Census form deliveries; Arroyo Seco Golf Course; AYSO and youth sport programs; etc.

Director Pautsch answered all questions accordingly.

ADJOURNMENT

Mayor Joe announced a next Regular City Council meeting on August 5th.

There being no further business, at 10:24 p.m. Mayor Joe adjourned the meeting.

Evelyn G. Zneimer
City Clerk

Robert S. Joe
Mayor



City Council Agenda Report

ITEM NO. 9

DATE: September 02, 2020

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Karen Aceves, Finance Director

SUBJECT: **Approval of Prepaid Warrants in the Amount of \$167,211.51; General City Warrants in the Amount of \$567,948.25; General City Warrant Voids in the Amount of (\$5,477.12); Supplemental ACH Payments in the Amount of \$103,927.33; LAIF Transfer in the Amount of \$4,000,000.00.**

Recommendation Action

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

Fiscal Impact

Prepaid Warrants:

Warrant # 311173-311230	\$	101,978.02
ACH	\$	63,290.49
Voids	\$	0

General City Warrants:

Warrant # 311231-311292	\$	302,163.07
ACH	\$	265,785.18
Voids	\$	(5,477.12)

Wire Transfers (LAIF) \$ 4,000,000.00

Wire Transfers (RSA) \$ 1,943.00

Wire Transfers (Acct # 2413) \$ 0

Wire Transfers (Acct # 1936) \$ 0

Supplemental ACH Payment \$ 103,927.33

RSA:

Prepaid Warrants \$ 0

General City Warrants \$ 0

Total	\$	<u>4,833,609.97</u>
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Commission Review and Recommendation

This matter was not reviewed by a Commission.

Approval of Warrants

September 02, 2020

Page 2 of 2

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

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

inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Supplemental ACH Payments
5. Voids

ATTACHMENT 1
Warrant Summary

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

Date 09.02.2020

Fund No.	Amounts		
	Prepaid	Written	
General Fund	101	111,634.92	323,341.69
Insurance Fund	103	996.10	-
Street Improvement Program	104	-	-
Facilities & Equip.Cap. Fund	105	-	-
Local Transit Return "A"	205	-	625.00
Local Transit Return "C"	207	6,918.12	-
TEA/Metro	208	3,523.88	46,587.29
Sewer Fund	210	141.86	3,750.44
CTC Traffic Improvement	211	-	-
Street Lighting Fund	215	7,623.20	8,238.88
Public,Education & Govt Fund	217	-	-
Clean Air Act Fund	218	-	-
Business Improvement Tax	220	1,500.00	-
Gold Line Mitigation Fund	223	-	-
Mission Meridian Public Garage	226	-	-
Housing Authority Fund	228	-	-
State Gas Tax	230	20.33	726.85
County Park Bond Fund	232	-	1,458.60
Measure R	233	-	86,180.88
Measure M	236	-	-
Road Maint & Rehab (SB1)	237	-	-
MSRC Grant Fund	238	-	-
Measure W	239	-	-
Measure H	241	-	-
Prop C Exchange Fund	242	-	-
Bike & Pedestrian Paths	245	-	-
BTA Grants	248	-	-
Golden Street Grant	249	-	-
Capital Growth Fund	255	-	-
CDBG	260	-	-
Asset Forfeiture	270	-	-
Police Grants - State	272	-	-
Homeland Security Grant	274	-	-
Park Impact Fees	275	-	-
HSIP Grant	277	-	-
Arroyo Seco Golf Course	295	-	-
Sewer Capital Projects Fund	310	-	-
Water Fund	500	6,548.16	97,038.62
Water Efficiency Fund	503	-	-
2016 Water Revenue Bonds Fund	505	-	-
Water & Sewer Impact Fee	510	-	-
Public Financing Authority	550	-	-
Payroll Clearing Fund	700	26,361.94	-
			-
Column Totals:		<u>165,268.51</u>	<u>567,948.25</u>

Fund No.	Amounts		
	Prepaid	Written	
RSA	227	1,943.00	-
RSA Report Totals:		<u>1,943.00</u>	<u>-</u>

City Report Totals: 735,159.76

Wire Transfer - LAIF	4,000,000.00
Wire Transfer - RSA	-
Wire Transfer - Acct # 2413	-
Wire Transfer - Acct # 1936	-
Supplemental ACH Payments	103,927.33
Voids - Prepaid	(5,477.12)
Voids - General Warrant	-

Grand Report Total: 4,833,609.97

Robert Joe, Mayor

Karen Aceves, Finance Director

ATTACHMENT 2
Prepaid Warrant List

Accounts Payable

Checks by Date - Detail by Check Date

User: ealvarez
Printed: 8/27/2020 12:29 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	SCAE9000 400465	So. CA Edison Orange Grove Ave & Monterey Rd Traffic Sign:	08/18/2020	3,523.88
Total for this ACH Check for Vendor SCAE9000:				3,523.88
Total for 8/18/2020:				3,523.88
Report Total (1 checks):				3,523.88

Accounts Payable

Checks by Date - Detail by Check Date

User: ealvarez
 Printed: 8/27/2020 12:28 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	BFWB4011 576903	Badge Frame, Inc. Slide in Door Sign for Detective Sgt. Tony Abda	08/20/2020	49.34
Total for this ACH Check for Vendor BFWB4011:				49.34
ACH	CAME2015 33049 33050 33085	CA Maintenance & Environmental Monthly Mandated Maint. Fee for Fuel Storage J Monthly Mandated Maint. Fee for Fuel Storage J Urgent Call Out for PD & FD Fuel Station on 06	08/20/2020	125.00 125.00 224.31
Total for this ACH Check for Vendor CAME2015:				474.31
ACH	DDL8010 2152	Dr. Detail Ph.D Sanitization of 15 Vehicles	08/20/2020	375.00
Total for this ACH Check for Vendor DDL8010:				375.00
ACH	DEL4000 10382119176	Dell Marketing L.P. Dell 23 in. Monitor w/ 3 year Warranty for Com	08/20/2020	188.40
Total for this ACH Check for Vendor DEL4000:				188.40
ACH	REP6115 5610228035 5620030291	Siemens Mobility, Inc. Traffic Signal Maint. May 2020 Traffic Signal Call Outs May 2020	08/20/2020	2,163.63 3,176.60
Total for this ACH Check for Vendor REP6115:				5,340.23
ACH	SBMD5270 111414	Mandy Saber Refund due to Low Enrollment - Spanish for Kic	08/20/2020	120.00
Total for this ACH Check for Vendor SBMD5270:				120.00
ACH	STA5219 3439828379 3439828379 3441953522 3441953522 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3442876627 3444862864 3445591073 3445591073 3445947871 3447160262 3447691706	Staples Business Advantage CS Office Supplies CS Dept. Supplies CS Office Supplies CS Dept. Supplies PW Dept. Supplies Police Dept. Supplies CS Office Supplies CS Dept. Supplies Police Dept. Supplies PW Dept. Supplies PW Dept. Supplies (Sneeze Guards for Facilites	08/20/2020	97.67 97.67 115.83 115.83 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 20.33 209.48 14.98 14.98 141.68 104.63 3,874.39

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	3448288722	PW Dept. Supplies		30.19
	3448288722	PW Dept. Supplies		30.19
	3448288722	PW Dept. Supplies		30.18
	3448346716	PW Dept. Supplies		23.70
	3448346716	PW Dept. Supplies		23.70
	3448403855	PW Dept. Supplies		78.27
	3448679160	PW Dept. Supplies		208.15
	3449751100	PW Dept. Supplies		24.20
	3450327626	Police Dept. Supplies		562.16
	3451054886	Steno Books: 3 Ultimate Foot Support		238.86
Total for this ACH Check for Vendor STA5219:				6,488.47
311173	ALH0179 June 2020	Alhambra Car Wash Police Dept. Car Washes June 2020	08/20/2020	319.00
Total for Check Number 311173:				319.00
311174	ANT0243 56729	Antrim's Security Co., Inc. Finance Dep. Key Duplication	08/20/2020	13.23
Total for Check Number 311174:				13.23
311175	ALET5270 111416	Jessica Arlett Class Cancellation & Refund due to Low Enrollr	08/20/2020	119.00
Total for Check Number 311175:				119.00
311176	AT&T5011 248 134-6100 331 841-0756 331 841-0802 626 405-0051 626 441-6497 626 577-6657	AT&T Monthly Service Acct# 248 134-6100 5 Monthly Service Acct# 331 841-0756 343 2 Monthly Service Acct# 331 841-0802 343 6 Monthly Service Acct# 626 405-0051 017 5 Monthly Service Acct# 626 441-6497 357 0 Monthly Service Acct# 626 577 6657 213 7	08/20/2020	19.28 32.88 33.03 1,986.16 685.94 55.18
Total for Check Number 311176:				2,812.47
311177	ATCN9011 000014946392 00001494804	AT&T CLAPDSOPAS Police Phone Services (05/27-06/26/2020) Acct# 9391036942 (05/27-06/26/2020)	08/20/2020	317.56 328.46
Total for Check Number 311177:				646.02
311178	CIN4011 287014917916x07 287269956155x07 287288006612x06 287288006612x06 287288006612x06 287288006612x06 287297984615x07	AT&T --Cingular Wireless Account # 287014917916 PD Mobile Devices Account # 287269956155 Fire & PD Cell Phone Account # 287288006612 June 2020 Account # 287288006612 June 2020 Account # 287288006612 June 2020 Account # 287288006612 June 2020 Account # 287297984615 Fire Foundation Acco	08/20/2020	157.02 1,330.38 1,662.51 348.47 91.34 778.57 324.12
Total for Check Number 311178:				4,692.41
311179	SYBL2920 111363	Sheryl Bloch Refund Summer Camp - COVID-19	08/20/2020	154.50
Total for Check Number 311179:				154.50
311180	BYLD5270 111368	Lindsay Boyd Class Cancellation & Refund due to Low Enrollr	08/20/2020	119.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311180:	119.00
311181	CAL5236 1790030 1791798 1793312 1794771	CA Linen Services Fire Department Supplies - Linens for Fire Dept. Fire Department Supplies - Linens for Fire Dept. Fire Department Supplies - Linens for Fire Dept. Fire Department Supplies - Linens for Fire Dept.	08/20/2020	96.89 110.32 102.05 91.76
			Total for Check Number 311181:	401.02
311182	CLED2010 300002642	CALED Membership to CA Association of Local Econ D	08/20/2020	570.00
			Total for Check Number 311182:	570.00
311183	CBSE6010 68681207	Cell Business Equipment Community Services Copier (06/01-06/31/2020)	08/20/2020	270.83
			Total for Check Number 311183:	270.83
311184	COO0695 918291	Cook Fire Extinguisher Co Service of Fire Extinguishers	08/20/2020	138.16
			Total for Check Number 311184:	138.16
311185	DEM0777 6806519	Demco CD/DVD Overaly Tags	08/20/2020	470.13
			Total for Check Number 311185:	470.13
311186	DOJ4011 445129	Dept of Justice Fingerprint Apps for March 2020	08/20/2020	64.00
			Total for Check Number 311186:	64.00
311187	DRSR5270 111324	Sharon Drosier Refund Reservation due to COVID-19	08/20/2020	120.00
			Total for Check Number 311187:	120.00
311188	DUNN9257 2170074307	Dunn Edwards Paints Paint for Traffic Signal Cabinet 05/27/2020	08/20/2020	44.63
			Total for Check Number 311188:	44.63
311189	EMPI5011 1167039-1 1176670	Empire Cleaning Supply Disinfecting Wipes for Police Dept. Disinfecting Wipes for Police Dept.	08/20/2020	54.28 137.86
			Total for Check Number 311189:	192.14
311190	HERS4011 2708 2709	Mike Herstik K-9 Barry Drug Detection - Annual Maint. K-9 Bomb Detection Annual Main. Lisu	08/20/2020	3,000.00 3,000.00
			Total for Check Number 311190:	6,000.00
311191	JCRS5011 48066	Jones Coffee Roasters Department Supplies	08/20/2020	139.05
			Total for Check Number 311191:	139.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
311192	KMTR4011 2848 3047 3049	Kim Turner, LLC Training Class 07/11/2020 for P.A. Salguero Training Class 08/29/2020 for P.A. Munoz Training Class 10/02/2020 for P.A. Munoz	08/20/2020	125.00 125.00 125.00
Total for Check Number 311192:				375.00
311193	MDCS4011 1001	MedCycle Systems Fee for Disposal of Regulated Medical Waste	08/20/2020	115.00
Total for Check Number 311193:				115.00
311194	NREM2920 111343	Esmeralda Niranda Refund Security Deposit WMB COVID-19	08/20/2020	500.00
Total for Check Number 311194:				500.00
311195	PRSF2920 111332	Sofia Peralta Refund Securirt Deposit WMB COVID-19	08/20/2020	496.39
Total for Check Number 311195:				496.39
311196	PDMC2920 111380	Michelle Podzimek Refund Securty Deposit WMB COVID-19	08/20/2020	500.00
Total for Check Number 311196:				500.00
311197	PGXI4011 2966	Prime Graphix Inc. Full Vehicel Graphic on Ford F-250 PD Truck	08/20/2020	711.75
Total for Check Number 311197:				711.75
311198	NEOF8011 790004408068204	Quadient Finance USA, Inc. Account # 7900 0440 8068 2044 (07/16/2020)	08/20/2020	466.45
Total for Check Number 311198:				466.45
311199	RHFI4010 75383 75384	R.H.F. Inc. NHTSA Testing / Recertification NHTSA Testing / Recertification	08/20/2020	85.00 85.00
Total for Check Number 311199:				170.00
311200	SGCM2011 2020-21	S.G.V. City Manager's Assn. Membership Dues for FY2020-21	08/20/2020	55.00
Total for Check Number 311200:				55.00
311201	SIR8011 INVMT033937	SirsiDynix Re-Issue Payment for INVMT033937 (Voide Ch	08/20/2020	6,124.99
Total for Check Number 311201:				6,124.99
311202	SCOT8300 IN1521239	So Cal Office Technologies Citywide Copier Charges Acct# CO72:2L124-0C	08/20/2020	1,855.68
Total for Check Number 311202:				1,855.68
311203	SCMM6116 0018098 0018099	So. Cal Mobile Maint. CNG Vehicle Maint. Unit # 24 CNG Vehicle Maint. Unit 636	08/20/2020	1,716.72 1,766.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311203:	3,483.44
311204	TIM4011	Time Warner Cable	08/20/2020	
	0024964070820	Account 8448 30 008 0224964 Monthly Service		382.85
	0029763062720	Account 8448 20 899 0029763 (PD Department)		514.70
	0070193070120	Account 8448 30 008 0070193 Monthly Service		236.85
	0311688071120	Account 8448 30 008 0311688 Monthly Service		1,236.22
	0311704071120	Account 8448 30 008 0311704 Monthly Service		1,236.22
	0311712071120	Account 8448 30 008 0311712 Monthly Service		2,380.00
	0355990070220	Account 8448 30 008 0355990 Monthly Service		814.40
			Total for Check Number 311204:	6,801.24
311205	VERW6711	Verizon Wireless	08/20/2020	
	9857477398	Fire Mobile Transit Data (270619951-00002)		508.87
	9857477398	Fire Mobile Transit Data (270619951-00002)		38.01
			Total for Check Number 311205:	546.88
311206	XRXF5010	Xerox Financial Svcs	08/20/2020	
	2139140	Xerox Lease Payment (06/10-07/09/2020) Dept.		1,906.08
	2152353	Garfield Plant Copier Lease (07/06-08/05/20)		214.50
	2162919	1414 Mission Copier Lease (06/-18-07/17/20)		162.35
			Total for Check Number 311206:	2,282.93
			Total for 8/20/2020:	54,806.09
			Report Total (41 checks):	54,806.09

Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	AFLA7010 469283 882916	AFLAC Employee Optional Insurance - June 2020 Employee Optional Insurance - July 2020	08/27/2020	871.29 871.29
Total for this ACH Check for Vendor AFLA7010:				1,742.58
ACH	AIR6010 9972921280	Airgas USA LLC Oxygen Cylinder Rental July 2020	08/27/2020	229.80
Total for this ACH Check for Vendor AIR6010:				229.80
ACH	COBR7131 122879 1442197	The Advantage Group HRA August Admin Fee HRA August Premiums	08/27/2020	300.00 13,524.80
Total for this ACH Check for Vendor COBR7131:				13,824.80
ACH	CWNC2501 2002587-2002604	Carl Warren & Company Liability Claims Admin Fees 07/2020	08/27/2020	996.10
Total for this ACH Check for Vendor CWNC2501:				996.10
ACH	DIG0800 39248 39273	Digital Telecommunications Corp Extension 292: Voicemail Reset IT - Phones September 2020	08/27/2020	135.00 927.00
Total for this ACH Check for Vendor DIG0800:				1,062.00
ACH	PUWA8020 202018739	Pure Water Department Supplies - August 2020	08/27/2020	87.39
Total for this ACH Check for Vendor PUWA8020:				87.39
ACH	SPBK INV-003702 TM INV-003137	Springbrook Holding Company LLC Springbrook Annual Renewal of FY20-21 Finan T&M Springbrook Premise Upgrade	08/27/2020	28,590.00 93.75
Total for this ACH Check for Vendor SPBK:				28,683.75
ACH	STA5219 3451291186 3451367807	Staples Business Advantage City Council Office Supplies City Council Office Supplies	08/27/2020	30.02 74.42
Total for this ACH Check for Vendor STA5219:				104.44
311207	YVAL5265 531702004117010 531702004117010	Yvonne Allen Residential Tax Exemption Low Income Status Residential Tax Exemption Low Income Status	08/27/2020	63.14 34.01
Total for Check Number 311207:				97.15
311208	ALLI3041	Alliant Insurance Svcs Inc.	08/27/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	ACIP165	FY 2020/21 ACIP Crime Insurance Renewal		2,325.00
			Total for Check Number 311208:	2,325.00
311209	AT&T5006 130464796	AT & T U-Verse Account # 130464796 (07/18-08/17/2020)	08/27/2020	222.00
			Total for Check Number 311209:	222.00
311210	AT&T5011 331 841-0802	AT&T Account # 331 841-0802 343 6 (08/07-09-06/2020)	08/27/2020	66.44
			Total for Check Number 311210:	66.44
311211	ATCN9011 000015071523	AT&T Account # 9391062308 (06/20-07/19/2020)	08/27/2020	6,469.42
			Total for Check Number 311211:	6,469.42
311212	JNCH5320 18620	Jian Chen Deposit Refund for Closed Water Account 18620	08/27/2020	70.85
			Total for Check Number 311212:	70.85
311213	CLA3030 FY20-21	County of Los Angeles FY20-21 LAFCO Costs	08/27/2020	1,350.98
			Total for Check Number 311213:	1,350.98
311214	DEL0771 BE003978393 BE004041707	Delta Dental City of South Pasadena Dental Premiums July 20 City of South Pasadena Dental Premiums August	08/27/2020	11,258.67 11,430.19
			Total for Check Number 311214:	22,688.86
311215	EPSV5230 18668	Esperanza Services Deposit Refund for Closed Water Account 18668	08/27/2020	46.16
			Total for Check Number 311215:	46.16
311216	WNHG5320 17550	Winnie Huang Refund Deposit for Closed Water Account # 175	08/27/2020	13.70
			Total for Check Number 311216:	13.70
311217	ICPS8060 665648	ICMA Lucy Demirjian ICMA Membership # 665648	08/27/2020	200.00
			Total for Check Number 311217:	200.00
311218	MMSC2011 LucyD	MMASC Membership Renewal - Lucy Demirjian	08/27/2020	90.00
			Total for Check Number 311218:	90.00
311219	MON7777 5319007051 5319007051	Maria T Monroy Residential Tax Exemption Low Income Status Residential Tax Exemption Low Income Status	08/27/2020	77.69 34.01
			Total for Check Number 311219:	111.70
311220	UNI6200 6711646700	MUFG Union Bank, N.A Annual Admin Fee. Service Fees (07/01/20-08/31/2020)	08/27/2020	1,943.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311220:	1,943.00
311221	TRA2010	Norman A. Traub Assoc.	08/27/2020	
	20027.1	Police Investigation		2,160.00
	20027.2	Police Investigation		2,200.00
	20027.3	Police Investigation		504.06
			Total for Check Number 311221:	4,864.06
311222	RMSF8025	Routematch	08/27/2020	
	43903	IVR Calls & Tech Support for Transit Division		6,280.11
	43904	IVR Calls & Tech Support for Transit Division		600.00
			Total for Check Number 311222:	6,880.11
311223	KRUD4150	Katharine Rudolph	08/27/2020	
	5321008007	Residential Rebate for Tax Exemption of Low In		104.09
	5321008007	Residential Rebate for Tax Exemption of Low In		34.01
			Total for Check Number 311223:	138.10
311224	SGEP2011	San Gabriel Valley Economic Partnership	08/27/2020	
	7258	Annual Membership Dues		1,125.00
	7258	Annual Membership Dues		1,500.00
			Total for Check Number 311224:	2,625.00
311225	STFT5320	Stoney Family Trust	08/27/2020	
	18581	Refund Deposit for Closed Water Account # 185		101.87
			Total for Check Number 311225:	101.87
311226	HAFR7000	The Hartford	08/27/2020	
	081684283979	Life Insurance Premiums July 2020		958.50
	083215824708	Life Insurance Premiums August 2020		972.00
			Total for Check Number 311226:	1,930.50
311227	TIM4011	Time Warner Cable	08/27/2020	
	0269985071720	Account # 8448 30 008 0269985 (07/17-08/16/20)		176.26
	0345504072120	Account # 8448 30 008 0345504 (07/21-08/20/20)		360.00
			Total for Check Number 311227:	536.26
311228	POR4707	United Site Services, Inc.	08/27/2020	
	114-10501834	Port-a-Potty Handwashing Station @ Library Pa		1,300.00
	114-10637860	Port-a-Potty Handwashing Station @ Library Pa		1,300.00
			Total for Check Number 311228:	2,600.00
311229	VERW6711	Verizon Wireless	08/27/2020	
	9858915673	Account # 842311063-00001(06/18-07/17/2020)		296.68
			Total for Check Number 311229:	296.68
311230	XRXF5010	Xerox Financial Svcs	08/27/2020	
	2188838	Fire, SC, Library, PW, PD, MS Copier Lease (05/06-08/17/2020)		5,718.24
	2194914	Garfield Plant Copier Lease Payment (05/06-08/17/2020)		764.60
			Total for Check Number 311230:	6,482.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for 8/27/2020:	108,881.54
			Report Total (32 checks):	108,881.54

ATTACHMENT 3
General City Warrant List

Accounts Payable

Checks by Date - Detail by Check Date

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Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	BAK0369	Baker & Taylor Books	09/02/2020	
	2035114788	Books/CDs/DVDs		1,745.32
	2035118086	Books/ CDs / DVDs		1,282.19
	NS20060851	Renewal of TS360 Sub Fee, Review & Grids		1,995.00
Total for this ACH Check for Vendor BAK0369:				5,022.51
ACH	BLSP8010	Blackstone Publishing	09/02/2020	
	1175704	Books/DVDs/CDs		30.95
Total for this ACH Check for Vendor BLSP8010:				30.95
ACH	CHWP2010	Colantuono,Highsmith & Whatley,PC	09/02/2020	
	43415	SCE Coalition Services		487.63
	43616	COVID-		273.00
	43616	General Services		9,747.25
	43617	Case # 2		23,545.55
	43618	Transportation (710 Issues)		4.20
	43619	Labor & Employment		2,499.00
	43620	Misc. Litigation		11,839.35
	43621	Special Projects		9,808.50
	43622	Tax & Assesment		2,107.00
	43623	Gardena v. RWQCB		68.50
	43624	Water & Utilities		1,745.00
Total for this ACH Check for Vendor CHWP2010:				62,124.98
ACH	EURO6710	Eurofins Eaton Analytical	09/02/2020	
	C0003000	Water Quality Laboratory Testing Services FY15		2,652.00
	C0002946	Water Quality Laboratory Testing Services FY15		2,809.00
Total for this ACH Check for Vendor EURO6710:				5,461.00
ACH	LDCR6410	LandCare USA LLC	09/02/2020	
	298684	Landscape Maint. for City March 2020		19,168.77
	298684	Landscape Maint. for City March 2020		3,682.69
	298684	Landscape Maint. for City March 2020		1,065.91
	298684	Landscape Maint. for City March 2020		1,262.00
	313416	Equipment & Labor for Annual Weed Abatenebt		4,000.00
	318642	Landscape Maint. for City June 2020		17,051.44
	318642	Landscape Maint. for City June 2020		196.60
	318642	Landscape Maint. for City June 2020		1,468.43
	318642	Landscape Maint. for City June 2020		3,682.69
Total for this ACH Check for Vendor LDCR6410:				51,578.53
ACH	LIN7766	Linn & Associates	09/02/2020	
	20.04	Planning Consultant - Mission Bell Appeal 04/0:		4,320.00
Total for this ACH Check for Vendor LIN7766:				4,320.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	OVDR8011	OverDrive Inc.	09/02/2020	
	01148CO20226835	eBooks / Audiobooks		2,768.85
	01148CO20232882	eBooks / AudioBooks		516.46
	01148CO20251764	eBooks / AudioBooks		1,396.69
	01148CO20255075	eBooks / AudioBooks		420.68
Total for this ACH Check for Vendor OVDR8011:				5,102.68
ACH	REP6115	Siemens Mobility, Inc.	09/02/2020	
	5620031845	Palomitas & Camino Del Sol Conduit Repairs		701.86
Total for this ACH Check for Vendor REP6115:				701.86
ACH	SHO7777	Showcases	09/02/2020	
	317258	Library DVD, CD Cases & Vinyl Pages		374.86
Total for this ACH Check for Vendor SHO7777:				374.86
ACH	STA5219	Staples Business Advantage	09/02/2020	
	3449345553	Supplies Recreation Divison		33.71
	3450460099	CS Office Supplies		267.85
	3451458688	Library Office Supplies		158.50
	3451458689	Library Office Supplies		71.45
	3451854990	Library Office Supplies		190.71
Total for this ACH Check for Vendor STA5219:				722.22
ACH	STSM1020	Studio Spectrum	09/02/2020	
	191673	City Council, Planning Commision, and PD Tow		4,800.00
	191674	July 2020 Streaming Services		6,600.00
Total for this ACH Check for Vendor STSM1020:				11,400.00
ACH	TRA5998	Transtech Engineers, Inc.	09/02/2020	
	20191975	Consulting for Month to Month Building & Safe		19,855.97
	20201422	Consulting for Month to Month Building & Safe		19,929.94
	20201423	Consulting for Month to Month Building & Safe		29,582.36
	20201757	Consulting for Month to Month Building & Safe		23,380.28
	20201758	Consulting for Month to Month Building & Safe		6,475.26
	20202098	Professional Svcs. for the Provision of Bldg.and		3,086.75
	20202098	Consulting for Month to Month Building & Safe		3,966.72
	20202099	Consulting for Month to Month Building & Safe		12,067.78
Total for this ACH Check for Vendor TRA5998:				118,345.06
ACH	ZUMAR103	Zumar Industries, Inc.	09/02/2020	
	88568	Zumar Industries Blanket P.O. Public Works		600.53
Total for this ACH Check for Vendor ZUMAR103:				600.53
311231	ALL0197	All Star Fire Equipment, Inc.	09/02/2020	
	225275	Rubber Hose Band and Clip		242.66
	225276	Saftey Clothing Wildan Boots		296.57
	225469	Saftey Clothing Gear Machine Cleaner		121.28
	225669	Saftey Clothing Brush Pants		243.65
Total for Check Number 311231:				904.16
311232	ANT0243	Antrim's Security Co., Inc.	09/02/2020	
	56690	Parks, Facilities, Electrical Cabinet Locks		126.19
	56690	Parks, Facilities, Electrical Cabinet Locks		110.00
	56690	Parks, Facilities, Electrical Cabinet Locks		110.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311232:	346.19
311233	RIAL6501	Richard Arriola	09/02/2020	
	05.16.2020	Mileage Reimb. 2020		3.45
	05.18.2020	Mileage Reimb. 2020		3.45
	05.29.2020	Mileage Reimb. 2020		3.45
			Total for Check Number 311233:	10.35
311234	ATLRR816 598681	Atkinson, Andelson, Loya, Rudd & Romo Personnel Matters - June 2020	09/02/2020	4,666.73
			Total for Check Number 311234:	4,666.73
311235	WDFD6116	Bob Wondries Ford	09/02/2020	
	603000	Repairs to Unit # 1406 (Oil Change & Inpsector		1,803.13
	604449	Repairs to Unit # 1703 - Brake Pads & Disks		976.86
	605113	Repairs to AC System on Unit # 0218		2,223.27
	605359	Vehicle Maint. RA781		2,411.02
	606517	Repairs to AC System on Unit # 198		247.83
	607068	Service Unit # 1501		475.79
			Total for Check Number 311235:	8,137.90
311236	BCDJ4011 393329	Bravo Chrysler Dodge Jeep Ram of Alhaml Replace Drive Airbag Inflator and Conduct Supp	09/02/2020	354.20
			Total for Check Number 311236:	354.20
311237	BRMR8267 Summer 2020	BRIT West Soccer Class Instructor: Brit West Soccer Camp	09/02/2020	1,860.30
			Total for Check Number 311237:	1,860.30
311238	CAL5236	CA Linen Services	09/02/2020	
	1796244	Department Supplies - Linens for Fire Dept.		129.07
	1797803	Department Supplies - Linens for Fire Dept.		93.35
			Total for Check Number 311238:	222.42
311239	CAL8012 3710	Califa Group Renewal of Library Subscription to BookBrowse	09/02/2020	649.95
			Total for Check Number 311239:	649.95
311240	CBMS5011 44619	Christian Brothers Mechanical Svcs Inc. Removal and Installation of Saftey Exhaust Hose	09/02/2020	562.45
			Total for Check Number 311240:	562.45
311241	ALH4011	City of Alhambra	09/02/2020	
	SoPas-05/2020	Inmate Housing May 2020		1,204.00
	SoPas-06/2020	Inmate Housing June 2020		1,634.00
			Total for Check Number 311241:	2,838.00
311242	CDPS1020 67027	Code Publishing Inc. Annual Web Hosting Fees for June 2020-2021	09/02/2020	1,130.00
			Total for Check Number 311242:	1,130.00
311243	COMC2011	Comcate	09/02/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	7335	Subscription Renewal (09/17-09/16/2021)		2,479.17
			Total for Check Number 311243:	2,479.17
311244	CTAA8022 114314	Community Transport. Assn Of America Renewal of Membership: CTAA	09/02/2020	625.00
			Total for Check Number 311244:	625.00
311245	CCSP4011 2382m	Consule Cleaning Specialist Annual Intensive Cleaning of Dispatch Commu	09/02/2020	1,350.00
			Total for Check Number 311245:	1,350.00
311246	CRMN6010 M663543	Core & Main LP Replacement Parts for Water Main Servie Tappi	09/02/2020	737.97
			Total for Check Number 311246:	737.97
311247	COR7788 Summer 2020	Darren Cornforth Class Instructor: Tennis Session 2	09/02/2020	702.00
			Total for Check Number 311247:	702.00
311248	ANCR8020 349911735 426685	Anthony Corrao Reimb. Fire Strike Team 07/27-08/06/2020 Reimb. Fire Strike Team 07/27-08/06/2020	09/02/2020	505.73 9.72
			Total for Check Number 311248:	515.45
311249	CSNE4010 D20-24772	Creative Services of New England Junior Office Badges, Stickers, Ink, and Sheets f	09/02/2020	413.95
			Total for Check Number 311249:	413.95
311250	DSP0755 8812	D & S Printing Overnight Parking Decals Qty # 500	09/02/2020	804.83
			Total for Check Number 311250:	804.83
311251	DBEL5010 1281 1281	DB Electronics Equipment Maint. & Troubleshoot MDT Map or	09/02/2020	150.00 150.00
			Total for Check Number 311251:	300.00
311252	DEM0777 6817909	Demco Special CD/DVD Overlay Tags	09/02/2020	470.13
			Total for Check Number 311252:	470.13
311253	ECC9000 8 8 8 9	E.C.Construction Water Fund Monterey Rd. St. Improvement Measure R Monterey Rd. St. Improvement STP-L Monterey Rd. St. Improvement Measure R Monterey Rd. St. Improvement	09/02/2020	6,206.93 80,326.98 46,587.29 5,853.90
			Total for Check Number 311253:	138,975.10
311254	EMPI5011 1168925	Empire Cleaning Supply Emergency Supplies - COVID-19	09/02/2020	604.18

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311254:	604.18
311255	GAL7788 Summer 2020	Donna Gale Class Instructor: Online Ballet, and Master Chef	09/02/2020	1,280.00
			Total for Check Number 311255:	1,280.00
311256	GALL5011 015996258	Galls, LLC Polo Shirts for Sworn Members of Police Dept.	09/02/2020	743.11
			Total for Check Number 311256:	743.11
311257	GEGR9226 0018920-IN	Geargrid Corp. Mobile Hose & SCBA Bottle Storage System	09/02/2020	4,526.00
			Total for Check Number 311257:	4,526.00
311258	GTGR8032 CM03201	Go Team Gear T-Shirt Printing for Summer Camp Med	09/02/2020	723.00
			Total for Check Number 311258:	723.00
311259	HAA5569 W62048	Haaker Equipment Company Sewer Maint. on Maint on Vector Truck	09/02/2020	3,408.09
			Total for Check Number 311259:	3,408.09
311260	ADHA6116 04.29.2020 05.02.2020 06.10.2020	Adam Herrera 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb.	09/02/2020	25.30 25.30 25.30
			Total for Check Number 311260:	75.90
311261	HUHS6116 03.13.2020 03.14.2020 05.18.2020 06.07.2020	Hugo Houston Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020	09/02/2020	9.66 9.66 9.66 9.66
			Total for Check Number 311261:	38.64
311262	IBLS6116 05.16.2020 05.22.2020 06.10.2020	Luis Ibarra Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020	09/02/2020	2.36 4.71 4.71
			Total for Check Number 311262:	11.78
311263	KLSR8032 Summer	Kidz Love Soccer Class Instructor: Soccer 1 Class	09/02/2020	64.00
			Total for Check Number 311263:	64.00
311264	CUR7778 INV405010 PINV570736 PINV570998	L.N. Curtis & Sons Glow-In-Dark Multigas Detector Demolition Tool 36" Notched Axe Department Supplies: Response Jackets	09/02/2020	727.65 686.50 1,782.11
			Total for Check Number 311264:	3,196.26
311265	LOP1020	La Opinion	09/02/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	23150	Legal/ Public Notice - Aviso De Eleccion Por M		750.00
			Total for Check Number 311265:	750.00
311266	LAW6711 19782	Lawn Mower Corner DG for Outdoor Seating Area COVID-19	09/02/2020	352.16
			Total for Check Number 311266:	352.16
311267	LIFE822 1012811	Life-Assist Inc. Emergency Medical Supplies - COVID-19	09/02/2020	575.51
			Total for Check Number 311267:	575.51
311268	MER2145 595296 595296 595296 595296 595296	Merit Oil Company Fuel for City Departments Fuel for City Departments Fuel for City Departments Fuel for City Departments Fuel for City Departments	09/02/2020	572.34 143.09 6,152.66 143.08 143.09
			Total for Check Number 311268:	7,154.26
311269	MOR2900 P-5-13247	Morrow & Holman Plumbing Inc Repair of Police Dep. Drinking Fountain	09/02/2020	498.74
			Total for Check Number 311269:	498.74
311270	MPLC8021 504293420	Motion Picture Licensing Corp. Payment for Umbrella Licensing Fee (10/01/20-	09/02/2020	603.79
			Total for Check Number 311270:	603.79
311271	GWOW2920 111431	Gwen Owens Refund WMB Deposit due to COVID-19	09/02/2020	500.00
			Total for Check Number 311271:	500.00
311272	PHS4011 AUG2020SoPas	Pasadena Humane Society Animal Control Services August 2020	09/02/2020	14,297.50
			Total for Check Number 311272:	14,297.50
311273	PSLM6410 3929	Pasadena Lawnmower's Shop COVID-19 Plants for Staff Outdoor Break Area	09/02/2020	107.82
			Total for Check Number 311273:	107.82
311274	PWP4465 80176-1 80176-1 80176-1	Pasadena Water & Power Water Purchase @ Pressure Zone (04/13-05/12/2 Water Purchase @ Pressure Zone (05/12-06/11/2 Emergency Water Connection @ Columbia	09/02/2020	7,151.65 7,889.36 2.61
			Total for Check Number 311274:	15,043.62
311275	CRPG6410 04.10.2020 04.11.2020	Catrina Peguero 2020 Mileage Reimb. 2020 Mileage Reimb.	09/02/2020	19.89 19.89
			Total for Check Number 311275:	39.78
311276	PHOE4610 062020184	Phoenix Group Information Systems Citations Processed for June 2020	09/02/2020	2,739.79

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 311276:	2,739.79
311277	RED8995 989-1-20860 989-1-28394	Red Wing Shoe Store Water Distribution Department Footware Kelvin Water Production Department Footware Victor M	09/02/2020	193.49 238.13
			Total for Check Number 311277:	431.62
311278	SHI5011 07.15.2020	Shift Calendars Inc Printing / Duplication of Calendars Fire Dept.	09/02/2020	594.23
			Total for Check Number 311278:	594.23
311279	SCLC8011 SOPAS_2021	Southern California Library Cooperation Dues & Memberships CALIFA Consrotium & S	09/02/2020	2,595.00
			Total for Check Number 311279:	2,595.00
311280	SSSS8267 Summer 2020	Super Soccer Stars Class Instructor: Super Soccer Stars (3 Classes)	09/02/2020	936.00
			Total for Check Number 311280:	936.00
311281	SCRR4010 740A	Superior Court of CA, County of LA June 2020 Court Fees	09/02/2020	1,079.00
			Total for Check Number 311281:	1,079.00
311282	TAEV9224 54718 54718	Total Access Elevator Inc. Regular Elevator Monthly Maint. Regular Elevator Monthly Maint.	09/02/2020	606.75 385.00
			Total for Check Number 311282:	991.75
311283	TSFT5011 063020	T-Shirt Factory Outlet Command Share Professional Uniforms and App	09/02/2020	1,488.11
			Total for Check Number 311283:	1,488.11
311284	UND6710 720200707 dsb20194333	Underground Service Alert Service Alert July 2020 Regulatory Fees July 2020	09/02/2020	199.75 63.34
			Total for Check Number 311284:	263.09
311285	UPP7789 2/06-20	Upper S.G.Mun. Water Dist. Municipal Water Purchase	09/02/2020	49,484.83
			Total for Check Number 311285:	49,484.83
311286	VAR1111 05.07.2020 05.08.2020 05.08.2020 05.08.2020 05.24.2020 06.05.2020 06.07.2020	Ruben Vargas Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020 Mileage Reimb. 2020	09/02/2020	15.41 15.41 15.41 15.41 15.41 15.41 15.41
			Total for Check Number 311286:	107.87
311287	WEFN6501	Water Environment Federation	09/02/2020	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2020-2021	Membership for Richard Arriola		332.00
			Total for Check Number 311287:	332.00
311288	WEWW6710 563280-00	Western Water Works Water Line Repairs Parts (Fittings, Valves, Coup	09/02/2020	12,490.22
			Total for Check Number 311288:	12,490.22
311289	WLHD8020 14300935 14300941 14300942 14300943 70005414 70005470 70006127	Westlake Hardware FD Supplies FD Supplies FD Supplies FD Supplies COVID-19 PPE Cleaning Supplies COVID-19 PPE Cleaning Supplies COVID-19 PPE Cleaning Supplies	09/02/2020	96.20 60.63 17.63 19.83 2,037.38 412.21 114.57
			Total for Check Number 311289:	2,758.45
311290	WHI6410 358471	Whittier Fertilizer Co. COVID-19 Red Chip Mulch for City Hall Outdo	09/02/2020	123.68
			Total for Check Number 311290:	123.68
311291	WOR8011 L5002	World Book Inc Renewal of Library Subscription to World Book	09/02/2020	1,284.00
			Total for Check Number 311291:	1,284.00
311292	ZOLL8021 3089836	Zoll Medical Copr. GPO Medical Supplies - Defibrillator	09/02/2020	813.04
			Total for Check Number 311292:	813.04
			Total for 9/2/2020:	567,948.25
			Report Total (75 checks):	567,948.25

ATTACHMENT 4
Supplemental ACH
Payments



ACH Payment Log			
Date	Vendor	Amount	Description
8/13/2020	SoCalGas	\$647.21	Online Payment of Natural Gas Bill
8/17/2020	So CaL Edison	\$89,454.36	Online Payment of Citywide Electricity Bill
8/20/2020	So CaL Edison	\$13,167.44	Online Payment of Citywide Electricity Bill
8/26/2020	AT&T Firstnet	\$658.32	Online Payment for Fistnet Account # 287297984615
Total:		\$103,927.33	

ATTACHMENT 5
Prepaid & General Warrant Voids

Accounts Payable

Void Check Proof List

User: ealvarez
 Printed: 08/27/2020 - 12:58PM



Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: COAS4011	Corbin & Associates, Inc. (Inna									
Check No: 311096	Check Date: 08/19/2020									
	385.00	6/19/2020	06/23/2020	Training Class on July 6-10,2020 for I					No	0
101-4010-4011-8210-000										
Check Total:	385.00									
Vendor Total:	385.00									
Vendor: SOGA6501	The Gas Company									
Check No: 311160	Check Date: 08/19/2020									
	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0
215-6010-6310-8020-000									No	0
	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0
210-6010-6501-8020-000									No	0
	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0
500-6010-6710-8020-000									No	0
	98.27	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
207-8030-8025-8020-000									No	0
	98.26	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
500-6010-6711-8020-000									No	0
	98.26	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
215-6010-6310-8020-000									No	0
	98.27	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
230-6010-6116-8020-000									No	0
	98.26	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
210-6010-6501-8020-000									No	0
	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0
500-6010-6711-8020-000									No	0
	98.27	06/2020	07/08/2020	CNG for City Vehicles PW and Trasit					No	0
500-6010-6710-8020-000									No	0
	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
230-6010-6116-8020-000	194.38	03,04,05/2020	06/05/2020	CNG for City Vehicles PW and Trasit					No	0
207-8030-8025-8105-000										
Check Total:	1,755.87									
Vendor Total:	1,755.87									
Vendor: SOU5451	S.P.Public Srvc Empl. Ass'n									
Check No: 310256	Check Date: 03/19/2020									
	1,380.00	P/R/E 03/06/20	03/18/2020	Assn. Dues 03/2020					No	0
700-0000-0000-2248-000										
Check Total:	1,380.00									
Vendor Total:	1,380.00									
Vendor: WGZM6011	WG Zimmerman Engineering, I									
Check No: 311039	Check Date: 07/15/2020									
	506.25	20-05-219	05/07/2020	PW & Capital Improvement Plan Proj				20293	No	1
101-6010-6011-8170-000	1,450.00	20-03-167	07/07/2020	Traffic Study - 625 Fair Oaks (March :				20354	No	1
101-6010-6011-8170-000										
Check Total:	1,956.25									
Vendor Total:	1,956.25									
Report Total:	5,477.12									

Accounts Payable

Void Check Distribution List

User: ealvarez
 Printed: 8/27/2020 - 12:59 PM



	DR Amount	CR Amount	Acct Number	Description	Vendor
Section 1:101General Fund					
	2,341.25	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	385.00	101-4010-4011-8210-000	Training Expense - POST Reimb.	COAS4011
	0.00	506.25	101-6010-6011-8170-000	Professional Service	WGZM6011
	0.00	1,450.00	101-6010-6011-8170-000	Professional Service	WGZM6011
Total for Section 1:101	2,341.25	2,341.25			
Section 1:207Local Transit Return "C"					
	292.65	0.00	207-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	98.27	207-8030-8025-8020-000	Special Department Expense	SOGA6501
	0.00	194.38	207-8030-8025-8105-000	Fuel	SOGA6501
Total for Section 1:207	292.65	292.65			
Section 1:210Sewer					
	292.64	0.00	210-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	194.38	210-6010-6501-8020-000	Special Department Expense	SOGA6501
	0.00	98.26	210-6010-6501-8020-000	Special Department Expense	SOGA6501
Total for Section 1:210	292.64	292.64			
Section 1:215Street Light & Landscape					
	292.64	0.00	215-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	98.26	215-6010-6310-8020-000	Special Department Expense	SOGA6501
	0.00	194.38	215-6010-6310-8020-000	Special Department Expense	SOGA6501
Total for Section 1:215	292.64	292.64			
Section 1:230State Gas Tax					
	292.65	0.00	230-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	98.27	230-6010-6116-8020-000	Special Department Expense	SOGA6501
	0.00	194.38	230-6010-6116-8020-000	Special Department Expense	SOGA6501

	DR Amount	CR Amount	Acct Number	Description	Vendor
Total for Section 1:230	292.65	292.65			
Section 1:500Water					
	585.29	0.00	500-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	194.38	500-6010-6710-8020-000	Special Department Expense	SOGA6501
	0.00	98.27	500-6010-6710-8020-000	Special Department Expense	SOGA6501
	0.00	194.38	500-6010-6711-8020-000	Special Department Expense	SOGA6501
	0.00	98.26	500-6010-6711-8020-000	Special Department Expense	SOGA6501
Total for Section 1:500	585.29	585.29			
Section 1:700Payroll Clearing Fund					
	1,380.00	0.00	700-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	1,380.00	700-0000-0000-2248-000	SPPSEA Association Dues	SOU5451
Total for Section 1:700	1,380.00	1,380.00			
Grand Total:	5,477.12	5,477.12			

Stop Payment Request - Confirmation

Stop Payments Submitted

Total submitted: 1

[View Status Definitions](#)

Account	Duration	Check Range	Issue Date	Payee	Amount	Reason
CITY OF SOUTH PASADENA OPERATING	6 Months	311039		WG Zimmerman Engineering, Inc.	1,956.25	Check Cancelled

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2781 or your assigned representative.

Stop Payment Request - Confirmation

Stop Payments Submitted

Total submitted: 1

[View Status Definitions](#)

Account	Duration	Check Range	Issue Date	Payee	Amount	Reason
.CITY OF SOUTH PASADENA OPERATING	6 Months	311160		The Gas Company	1,755.87	Check Cancelled

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2781 or your assigned representative.

Stop Payment Request - Confirmation

Stop Payments Submitted

Total submitted: 1

[View Status Definitions](#)

Account	Duration	Check Range	Issue Date	Payee	Amount	Reason
.CITY OF SOUTH PASADENA OPERATING	6 Months	311096		Corbin & Associates, Inc.	385.00	Check Cancelled

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2761 or your assigned representative.

Stop Payment Request - Confirmation

Stop Payments Submitted

Total submitted: 1

[View Status Definitions](#)

Account	Duration	Check Range	Issue Date	Payee	Amount	Reason
CITY OF SOUTH PASADENA OPERATING	6 Months	310256		S.P. Public Srvc Empl. Assn	1,380.00	Lost

Disclosure Information

Important Disclosure: Stop payment requests submitted on the WebDirect Stop Payment Initiation screen apply ONLY to paper checks and not electronic payments. The exact check number and exact amount of the item written are required information. If any of the information you provide concerning the check is not provided or is incorrect (including your failure to give the exact amount of the item, correct to the penny), the stop payment will not be effective. This stop payment will not be effective if the Bank has already paid or committed to paying the check. If you have any questions, please refer to the WebDirect User Guide or contact Cash Management Customer Service at 800-400-2781 or your assigned representative.



City Council Agenda Report

ITEM NO. 10

DATE: September 2, 2020

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Joanna Hankamer, Director of Planning and Community Development
Margaret Lin, Manager of Long Range Planning and Economic Development

SUBJECT: **Second Reading and Adoption of an Ordinance to Add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code.**

Recommendation

It is recommended that the City Council conduct the Second Reading and Adoption of an Ordinance to add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code (SPMC).

Discussion/Analysis

In 2019, the San Gabriel Valley Mosquito and Vector Control District (SGVMVCD) conducted an aerial surveillance and found that 7,486 properties in the San Gabriel Valley included unmaintained or non-functional swimming pools. Approximately, 1,348 of those swimming pools are likely breeding grounds for mosquitoes and pose a harmful public health risk. On October 24, 2019, the San Gabriel Valley Council of Governments adopted a resolution to encourage member cities to adopt a pool ordinance, in an effort to reduce mosquito-borne illnesses. The proposed ordinance would enable increased code enforcement and abatement of improperly maintained residential swimming pools. Article IX (Pool Maintenance) would specifically:

- Require owners to regularly and continuously maintain their pools so that the water remains clear and circulating; or fully drained and kept dry at all times;
- Allow the City to conduct inspections if there is reasonable cause that an unmaintained pool exists;
- Establish that unmaintained pools are unlawful;
- Allow the City to conduct emergency abatement of an imminently hazardous unmaintained pool; and
- Allow the City to issue administrative citations for unmaintained pools.

Next Steps

1. September 2, 2020 - Second Reading and Adoption of Ordinance
2. October 2, 2020 - Ordinance shall take effect (thirty days after its adoption)

Second Reading and Adoption of an Ordinance to Add Article IX (Pool Maintenance) to Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code
September 2, 2020
Page 2 of 2

Background

The SGVMCD is a special district public health agency that provides mosquito and vector control for residents and cities in the San Gabriel Valley. The agency aims to protect residents from vector-borne diseases, educate residents regarding health information, and combat outbreaks of mosquito-borne illnesses. On August 19, 2020, the City Council held a Public Hearing for the First Reading and Introduction of the Ordinance.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

The Planning and Community Development Department is budgeted for a full-time Community Improvement Coordinator that will implement this new program. The position is fully funded and is capable of enforcing the program requirements.

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: Ordinance Adding Article IX Pool Maintenance to the SPMC

ATTACHMENT 1
Ordinance Adding Article IX Pool Maintenance to
the SPMC

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF SOUTH PASADENA, CALIFORNIA, ADDING ARTICLE IX (POOL MAINTENANCE) TO CHAPTER 17 (HEALTH AND SANITATION) OF THE SOUTH PASADENA MUNICIPAL CODE TO PREVENT THE SPREAD OF VECTOR-BORNE DISEASES

WHEREAS, the San Gabriel Valley Mosquito and Vector Control District (SGVMVCD) is a special district public health agency that protects residents of the San Gabriel Valley from vector-borne diseases and educates residents regarding important public health information;

WHEREAS, an aerial surveillance conducted by SGVMVCD in 2019 discovered 7,486 properties in the San Gabriel Valley had potential unmaintained and non-functional swimming pools, with 1,348 of those swimming pools likely to be breeding grounds for mosquitoes;

WHEREAS, SGVMVCD issued a number of notices to those properties, and found some of them to be uncooperative;

WHEREAS, SGVMVCD suggested pursuing a collaborative regional swimming pool code enforcement ordinance for its member cities to have formalized administrative procedures to abate a potential public nuisance caused by uncooperative residents;

WHEREAS, on October 24, 2019, the San Gabriel Valley Council of Governments (SGVCOG) adopted Resolution 19-46 encouraging its member cities to adopt a collaborative regional swimming pool code enforcement ordinance; and

WHEREAS, South Pasadena is a member of SGVMVCD and SGVCOG.

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

SECTION 1. Recitals. The Recitals above are true and correct and incorporated herein by this reference.

SECTION 2. Text Amendment. Article IX (Pool Maintenance) of Chapter 17 (Health and Sanitation) of the South Pasadena Municipal Code is added to read as follows:

ARTICLE IX. POOL MAINTENANCE

17.95 - Title.

This chapter shall be known as the City of South Pasadena Pool Maintenance ordinance.

17.96 - Findings and purpose.

The city council finds and declares as follows:

- (a) Stagnant sources of water create breeding grounds for mosquitoes, which are capable of transmitting the causative agents of human diseases.
- (b) Inadequately maintained swimming pools are a significant source of stagnant or standing bodies of water within the city.
- (c) It is the purpose and intent of this chapter to protect public health, safety and welfare by developing regulations that will promote the maintenance of swimming pools in the city in a healthful, sanitary and safe condition.
- (d) It is further the purpose and intent of this chapter to establish administrative procedures to cause the swift abatement of inadequately maintained swimming pools.

17.97 - Definitions.

"City" means the city of South Pasadena

"Code" means the South Pasadena Municipal Code, and laws incorporated therein by reference, as well as any adopted and uncodified ordinances.

"City manager" means the South Pasadena city manager and/or his or her authorized designee(s).

"Owner" means and includes any person having legal title to any real property in the city, including all persons shown as owners on the last equalized assessment roll of the county assessor's office. Owner also includes any person with powers of attorney, executors of estates, trustees, or who are court appointed administrators, conservators, guardians or receivers.

"Person," for purposes of this chapter, means and includes any individual, partnership of any kind, corporation, limited liability company, association, joint venture or other organization or entity, however formed, as well as trustees, heirs, executors, administrators, assigns and any public entity or agency that acts as an owner in the city.

"Pool" means any swimming pool, whether above-ground or in-ground. For purposes of this chapter, "pool" also includes any above-ground or in-ground hot tub or spa, ornamental pond, fountain, bird bath, or any other man-made structure or fixture capable of collecting water.

"Property" or "premises" means any privately-owned real property in the city on which a pool, as defined in this chapter, is present.

"Responsible person" means any person, whether an owner as defined in this chapter, or a person who leases, rents, occupies or has charge, control or possession of property, who allows, causes, creates, maintains, suffers or permits the presence of a pool that is not maintained in compliance with the provisions of this chapter, by any act or the omission of an act or duty. The actions or inactions of a responsible person's agent, employee, representative or contractor may be attributed to that responsible person.

17.98- Enforcement; administration.

- (a) The city manager is hereby authorized and directed to enforce the provisions of this chapter.

- (b) The city manager is authorized to designate certain city personnel to assist in the enforcement of this chapter. The designees shall have such enforcement powers as are delegated by the city manager.

17.99- Inspections; right of entry.

- (a) The city manager is authorized to make such inspections and take such actions as may be required to enforce the provisions of this chapter. Authorized inspections shall be limited to exterior portions of premises.
- (b) When it is necessary to make an inspection to enforce the provisions of this chapter, or when the city manager has reasonable cause to believe that there exists on a premises a pool that is not maintained in compliance with the provisions of this chapter, the city manager may enter the premises at reasonable times to inspect.
 - (1) If the property is occupied, the city manager shall, before entering the premises, present proper credentials and request entry, explaining his or her reasons for the inspection.
 - (2) If the property is unoccupied, the city manager shall first make a reasonable effort to locate the owner or other responsible person, as defined in this chapter, and request entry, explaining his or her reasons for the inspection.
 - (3) If consent to entry is refused or otherwise cannot be obtained, the city manager shall have recourse to every remedy provided by law to secure lawful entry and inspect the premises, including, but not limited to, securing an inspection warrant pursuant to California Code of Civil Procedure Sections 1822.50 through 1822.57.
 - (4) Notwithstanding the foregoing, if the city manager has reasonable cause to believe that a pool is in such a condition as to pose an imminent hazard to public health and safety, the city manager shall have the right to immediately enter and inspect the premises, and may use any reasonable means required to effectuate the entry and inspection.

17.100 - Pool maintenance required; maintenance standards; owners' responsibility.

- (a) Owners, as defined in this chapter, shall, at all times, regularly and continuously maintain a pool in one of the following manners:
 - (1) The pool shall be filtered and treated so the water remains clear and circulating;
 - (2) The pool shall be fully drained and kept dry at all times.
- (b) Any pool that is not maintained in conformance with subsection a. shall be deemed an "unmaintained pool."
- (c) Notwithstanding any provision of a lease or rental agreement, or other occupancy contract or agreement, which assigns pool maintenance duties to a lessee, tenant or occupant, an owner shall be deemed responsible for the regular and continuous maintenance of his or her pool in accordance with subsection a.

17.101 - Violation; public nuisance; penalty.

- (a) The city council finds and declares that it is unlawful for any responsible person, as defined in this chapter, to allow, cause, create, suffer or permit the presence of an unmaintained pool on his or her property.
- (b) The city council finds and declares that an unmaintained pool constitutes a public nuisance subject to abatement.
- (c) Any person violating the provisions of this chapter is subject to the penalty provisions set forth in chapter 24.

17.102 - Abatement; emergency abatement of an imminently hazardous unmaintained pool.

- (a) The city manager may cause an unmaintained pool to be abated, in accordance with the procedures set forth in this article.
- (b) The city manager may seek emergency abatement of an unmaintained pool if it is determined that the pool creates an imminent hazard to public health, safety or welfare. Evidence of an imminently hazardous pool shall include, but not be limited to, the presence of mosquitoes, mosquito larvae, bacterial growth or algae, or water which is unclear, murky, clouded, green or discolored.

17.103 - Administrative citations.

- (a) The city manager may issue an administrative citation to a responsible person who causes, allows, suffers or permits the presence of an unmaintained pool. Issuance of a citation shall be in accordance with and as provided in chapter 1A.

17.104 - Remedies not exclusive.

Any administrative citation pursuant to this chapter shall not prejudice or adversely affect any other civil, administrative or criminal action that may be brought to abate an unmaintained pool or to seek compensation for damages suffered. A civil or criminal action may be brought concurrently with any other process regarding the same violation.

17.105 - Applicability of other laws.

This chapter is not the exclusive regulation of pool maintenance or penalty for allowing, causing, creating or permitting the presence of an unmaintained pool. It supplements, and is in addition to, other regulatory codes, statutes and ordinances heretofore or hereafter enacted by the city, San Gabriel Valley Mosquito and Vector Control District, state or any other legal entity or agency having jurisdiction, including but not limited to the provisions of Division 3 of the Health and Safety Code (Section 2000, et seq.), as well as administrative regulations adopted pursuant to those laws.

SECTION 3. Severability. If any sections, subsections, subdivisions, paragraph, sentence, clause or phrase of this Ordinance or any part hereof or exhibit hereto is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining portions of this Ordinance or any part thereof or exhibit thereto. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective

of the fact that anyone or more sections, subsections, subdivisions, paragraph, sentences, clauses or phrases be declared invalid.

SECTION 4. Publication. The City Clerk shall cause this Ordinance to be published or posted in accordance with California Government Code Section 36933, shall certify to the adoption of this Ordinance and his/her certification, together with proof of the publication, to be entered in the book of Ordinances of the City Council.

SECTION 5. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code Section 36937.

PASSED, APPROVED, AND ADOPTED ON this 2nd day of September, 2020

Robert S. Joe, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY that the foregoing Ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 2nd day of September 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:



City Council Agenda Report

ITEM NO. 11

DATE: September 2, 2020

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Lucy Demirjian, Assistant to the City Manager
Marisol Romero, Management Analyst

SUBJECT: **Public Hearing to Approve the Appropriation of Community Development Block Grant Funds-Coronavirus (CDBG-CV) to establish a one-time Emergency Rental Assistance Program (ERAP)**

Recommendation Action

It is recommended that the City Council approve the following:

- 1) Allocate the \$73,528 CDBG-CV funds to an Emergency Rental Assistance Program (ERAP) paying a maximum of \$1,000 in rent for income qualified South Pasadena residents.
- 2) Authorize the City Manager to negotiate and enter into an agreement with the Housing Rights Center, with a not-to-exceed administrative fee of up to 15 percent.

Community Outreach

The City is required to provide the public an opportunity to comment on the proposed use of these funds. The public hearing held tonight will satisfy this requirement.

Commission Review

On July 8th, the Senior Citizen Commission (Commission) reviewed the proposed programs for the CDBG-CV funds and recommended a hybrid that included reimbursing the General Fund (\$11,422) for its contribution to the Senior Meal program and developing a one-time rental assistance program with the remaining funds (\$62,106). Since this meeting, the Los Angeles County Development Authority (LACDA) has informed the City that CDBG funds cannot be used to backfill other funding that the City would normally use. Therefore, the recommendation to replace the General Fund contribution to the Senior Meal program cannot move forward.

Discussion/Analysis

On May 6th and on June 17th, the City Council postponed dedicating the CDBG-CV funds to a coronavirus purpose, opting instead to examine alternatives. After reviewing alternative options and considering public input, staff recommends an Emergency Rental Assistance Program (ERAP) to help keep low-income South Pasadena families in their homes. The program will provide direct aid for tenants who are at 80 percent of Area Median Income (AMI) or below, depending on household size (*\$63,100 for a single individual or up to \$90,100 for a family of four*). Eligible households will be placed into a lottery. The randomly selected eligible

applicants will receive a one-time rental subsidy of \$1,000 paid to the tenant's landlord. The program will be available to renters of a single family or multi-family unit and tenants are not required to repay this assistance. Approval of ERAP helps tenants and at the same time reduces the ripple effect of financial losses on landlords, particularly "mom and pop" landlords who rely on rents as a primary or sole income source. To qualify for the program, applicants must meet the following eligibility requirements:

- 1) *Applicants must reside in the City of South Pasadena*
- 2) *Applicants must provide proof of tenancy (e.g. lease agreement)*
- 3) *Income Eligible: Households with an annual pre-COVID-19 income at or below 80 percent of AMI*
- 4) *Economically Impacted by COVID-19: For those who made over the income guidelines pre-COVID-19 (March 27, 2020) but now meet the income guidelines due to a COVID-19 related financial impact must provide documentation proving the change of income.*

The proposed program is designed to reach individuals and families with the greatest need. Targeting households whose income was at or below 80 percent of AMI pre-COVID-19 ensures that households that were already struggling before the pandemic are prioritized for the assistance. Additionally, including those that experienced a sudden loss of income is important for helping households that are facing economic instability. Households qualifying based on their income at the time the assistance is rendered will be required to provide documentation of their financial impact due to COVID-19 in one of the following forms:

- 1) Loss of income due to increased child-care need as a result of COVID-19 school closures;
- 2) COVID-19 illness or caring for a family member that contracted COVID-19;
- 3) Workplace closure or a reduction in hours due to COVID-19, including lay-off, reduction in working hours or other economic or employer impacts of COVID-19;
- 4) Out-of-pocket medical expense or health care expenditures resulting from COVID-19
- 5) Compliance with a government order to stay-at-home or self-quarantine.

Applicants will be given a window to apply. All applicants will be screened to ensure they meet the eligibility requirements. Only qualifying households will be entered into a lottery. Some of the documentation required for proof of income may include but is not limited to an employer letter, emails relating to COVID-19 as a reason for the reduced work hours, lay-off or termination letter, paycheck stubs, bank statements, school notifications, medical bills, receipts or invoices for child care costs, and a tenant affidavit signed under penalty of perjury.

The ERAP allocation is \$73,528. Based on information from neighboring cities, to execute an emergency rental assistance program, the City would have to dedicate two staff members over the course of six months to this program. Because the City does not have the infrastructure or staffing capacity, it is recommended that the Housing Rights Center (HRC) administer the program on the City's behalf. LACDA allows the operating agency (City of South Pasadena) to charge program administration costs to the CDBG-CV allocation. As such, a 15 percent

administrative fee will be paid to HRC for their services. Thereafter, \$62,498 will remain available to support rental assistance payments to approximately 62 households.

The HRC is a foremost expert in landlord tenant laws and has the infrastructure to effectively deploy the ERAP on behalf of South Pasadena. In addition, HRC is especially qualified to implement this one-time Emergency Rental Assistance Program as they are the agency selected by Supervisorial District 5 to provide rental assistance to the unincorporated areas and were also selected by the City of Los Angeles to implement their citywide COVID-19 emergency rental assistance program. This recent experience is extremely beneficial to running South Pasadena's program successfully. Lastly, HRC currently provides fair housing services to the City's residents, including addressing housing discrimination complaints, counseling victims of housing discrimination and conducts outreach and education to inform City residents of their rights and responsibilities.

The HRC will handle the entire program including verification of residence in South Pasadena, preparing forms, advertising, process online and in-person applications, confirm COVID-19 impact documentation, lottery implementation, communication with landlords and subsidy disbursement. A link for the ERAP program details and application will be set-up on the City's website and will directly deliver information to HRC.

Alternatives Considered

As directed by City Council, staff examined the possibility of dedicating the CDBG-CV funds to outdoor dining adaptations that extend the eating areas and enable full social distancing. This use of the funds is not allowed for temporary outdoor or on-street dining changes such as barricades or right of way improvements. The CDBG-CV funds, however, may be used if the improvement is permanent and remains in place for a minimum of five (5) years and the participating businesses secure a new job or retain a job. Because of the requirement to make permanent adaptation, this program is not recommended.

Staff also researched the possibility of issuing child care vouchers to COVID-19 impacted families. However, the Los Angeles County recently announced a \$15 million child-care voucher program for essential workers and low-income families living in the County. The program is expected to help 5,000 families for 3 months each.

Next Steps

1. Prepare a contract with the LACDA for the Emergency Rental Assistance Program.
2. Execute a subrecipient agreement between the City and the HRC.
3. Work with HRC to develop a timeline to release applications and prepare an outreach plan.

Background

In 1974, Congress initiated the CDBG Program in the Housing and Community Development Act. The City is a non-entitlement community meaning that funds do not come directly from HUD to the City of South Pasadena. Instead, the City receives an annual - formula based -

allocation from the Los Angeles County Development Authority (LACDA) Urban County for a range of community activities. South Pasadena is one of 48 partner cities in the Los Angeles Urban County. The formula for awarding the annual allocation as well as the coronavirus (CDBG-CV) funds is based on a jurisdiction's share of population, people in poverty, and overcrowded housing units. The CDBG funded projects in the City of South Pasadena typically include the senior meals program, sidewalk repairs and ADA ramp upgrades.

Legal Review

The City Attorney has not reviewed this item.

Fiscal Impact

These funds are provided through the CARES Act in response to the pandemic. Once the CDBG-CV (\$73,528) funding is approved, the amount will be amended into the budget account number 260-0000-0000-575-055.

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 of the City's website and/or notice in the *Pasadena Star News* on Friday, August 28th, 2020.

ATTACHMENT 1
Subrecipient Agreement

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SUBRECIPIENT AGREEMENT
BETWEEN AGENCY NAME
AND
SUBRECIPIENT NAME**

This agreement is entered this **(DAY)** of **(MONTH AND YEAR)** by and between the **(NAME OF CITY/AGENCY)**, hereinafter called the **(“CITY/AGENCY”)** and **(NAME OF SUBRECIPIENT)**, hereinafter called the “CONTRACTOR”, located at **(ADDRESS OF SUBRECIPIENT)** and is made with reference to the following agreements.

The **CITY/AGENCY** has entered into an Agreement with the United States of America through its Department of Housing and Urban Development (HUD) to execute the LOS ANGELES COUNTY Community Development Block Grant (CDBG) Program under the Housing and Community Development Act of 1974, Public Law 93-383, as amended, hereinafter called the “Act,” and

WHEREAS, the **CITY/AGENCY** wishes to engage the **SUBRECIPIENT** to assist the **CITY/AGENCY** in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

1. THE SCOPE OF SERVICE

The **SUBRECIPIENT** will be responsible for administering the **(PROJECT NAME)** with **(FISCAL YEAR)** CDBG Program funds, **(UNIQUE FEDERAL AWARD IDENTIFICATION NUMBER)**, in a manner satisfactory to the **CITY/AGENCY** and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant Program:

A. Activities

The **(PROJECT NAME)** includes **(SPECIFIC ACTIVITIES TO BE TAKEN BY CONTRACTOR)**.

B. Levels of Accomplishment

In addition to the normal administrative services required as part of this Agreement, the Subrecipient agrees to provide the following levels of program services:

<u>Purchase</u>	<u>Total Units per Year</u>
<u>ITEM #1</u>	1
<u>ITEM #2</u>	1

C. Performing Monitor

The **CITY/AGENCY** will monitor the performance of the **SUBRECIPIENT** against goals and performance standards required herein. Substandard performance as determined by the **CITY/AGENCY** will constitute non-compliance with this agreement. If action to correct such substandard performance is not taken by the

SUBRECIPIENT within a reasonable period of time after being notified by the **CITY/AGENCY**, contract suspension or termination procedures will be initiated.

2. TIME OF PERFORMANCE

Services of the **SUBRECIPIENT** shall start on the execution date of the contract, **(EFFECTIVE DATE)**, and end on the **(END DATE (NO LONGER THAN 1 YEAR))**. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the **SUBRECIPIENT** remains in control of CDBG funds or other assets including program income for no more than two (2) additional years.

3. METHOD OF PAYMENT

It is expressly agreed and understood that the total amount to be paid by the **CITY/AGENCY** under this contract shall not exceed **(\$AMOUNT)**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in the Program Budget, Exhibit A herein and in accordance with performance.

Payments may be contingent upon certification of the **SUBRECIPIENT**'s financial management systems in accordance with the standards specified in 2 CFR Part 200.

(CITY/AGENCY MAY DECIDE TO INCLUDE A PAYMENT SCHEDULE).

4. NOTICES

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee
NAME
TITLE

Subrecipient
NAME
TITLE

Address of CITY/AGENCY is as follows:

CITY/AGENCY NAME
DEPARTMENT/DIVISION
STREET ADDRESS
CITY, STATE ZIP

Address of CONTRACTOR

CONTRACTOR NAME
ATTN: CONTACT NAME
STREET ADDRESS
SUITE #
CITY, STATE ZIP

5. SPECIAL CONDITIONS

The **SUBRECIPIENT** agrees to comply with the requirements of Title 24 Code of Federal Regulations, Part 570 of the U.S. Department of Housing and Urban Development regulations concerning Community Development Block Grant (CDBG) and all federal regulations and policies issued pursuant to these regulations. The **SUBRECIPIENT** further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

6. **GENERAL CONDITIONS**

A. General Compliance

The **SUBRECIPIENT** agrees to comply with all applicable federal, state and local laws and regulations governing the funds provided under this agreement.

B. Amendments

The **CITY/AGENCY** or **SUBRECIPIENT** may amend this Agreement at any time provided that such amendments make a specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of both organizations, and approved by the **CITY/AGENCY**'s governing body. Such amendments shall not invalidate this Agreement, or relieve or release the **CITY/AGENCY** or **SUBRECIPIENT** from its obligations under this Agreement.

The **CITY/AGENCY** may, at its discretion, amend this Agreement to conform with federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of, the activities to be undertaken as part of this agreement, such modifications will be incorporated only by written amendments signed by both the **CITY/AGENCY** and **SUBRECIPIENT**.

C. Patent Rights

If this agreement results in any discovery or invention which may develop in the course of or under contract, the **CITY/AGENCY** reserves the right to royalty-free, non-exclusive and irrevocable license to use and to authorize others to use, the work for government purpose.

D. Copyright

If this agreement results in any copyrightable material, the **CITY/AGENCY** and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work for government purpose.

E. Suspension or Termination

In accordance with 24 CFR 85.43, either party may terminate this contract at any time given written notices to the other party of such termination and specifying the effective date thereof at least 30 days before the effective date such as termination. Partial terminations of the Scope of Service in Paragraph 1.A above may only be undertaken with the prior approval of the **CITY/AGENCY**. In compliance with 24 CFR 85.44 and in the event of any termination for convenience, all finished or unfinished documents, data, studies, surveys, maps, models, photographs, reports or other material reported by **SUBRECIPIENT** under this Agreement shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents or materials prior to the termination.

The **CITY/AGENCY** may also suspend or terminate this Agreement, in whole or in part, if **SUBRECIPIENT** materially fails to comply with any term of this Agreement, or with any of the rules, regulations, or provisions referred to herein; and the **CITY/AGENCY** may declare the **SUBRECIPIENT** ineligible for any further participation in the **CITY/AGENCY** contracts, in addition to other remedies as provided by law. In the event there is probable cause to believe the **SUBRECIPIENT** is in compliance with any applicable rules or regulations, the **CITY/AGENCY** may withhold up to fifteen percent (15) of said contract funds until such time as the **SUBRECIPIENT** is found to be in compliance by the **CITY/AGENCY**, or is otherwise adjudicated to be in compliance.

F. County Lobbyist Ordinance (***APPLICABLE TO ALL CONTRACTS***)

The **SUBRECIPIENT** affirms that in the procurement and performance of this contract, it was and is in compliance with Los Angeles County Ordinance No. 93-0031.

G. Federal Anti-Lobbying Provision (***APPLICABLE TO CONTRACTS \$100,000 and OVER***)

The **SUBRECIPIENT** affirms that in the procurement and performance of this contract, it was and is in compliance with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352).

H. Awards to Parties on Federal Excluded Parties List (EPLS)

The **SUBRECIPIENT** affirms that it is not on the Federal Excluded Parties List, and agrees to comply with 2 CFR Part 200 – Appendix II(A), which prohibits Federal funds as contract awards to any entity on the Federal Excluded Parties List maintained on www.sam.gov.

7. **ADMINISTRATIVE REQUIREMENTS**

A. Financial Management

1. Accounting Standard

The **SUBRECIPIENT** agrees to comply with 2 CFR Part 200 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all cost incurred.

2. Cost Principles

The **SUBRECIPIENT** shall administer its program in conformance with 2 CFR Part 200 Subpart E “Cost Principles” as applicable; for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record-Keeping

1. Records to be Maintained

The **SUBRECIPIENT** shall maintain all records by the Federal regulations specified in 24 CFR 570.506 and 24 CFR 84.53 and that are pertinent to the activities to be funded under this Agreement. Such records shall include but not limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 2 CFR Part 200; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR 570.

2. Retention

The **SUBRECIPIENT** shall comply with Los Angeles County Auditor-Controller requirement (Auditor Controller Contract Accounting and Administration Handbook, Accounting and

Financial Reporting, Section 3.1, Retention) and retain all records pertinent to expenditures incurred under this contract for a period of five (5) years after the termination of all activities funded under this agreement, or after the resolution of all Federal audit findings, whichever occurs later. Records for non-expendable property acquired with funds under this contract shall be retained for five (5) years after final disposition of such property. Records for any displaced person must be kept for five (5) years after he/she has received final payment.

3. Client Data

The **SUBRECIPIENT** shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not limited to, client name, address, income level, ethnicity, female head of household, or other basis for determining eligibility, and a description of services provided. Such information shall be made available to the **CITY/AGENCY** monitors or their designees for review upon request.

4. Property Records

The **SUBRECIPIENT** shall maintain real property inventory records which identify properties purchased, improves or sold. Properties retained shall continue to meet eligibility criteria and shall conform with the "Changes in Use" restrictions specified in 24 CFR 570.503(b)(7)(i)(ii).

5. National Objectives

The **SUBRECIPIENT** agrees to maintain documentation that demonstrates that the activities carried out with funds provided under this contract meet one or more of the CDBG program's national objectives:

- 1) benefit low-to moderate-income persons,
- 2) aid in the prevention or elimination of slums or blight,
- 3) Meet community development needs having a particular urgency – as defined in 24 CFR 570.208.

6. Close-Outs and Reversion of Assets

Per 24 CFR 570.503(b)(7)(i)(ii), **SUBRECIPIENT** obligation to the **CITY/AGENCY** shall not end until close-out requirements are completed within 30 days after expiration of this contract. Activities during this close-out period shall include, but are limited to: making final payments, disposing of program assets {including the return of all unused materials, equipment, unspent cash advances, program income, balances, and receivable accounts to the **CITY/AGENCY**}, and determining the custodianship of records.

7. Audits & Inspections

All **SUBRECIPIENT** records with respect to any matters covered by this agreement shall be made available to the **CITY/AGENCY**, grantor agency, their designees or the Federal Government, at any time during normal business hours, as often as the **CITY/AGENCY** deems necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the **SUBRECIPIENT** within 30 days after receipt by the **SUBRECIPIENT**. Failure of the **SUBRECIPIENT** to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The **SUBRECIPIENT** hereby agrees to have an annual agency audit conducted in accordance with current **CITY/AGENCY** policy concerning **SUBRECIPIENT** audits.

C. Reporting and Payment Procedures

1. Budgets

The **SUBRECIPIENT** will submit a detailed contract budget of a form and content prescribed by the **CITY/AGENCY** for approval. The **CITY/AGENCY** and the **SUBRECIPIENT** may agree to revise the budget from time to time in accordance with existing **CITY/AGENCY** policies.

2. Program Income

The **SUBRECIPIENT** shall report quarterly all program income as defined at 24 CFR 570.500(a) generated by activities carried out with CDBG funds made available under this contract. The use of program income by the **SUBRECIPIENT** may use such income during the contract period for activities permitted under this contract and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unused program income shall be returned to the **CITY/AGENCY** at the end of the contract period. Any interest earned on cash advances from U.S. Treasury is not program income and shall be remitted promptly to the Grantee.

3. Indirect Cost

If indirect costs are charges, the **SUBRECIPIENT** will develop an indirect cost allocation plan in accordance with 2 CFR Part 200.414(e), for determining the appropriate **CITY/AGENCY** share of administrative costs and shall submit such plan to **CITY/AGENCY** for approval, prior to the execution of the contract.

4. Payment Procedures

The **CITY/AGENCY** will pay to the **SUBRECIPIENT** funds available under this contract based upon information submitted by the **SUBRECIPIENT** and consistent with any approved budget and **CITY/AGENCY** policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the **SUBRECIPIENT** and not to exceed actual cash requirements. Payments will be adjusted by the **CITY/AGENCY** in accordance with advance fund and program income balances available in **SUBRECIPIENT** accounts. In addition, the **CITY/AGENCY** reserves the right to liquid funds available under this contract for costs incurred by the **CITY/AGENCY** on behalf of the **SUBRECIPIENT**.

D. Procurement

1. Compliance

The **SUBRECIPIENT** shall comply with current **CITY/AGENCY** policy concerning the purchase of equipment and shall maintain an inventory of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the **CITY/AGENCY** upon termination of this contract.

2. Procurement Standards

The **SUBRECIPIENT** shall procure materials in accordance with the requirements of 2 CFR Part 200.318-329, covering utilization and disposal of property.

3. Relocation, Acquisition and Displacement

The **SUBRECIPIENT** agrees to comply with 24 CFR 570.606 and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) relating to the acquisition and disposition of all real property utilizing grant funds, and to the displacement of persons, businesses, nonprofit organizations and farms occurring as a direct result of any acquisition of real property utilizing grant funds. The **SUBRECIPIENT** agrees to comply with applicable

CITY/AGENCY Ordinances, Resolutions, and Policies concerning displacement of individuals from their residences.

8. **PERSONNEL & PARTICIPANT CONDITIONS**

I. **Civil Rights**

a. **Compliance**

The **SUBRECIPIENT** agrees to comply with all local and State civil laws and with:

- Title VI of the Civil Rights Act of 1964 as amended
- Title VIII of the Civil Rights Act of 1964 as amended
- Section 109 of Title I of the Housing and Community Development Act 1974
- Section 504 of Rehabilitation Act of 1973
- Architectural Barriers Act of 1968
- Americans with Disabilities Act of 1990
- Age Discrimination Act of 1975
- Fair Housing Act
- Executive Order 11063
- Executive Order 11246 as amended by Executive Orders 11375, 11478, 12086, and 12107
- Executive Order 12372.

J. **Nondiscrimination**

The **SUBRECIPIENT** will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital status, or status with regard to public assistance. The **SUBRECIPIENT** will take affirmative action to ensure that all employment practices are free from such discrimination. Such employment practices include but are not limited to following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay of other forms of compensation, and selection for training including apprenticeship. The **SUBRECIPIENT** agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause.

K. **Section 504**

The **SUBRECIPIENT** agrees to comply with any federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973, 929 U.S.C. 706 which prohibits discrimination against the handicapped in any federally assisted program. The **CITY/AGENCY** shall provide the **SUBRECIPIENT** with any guidelines necessary for compliance with that portion of the regulations in force during the term of this contract.

L. **Conduct**

a. **Conflict of Interest**

The **SUBRECIPIENT** agrees to abide by the provisions of 2 CFR Part 200.318 (c)(1)(2) with respect to conflicts of interest, and covenants that it presently has no financial interest and shall not acquire any financial interest direct or indirect, which would conflict in any manner or degree with the performance of services required under this contract. The **SUBRECIPIENT** further covenants that in the performance of this contract no person having such a financial interest shall be employed or retained by the **SUBRECIPIENT** hereunder. These conflicts of interest provisions apply to any person who is an employee, agent consultant, officer, or

elected official or appointed official of the Grantee, or of any designated public agencies or Subrecipients which are receiving funds under the CDBG Entitlement program.

b. Religious Organization

The **SUBRECIPIENT** agrees that funds provided under this contract will not be utilized for religious activities, to promote religious interests, or for the benefit of a religious organization in accordance with the federal regulations specified in 24 CFR 570.200(j).

M. Employment Restrictions

a. Labor Standards (**APPLICABLE TO CONSTRUCTION CONTRACTS**)

The SUBRECIPIENT agrees to comply, as applicable, with the requirements of the Secretary of Labor in accordance with the Executive Order 11246, Davis-Bacon Act as amended, the provision of Section 103 and 107 of the Contract Work Hours and Safety Standards Act, the Copeland "Anti-Kickback" Act (40 U.S.C. 276, 327-333), Section 3 of the Housing and Urban Development Act of 1968, and all other applicable federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this contract. The SUBRECIPIENT shall maintain documentation which demonstrates compliance with hour and wages requirements of this part. Such documentation shall be made available to the CITY/AGENCY for review upon request.

The **SUBRECIPIENT** agrees that, except with respect to the rehabilitation or construction of residential property designed for residential use for less than eight (8) households, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair of any building or work financed in whole or in part with assistance provided under this contract, shall comply with federal requirements adopted by the **CITY/AGENCY** pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR, Parts 3, 15 and 7 governing the payment of wages and ratio of apprentices and trainees to journeymen; provided, that if wage rates higher than those required under the regulations are imposed by state or local law, provided, that if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the **SUBRECIPIENT** of its obligation, if any, to require payment of the higher wage.

9. **ENVIRONMENTAL CONDITIONS**

A. Flood Disaster Protection

The **SUBRECIPIENT** agrees to comply, as applicable, with the requirements of the Flood Disaster Protection Act of 1973 (P.L.-2234) in regard to the sale, lease or other transfer of land acquired, cleared or improved under the terms of this contract, as it may apply to the provisions of this contract.

B. Lead-Based Paint

The **SUBRECIPIENT** agrees that any construction or rehabilitation of residential structures with assistance provided under this contract shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR 35, and in particular Sub-Part B thereof. Such regulations pertain to all HUD-assisted housing and require that all owners, prospective owners, and tenants or properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notifications shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning.

C. Clean Air and Water Acts (**APPLICABLE TO CONSTRUCTION CONTRACTS OF \$150,000 OR MORE**)

The **SUBRECIPIENT** agrees to comply with the following regulations insofar as they apply to the performance of this agreement:

- Clean Air Act, 42 U.S.C., 1857, et seq.
- Clean Water Act
- Energy Policy and Conservation Act
- Executive Order 11738

10. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the **CITY/AGENCY** and the **SUBRECIPIENT** for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the **CITY/AGENCY** and the **SUBRECIPIENT** with respect to this Agreement.

Failure to comply or act with respect to any section of the agreement shall constitute a violation and material breach of contract upon which the **CITY/AGENCY**, through its CITY MANAGER/EXECUTIVE DIRECTOR or designee may immediately cancel, terminate or suspend this Contract.

IN WITNESS WHEREOF, the APPROVING BODY has caused this Agreement to be subscribed and attested by the CITY MANAGER/EXECUTIVE DIRECTOR hereof, and the **SUBRECIPIENT** has subscribed the same through its authorized officer, the day, month and year first above written.

SUBRECIPIENT

"CITY/AGENCY"

Agency:

CITY/AGENCY

By: _____
 Typed Name:
 Title: Executive Director

By: _____
 Executive Director

Attest:

By: _____