

CITY OF SAN MARINO
CITY COUNCIL AGENDA

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

John T. Schaefer, City Manager



www.cityofsanmarino.org

(626) 300-0700 Phone

(626) 300-0709 Fax

City Hall Council Chamber

2200 Huntington Drive

San Marino, CA 91108

FRIDAY, MARCH 25, 2016
8:00 A.M.
CITY HALL
COUNCIL CHAMBER
2200 HUNTINGTON DRIVE, SAN MARINO, CA

The City of San Marino appreciates your attendance. Citizens' interest provides the Council with valuable information regarding issues of the community.

Regular Meetings are held on the 2nd Wednesday of every month at 6:00 p.m. Adjourned Regular Meetings are held on the last Friday of every month at 8:00 a.m.

In compliance with the American with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (626) 300-0705 at least 48 hours prior to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilman Huang, Councilman Talt, Councilman Ward, Vice Mayor Sun, and Mayor Yung

POSTING OF AGENDA

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City's Website: <http://www.cityofsanmarino.org>

PUBLIC COMMENTS

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the City Council on any item of interest to the public, before or during the Council's consideration of the item, that is within the subject matter jurisdiction of the City Council.

MOTION TO WAIVE FURTHER READINGS

This action permits the City Council to act on ordinances and resolutions without having to read the entire text of the ordinance or resolution. The title of an ordinance on First Reading must be read in its entirety. An ordinance on Second Reading does not require having the title read. However, the City Council may request that an ordinance or resolution be read in its entirety before taking any action.

STUDY SESSION**1. DRAFT BUDGET OVERVIEW**

Recommendation: Staff recommends that the Council review the proposed budget. This item is for information and study. No motion is requested at this time.

2. CRIME REDUCTION PLAN

Recommendation: "A motion to direct staff to implement the Crime Reduction Plan proposed for fiscal year 2016-2017."

CONSENT CALENDAR

Members of the public may at this time speak on any items on the Consent Calendar. After which, the Mayor will request members of the City Council to indicate if there are any items on the Consent Calendar that should be discussed individually. These items will be pulled from the Consent Calendar and acted on separately.

3. FEBRUARY 2016 TREASURER'S REPORT

Recommendation: "A motion to accept and file the Treasurer's Report for the period ending February 29, 2016."

4. COUNCIL APPROVAL OF MANDATED RESPONSE TO LOS ANGELES GRAND JURY INTERIM REPORT ON “INADEQUATE EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION”

Recommendation: “A motion to direct staff to send the attached letter to the Grand Jury.”

NEW BUSINESS

5. APPROPRIATION OF ADDITIONAL FUNDS FOR ELECTION COSTS ASSOCIATED WITH THE NOVEMBER 3, 2015 GENERAL MUNICIPAL ELECTION

Recommendation: “A motion to appropriate an additional \$17,684.05 to Account #101-07-4290-0000 for the November 3, 2015 election costs that exceeded the estimated cost originally included in the 2015-16 Fiscal Year Operating Budget, and approve the payment of \$63,684.05 to the County of Los Angeles.”

6. SAN MARINO MOTOR CLASSIC: THREE YEAR AGREEMENT FOR USE OF LACY PARK

Recommendation: “A motion 1) authorizing the City Manager to approve an annual permit with the Rotary Club of San Marino for the San Marino Motor Class for fiscal years 2016-17; 2017-18; and 2018-9; and 2) establishing the annual Lacy Park permit fee for the San Marino Motor Classic at \$3,545, not including insurances, inspections fees, maintenance, and other support costs required to conduct the event.”

CONTINUED BUSINESS

7. RELOCATION OF THE SOUTHERN CALIFORNIA GAS COMPANY DATA COLLECTION UNIT MI055-I CURRENTLY LOCATED AT 1435 CIRCLE DRIVE

Recommendation: “A motion to authorize the Planning and Building Department to process the permits to locate the Data Collection Unit along City right-of-way at 1155 Oak Grove Avenue.”

8. DISCUSSION REGARDING GENERAL PLAN LAND USE MAP AND ZONING MAP INCONSISTENCIES

Recommendation: “A motion to 1) direct staff to proceed with amending the General Plan Land Use Map to designate the specified properties as Residential uses; or 2) either direct staff to proceed to amend the zoning ordinance or the General Plan to eliminate the current inconsistencies between the General Plan and the underlying zoning.”

9. REVIEW OF MAKING SAN MARINO BETTER LIST

PUBLIC COMMENTS

The public may at this time speak regarding any city-related issue, provided that no action shall be taken on any item not appearing on the agenda. Any person desiring to speak should complete a Speaker’s Form located at the entrance and hand it to the City Clerk. The Mayor reserves the right to place limits on duration of comments.

CLOSED SESSION

10. CONFERENCE WITH LABOR NEGOTIATOR—PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino Fire Fighters’ Association

11. CONFERENCE WITH LABOR NEGOTIATOR—PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino Police Officers’ Association

12. CONFERENCE WITH LABOR NEGOTIATOR – PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino City Employees’ Association
representing General Employees

13. CONFERENCE WITH LEGAL COUNCIL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Section 54956.9-(1 case)

RECONVENE TO OPEN SESSION

CLOSED SESSION REPORT

ADJOURNMENT

The San Marino City Council will adjourn to the next regular meeting to be held on **WEDNESDAY, APRIL 13, 2016, at 6:00 P.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

Dated: March 21, 2016

Posted: March 21, 2016

VERONICA RUIZ, CMC
CITY CLERK

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: [LISA BAILEY, FINANCE DIRECTOR]
DATE: [MARCH 25, 2016]
SUBJECT: **DRAFT 2016-17 FISCAL YEAR BUDGET** |

Allan Yung, MD, Mayor
Richard Sun, DDS, Vice Mayor
Steven W. Huang, DDS, Council Member
Steve Talt, Council Member
Richard Ward, Council Member

BACKGROUND

Staff presented a proposed fee schedule and estimated revenue for the 2016-17 fiscal year at the Council's February 10, 2016 meeting. At the March 9, 2016 Council meeting staff presented proposed personnel costs for the 2016-17 fiscal year. Attached you will find a draft proposed budget which includes estimated revenues, expenditures and fund balances for the current and coming fiscal year. There are no MOU increases or capital projects or equipment included in the totals at this point. You will see proposed capital projects and equipment with estimated costs, but they are not included in the fund balance estimates.

FISCAL IMPACT

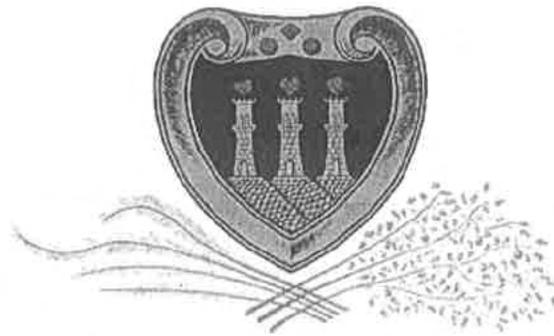
The estimated fund balance at June 30, 2016 is \$18 million for the unrestricted funds and another \$1.5 million for the restricted funds. The proposed budget without MOU increases and capital projects or equipment provides an increase to the unrestricted fund balance of \$3,637,888. Each department will present its proposed budget at a future date. Council will then be asked to provide direction regarding the funding of MOU increases and capital projects and equipment. |

RECOMMENDATION

[Staff recommends that the Council review the proposed budget. This item is for information and study. No motion is requested at this time.]

Attachments: [DRAFT Fiscal Year 2016-17 Proposed Budget

|



City of San Marino

DRAFT

Fiscal Year 2016-17 Proposed Budget

2015-16 Fund Balance Summary

Fund		07/01/15 Audited Fund Balance	Estimated Revenues	Projected Transfers In	Projected Transfers Out	Estimated Expenditures/ Carryovers	Estimated 6/30/2016 Fund Balance		Estimated Increase/(Decrease) in Fund Balance
							Reserved	Unreserved	
Unrestricted Funds:									
101	General Fund	20,842,825	20,459,886	446,645	15,009,237	9,603,718		17,136,400	(3,706,425)
102	Payroll Fund	(912,714)	-	912,714	-	-		0	912,714
103	Public Safety Fund	155,877	4,411,676	6,136,168		10,703,721		(0)	(155,877)
104	Fourth of July Event Fund	(4,400)	57,000	28,696		81,297		(0)	4,400
105	San Marino Center Fund	(7,084)	22,000	71,049		85,965		(0)	7,084
281	Restricted Donations to City Fund	244,952	289,675		74,000	144,175		316,452	71,500
394	Capital Projects Fund	(117,798)	-	6,140,674		6,022,876		-	117,798
401	Debt Service Fund	51	-	736,486		736,537		-	(51)
500	Windstorm Fund	263,035	85,657	-	348,692	-		(0)	(263,035)
591	Capitalized Equipment Fund	499,922	408,600			378,865		529,657	29,735
595	Workers' Compensation Fund	99,203	-	601,697		700,900		-	(99,203)
596	General Liability Fund	-	-	381,753		381,753		-	-
All Unrestricted Funds		21,063,869	25,734,493	15,455,882	15,431,929	28,839,807	-	17,982,509	(3,081,360)
Restricted Funds:									
202	Gas Tax Fund	269,944	267,593			12,883		524,654	254,710
204	CDBG Fund	216	127,101	-		127,101		216	-
206	County Park Prop. A Fund	75	60,789			60,789		75	-
207	Prop. A Transit Fund	391,911	300,199			305,129		386,981	(4,930)
209	Drought Fund	-	24,050			3,000		21,050	21,050
212	Air Quality Fund	18,511	15,015			-		33,526	15,015
213	STPL Fund	16,360	7			-		16,367	7
214	TDA Fund	3,314	-			-		3,314	-
215	Prop. C Transit Fund	34,691	1,083,820			1,045,000		73,511	38,820
216	PEG Fees	86,785	30,140			-		116,925	30,140
217	Asset Seizure Fund	66,137	1,080			38,814		28,403	(37,734)
220	Granada Ave. Assessment II Fund	21,734	2,200		23,934	-		-	(21,734)
221	Used Oil Grant	(30,524)	36,000			5,476		-	30,524
224	Assistance to Firefighters Grant Fund	8,126	-			-		8,126	-
226	CA Recycling Grant Fund	13,488	215,300			-		228,788	215,300
233	COPS Fund	81,869	100,060			87,311		94,618	12,749
236	Windstorm Tree Grant	7	-		7	-		-	(7)
238	County Park Grant Old Mill	-	100,000			100,000		-	-
239	County Parks & Rec Grant	-	2,500			2,500		-	-
240	Homeland Security Grant Fund	1,268	(1,256)		12	-		-	(1,268)
241	Safe Routes to School Fund	(119,613)	127,165			7,552		-	119,613
243	LA County Measure R Fund	114,068	187,455			277,020		24,503	(89,565)
244	Prop. 1B Street Funds	-	-			-		-	-
247	SCAG Grant	-	150,000			150,000		-	-
All Restricted Funds		978,367	2,829,218	-	23,953	2,222,575	-	1,561,057	582,690
All Funds		22,042,236	28,563,711	15,455,882	15,455,882	31,062,381	-	19,543,566	(2,498,670)

2016-17 Fund Balance Summary

Fund	07/01/15	Estimated Revenues	Projected Transfers In	Projected Transfers Out	Requested Expenditures	Estimated 6/30/2016		Estimated Increase/(Decrease) in Fund Balance	
	Estimated Fund Balance					Fund Balance Reserved	Fund Balance Unreserved		
Unrestricted Funds:									
101	General Fund	17,136,400	21,379,181	74,000	8,306,642	9,536,812	20,746,127	3,609,726	
102	Payroll Fund	0	-	-	-	-	0	-	
103	Public Safety Fund	(0)	4,463,582	6,521,397	-	10,984,979	(0)	(0)	
104	Fourth of July Event Fund	(0)	57,177	32,748	-	89,925	(0)	(0)	
105	San Marino Center Fund	(0)	24,200	66,269	-	90,469	(0)	-	
281	Restricted Donations to City Fund	316,452	214,660	-	74,000	112,497	344,615	28,163	
394	Capital Projects Fund	-	-	-	-	-	-	-	
401	Debt Service Fund	-	-	761,362	-	761,362	-	-	
500	Windstorm Fund	(0)	-	-	-	-	(0)	-	
591	Capitalized Equipment Fund	529,657	-	-	-	-	529,657	-	
595	Workers' Compensation Fund	-	-	544,866	-	544,866	(0)	(0)	
596	General Liability Fund	-	-	380,000	-	380,000	-	-	
All Unrestricted Funds		17,982,509	26,138,800	8,380,642	8,380,642	22,500,911	-	21,620,397	3,637,888
							21,620,397		
Restricted Funds:									
202	Gas Tax Fund	524,654	268,200	-	-	-	792,854	268,200	
204	CDBG Fund	216	37,708	-	-	37,708	216	-	
206	County Park Prop. A Fund	75	63,619	-	-	55,955	7,739	7,664	
207	Prop. A Transit Fund	386,981	246,175	-	-	236,888	396,268	9,287	
209	Water Use Fines	21,050	25,050	-	-	3,000	-	-	
212	Air Quality Fund	33,526	15,015	-	-	-	48,541	15,015	
213	STPL Fund	16,367	-	-	-	-	16,367	-	
214	TDA Fund	3,314	-	-	-	-	3,314	-	
215	Prop. C Transit Fund	73,511	200,100	-	-	-	273,611	200,100	
216	PEG Fees	116,925	30,140	-	-	-	147,065	30,140	
217	Asset Seizure Fund	28,403	550	-	-	1,800	27,153	(1,250)	
220	Granada Ave. Assessment II Fund	-	-	-	-	-	-	-	
221	Used Oil Grant	-	5,000	-	-	5,000	-	-	
224	Assistance to Firefighters Grant Fund	8,126	-	-	-	-	8,126	-	
226	CA Recycling Grant Fund	228,788	5,020	-	-	13,000	220,808	(7,980)	
233	COPS Fund	94,618	100,060	-	-	90,000	104,678	10,060	
236	Windstorm Tree Grant Fund	-	-	-	-	-	-	-	
238	County Park Grant Fund	-	-	-	-	-	-	-	
240	Homeland Security Grant Fund	-	-	-	-	-	-	-	
241	Safe Routes to School Fund	-	65,242	-	-	-	65,242	65,242	
243	LA County Measure R Fund	24,503	153,240	-	-	-	177,743	153,240	
244	Prop. 1B Street Funds	-	-	-	-	-	-	-	
247	SCAG Grant Fund	-	-	-	-	-	-	-	
All Restricted Funds		1,561,057	1,215,119	-	-	443,351	-	2,289,725	749,718
All Funds		19,543,566	27,353,919	8,380,642	8,380,642	22,944,262	-	23,910,122	4,387,606
							23,910,122		

Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
Unrestricted Funds:					
General Fund					
Taxes:					
101-00-3001-0000	Secured & Unsecured Property Tax	12,464,784	12,875,000	13,005,796	13,526,028
101-00-3030-0000	Sales & Use Taxes	329,624	270,000	262,191	300,000
101-00-3032-0000	In-Lieu Sales Tax	125,071	125,071	28,000	28,000
101-00-3040-0000	Franchise Taxes	596,534	570,000	580,093	575,000
101-00-3042-0000	Real Property Transfer Taxes	227,474	203,700	186,712	230,000
101-00-3044-0777	Utility Users Taxes - Cingular	93,335	96,778	81,029	80,000
101-00-3044-1650	Utility Users Taxes - Edison	667,076	699,219	642,755	670,000
101-00-3044-4510	Utility Users Taxes - Metro Wa	357,665	407,566	246,707	230,000
101-00-3044-4620	Utility Users Taxes - Miscella	74,489	83,000	77,008	80,000
101-00-3044-7260	Utility Users Taxes - AT&T	129,081	124,854	131,029	130,000
101-00-3044-8470	Utility Users Taxes - So. Cal.	156,483	97,670	150,000	153,000
101-00-3044-9022	Utility Users Taxes - T-Moblle	39,332	36,870	41,789	42,000
101-00-3044-9240	Utility Users Taxes - Time War	136,985	127,670	142,607	147,000
101-00-3044-9355	Utility Users Taxes - Verizon	56,828	52,536	47,655	48,000
101-00-3046-0000	Business License Tax	484,672	485,000	430,000	440,000
		15,939,435	16,254,934	16,053,371	16,679,028
Licenses & Permits:					
101-00-3103-0000	Bicycle Licenses	420	500	500	500
101-00-3153-0000	Film Permits	23,773	20,000	20,000	22,000
101-14-3106-0000	Tree Permits	33,185	35,000	35,630	35,000
101-14-3151-0000	Building Permits	522,896	420,000	475,000	498,000
101-48-3152-0000	Street & Curb Permit Fees	60,729	62,000	80,000	80,000
		641,003	537,500	611,130	635,500
Charges for Services:					
101-00-3304-0000	Environmental Fees	133,828	132,500	136,251	136,251
101-00-3321-0000	Check Reissuance Fee	195	185	140	150
101-07-3346-0000	Sales of Maps & Pub.s - Admin	673	500	500	500
101-14-3150-0000	Bldg. Dept. Education Fee	4,363	12,600	6,000	7,500
101-14-3306-0000	General Plan Fee	21,121	80,000	20,000	20,600
101-14-3308-0000	Plan Check Fees	251,908	315,000	261,000	260,000
101-14-3312-0000	Zoning Fees	202,772	210,000	125,000	150,000
101-14-3346-0000	Sales of Maps & Pub.s-P&B	283	400	500	500
101-60-3340-0000	Nonresident Fees-Recreation	13,317	9,500	9,500	9,500
101-60-3342-0000	Class Refund Fee	-	-	-	-
101-62-3336-0000	Aquatics Program Fees	154,297	160,000	160,000	201,776
101-64-3336-0000	Contract Class Program Fees	337,346	380,000	380,000	340,800
101-64-3336-0001	Bridge Program Fees	-	-	-	20,810
101-64-3336-0002	Jr. Titans Fees	-	-	-	18,870
101-66-3336-0000	Special Events Program Fees	-	-	-	-
101-66-3336-0001	Easter Program Fees	5,508	6,800	2,800	2,800
101-66-3336-0002	Track Meet Program Fees	2,646	2,500	2,500	2,500
101-66-3336-0003	Snow Day Program Fees	13,004	16,000	11,700	12,725
101-68-3336-0000	Senior Program Fees	26,226	25,000	25,000	27,560
101-70-3336-0000	Daycare Program Fees	157,413	160,000	160,000	210,820
101-72-3336-0000	Daycamp Program Fees	164,064	161,398	161,398	186,260
101-74-3336-0000	Preschool Program Fees	403,607	420,049	426,049	582,951

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
101-90-3344-0000	Library Fees	66	-	-	-
101-90-3344-6055	Passport Fees	70,506	30,000	90,000	90,000
101-90-3346-0000	Library Copies	6,713	8,000	6,500	6,500
101-91-3344-3963	Lost Materials Fees	3,552	3,000	3,000	3,000
101-91-3502-1496	DVD Rentals	4,444	5,000	4,500	4,500
101-93-3344-1200	Damaged Materials Fees	804	250	800	800
101-94-3344-0000	Overdue Materials Fees	19,336	15,000	19,000	19,000
101-94-3344-3000	Hold Fees	1,040	1,000	1,100	1,100
101-94-3344-7037	Replacement Library Card Fees	761	700	750	750
		<u>1,999,791</u>	<u>2,155,382</u>	<u>2,013,988</u>	<u>2,318,523</u>
Intergovernmental:					
101-00-3202-4075	Mandated Cost Reimbursements	120,942	-	35,629	-
101-00-3202-9350	State Vehicle License Fees	5,603	5,000	5,000	5,000
101-00-3204-0000	VLF Swap	1,310,990	1,311,000	1,400,000	1,400,000
101-90-3202-0000	Cenic Rebates	-	8,638	6,318	9,180
		<u>1,437,535</u>	<u>1,324,638</u>	<u>1,446,947</u>	<u>1,414,180</u>
Fines & Forfeitures:					
101-00-3410-0000	Fines & Fees	125	100	100	100
101-14-3410-0000	Business License NOV's	-	-	30,000	30,000
101-14-3410-9245	Tree Fines	44,800	15,000	15,000	15,000
		<u>44,925</u>	<u>15,100</u>	<u>45,100</u>	<u>45,100</u>
Use of Money & Property:					
101-00-3501-0000	Interest	130,329	100,000	132,000	134,000
101-00-3550-0000	Sale of Property	26,600	20,000	20,000	20,000
101-40-3502-0000	Rental Fees-Public Works	7,210	5,000	5,000	5,000
101-50-3502-0000	Rents & Concessions-Park	62,682	50,000	45,000	50,000
101-60-3502-0000	Rents & Concessions-Rec	16,845	22,300	16,600	16,600
101-90-3502-0000	Library Rental Fees	10,140	8,500	11,000	11,000
101-95-3502-0000	Rental Fees-Old Mill	8,656	-	-	-
		<u>262,461</u>	<u>205,800</u>	<u>229,600</u>	<u>236,600</u>
Miscellaneous Revenue:					
101-00-3701-0000	Miscellaneous Revenue	13,269	10,000	10,000	10,000
101-00-3702-0000	City Reimbursements	40,871	10,000	10,000	10,000
101-40-3348-0000	Damage to City Property Reimbs	19,675	20,000	20,000	20,000
101-48-3333-0000	Sales of Street Signs	1,040	500	250	250
101-00-3601-0000	Miscellaneous Donations Received	73,037	-	-	-
101-60-3701-0000	Miscellaneous Revenue-Rec	503	-	-	-
101-90-3701-0000	Miscellaneous Revenue-Library	2,946	1,600	4,500	5,000
101-95-3701-0000	Old Mill Reimbursements	-	15,000	15,000	5,000
		<u>151,340</u>	<u>57,100</u>	<u>59,750</u>	<u>50,250</u>
	General Fund Totals	<u>20,476,490</u>	<u>20,550,454</u>	<u>20,459,886</u>	<u>21,379,181</u>
Public Safety Fund					
Taxes:					
103-00-3005-0000	Public Safety Property Taxes	2,949,672	2,910,600	2,910,600	2,984,032
103-00-3006-0000	Public Safety Augmentation Fd	134,922	120,000	120,000	125,000
		<u>3,084,594</u>	<u>3,030,600</u>	<u>3,030,600</u>	<u>3,109,032</u>
Charges for Services:					
103-30-3201-0000	Animal Control Services	280	10,000	10,000	11,500
103-30-3316-0000	Special Police Services	10,885	10,000	2,500	2,400

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
103-30-3317-0000	Citation Sign off Fee	601	600	500	400
103-30-3318-0000	Clearance Letter Fees	715	500	400	400
103-30-3319-0000	Report Copies	250	200	756	750
103-30-3321-0000	Burglary Alarm Permits	16,131	18,000	11,500	11,500
103-30-3324-0000	Housewatch Fees	3,585	2,500	9,900	10,000
103-30-3325-0000	Vehicle Impound Release Fees	18,569	15,000	13,608	12,500
103-30-3331-3550	Live Scan Fees	1,805	1,500	6,000	7,000
103-30-3331-9241	Tow Fees	24,292	22,000	12,000	8,000
103-34-3315-0000	Shared Fire Command Revenue	691,084	600,000	506,000	575,000
103-34-3316-0000	Outside Services	-	5,000	6,100	6,100
103-34-3330-0000	Fire Fees	86,743	70,000	35,000	9,000
103-34-3332-0000	Paramedic Service Fees	434,288	420,000	425,000	429,000
		<u>1,289,227</u>	<u>1,175,300</u>	<u>1,039,264</u>	<u>1,083,550</u>
Intergovernmental:					
103-30-3202-6600	POST Reimbursement	13,336	15,000	7,882	12,500
103-34-3202-2725	GEMT Reimbursement	4,636	50,000	29,412	25,000
		<u>17,972</u>	<u>65,000</u>	<u>37,294</u>	<u>37,500</u>
Fines & Fees:					
103-30-3320-0000	Burglary Alarm Fines	700	1,000	-	500
103-30-3400-0000	Parking Citations	90,766	120,000	65,000	70,000
103-30-3401-0000	Vehicle Code Fines	104,491	125,000	59,000	80,000
103-30-3410-0440	Business License NOVs	28,316	30,000	-	-
		<u>224,274</u>	<u>276,000</u>	<u>124,000</u>	<u>150,500</u>
Miscellaneous Revenue:					
103-30-3701-0000	Police Misc. Revenue	1,085	-	5	-
103-30-3702-0000	Police Reimbursements	3,610	-	11,814	8,000
103-34-3328-0000	Strike Team Reimbursements	29,710	75,000	168,699	75,000
		<u>34,405</u>	<u>75,000</u>	<u>180,518</u>	<u>83,000</u>
	Public Safety Fund Totals	<u>4,650,471</u>	<u>4,621,900</u>	<u>4,411,676</u>	<u>4,463,582</u>
		-	-	-	-
Fourth of July Fund					
104-00-3336-0000	Admission Fees	57,412	73,000	57,000	57,177
		<u>57,412</u>	<u>73,000</u>	<u>57,000</u>	<u>57,177</u>
San Marino Center Fund					
105-82-3502-0000	Rents & Concessions	15,569	22,000	22,000	24,200
		<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
Donations Fund					
281-00-3501-0000	Interest Income	184	-	-	-
281-00-3601-0000	General Donations Received	-	74,000	74,000	74,000
281-00-3601-3418	Donations Received-War Memoria	300	-	-	-
281-20-3708-2013	Centennial Fountain Bricks	200	-	-	-
281-30-3601-0000	Police Donations Received	1,400	-	3,000	1,000
281-34-3601-0000	Fire Donations Received	4,100	4,500	4,500	4,500
281-50-3601-0000	Lacy Park Donations Received	11,900	-	115,000	-
281-52-3601-5880	City Club Parklet Donations Rec'd.	1,596	-	-	-
281-60-3601-0000	Recreation Donations Received	600	-	-	-
281-66-3601-0000	Memorial Day Donations	2,000	500	500	500
281-66-3601-0002	Track Meet Donations	-	2,000	2,000	2,000
281-66-3601-2570	4th of July Donations	1	-	1,357	1,360
281-74-3333-0000	Preschool Fundraiser	1,954	1,500	1,780	1,800

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
281-90-3601-0000	Library Donations Received	50	35,000	15,000	53,000
281-90-3601-1120	Donations-Crain Art Gallery	2,100	1,000	1,000	1,000
281-90-3601-9506	Library Wish List Donations	4,075	12,000	8,000	10,000
281-91-3601-0000	Adult Materials Donations-Othe	13,198	3,000	3,038	3,000
281-91-3601-0776	Adult Chinese Language Materia	2,000	2,000	2,000	2,000
281-91-3601-2575	Adult Materials Donations-Frie	14,000	14,500	16,500	15,500
281-92-3601-0000	Children's Mats. Donations	10,532	6,500	6,500	6,500
281-92-3601-2575	Children's Mats. Donations-Fri	36,050	35,500	35,500	38,500
		<u>106,241</u>	<u>192,000</u>	<u>289,675</u>	<u>214,660</u>
Windstorm Fund:					
500-00-3702-0000	Reimbursements	263,035	-	85,657	-
Capitalized Equipment Fund					
591-00-3850-0000	Equipment Cost Allocation	389,778	408,600	408,600	-
Unrestricted Fund Totals		<u>25,958,995</u>	<u>25,867,954</u>	<u>25,734,493</u>	<u>26,138,800</u>
Restricted Funds:					
202-00-3501-0000	Interest Income	1,218	1,300	200	200
202-48-3038-7590	Gas Taxes Section 2105	74,061	66,000	68,655	69,000
202-48-3038-7700	Gas Taxes Section 2106	48,193	56,000	42,513	43,000
202-48-3038-7810	Gas Taxes Section 2107	94,785	81,000	91,198	91,000
202-48-3038-7920	Gas Taxes Section 2107.5	3,000	3,000	3,000	3,000
202-48-3038-7930	RTAC 7360 Transit Funds	126,574	143,000	62,027	62,000
		<u>347,831</u>	<u>350,300</u>	<u>267,593</u>	<u>268,200</u>
204-00-3501-0000	Interest Income	9	-	-	-
204-00-3201-0650	Federal CDBG	32,966	138,489	127,101	37,708
		<u>32,975</u>	<u>138,489</u>	<u>127,101</u>	<u>37,708</u>
206-00-3203-3420	Local - LA Co. Pk. Bond	40,814	63,619	60,789	63,619
207-00-3032-0000	Prop. A Transit Taxes	234,259	235,000	299,799	245,775
207-00-3501-0000	Interest Income	1,127	1,200	400	400
		<u>235,386</u>	<u>236,200</u>	<u>300,199</u>	<u>246,175</u>
209-00-3410-0000	Water Use Fines	-	-	24,000	25,000
209-00-3501-0000	Interest Income	-	-	50	50
		<u>-</u>	<u>-</u>	<u>24,050</u>	<u>25,050</u>
212-00-3203-0080	AQMD Grant	16,476	15,000	15,000	15,000
212-00-3501-0000	Interest	39	15	15	15
		<u>16,515</u>	<u>15,015</u>	<u>15,015</u>	<u>15,015</u>
213-00-3202-8950	MTA-STPL	-	-	-	-
213-00-3501-0000	Interest Income	28	-	7	-
		<u>28</u>	<u>-</u>	<u>7</u>	<u>-</u>

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
214-00-3036-0000	TDA Article 3 Taxes	4,921	11,000	-	-
214-00-3501-0000	Interest Income	33	30	-	-
		<u>4,954</u>	<u>11,030</u>	<u>-</u>	<u>-</u>
215-00-3034-0000	Prop. C Transit Taxes	194,546	1,031,000	1,083,680	200,000
215-00-3501-0000	Interest Income	35	240	140	100
		<u>194,582</u>	<u>1,031,240</u>	<u>1,083,820</u>	<u>200,100</u>
216-00-3045-0000	PEG Fees	28,423	30,000	30,000	30,000
216-00-3501-0000	Interest Income	189	-	140	140
		<u>28,611</u>	<u>30,000</u>	<u>30,140</u>	<u>30,140</u>
217-00-3501-0000	Interest Income	155	150	80	50
217-30-3410-0000	Asset Forfeitures	6,544	2,000	1,000	500
		<u>6,699</u>	<u>2,150</u>	<u>1,080</u>	<u>550</u>
220-00-3050-0000	Granada Avenue Assessment #2	2,501	2,200	2,200	-
221-00-3501-0000	Interest Income	4	-	-	-
221-14-3203-0000	Used Oil Grant	5,000	5,000	5,000	5,000
221-44-3202-0000	Used Oil Grant	-	-	31,000	-
		<u>5,004</u>	<u>5,000</u>	<u>36,000</u>	<u>5,000</u>
224-34-3202-0000	Assistance To FFs Grant	24	-	-	-
226-00-3202-2860	State Recycling Grant	5,000	5,000	5,000	5,000
226-48-3202-7155	Rubberized Asphalt Grant	-	210,280	210,280	-
226-00-3501-0000	Interest	41	30	20	20
		<u>5,041</u>	<u>215,310</u>	<u>215,300</u>	<u>5,020</u>
233-00-3501-0000	Interest	157	60	60	60
233-30-3202-0000	COPS Allocation	106,230	100,000	100,000	100,000
		<u>106,387</u>	<u>100,060</u>	<u>100,060</u>	<u>100,060</u>
236-50-3203-8357	Windstorm Tree Grant	12,647	-	-	-
238-00-3203-0000	County Park Grant	-	100,000	100,000	-
239-60-3203-0000	County Parks & Rec Grant	-	2,500	2,500	-
240-00-3202-0000	Homeland Security Grant	339,917	-	(1,268)	-
240-34-3202-0018	Homeland Security Grant	4,076	-	-	-
240-00-3501-0000	Interest Income	3	-	12	-
		<u>343,996</u>	<u>-</u>	<u>(1,256)</u>	<u>-</u>
241-00-3202-3542	Safe Routes to Schools Grant	145,059	65,242	127,160	65,242
241-00-3501-0000	Interest	-	-	5	-
		<u>145,059</u>	<u>65,242</u>	<u>127,165</u>	<u>65,242</u>
243-00-3501-0000	Interest Income	199	150	240	240
243-48-3203-4200	LA County Measure R	145,767	146,000	187,215	153,000
		<u>145,966</u>	<u>146,150</u>	<u>187,455</u>	<u>153,240</u>

Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
244-00-3501-0000	Prop. 1B Interest Income	4	-	-	-
247-48-3203-0000	SCAG Grant	-	150,000	150,000	-
Restricted Fund Totals		<u>1,675,025</u>	<u>2,664,505</u>	<u>2,829,218</u>	<u>1,215,119</u>
All Fund Totals		<u>27,634,020</u>	<u>28,532,459</u>	<u>28,563,711</u>	<u>27,353,919</u>

Expenditures by Fund

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Unrestricted Funds:					
101	General Fund	8,687,648	9,837,040	9,603,718	9,536,812
103	Public Safety Fund	10,013,169	11,007,661	10,703,721	10,984,979
104	Fourth of July Event Fund	86,180	83,099	81,297	89,925
105	San Marino Center Fund	67,450	76,231	85,965	90,469
281	Restricted Donations to City Fund	155,553	156,224	144,175	112,497
394	Capital Projects Fund	2,977,432	6,266,543	6,022,876	-
401	Debt Service Fund	702,913	736,537	736,537	761,362
591	Capitalized Equipment Fund	3,319	378,865	378,865	-
595	Workers' Compensation Fund	629,833	450,494	700,900	544,866
596	General Liability Fund	314,073	381,299	381,753	380,000
All Unrestricted Funds		<u>23,637,570</u>	<u>29,373,993</u>	<u>28,839,807</u>	<u>22,500,911</u>
Restricted Funds:					
202	Gas Tax Fund	821,132	39,118	12,883	-
204	CDBG Fund	33,403	213,489	127,101	37,708
206	County Park Prop. A Fund	44,502	63,619	60,789	55,955
207	Prop. A Transit Fund	214,560	310,187	305,129	236,888
209	Drought Fund	-	3,000	3,000	3,000
212	Air Quality Fund	1,703	-	-	-
213	STPL Fund	52,509	-	-	-
214	TDA Fund	34,581	-	-	-
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	-
216	PEG Fund	-	30,000	-	-
217	Asset Seizure Fund	46,725	38,814	38,814	1,800
220	Granada Ave. Assessment II Fund	-	-	-	-
221	Used Oil Grant	34,407	15,233	5,476	5,000
224	Assistance to Firefighters Grant Fund	-	-	-	-
226	CA Recycling Grant Fund	4,237	5,000	-	13,000
233	COPS Fund	87,311	90,530	87,311	90,000
236	County Tree Grant	4,201	-	-	-
238	County Park Grant	-	100,000	100,000	-
239	County Parks & Rec Grant	-	2,500	2,500	-
240	Homeland Security Grant Fund	4,351	-	-	-
241	Safe Routes to School Fund	53,669	65,242	7,552	-
243	LA County Measure R Fund	296,839	260,000	277,020	-
244	Prop. 1B Street Funds	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
All Restricted Funds		<u>2,108,168</u>	<u>2,431,732</u>	<u>2,222,575</u>	<u>443,351</u>
All Funds		<u>25,745,739</u>	<u>31,805,726</u>	<u>31,062,381</u>	<u>22,944,262</u>

Expenditure Summaries by Dept.

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	Requested	Budget to Budget Dollars	Budget FTEs
City Council						
Personnel	-	-	-	-	0%	
Services & Supplies	9,902	11,850	14,850	16,900	43%	
Capital Outlay	-	-	-	-	0%	
Total Expenditures	9,902	11,850	14,850	16,900	43%	-
Administration:						
Personnel	1,043,498	1,143,689	1,074,833	1,264,921	11%	
Services & Supplies	1,102,823	1,219,823	1,260,866	1,045,340	-14%	
Capital Outlay	-	-	-	-	0%	
Debt Service	-	800	800	800	0%	
Total Expenditures	2,146,322	2,364,312	2,336,499	2,311,061	-2%	0.25
SMTV:						
Personnel	-	-	-	-	0%	
Services & Supplies	-	30,000	-	-	-100%	
Capital Outlay	-	-	-	-	0%	
Total Expenditures	-	30,000	-	-	-100%	-
Planning & Building:						
Personnel	625,005	783,328	785,282	817,650	4%	
Services & Supplies	373,568	346,871	279,323	311,966	-10%	
Capital Outlay	-	-	-	-	0%	
Total Expenditures	998,573	1,130,199	1,064,605	1,129,616	0%	-
Police:						
Personnel	5,135,626	5,487,572	5,297,897	5,589,274	2%	
Services & Supplies	812,834	850,195	813,457	729,245	-14%	
Capital Outlay	-	-	-	-	0%	
Total Expenditures	5,948,459	6,337,767	6,111,354	6,318,519	0%	-
Fire:						
Personnel	4,999,604	5,434,388	5,505,302	5,644,690	4%	
Services & Supplies	570,720	605,329	628,771	419,757	-31%	
Capital Outlay	-	71,000	69,819	-	0%	
Total Expenditures	5,570,324	6,110,717	6,203,892	6,064,447	-1%	-
Emergency Services:						
Personnel	-	-	-	-	0%	
Services & Supplies	41,698	43,580	44,288	39,680	-9%	
Capital Outlay	-	29,000	16,000	-	100%	
Total Expenditures	41,698	72,580	60,288	39,680	-45%	-

Expenditure Summaries by Dept.

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	Requested	Budget to Budget Dollars	FTEs
Parks & Public Works:						
Personnel	1,444,759	1,681,323	1,506,071	1,708,837	2%	
Services & Supplies	1,450,229	1,754,571	1,820,593	1,459,988	-17%	
Capital Outlay	4,526,281	7,775,661	7,490,614	-	-100%	
Total Expenditures	7,421,269	11,211,555	10,817,278	3,168,825	-72%	0.00
Recreation:						
Personnel	1,181,275	1,304,337	1,287,621	1,261,181	-3%	
Services & Supplies	902,756	927,268	918,355	971,402	5%	
Capital Outlay	25,143	100,000	60,000	-	-100%	
Total Expenditures	2,109,173	2,331,605	2,265,976	2,232,583	-4%	0.56
Library:						
Personnel	920,825	1,059,887	1,057,882	1,088,135	3%	
Services & Supplies	507,901	548,275	532,779	519,496	-5%	
Capital Outlay	6,402	15,000	15,000	-	100%	
Total Expenditures	1,435,129	1,623,162	1,605,661	1,607,631	-1%	2.14
Old Mill:						
Personnel	4,263	-	-	-	0%	
Services & Supplies	51,922	63,500	63,500	55,000	-13%	
Capital Outlay	-	120,000	120,000	-	0%	
Total Expenditures	56,185	183,500	183,500	55,000	-70%	-
Capital Equipment:						
Capital Outlay	8,705	398,479	398,479	-	-100%	-
Totals:						
Personnel	15,354,855	16,894,524	16,514,887	17,374,688	22%	-
Services & Supplies	5,824,353	6,401,262	6,376,782	5,568,774	-166%	-
Capital Outlay	4,566,530	8,509,140	8,169,912	-	-100%	-
Debt Service	-	800	800	800	0%	-
Total Expenditures	25,745,739	31,805,726	31,062,381	22,944,262	-245%	-

Capital Equipment

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Fund:					
217	Asset Seizure Fund	5,386	19,614	19,614	-
591	Capitalized Equipment Fund	3,319	378,865	378,865	1,528,080
		8,705	398,479	398,479	1,528,080
Revenues by Type:					
		-	-	-	-
		389,778	408,600	408,600	-
		389,778	408,600	408,600	-
Budget Detail					
Revenues:					
591-00-3850-0000	Equipment Cost Allocation	389,778	408,600	408,600	-
		389,778	408,600	408,600	-
Expenditures:					
591-07-4613-0000	Administration Capitalized Equipment	-	130,000	130,000	19,850
	Council Meeting Streaming Equipment		-		19,850
	Server		130,000		-
591-14-4613-0000	Planning & Buliding Capitalized Equipment	-	-	-	15,000
	HdL Business License System Upgrade				15,000
217-30-4613-0000	Police Capitalized Equipment	5,386	4,614	4,614	-
	Property Tracking System		4,614		-
591-30-4613-0000	Police Capitalized Equipment				622,231
	Raidar Trailer		-		20,000
	911 CAD Upgrade		-		75,000
	IA Pro Software		-		5,000
	ID Card System		-		7,161
	Radio Basic Upgrade		-		127,928
	New Radio System		-		387,142
591-30-4613-9300	Police Capitalized Equipment-Vehicles	(830)	105,000	105,000	140,500
	3 Black and White Patrol SUVs w/equip		105,000		135,000
	Mobile Command Center for one Vehiecle		-		5500
217-30-4613-9300	Police Capitalized Equipment-Vehicles	-	15,000	15,000	-
	Equipment for 3 Black & Whites		15,000		-
591-34-4613-9300	Fire Capitalized Equipment-Vehicles	-	65,198	65,198	-
	Replace Fire Chief's Vehicle		35,000		
	Replace Fire Marshal's Vehicle		30,198		
591-34-4613-0000	Fire Capitalized Equipment	4,149	13,004	13,004	170,803
	SCBAs		-		170,803
	Moble Computer Terminals		-		-
	Gurney		9,000		-
	Apparatus Bay Door Motors		4,004		-
591-36-4613-0000	Emergency Services Capitalized Equipment	-	7,014	7,014	-
	Sand Bag Machine		7,014		-
591-44-4613-0000	Garage Capitalized Equipment	-	-	-	70,000
	Vehicle Lift				45,000
	Fuel Station Upgrades				25,000

Capital Equipment

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
591-48-4613-0000	Street Capitalized Equipment	-	41,649	41,649	314,000
	Asphalt Roller		25,000		-
	Water Trailer		16,649		-
	Boom Truck				167,000
	Generator				112,000
	Signal Shields				
	Traffic Cabinets				35,000
591-50-4613-0000	Park Capitalized Equipment	-	7,000	7,000	96,361
	Leaf Vacuum		7,000		-
	Lawnmower		-		20,000
	Dump Truck		-		67,000
	Gater Utility Truck		-		9,361
591-52-4613-0000	Grounds Capitalized Equipment	-	10,000	10,000	-
	John D. Utility Trailer		10,000		
591-60-4613-0000	Recreation Capitalized Equipment	-	-	-	29,335
	Server Hardware Upgrade				
591-90-4613-0000	Library Capitalized Equipment	-	-	-	50,000
	RFID Checkout System				50,000
Total Capitalized Expenditures		8,705	398,479	398,479	1,528,080
Total Expenditures		8,705	398,479	398,479	1,528,080

City Council

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary				
Expenditures by Type:				
Personnel	-	-	-	-
Services & Supplies	9,902	11,850	14,850	16,900
Capital Outlay	-	-	-	-
Total Expenditures	<u>9,902</u>	<u>11,850</u>	<u>14,850</u>	<u>16,900</u>
Expenditures by Fund:				
101				
General Fund	9,902	11,850	14,850	16,900
Total Expenditures	<u>9,902</u>	<u>11,850</u>	<u>14,850</u>	<u>16,900</u>
		11,100		
		750		
		<u>11,850</u>		

Budget Detail

Expenditures:

101-01-4150-0000	Other Contract Services	271	-	-	-
101-01-4376-0000	Materials & Supplies	4,049	3,000	6,000	9,000
101-01-4396-0000	Memberships & Dues	570	-	-	-
101-01-4420-0000	Printing	507	600	600	600
101-01-4480-0000	Travel & Meetings	4,196	5,000	5,000	6,800
	Council Meetings		2,800		2,800
	League of CA Cities		1,000		1,000
	League of CA Cities Executive Forum		1,200		1,200
	US Conference of Mayors		-		1,800
101-01-4480-2872	Hospitality	309	3,250	3,250	500
	Total Services & Supplies	<u>9,902</u>	<u>11,850</u>	<u>14,850</u>	<u>16,900</u>
	Total Expenditures	<u>9,902</u>	<u>11,850</u>	<u>14,850</u>	<u>16,900</u>

Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	1,043,498	1,143,689	1,074,833	1,264,921
	Services & Supplies	1,102,823	1,219,823	1,260,866	1,045,340
	Capital Outlay	-	-	-	-
	Debt Service	-	800	800	800
	Total Expenditures	2,146,322	2,364,312	2,336,499	2,311,061

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures by Fund:					
101	General Fund	1,689,178	1,854,064	1,809,495	1,785,701
207	Prop A Transit Funds	118,014	125,149	120,091	120,200
209	Drought Fund	-	3,000	3,000	3,000
212	AQMD Funds	1,703	-	-	-
401	Debt Service Fund	-	800	800	800
595	Workers' Compensation Fund	23,354	-	21,360	21,360
596	General Liability Fund	314,073	381,299	381,753	380,000
	Total Expenditures	2,146,322	2,364,312	2,336,499	2,311,061
	Original Budget		2,319,012		
	Amendments		45,300		
	Amended Budget		<u>2,364,312</u>		

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Staffing History:					
	City Manager	1.00	1.00	-	1.00
	Assistant City Manager	0.50	0.50	-	1.00
	Finance Director	1.00	1.00	-	1.00
	City Clerk	1.00	1.00	-	1.00
	Administrative Analyst	1.00	1.25	-	1.00
	Account Clerk	-	1.00	-	1.00
	Clerk II	0.71	-	-	-
	Intern	0.29	0.46	-	0.46
	Total FTEs	5.50	6.21	-	6.46

Budget Detail

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures:					
101-07-4001-0000	Full Time Salaries	667,887	677,408	675,214	765,396
101-07-4002-0000	Part Time Wages	35,708	17,414	15,500	17,414
101-07-4004-0000	Overtime	433	596	-	733
101-07-4006-0000	Medicare	9,359	11,349	9,500	12,602
101-07-4008-3080	Retirement - ICMA 401(a)	7,662	7,600	7,600	7,600
101-07-4008-6050	Retirement-PARS	1,073	653	400	653
101-07-4008-6160	Retirement - PERS	73,871	106,469	106,469	129,923
	Normal Cost				67,394
	UAL 20 Year Payoff				62,529
101-07-4010-0000	Cafeteria Benefit	65,806	80,400	80,400	87,600
101-07-4011-0000	Technology Allowance	8,475	8,550	8,550	9,750
101-07-4012-0000	Auto Allowance	7,264	7,200	7,200	7,200
101-07-4016-0000	Retiree Benefits	165,960	226,050	164,000	226,050
	Total Personnel	1,043,498	1,143,689	1,074,833	1,264,921

Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-07-4106-2755	Contract Legal Svc.s-General	109,339	140,000	145,200	140,000
101-07-4106-3415	Contract Legal Svc.s-Labor	2,800	15,000	18,000	15,000
101-07-4150-0000	Other Contract Services	280,182	270,120	270,120	174,283
	710 Freeway Coalition (Partial Amend.)		15,000		15,000
	AB939 compliance		5,400		5,400
	Actuarial Valuations		5,400		5,850
	Audit		26,205		28,705
	Banking Services		12,000		15,000
	City Code Online		500		500
	City GIS - Property ownership and geographic info services		7,800		7,800
	City Hall Janitorial Services		4,220		6,960
	Codification Services		3,000		3,000
	Computer Network/Technical Maintenance		60,000		14,400
	Credit Card Fees		16,000		18,000
	Deferred Comp. Record Keeping Fee		-		2,500
	Digital Imaging Strategy		6,210		-
	Employee Assistance Program		6,500		6,540
	Financial Management System		13,000		13,500
	Flu Shots		500		500
	HdL Business License Software Maintenance		5,000		-
	HdL Sales Tax Software Maintenance		1,200		1,200
	Insurance Certificate Management Software Maintenance		-		1,500
	Laserfiche		1,000		1,000
	Mobile Audiogram/Annual Health Checks		3,685		3,685
	Paychecks Applicant Tracking System		3,500		6,600
	Planet Bid		-		8,143
	Property Tax Auditing & Reporting Service		3,000		-
	Records Management Plan & Retention Schedule		44,000		-
	Upgrade Server		20,000		-
	US Bank Safekeeping Services		2,000		1,500
	Website Maintenance		5,000		7,000
209-07-4150-0000	Other Contract Services	-	3,000	3,000	3,000
	Drought Education		3,000		3,000
595-07-4150-0000	Workers' Comp. Contract Services	20,884	-	21,360	21,360
101-07-4202-0000	Advertising	28,578	27,000	46,000	
	Legal Notices		27,000		
101-07-4204-0000	Books & Periodicals	54	395	395	395
	Elections Code		60		60
	Employer Handbook		140		140
	FLSA Update		95		95
	HR Employment Law		100		100
101-07-4206-0000	Building Repair & Maintenance	7,264	9,270	6,000	9,270
	Cleaning Supplies		5,000		5,000

Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
	Exterminating		720		720
	Heating and Air Conditioning		2,200		2,200
	Security System		1,350		1,350
207-07-4208-0750	Bus Transportation-Chamber	2,300	3,000	2,891	3,000
207-07-4208-1330	Bus Transportation-Dial a Ride	5,714	12,149	7,200	7,200
207-07-4208-8140	Bus Transportation-SMUSD Youth	110,000	110,000	110,000	110,000
101-07-4290-0000	Election	-	48,000	48,000	-
101-07-4316-0000	Equipment Repair & Maintenance	5,243	5,800	5,800	5,800
	Copier		4,000		4,000
	Postage Meter		1,800		1,800
101-07-4332-0000	Fees/Permits/Taxes to Ouside A	670	743	740	750
	LAFCO Assessment		743		750
595-07-4356-0000	Workers' Comp. Insurance Premiums	2,470	-	-	-
596-07-4356-3412	Ins. Premiums JPIA	314,073.20	381,299	381,753	380,000
	General Liability Insurance		353,880		350,000
	Property Insurance		22,419		25,000
	Pollution Insurance		5,000		5,000
101-07-4376-0000	Materials & Supplies	21,070	26,250	26,250	26,250
	Anti-virus Software		3,000		3,000
	City logo shirts		500		500
	Office Supplies & Paper		12,000		12,000
	Employee recognition ceremony		7,000		7,000
	Employee service pins		850		850
	Flag replacement		700		700
	Time & Date Stamp for City Clerk		700		700
	Contract/Insurance Certificate Management Software		1,500		1,500
101-07-4396-0000	Memberships & Dues	29,893	33,069	33,069	25,087
	CA City Management Foundation		400		400
	California Municipal Treasurers Association		160		160
	California Public Employees Labor Relations Assoc.		350		350
	California Society of Municipal Finance Officers		115		115
	CB Merchant Services (Collections)		120		120
	Chamber		250		250
	City Clerk Association of California		130		130
	City Club		345		345
	Community Meetings		900		900
	Government Finance Officers Association		200		200
	International Institute of Municipal Clerks		155		155
	League - County Division Dues		1,200		1,200
	League Of California Cities		5,500		5,500
	Liebert Cassidy Employee Relations Consortium		2,530		2,530
	National Notary Association		59		52
	Public Agency Risk Management Association		75		75

Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
	Planet Bid		8,000		-
	Rotary		1,300		1,300
	San Gabriel Valley City Manager Association		55		55
	San Gabriel Valley COG		9,300		9,300
	SCAG and SCAG Access		1,390		1,390
	Society of HR Managers		185		185
	Public Employer Labor Relations Assoc. of CA		175		-
	IPMA		-		200
	Springbrook User Group		175		175
101-07-4398-0000	Mileage	618	500	1,000	1,000
101-07-4399-0000	Non-capitalized Equipment	672	-	-	-
212-07-4399-0000	Non-capitalized Equipment	1,703	-	-	-
	Valentine School Bike Racks		-		-
101-07-4412-0000	Postage	17,892	10,000	10,000	10,000
101-07-4420-0000	Printing	18,430	16,728	16,728	19,205
	Budgets		300		1,000
	City Newsletter		9,628		11,405
	Forms		4,300		4,300
	Letterhead		1,000		1,000
	Employee Handbook		1,500		1,500
101-07-4436-0000	Recruitment	18,271	7,000	7,000	7,000
101-07-4468-0000	Staff Development	2,538	6,900	6,900	6,900
	HR Certifications		5,500		5,500
	Miscellaneous		1,400		1,500
101-07-4476-0000	Surety Bonds	1,843	1,600	1,600	1,850
101-07-4480-0000	Travel & Meetings	5,790	6,440	6,440	9,690
	California Society of Municipal Finance Officers Meetings, Local		580		580
	City Clerk's New Law & Election Seminar		1,000		1,000
	City Clerk's Assoc. Annual Conference		1,000		1,000
	City Treasurer's Conference		600		1,000
	Labor Consortium Training		660		660
	League of California Cities (CM & Assistant CM)		1,200		1,200
	Notary Renewal Training Seminar & Exam		-		500
	San Gabriel Valley City Managers Annual Conference, Pomona		100		100
	San Gabriel Valley City Managers Association		100		100
	PELRAC Workshop		300		300
	CJPIA HR Academy (2)		-		600
	CJPIA Executive Academy		-		300
	CJPIA Risk Conference (2)		-		750
	PARMA (2)		-		1,000
	Misc. Personnel Trainings		300		300
	Tax Seminar		600		300

Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-07-4500-1980	Utilities-Electricity	45,127	45,000	45,000	50,000
101-07-4500-4950	Utilities-Natural Gas	1,018	900	1,300	1,300
101-07-4500-9025	Utilities-Telecommunications	12,974	15,620	15,620	16,000
101-07-4500-9460	Utilities-Water	1,364	1,540	1,000	1,000
101-07-4950-0001	Equipment Cost Allocation	34,052	22,500	22,500	
	Total Services & Supplies	<u>1,102,823</u>	<u>1,219,823</u>	<u>1,260,866</u>	<u>1,045,340</u>
401-07-4230-0000	Cost of Issuance	-	800	800	800
	Total Debt Service Expenditures	<u>-</u>	<u>800</u>	<u>800</u>	<u>800</u>
	Total Expenditures	<u><u>2,146,322</u></u>	<u><u>2,364,312</u></u>	<u><u>2,336,499</u></u>	<u><u>2,311,061</u></u>

SMTV

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	-	30,000	-	-
	Capital Outlay				
	Total Expenditures	-	30,000	-	-
Expenditures by Fund:					
101	General Fund	-	-	-	-
216	PEG Fund	-	30,000	-	-
	Total Expenditures	-	30,000	-	-
	Original Budget		30,000		
	Amendments		-		
	Amended Budget		30,000		
Budget Detail					
Expenditures:					
101-08-4150-0000	Other Contract Services	-	-	-	
216-08-4399-0000	Non-Capitalized Equipment	-	30,000	-	
	Total Services & Supplies	-	30,000	-	-
	Total Expenditures	-	30,000	-	-

Planning & Building

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	1,036,246	1,072,600	922,630	949,000
	Fines & Forfeitures	44,800	15,000	45,000	45,000
	Intergovernmental	5,000	5,000	5,000	5,000
	Miscellaneous Revenues	283	400	500	500
	Total Revenues	1,086,329	1,093,000	973,130	999,500
Expenditures by Type:					
	Personnel	625,005	783,328	785,282	817,650
	Services & Supplies	373,568	346,871	279,323	311,966
	Capital Outlay	-	-	-	-
	Total Expenditures	998,573	1,130,199	1,064,605	1,129,616
Expenditures by Fund:					
101	General Fund	969,573	1,086,410	1,024,219	1,092,554
204	CDBG Fund	29,000	32,716	32,716	32,062
221	Used Oil Grant	-	8,879	5,476	5,000
595	Workers' Comp. Fund	-	2,194	2,194	-
	Total Expenditures	998,573	1,130,199	1,064,605	1,129,616
	Original Budget		1,128,499		
	Amendments		1,700		
	Amended Budget		<u>1,130,199</u>		
Staffing History:					
	Planning & Building Director	1.00	1.00		1.00
	Environmental Services Manager	1.00	1.00		1.00
	Associate Planner	0.75	0.75		0.75
	Assistant Planner	1.00	1.00		1.00
	Permit Technician I	1.00	1.00		1.00
	Code Compliance Coordinator	-	1.00		1.00
	Clerk II	0.68	0.92		0.92
	Intern	0.34	0.50		0.50
	Building Inspector II	1.00	1.00		1.00
	Total FTEs	6.77	8.17	-	8.17

Planning & Building

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
101-14-3106-0000	Tree Permits	33,185	35,000	35,630	35,000
101-14-3150-0000	Bldg. Dept. Education Fee	4,363	12,600	6,000	6,000
101-14-3151-0000	Building Permits	522,896	420,000	475,000	498,000
101-14-3306-0000	General Plan Fee	21,121	80,000	20,000	20,000
101-14-3308-0000	Plan Check Fees	251,908	315,000	261,000	260,000
101-14-3312-0000	Zoning Fees	202,772	210,000	125,000	130,000
101-14-3346-0000	Sales of Maps & Pub.s-P&B	283	400	500	500
101-14-3410-0000	Business License NOV's	-	-	30,000	30,000
101-14-3410-9245	Tree Fines	44,800	15,000	15,000	15,000
221-14-3203-0000	Used Oil Grant	5,000	5,000	5,000	5,000
Total Revenues		1,086,329	1,093,000	973,130	999,500
Expenditures:					
101-14-4001-0000	Full Time Salaries	482,981	528,070	540,267	557,976
101-14-4002-0000	Part Time Wages	14,697	57,822	50,849	51,487
101-14-4004-0000	Overtime	1,784	1,327	-	2,417
101-14-4006-0000	Medicare	5,443	7,720	6,717	8,129
101-14-4008-6160	Retirement - PERS	53,249	87,996	87,042	97,210
	Normal Cost				50,313
	UAL 20 Year Payoff				46,897
101-14-4008-6050	PARS Retirement	551	1,893	1,907	1,931
101-14-4010-0000	Cafeteria Benefit	60,845	92,400	92,400	92,400
101-14-4011-0000	Technology Allowance	5,454	6,000	6,000	6,000
101-14-4013-0000	Uniform Allowance	1	100	100	100
Total Personnel		625,005	783,328	785,282	817,650
101-14-4104-0000	Contract Engineering Services	41,556	30,000	41,580	35,000
101-14-4104-6270	Contract Building & Safety Svc	119,930	158,000	100,000	130,000
101-14-4106-0950	Contract Legal Svc.s-Code Enf.	18,624	15,000	10,000	15,000
101-14-4106-2755	Contract Legal Svc.s-General	52,005	35,000	30,000	35,000
101-14-4150-0000	Other Contract Services	45,183	26,400	24,000	27,400
	Permit Software Maintenance		11,900		11,900
	Hearing Officer		3,000		3,000
	Computer Network/Technical Maintenance		6,000		6,000
	Laserfiche Permit Scanning		4,000		-
	Permit/Plan Check/Code Enforcement Software		1,500		-
	HdL Business License System Maintenance		-		6,500
101-14-4202-0000	Advertising	11,554	7,000	7,000	7,000
101-14-4204-0000	Reference Materials	130	200	-	1,000
101-14-4316-0000	Equipment Repair & Maintenance	-	-	-	-
101-14-4332-0000	Fees/Permits/Taxes to Outside	-	375	75	375

Planning & Building

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-14-4376-0000	Materials & Supplies	3,783	2,800	5,000	4,500
101-14-4396-0000	Memberships & Dues	1,880	3,034	2,709	2,834
	American Planning Association/AICP		1,400		1,200
	California Building Officials-City		265		265
	City Club		105		105
	Int'l Assn. of Electrical Inspectors-City		204		204
	Int'l Assn. Of Plumbing & Mechanical Officials-City		150		150
	International Code Council-Building Inspector		105		105
	International Code Council-City		445		445
	Pesticide Applicators Professional Association		45		45
	I.S.A Certified Arborist/Municipal Specialist		255		255
	Qualified Applicator's Certification		60		60
101-14-4398-0000	Mileage	836	1,300	100	500
101-14-4399-0000	Non-capitalized Equipment	7,086	7,768	7,159	4,100
	Copier (Lease for 5 years)		2,600		2,600
	Computer(s)		3,000		1,500
	Council Chambers Assisted Listening Devices		1,768		-
	Sound Level Meter		150		-
	Airprinter for Vehicles		250		-
101-14-4412-0000	Postage	1,723	1,600	1,300	1,600
101-14-4420-0000	Printing	3,417	3,700	1,200	2,000
101-14-4468-0000	Staff Development	2,228	3,605	2,814	3,575
	CTI Education Week		1,040		1,040
	Bldg. Inspector-2010 Codes Update ICC		300		300
	Bldg. Inspector -2010 Codes Update IAPMO		500		500
	Planning & Building Director Required Continuing Education		550		550
	California Association of Code Enforcement Officers		300		300
	Pesticide Certification		160		160
	I.S.A Certified Arborist/Municipal Specialist		300		300
	Permit Tech. Training		455		425
101-14-4480-0000	Travel & Meetings	1,547	4,300	1,600	3,100
	American Planning Association Conference		3,000		2,000
	League of CA Cities		1,200		1,000
	Community Meetings		100		100
101-14-4500-9025	Utilities-Telecommunications	171	-	900	920
101-14-4508-0000	Vehicle Repair & Maintenance	1,383	1,000	1,500	1,000
101-14-4352-0000	Housing Rehabilitation	28,995	-	-	-
204-14-4352-0000	Housing Rehabilitation	29,000	32,716	32,716	32,062
221-14-4376-0000	Used Oil Grant - Supplies	-	8,879	5,476	5,000
595-14-4356-0000	Workers' Comp Premium	-	2,194	2,194	-
101-14-4950-0001	Equipment Cost Allocation	2,538	2,000	2,000	
	Total Services & Supplies	373,568	346,871	279,323	311,966
	Total Expenditures	998,573	1,130,199	1,064,605	1,129,616

Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	5,135,626	5,487,572	5,297,897	5,589,274
	Services & Supplies	812,834	850,195	813,457	729,245
	Capital Outlay	-	-	-	-
	Total Expenditures	5,948,459	6,337,767	6,111,354	6,318,519
Expenditures by Fund:					
		-	-	-	-
103	Public Safety Fund	5,275,472	5,685,099	5,471,794	5,738,877
104	4th of July Fund	18,691	6,594	13,895	13,696
217	Asset Forfeiture Fund	41,339	19,200	19,200	1,800
233	COPS Fund	87,311	90,530	87,311	90,000
240	State Homeland Security Grant Fund	18	-	-	-
241	Safe Routes to School Grant Fund	44,383	58,242	552	-
281	Donations Fund	3,440	3,000	3,000	2,000
394	Capital Project Fund	-	-	-	-
401	Debt Service Fund	253,049	264,865	264,865	273,802
595	Workers' Compensation Fund	224,757	210,236	250,736	198,344
	Total Expenditures	5,948,459	6,337,767	6,111,354	6,318,519
		-	-	-	-
	Original Budget		6,337,767		
	Amendments		(0)		
	Amended Budget		<u>6,337,767</u>		
Staffing History:					
	Police Chief	1.00	1.00		1.00
	Police Lieutenant	2.00	2.00		2.00
	Police Records & Communications Supervisor	1.00	1.00		1.00
	Administrative Analyst	1.00	1.00		1.00
	Dispatcher/Clerk	4.06	4.48		4.48
	Officer	14.00	15.00		15.00
	Corporal	4.00	5.00		5.00
	Sergeant	5.00	5.00		5.00
	Cadet	0.73	0.96		0.96
	Records Clerk	0.29	0.48		0.48
	Community Services Officer	-	-		-
	Parking Enforcement Officers	0.70	0.96		0.96
	Total FTEs	33.78	36.88	-	36.88

Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Detail					
Expenditures:					
103-30-4001-0000	Full Time Salaries	3,063,954	3,113,224	2,911,857	3,131,789
103-30-4002-0000	Part Time Wages	80,568	92,980	109,495	102,470
103-30-4004-0000	Overtime	270,604	199,294	220,000	214,100
103-30-4006-0000	Medicare	45,538	47,445	44,186	47,851
103-30-4008-6050	PARS Retirement	2,121	3,017	2,437	3,351
103-30-4008-6160	Retirement - PERS	759,845	1,026,610	996,729	1,103,785
	Normal Cost				547,538
	UAL 20 Year Payoff				556,247
103-30-4010-0000	Cafeteria Benefit	373,627	480,000	400,000	480,000
103-30-4011-0000	Technology Allowance	11,648	10,800	10,800	10,800
103-30-4013-0000	Uniform Allowance	18,476	19,500	19,500	19,500
103-30-4014-0000	Unemployment Payments	176	-	-	-
103-30-4015-0000	Workers' Compensation Benefits	-	-	98,632	27,135
401-30-4999-0000	Debt Service	253,049	264,865	264,865	273,802
104-30-4004-0000	Police Overtime	15,769	6,500	13,198	13,500
104-30-4006-0000	Medicare	108	94	32	196
104-30-4008-6160	Retirement-PERS	1,682	-	282	-
104-30-4010-0000	Cafeteria Benefits	1,132	-	382	-
241-30-4002-0000	Part Time Wages	570	1,000	-	-
241-30-4004-0000	Overtime	41,240	57,118	-	-
241-30-4006-0000	Medicare	265	87	-	-
241-30-4008-6050	Retirement-PARS	21	38	-	-
241-30-4010-0000	Cafeteria Benefits	785	-	-	-
595-30-4015-0001	Workers' Comp Current Employee	144,308	125,000	129,500	125,058
595-30-4015-0002	Workers' Comp Past Employees	50,141	40,000	76,000	35,937
	Total Personnel	5,135,626	5,487,572	5,297,897	5,589,274

Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-30-4150-0000	Other Contract Services	313,033	321,879	321,717	316,749
	All Cities Management		111,000		114,830
	Pasadena Humane Society Animal control		51,050		50,940
	Pasadena Humane Society Animal Licensing		11,500		11,500
	Arcadia-City Range Fees		5,000		5,000
	Blood Withdrawal at Hospital		2,400		2,400
	Burro Canyon Bills		500		-
	California I.D. State Fingerprint Network		1,000		1,000
	County Tax on Parking Citations		36,000		21,600
	Parking Citation Processing		5,500		4,000
	Computer Network/Technical Maintenance		52,000		52,000
	Emergency Exams, Treatment of Suspects & Victims		-		2,500
	CSI/DNA Services		6,500		12,000
	Pasadena Services		-		9,600
	Jail Facilities Booking Fees		15,000		15,000
	Janitorial Services		8,800		-
	Pasadena Police Department Helicopter		13,019		13,019
	Photograph Processing		250		-
	Proximity Card Security Maintenance		1,000		-
	Constant Contact - CLEARARS		360		360
	Mapping System		1,000		1,000
233-30-4150-9470	Other Contract Services-West C	87,311	90,530	87,311	90,000
103-30-4204-0000	Books & Periodicals	606	800	755	800
103-30-4206-0000	Building Repair & Maintenance	12,424	8,100	9,000	20,650
103-30-4308-0000	Equipment Rental	474	-	-	-
103-30-4316-0000	Equipment Repair & Maintenance	6,870	7,450	7,450	12,550
	AED Repair (Amend)		1,000		500
	Armory Cleanning		350		350
	Copier		4,200		-
	Magnasync / Genesis (Amend)		1,150		1,150
	Radio Maintenance				300
	PAS Device Maintenance				9,000
	Taser Repair (Amend)		-		500
	Unitrols		750		750
103-30-4376-0000	Materials & Supplies	13,570	10,000	10,000	13,000
241-30-4376-0000	Materials & Supplies	1,502	-	552	-
281-30-4376-0000	Materials & Supplies	3,440	3,000	3,000	2,000
103-30-4376-0175	M & S-Ammo & Wepons	13,954	17,000	17,000	13,000
103-30-4396-0000	Memberships & Dues	3,888	4,000	4,000	3,229
	International Association of Chiefs of Police (IACP)				150
	Police Executive Research Foundation (PERF)				475
	California Police Chiefs Association (CPCA)				399
	Los Angeles County Police Chiefs Association (LACPCA)				500
	San Gabriel Valley Police Chiefs Association (SGVPCA)				250
	California Association of Tactical Officers (CATO)				100

Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
	Peace Officers Association of Los Angeles County (POALAC)				50
	CLEARS				50
	California CLETS User Group (CCUG)				75
	Costco				160
	San Marino Rotary				900
	San Marino City Club				120
103-30-4398-0000	Mileage	33	-	-	-
103-30-4399-0000	Non-capitalized Equipment	10,497	14,500	14,000	-
	Chairs (\$500 each)		1,000		3,000
	Computer Hardware/Software		500		-
	Computers (6)		9,000		-
	Parking Citation Writers		4,000		-
217-30-4399-0000	Non-Capitalized Equipment	41,339	19,200	19,200	1,800
	FSET Uniforms		1,000		-
	DOJ Approved Shredder		3,200		-
	Glock Magazines		2,000		-
	Tablet		-		1,800
	Tactical Shield		2,500		-
	Tactical Vest		2,500		-
	FSET Headset		1,000		-
	2 Lidors		7,000		-
103-30-4401-0000	Outside Services	9,891	12,000	13,832	13,910
	Huntington Library and Other		8,000		2,410
	School District		4,000		11,500
103-30-4412-0000	Postage	519	-	600	750
103-30-4415-0000	POST Training	23,956	25,000	24,000	30,000
103-30-4420-0000	Printing	4,534	3,000	3,000	4,000
103-30-4436-0000	Recruitment	10,922	12,000	12,000	15,000
103-30-4438-0000	Reserve Stipends	-	12,000	-	12,000
103-30-4468-0000	Staff Development	8,875	7,000	8,500	10,000
240-30-4468-0014	Staff Development	18	-	-	-
103-30-4480-0000	Travel & Meetings	4,307	6,150	4,000	6,958
	CA Police Chief's Conference		1,500		1,225
	Ca. Tactical Officers Training		500		-
	Command Officers Association		250		-
	CPCA Legislation Day		-		550
	IACP Conference		-		3,000
	Judicial Council Breakfast		500		-
	LACPCA Conference		-		633
	Liebert, Cassidy, Whitmore Employment Law Conference		400		550
	Local Meetings		500		350
	San Marino Day Out		2,500		-
	SGVPCA Conference		-		650

Police

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-30-4492-0000	Uniforms	314	-	-	-
103-30-4492-0003	Uniforms-PERSable	3,906	5,000	4,000	4,000
103-30-4492-0004	Uniforms Safety	5,805	10,000	10,000	10,000
103-30-4500-4950	Utilities-Natural Gas	419	350	475	500
103-30-4500-9025	Utilities-Telecommunications	18,814	16,000	15,329	16,000
103-30-4508-0000	Vehicle Repair & Maintenance	91,227	105,000	83,500	95,000
	Fuel		75,000		65,000
	Maintenance		20,000		20,000
	Motorcycle Maintenance		5,000		5,000
	Parts		5,000		5,000
595-30-4356-0000	Workers' Comp Premium	30,308	45,236	45,236	37,349
103-30-4950-0001	Equipment Cost Allocation	90,077	95,000	95,000	
	Total Services & Supplies	<u>812,834</u>	<u>850,195</u>	<u>813,457</u>	<u>729,245</u>
394-30-4600-XXXX	Remove & Remodel Holding Cells				45,000
394-30-4600-XXXX	Upgrade/Remodel Police Facility				15,000
394-30-4600-XXXX	Bathroom Repair/Upgrades				5,000
	Total Capitalized Expenditures				<u>-</u>
	Total Expenditures	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>

Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	4,999,604	5,434,388	5,505,302	5,644,690
	Services & Supplies	570,720	605,329	628,771	419,757
	Capital Outlay	-	71,000	69,819	-
	Total Expenditures	5,570,324	6,110,717	6,203,892	6,064,447
Expenditures by Fund:					
		-	-	-	-
103	Public Safety Fund	4,737,698	5,322,562	5,231,926	5,246,102
104	4th of July Fund	1,704	2,550	2,991	3,044
224	Assistance to Firefighters Grant Fund	-	-	-	-
240	State Homeland Security Grant Fund	4,332	-	-	-
281	Donations Fund	4,909	12,000	11,850	4,500
394	Capital Project Fund	-	71,000	69,819	-
401	Debt Service Fund	449,864	470,872	470,872	486,760
595	Workers' Compensation Fund	371,818	231,733	416,433	324,042
	Total Expenditures	5,570,324	6,110,717	6,203,892	6,064,447
		-	-	-	-
	Original Budget		6,112,716		
	Amendments		(1,999)		
	Amended Budget		<u>6,110,717</u>		
Staffing History:					
	San Marino Fire Chief	1.00	1.00	0.50	1.00
	San Gabriel Fire Chief	-	-	0.50	-
	San Marino Fire Division Chief	0.60	0.60	0.60	0.60
	San Gabriel Deputy Chief	0.30	0.30	0.30	0.30
	South Pasadena Deputy Chiefs	0.30	0.30	0.30	0.30
	San Gabriel Division Chief	0.60	0.60	0.60	0.60
	Fire Captains	3.00	3.00		3.00
	Administrative Assistant	1.00	1.00	1.00	1.00
	Firefighter/Paramedic	11.50	13.00		13.00
	Engineer	3.00	3.00		3.00
	Total FTEs	21.30	22.80	3.80	22.80

Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Detail					
Expenditures:					
103-34-4001-0000	Full Time Salaries	2,298,541	2,646,731	2,296,932	2,607,988
103-34-4002-0000	Part Time Wages	36,871	-	-	-
103-34-4003-0000	Shared Fire Command	461,828	350,000	400,000	450,000 *
103-34-4004-0000	Overtime	390,137	232,890	438,890	274,192
103-34-4004-0003	Overtime-Strike Teams	-	75,000	126,769	75,000
103-34-4006-0000	Medicare	37,084	44,521	35,976	45,872
103-34-4008-6050	PARS Retirement	1,017	-	-	-
103-34-4008-6160	Retirement - PERS	635,280	1,076,924	909,499	1,066,054
	Normal Cost				482,808
	UAL 20 Year Payoff				583,246
103-34-4010-0000	Cafeteria Benefit	251,535	331,200	319,200	292,800
103-34-4011-0000	Technology Allowance	13,714	14,400	14,400	14,400
103-34-4013-0000	Uniform Allowance	1,027	1,000	1,000	1,000
103-34-4014-0000	Unemployment Insurance	-	-	-	-
103-34-4015-0000	Worker's Comp. 4850 Pay	96,327	-	115,772	65,069
401-34-4999-0000	Debt Service	449,864	470,872	470,872	486,760
104-34-4004-0000	Fire Overtime (4th of July)	1,523	2,500	2,722	3,000
104-34-4006-0000	Medicare	21	50	36	44
104-34-4010-0000	Cafeteria Benefits	160	-	233	-
240-34-4004-0000	Overtime-SHSG	4,332	-	-	-
595-34-4015-0001	Workers' Comp Current Employees	155,493	150,000	358,000	186,862
595-34-4015-0002	Workers' Comp Past Employees	164,849	38,300	15,000	75,649
	Total Personnel	4,999,604	5,434,388	5,505,302	5,644,690
103-34-4150-0000	Other Contract Services	151,503	152,691	152,691	160,817
	Whitman Ambulance Billing		31,351		32,175
	OSHA & DMV Required Physical Examinations		5,000		5,000
	Computer Network/Technical Maintenance		14,000		14,000
	Verdugo Fire Communications Center		62,890		64,147
	Nurse Educator		21,950		22,389
	ePCR		3,700		4,100
	Alhambra Training Facility		4,900		4,998
	Santa Ana Fitness		2,900		2,958
	Software Programs (Filemaker, Edge, SCBA, Westnet)		3,500		8,500
	Copy Machine		2,500		2,550
103-34-4204-0000	Books & Periodicals	109	400	400	400
103-34-4206-0000	Building Repair & Maintenance	33,899	34,500	36,500	24,500
	Station Maintenance		22,500		24,500
	Carpet Replacement		8,000		-
	Sub-Floor Replacement		4,000		-
103-34-4308-0000	Equipment Rental	315	500	500	500

Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-34-4316-0000	Equipment Repair & Maintenance	7,082	8,900	8,611	8,900
	Ground Ladder Testing		1,500		1,500
	Bathroom Repair		-		13,020
	Interior Paint		-		2,240
	Miscellaneous Equipment		4,400		4,400
	Safety Equipment Cleaning & Repairs		3,000		3,000
595-34-4356-0000	Workers' Comp Premium	51,476	43,433	43,433	61,530
103-34-4376-0000	Materials & Supplies	30,113	35,250	39,750	35,455
	Absorbal		500		500
	Audio/Video/Photo Supplies		250		250
	Mt. San Antonio College Student Co-Op		500		-
	Class A Foam		3,000		3,000
	Emergency Response Medical Supplies for Ambulance		23,000		23,705
	Office Supplies		3,000		3,000
	Oxygen		2,000		2,000
	Public Education Supplies		1,000		1,000
	Emergency Reporting Service		2,000		2,000
281-34-4376-0000	Materials & Supplies	2,909	7,500	7,350	4,500
	CERT Supplies		2,500		-
	Housewares		5,000		4,500
103-34-4396-0000	Memberships & Dues	2,684	3,255	2,705	3,255
	California Fire Chiefs' Association (CFCA)		250		250
	CFCA Fire Prevention Officers' Association		150		150
	Community Meetings		1,305		1,305
	LA Area Fire Chiefs' Association		1,225		1,225
	So Cal Training Officers		50		50
	International Association Of Fire Chiefs		275		275
103-34-4398-0000	Mileage	(97)	100	100	100
103-34-4399-0000	Non-capitalized Equipment	4,960	6,000	5,900	-
	Thermal Imaging Cameras (2)		-		8,720
	Fire Investigation Equipment				3,800
	Computer Equip(desktop, IPADS,Hot Spots)				4,400
	Fire Hose & Equipment		6,000		6,000
281-34-4399-0000	Non-Capitalized Equipment	2,000	4,500	4,500	-
	CERT Trailer		4,500		-
103-34-4401-0000	Outside Services	6,073	5,000	6,090	6,100
103-34-4420-0000	Printing	201	500	480	500
103-34-4436-0000	Recruitment	8,116	7,000	9,500	8,100
103-34-4452-0000	Small Tools	568	500	500	500

Fire

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
103-34-4468-0000	Staff Development	10,849	14,000	13,890	14,000
	CFSTES - Leadership Training		9,000		9,000
	Target Solutions		2,000		2,000
	Paramedic License Fees		3,000		3,000
103-34-4480-0000	Travel & Meetings	2,096	2,700	2,500	2,700
	Fire Chief Meetings		1,200		1,200
	State Fire Symposium		1,500		1,500
103-34-4492-0000	Uniforms	4,757	-	-	-
103-34-4492-0003	Uniforms-PERSable	6,935	7,400	7,750	7,400
103-34-4492-0004	Uniforms-Safety	16,552	17,500	17,500	17,500
103-34-4500-4950	Utilities-Natural Gas	1,427	2,000	1,500	1,500
103-34-4500-9025	Utilities-Telecommunications	4,382	2,800	5,600	5,600
103-34-4508-0000	Vehicle Repair & Maintenance	55,919	48,900	61,021	55,900
	Fuel		25,400		25,000
	Vehicle Repairs		22,500		29,900
	Old #1 Repairs		1,000		1,000
103-34-4950-0001	Equipment Cost Allocation	165,893	200,000	200,000	
	Total Services & Supplies	570,720	605,329	628,771	419,757
224-34-4600-2420	Construction-Fire Station Sprinklers	-	-	-	-
394-34-4600-2420	Construction-Fire Sprinklers	-	-	-	-
394-34-4600-2885	Construction-Plimo Vent System	-	71,000	69,819	-
	Total Capitalized Expenditures	-	71,000	69,819	-
	Total Expenditures	5,570,324	6,110,717	6,203,892	6,064,447
*Revenue 103-34-3315-0000	Shared Fire Command	691,084	600,000	506,000	575,000

Emergency Services

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	41,698	43,580	44,288	39,680
	Capital Outlay	-	29,000	16,000	-
	Total Expenditures	41,698	72,580	60,288	39,680
 Expenditures by Fund:					
101	General Fund	41,698	43,580	44,288	39,680
394	Capital Projects Fund	-	29,000	16,000	-
	Total Expenditures	41,698	72,580	60,288	39,680
	Original Budget	-	58,080	-	-
	Amendments	-	14,500	-	-
	Amended Budget	-	72,580	-	-

Emergency Services

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Detail					
Expenditures:					
101-36-4150-0000	Other Contract Services	9,620	9,620	9,620	9,620
	Emergency Notification Contract		9,620		9,620
101-36-4316-0000	Equipment Repair & Maintenance	11,317	12,000	11,932	12,000
	Emergency Generator		2,500		2,500
	Radio repair / Narrowbanding		7,500		7,500
	Fire Extinguisher Service		2,000		2,000
101-36-4376-0000	Materials & Supplies	7,845	9,900	9,750	9,900
	Replace emergency supply cache (food, water, batteries)		4,000		4,000
	Misc. Supplies		1,500		1,500
	CERT		4,400		4,400
101-36-4396-0000	Memberships & Dues	260	260	260	260
	CA Emergency Services Assoc.		75		75
	International Assoc. of Emergency Mgrs.		185		185
101-36-4399-0000	Non-capitalized Equipment	4,814	5,000	4,850	-
	Radios		5,000		5,000
101-36-4468-0000	Staff Development	2,335	2,000	1,976	2,000
101-36-4500-9025	Utilities-Telecommunications	5,507	4,800	5,900	5,900
	Satellite Phone Service		750		750
	EOC Phone Service		2,950		3,450
	Cell Phone Service		600		600
	Repairs		500		1,100
Total Services & Supplies		41,698	43,580	44,288	39,680
394-36-4600-0000	Capital Projects Fund	-	29,000	16,000	-
	Generator Hookup to Library (Alternative EOC)		29,000		
Total Capitalized Expenditures		-	29,000	16,000	-
Total Expenditures		41,698	72,580	60,288	39,680

Public Works Summary

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures by Type:				
Personnel	1,444,759	1,681,323	1,506,071	1,708,837
Services & Supplies	1,450,229	1,754,571	1,820,593	1,459,988
Capital Outlay	4,526,281	7,775,661	7,490,614	-
Total Expenditures	7,421,269	11,211,555	10,817,278	3,168,825

Expenditures by Fund:

Expenditures by Fund:

101	General Fund	2,827,649	3,406,979	3,303,136	3,163,318
104	4th of July Fund	6,466	6,466	3,987	3,550
202	Gas Tax Fund	821,132	39,118	12,883	-
204	CDBG Fund	-	175,000	88,654	-
207	Prop. A Transit Fund	-	75,000	75,000	-
213	STPL Fund	52,509	-	-	-
214	TDA Fund	34,581	-	-	-
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	-
221	Used Oil Grant	34,407	6,354	-	-
236	Windstorm Tree Grant Fund	4,201	-	-	-
241	Safe Routes to School Fund	9,287	7,000	7,000	-
243	Measure R Fund	296,839	260,000	277,020	-
244	Prop. 1B	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
281	Donations Fund	1,047	2,800	2,401	1,050
394	Capital Projects Fund	2,952,290	6,031,543	5,842,057	-
595	Workers' Compensation Fund	6,823	6,294	10,140	907
	Total Expenditures	7,421,269	11,211,555	10,817,278	3,168,825

Staffing History:

	Public Works Director	-	1.00	-	1.00
	Assistant City Manager	0.50	-	-	-
	Administrative Analyst	1.00	1.00	-	1.00
	Public Works Division Manager	1.00	1.00	-	1.00
	Foreman	3.00	3.00	-	3.00
	Maintenance Worker III	4.25	4.00	-	4.00
	Maintenance Worker II	5.00	5.00	-	6.00
	Maintenance Worker I	1.50	3.00	-	2.00
	Maintenance Assistant	0.41	0.99	-	0.99
	Park Attendants	0.55	0.76	-	0.76
	Total FTEs	17.21	19.75	-	19.75

PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	199,121	274,716	120,031	256,172
	Services & Supplies	141,022	174,918	227,479	172,416
	Capital Outlay	-	6,250	6,250	-
	Total Expenditures	340,142	455,884	353,760	428,588
Expenditures by Fund:					
101	General Fund	326,853	436,874	333,383	424,131
104	4th of July Fund	6,466	6,466	3,987	3,550
394	Capital Projects Fund	-	6,250	6,250	-
595	Workers' Compensation Fund	6,823	6,294	10,140	907
	Total Expenditures	340,142	455,884	353,760	428,588
	Original Budget	-	442,884	-	-
	Amendments	-	13,000	-	-
	Amended Budget	-	455,884	-	-
Staffing History:					
	Public Works Director	-	1.00	-	1.00
	Assistant City Manager	0.50	-	-	-
	Administrative Analyst	1.00	1.00	-	1.00
	Total FTEs	1.50	2.00	-	2.00

PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Expenditures:					
101-40-4001-0000	Full Time Salaries	150,207	211,408	82,000	202,354
101-40-4004-0000	Overtime	110	-	-	-
101-40-4006-0000	Medicare	2,035	3,669	1,000	3,387
101-40-4008-6160	Retirement - PERS	16,096	16,973	8,798	15,681
	Normal Cost				15,681
	UAL 20 Year Payoff				-
101-40-4010-0000	Cafeteria Benefit	18,285	28,800	14,400	28,800
101-40-4011-0000	Technology Allowance	1,200	2,400	-	2,400
101-40-4014-0000	Unemployment Insurance	-	-	1,000	-
104-40-4004-0000	Public Works Overtime	5,967	5,967	3,350	3,500
104-40-4006-0000	Medicare	22	22	45	50
104-40-4010-0000	Cafeteria Benefits	477	477	592	-
595-40-4015-0001	Workers' Comp Current Employee	3,621	5,000	-	-
595-40-4015-0002	Workers' Comp Past Employees	1,102	-	8,846	-
	Total Personnel	199,121	274,716	120,031	256,172
101-40-4104-0000	Contract Engineering Services	70,602	67,000	140,000	88,000
	Traffic Engineering		38,000		38,000
	Supplemental Engineering		4,000		25,000
	General Engineering		25,000		25,000
101-40-4150-0000	Other Contract Services	20,339	57,119	36,180	36,184
	Christmas Light Installation		3,000		3,000
	Janitorial services		1,519		3,984
	Computer Network/Technical Maintenance		6,000		6,000
	GIS		15,000		15,000
	Laundry (Towels & Mats)		8,200		8,200
	PW Director Recruitment		13,000		-
	Interim PW Director		10,400		-
101-40-4206-0000	Building Repair & Maintenance	16,678	10,290	10,290	10,290
101-40-4260-0000	Damage to City Property Repair	17,834	20,000	20,000	20,000
101-40-4316-0000	Equipment Repair & Maintenance	530	1,000	1,000	100
595-40-4356-0000	Workers' Comp Premiums	2,100	1,294	1,294	907
101-40-4376-0000	Materials & Supplies	2,366	2,000	2,500	2,000

PW-Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-40-4396-0000	Memberships & Dues	160	1,180	1,180	1,165
	American Public Works Assoc.		400		-
	IMSA/TCSA		680		680
	MSA		-		400
	Municipal Management Assoc. of So. Cal.		100		85
101-40-4398-0000	Mileage	-	200	200	200
101-40-4399-0000	Non-Capital Equipment	2,489	1,500	1,500	-
	Computer Upgrades		1,500		5,000
101-40-4480-0000	Travel & Meetings	1,241	1,550	1,550	1,550
101-40-4468-0000	Staff Development	-	3,765	3,765	3,765
101-40-4492-0003	Uniforms-PERSable	2,367	3,000	3,000	3,100
101-40-4492-0004	Uniforms-Safety	3,974	4,500	4,500	4,635
101-40-4500-9025	Utilities-Telecommunications	342	520	520	520
	Total Services & Supplies	<u>141,022</u>	<u>174,918</u>	<u>227,479</u>	<u>172,416</u>
394-40-4600-5501	Office Improvements	-	6,250	6,250	-
	Total Capitalized Expenditures	<u>-</u>	<u>6,250</u>	<u>6,250</u>	<u>-</u>
	Total Expenditures	<u><u>340,142</u></u>	<u><u>455,884</u></u>	<u><u>353,760</u></u>	<u><u>428,588</u></u>

Garage

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	167,248	161,640	182,252	193,310
	Services & Supplies	26,443	33,375	43,260	21,930
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>193,691</u>	<u>195,015</u>	<u>225,512</u>	<u>215,240</u>
Expenditures by Fund:					
101	General Fund	193,691	195,015	225,512	215,240
	Total Expenditures	<u>193,691</u>	<u>195,015</u>	<u>225,512</u>	<u>215,240</u>
	Original Budget		195,015		
	Amendments		-		
	Amended Budget		<u>195,015</u>		
Staffing History:					
	Shop Foreman	1.00	1.00		1.00
	Maintenance Worker III	1.00	1.00		1.00
	Total FTEs	<u>2.00</u>	<u>2.00</u>	-	<u>2.00</u>

Garage

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Expenditures:					
101-42-4001-0000	Full Time Salaries	130,824	115,129	130,084	137,940
101-42-4004-0000	Overtime	1,152	128	1,053	3,460
101-42-4006-0000	Medicare	235	-	1,019	898
101-42-4008-6160	Retirement - PERS	13,708	22,183	25,896	26,812
	Normal Cost				13,206
	UAL 20 Year Payoff				13,606
101-42-4010-0000	Cafeteria Benefit	21,129	24,000	24,000	24,000
101-42-4013-0000	Uniform Allowance	201	200	200	200
	Total Personnel	167,248	161,640	182,252	193,310
101-42-4150-0000	Other Contract Services	6,213	7,000	6,000	6,500
	Clarifier Cleaning		2,000		2,000
	Disposal of Oil Filters		1,500		1,000
	Gas Tank Monitoring & Testing		3,500		3,500
101-42-4204-0000	Books & Periodicals	1,635	1,650	1,635	1,635
101-42-4316-0000	Equipment Repair & Maintenance	6,188	7,500	18,400	7,795
	Misc. Repairs & Maintenance		3,000		2,700
	AQMD/County Requirements		2,000		4,300
	Annual Monitor Cert.		2,500		795
101-42-4376-0000	Materials & Supplies	3,181	3,700	3,700	3,700
	Misc. Items (soaps, paints, hoses, fittings, etc.)		2,000		2,000
	Oil and Grease Absorbent		700		700
	Welding Supplies		1,000		1,000
101-42-4399-0000	Non-Capitalized Equipment	-	4,225	4,225	-
	Parts Washer		2,180		-
	Diagnostic Scanner		2,045		-
101-42-4452-0000	Small Tools	1,978	2,000	2,000	2,000
101-42-4508-0000	Vehicle Repair & Maintenance	281	300	300	300
101-42-4950-0001	Equipment Cost Allocation	6,967	7,000	7,000	
	Total Services & Supplies	26,443	33,375	43,260	21,930
	Total Expenditures	193,691	195,015	225,512	215,240

Sewer & Stormdrain

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	352,045	462,221	436,437	375,660
	Capital Outlay	74,671	75,000	75,000	-
	Total Expenditures	<u>426,716</u>	<u>537,221</u>	<u>511,437</u>	<u>375,660</u>
Expenditures by Fund:					
101	General Fund	317,638	455,867	436,437	375,660
221	Used Oil Grant	34,407	6,354	-	-
394	Capital Projects Fund	74,671	75,000	75,000	-
	Total Expenditures	<u>426,716</u>	<u>537,221</u>	<u>511,437</u>	<u>375,660</u>
	Original Budget		479,437		
	Amendments		<u>57,784</u>		
	Amended Budget		<u>537,221</u>		

Sewer & Stormdrain

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Expenditures:					
101-44-4104-0000	Contracted Engineering NPDES	15,434	18,000	16,000	16,000
101-44-4106-5170	Contract Legal Svc.s-NPDES	13,097	6,000	5,000	5,000
101-44-4150-0000	Other Contract Services	138,227	159,510	143,080	138,680
	CIMP		16,430		-
	Debris Basin Cleaning		6,000		56,000
	Pest Control		4,000		4,000
	Pump station repair & maintenance		6,000		6,000
	Mission Wash Debris Removal & Inspection (Amendment)		4,400		-
	Sewer Cleaning and Maintenance/Trouble Spot Cleaning		122,680		122,680
101-44-4150-5170	Other Contract Services-NPDES	11,433	50,357	50,357	29,935
	Public Education		1,500		1,500
	TMDL Study (Bacteria) (Partial Amend.)		1,688		-
	TMDL Coordinated Monitoring Plan(Amend.)		24,525		-
	Rio Hondo Channel LOAD Reduction Bacteria Study		19,547		-
	Harbor Toxic Poll		-		1,300
	ULAR CIMP		-		17,393
	LA River Watershed		-		5,600
	Gateway Water Management Authority		992		992
	Metals TMDL Gateway COG		2,105		2,150
101-44-4150-9020	Contracted Street Sweeping	127,950	135,000	135,000	135,000
101-44-4399-0000	Non-Capitalized Equipment	-	40,000	40,000	40,000
	NPDES Remediation Measures		40,000		40,000
101-44-4399-3350	Non-Capitalized Equipment	-	35,000	35,000	-
	NPDES Remediation Measures (Park Loop)		35,000		-
221-44-4399-0000	Non-Capitalized Equipment	34,407	6,354	-	-
101-44-4460-5170	Special Expenses-NPDES	10,828	11,300	11,300	11,045
	County Storm Water Fees		9,000		8,957
	Annual Waste Discharge Fee		2,300		2,088
101-44-4950-0001	Equipment Cost Allocation	668	700	700	
	Total Services & Supplies	352,045	462,221	436,437	375,660
394-44-4600-8020	Sewer/Storm Drain Replacement	74,671	75,000	75,000	100,000
	Total Capitalized Expenditures	74,671	75,000	75,000	-
	Total Expenditures	426,716	537,221	511,437	375,660

Street

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	481,164	572,230	524,977	574,985
	Services & Supplies	320,814	399,261	427,520	346,612
	Capital Outlay	4,366,338	7,049,508	6,826,913	-
	Total Expenditures	5,168,317	8,020,998	7,779,410	921,597
Expenditures by Fund:					
101	General Fund	783,382	964,491	945,497	921,597
202	Gas Tax Fund	821,132	39,118	12,883	-
204	CDBG Fund	-	175,000	88,654	-
207	Prop. A Transit Fund	-	75,000	75,000	-
213	STPL Fund	52,509	-	-	-
214	TDA Fund	34,581	-	-	-
215	Prop. C Transit Fund	373,500	1,045,000	1,045,000	-
241	Safe Routes to School Fund	9,287	7,000	7,000	-
243	Measure R Fund	296,839	260,000	277,020	-
244	Prop. 1B	540	-	-	-
247	SCAG Grant Fund	-	150,000	150,000	-
394	Capital Projects Fund	2,796,548	5,305,390	5,178,356	-
	Total Expenditures	5,168,317	8,020,998	7,779,410	921,597
	Original Budget		4,991,750		
	Amendments		3,029,248		
	Amended Budget		<u>8,020,998</u>		
Staffing History:					
	Public Works Division Manager	0.50	0.50		0.50
	Foreman	1.00	1.00		1.00
	Maintenance Worker III	1.25	2.00		2.00
	Maintenance Worker II	1.00	1.00		2.00
	Maintenance Worker I	1.25	2.00		1.00
	Maintenance Assistant	-	0.44		0.44
	Total FTEs	5.00	6.94	-	6.94

Street

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Expenditures:					
101-48-4001-0000	Full Time Salaries	334,886	391,949	341,358	388,163
101-48-4002-0000	Part Time Wages	741	16,296	22,823	16,296
101-48-4004-0000	Overtime	14,600	6,875	6,875	10,622
101-48-4006-0000	Medicare	5,368	6,019	5,337	6,140
101-48-4008-6050	Retirement-PARS	28	611	856	611
101-48-4008-6160	Retirement - PERS	42,973	68,830	66,078	71,503
	Normal Cost				33,109
	UAL 20 Year Payoff				38,394
101-48-4010-0000	Cafeteria Benefit	68,004	79,200	79,200	79,200
101-48-4011-0000	Technology Allowance	1,498	1,800	1,800	1,800
101-48-4013-0000	Uniform Allowance	652	650	650	650
243-48-4002-0000	Part Time Wages	11,800	-	-	-
243-48-4006-0000	Medicare	171	-	-	-
243-48-4008-6050	Retirement-PARS	443	-	-	-
243-48-4008-6160	Retirement-PERS	-	-	-	-
	Total Personnel	481,164	572,230	524,977	574,985
101-48-4150-0000	Other Contract Services	68,245	121,755	115,000	87,500
	Address Repainting Citywide		-		5,500
	Pavement Management Plan		51,755		-
	Signal Maintenance		70,000		75,000
	Speed Awareness Sign Programming		-		7,000
241-48-4150-0000	Other Contract Services	6,183	7,000	7,000	-
	Speed Awareness Sign Programming		7,000		-
101-48-4316-0000	Equipment Repair & Maintenance	1,333	3,000	3,000	3,000
101-48-4376-0000	Materials & Supplies	91,021	132,039	140,000	140,200
	Asphalt Materials (Hot and Cold Mix)		9,053		10,000
	Cement Materials, Forms and Miscellaneous Items		52,986		53,000
	L.A. County Sanitation District		1,000		1,000
	LED Lights		-		22,200
	Sand Bags		-		5,000
	Street and Traffic Signs, Posts and Hardware		41,000		21,000
	Street Light Switches, Poles, Bulbs, Ballasts and Misc. Items		18,500		18,500
	Street Paints, Glass Beads and Pavement Markers		9,500		9,500
101-48-4376-9242	Traffic Commission Enhancements	-	10,000	10,000	5,000
101-48-4396-0000	Memberships & Dues	275	-	-	-
	Maintenance Supts. Assoc.		-		-
	Traffic Control Supervisors Association		-		-
101-48-4399-0000	Non-Capitalized Equipment	600	947	-	-
	Tablet		-		-
101-48-4401-0000	Outside Services	-	-	-	-
101-48-4452-0000	Small Tools	1,196	1,000	1,000	1,000
101-48-4480-0000	Travel & Meetings	1,850	-	-	-
	Maintenance Superintendent Assoc. Conference		-		-

Street

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-48-4500-1980	Utilities-Electricity	84,304	60,000	88,000	84,000
101-48-4500-9025	Utilities-Telecommunications	781	520	520	912
101-48-4508-0000	Vehicle Repair & Maintenance	22,314	25,000	25,000	25,000
	Fluids		3,200		3,200
	Fuel		15,800		15,800
	Lubricants		2,000		2,000
	Maintenance		2,000		2,000
	Misc. Parts		2,000		2,000
101-48-4950-0001	Equipment Cost Allocation	42,714	38,000	38,000	
Total Services & Supplies		320,814	399,261	427,520	346,612
202-48-4600-0778	Construction-Circle Dr. Bridge	765	26,235	-	
202-48-4600-0779	Cir Dr. @ Park Pl. Rehab.	-	-	-	
202-48-4600-3852	Lorain St. Rehab.	266,273	-	-	
202-48-4600-4185	Monterey St. Rehab.	10,009	-	-	
202-48-4600-9507	Winston Street Rehab.	191,694	-	-	
394-48-4600-9507	Winston Street Rehab. Homet to Robles	-	350,000	350,000	
204-48-4600-0100	ADA Sidewalk Improvements	-	175,000	88,654	
213-48-4600-5060	Oak Knoll/Monterey Intersection	52,509	-	-	
214-48-4600-0334	Bike Lanes	-	-	-	
215-48-4600-2877	Huntington Drive Street Rehab.	200,561	-	-	
243-48-4600-2877	Huntington Dr. Rehab SM Ave/DM	-	-	17,020	
241-48-4600-6153	Construction-SR@S	3,104	-	-	
243-48-4600-5060	NW Traffic Calming	40,425	-	-	
394-48-4600-9270	Street Re-Striping	13,872	211,128	211,128	
394-48-4600-9271	Rehabilitation-Various Streets	1,007,034	741,244	741,244	
394-48-4600-9272	Sidewalk Repair	141,007	150,000	150,000	
394-48-4600-0130	Allen/Orlando Street Imprvmts.	14,300	421,221	294,187	
394-48-4600-9000	St. Lt. Conversn (Amendment)	1,620,335	1,166,743	1,166,743	
All Funds	Huntington Dr. Westbound-San Gabriel to Winston	517,357	-	-	
202-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	65,297	-	-	
213-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	-	-	-	
214-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	34,581	-	-	
215-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	172,938	-	-	
243-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	244,000	-	-	
244-48-4600-2881	Huntington Dr. Westbound-San Gabriel to Winston	540	-	-	

Street

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
394-48-4600-2016	Slurry Seal Various Streets	-	200,000	200,000	
202-48-4600-7225	Santa Anita from Robles Northbound to City Limit	287,093	12,883	12,883	
394-48-4600-7225	Santa Anita from Robles Northbound to City Limit	-	330,054	330,054	
394-48-4600-1986	El Molino From Hunington to Old Mill	-	700,000	700,000	
All Funds	Huntington Dr. WB Winston to Virginia	-	810,000	810,000	
394-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	340,000	340,000	
215-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	210,000	210,000	
243-48-4600-2882	Huntington Dr. WB Winston to Virginia	-	260,000	260,000	
394-48-4600-7921	Stratford Road from Oxford to SM Ave.	-	70,000	70,000	
394-48-4600-9361	Virginia from Circle to Oak Grove Overlay	-	175,000	175,000	
207-48-4600-0000	Bus Benches	-	75,000	75,000	
All Funds	Huntington Dr./SM Ave. Intersection	-	1,435,000	1,435,000	
215-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	835,000	835,000	
394-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	450,000	450,000	
247-48-4600-2883	Huntington Dr./SM Ave. Intersection	-	150,000	150,000	
Total Capitalized Expenditures		4,366,338	7,049,508	6,826,913	-
Total Expenditures		5,168,317	8,020,998	7,779,410	921,597

Park

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	343,147	324,788	337,328	336,068
	Services & Supplies	121,569	199,876	200,977	143,050
	Capital Outlay	75,678	489,166	488,951	-
	Total Expenditures	540,394	1,013,830	1,027,256	479,118
Expenditures by Fund:					
101	General Fund	463,669	521,864	535,904	478,068
281	Donations Fund	1,047	2,800	2,401	1,050
394	Capital Projects Fund	75,678	489,166	488,951	8,500
	Total Expenditures	540,394	1,013,830	1,027,256	487,618
		-	-	-	8,500
	Original Budget		559,188		
	Amendments		454,642		
	Amended Budget		<u>1,013,830</u>		
Staffing History:					
	Public Works Division Manager	0.25	0.25		0.25
	Foreman	1.00	1.00		1.00
	Maintenance Worker III	-	-		-
	Maintenance Worker II	2.00	2.00		2.00
	Maintenance Worker I	-	-		-
	Park Attendants	0.55	0.76		0.76
	Maintenance Assistant	0.41	0.55		0.55
	Total FTEs	4.21	4.56	-	4.56

Park

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
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Budget Detail

Expenditures:

101-50-4001-0000	Full Time Salaries	226,486	199,680	202,368	207,513
101-50-4002-0000	Part Time Wages	27,495	38,017	38,017	40,022
101-50-4004-0000	Overtime	2,001	2,618	2,618	1,930
101-50-4006-0000	Medicare	3,914	3,545	3,412	3,678
101-50-4008-6050	Retirement PARS	1,003	1,426	144	1,501
101-50-4008-6160	Retirement - PERS	28,333	38,377	44,244	40,299
	Normal Cost				19,830
	UAL 20 Year Payoff				20,469
101-50-4010-0000	Cafeteria Benefit	52,490	39,600	45,000	39,600
101-50-4011-0000	Technology Allowance	1,002	1,200	1,200	1,200
101-50-4013-0000	Uniform Allowance	425	325	325	325
	Total Personnel	343,147	324,788	337,328	336,068
101-50-4150-0000	Other Contract Services	18,114	24,750	24,750	24,750
	Backflow Testing		1,050		1,050
	Electrical Repairs		500		500
	Pest Control		1,400		1,400
	Tree Pruning		20,000		20,000
	Playground Inspection/Repairs		1,800		1,800
101-50-4206-0000	Building Repair & Maintenance	9,956	10,000	10,000	10,000
	Routine Building Repairs		2,000		2,000
	Public Restroom Supplies		8,000		8,000
281-50-4206-9400	Bldg Rep & Maint-War Memorial	1,047	1,050	1,050	1,050
101-50-4316-0000	Equipment Repair & Maintenance	349	1,000	1,000	1,000
101-50-4376-0000	Materials & Supplies	13,202	25,700	25,700	25,700
	Irrigation Supplies		5,000		5,000
	Lumber, Fencing, concrete, asphalt & paint		5,000		5,000
	Misc. grounds maintenance supplies		2,000		2,000
	Equipment Rental		700		700
	Pesticides		1,000		1,000
	Fertilizer		1,000		1,000
	Shed Roof Repair		1,000		1,000
	Wood Chips		10,000		10,000
101-50-4399-0000	Non-Capitalized Equipment	1,424	25,076	25,076	-
	Aerator		1,500		-
	Auger		1,200		-
	Chain Saws & Hedge Trimmers		1,400		1,400
	Picnic Tables		19,976		-
	Tool Box		1,000		-
281-50-4399-0000	Non-Capitalized Equipment	-	1,750	1,351	-
	Drinking Fountain		1,750		-

Park

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
101-50-4404-0000	Plants	4,410	13,500	13,500	15,500
	Landscape New Restroom Area				3,000
	Floral Displays		3,000		2,000
	Shrubs & Groundcover		3,000		3,000
	Trees		7,500		7,500
101-50-4420-0000	Printing	-	2,500	2,500	2,500
101-50-4452-0000	Small Tools	465	750	750	750
101-50-4480-0000	Travel & Meetings	529	-	-	-
	PAPA Seminars		-		
	Landscape Committee		-		
101-50-4500-4950	Utilities-Natural Gas	395	500	500	500
101-50-4500-9025	Utilities-Telecommunications	1,201	1,300	1,300	1,300
101-50-4500-9460	Utilities-Water	51,812	75,000	75,000	55,000
101-50-4508-0000	Vehicle Repair & Maintenance	4,854	3,000	4,500	5,000
101-50-4950-0001	Equipment Cost Allocation	13,811	14,000	14,000	
	Total Services & Supplies	121,569	199,876	200,977	143,050
394-50-4600-0000	Playground Rehabilitation	2,607	-	-	-
394-50-4600-3350	Lacy Park Inner Loop Rehabilitation	29,972	246,290	246,074	-
394-50-4600-5875	Parking Lot Improvements	-	100,000	-	-
394-50-4600-7027	Restroom Upgrades	39,403	69,617	169,617	-
394-50-4600-7150	Rose Arbor Repair	2,990	17,010	17,010	-
394-50-4600-5501	Office Improvements	-	6,250	6,250	-
394-50-4600-8251	St. Albans Parking Lot	-	50,000	50,000	-
394-50-4600-9400	Construction-War Memorial	706	-	-	-
394-50-4600-0000	Park Office Sewerline Replacement	-	-	-	8,500
	Total Capitalized Expenditures	75,678	489,166	488,951	-
	Total Expenditures	540,394	1,013,830	1,027,256	479,118

Grounds

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	254,079	347,949	341,483	348,302
	Services & Supplies	488,336	484,920	484,920	400,320
	Capital Outlay	9,594	155,737	93,500	-
	Total Expenditures	752,009	988,606	919,903	748,622
Expenditures by Fund:					
101	General Fund	742,415	832,869	826,403	748,622
236	Windstorm Tree Grant Fund	4,201	-	-	-
394	Capital Projects Fund	5,393	155,737	93,500	6,500
	Total Expenditures	752,009	988,606	919,903	755,122
					6,500
	Original Budget		914,369		
	Amendments		74,237		
	Amended Budget		<u>988,606</u>		
Staffing History:					
	Public Works Division Manager	0.25	0.25		0.25
	Maintenance Worker III	2.00	1.00		1.00
	Maintenance Worker II	2.00	2.00		2.00
	Maintenance Worker I	0.25	1.00		1.00
	Total FTEs	4.50	4.25	-	4.25

Grounds

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Expenditures:					
101-52-4001-0000	Full Time Salaries	188,314	242,948	241,898	240,075
101-52-4004-0000	Overtime	5,026	8,407	8,407	6,882
101-52-4006-0000	Medicare	2,932	3,706	3,609	3,636
101-52-4008-6160	Retirement - PERS	22,862	40,263	34,944	45,084
	Normal Cost				21,708
	UAL 20 Year Payoff				23,376
101-52-4010-0000	Cafeteria Benefit	34,223	51,600	51,600	51,600
101-52-4011-0000	Technology Allowance	396	600	600	600
101-52-4013-0000	Uniform Allowance	326	425	425	425
	Total Personnel	254,079	347,949	341,483	348,302
101-52-4150-0000	Other Contract Services	339,630	352,950	352,950	290,150
	Backflow Testing/Repairs		5,000		5,000
	Median Maintenance		96,000		43,000
	Tree Pruning		200,750		200,750
	Tree Removal/Replacement		31,850		31,850
	Median Design		6,000		-
	Digital Maps/Digital Migration		5,000		1,200
	Service Request System		3,350		3,350
	Oak Tree Preservation Program		5,000		5,000
101-52-4204-0000	Books & Periodicals	-	200	200	-
101-52-4316-0000	Equipment Repair & Maintenance	2,854	4,000	4,000	4,000
101-52-4376-0000	Materials & Supplies	12,693	11,500	11,500	11,500
	Mulch, irrigation supplies & misc. grounds maintenance supplies		6,000		6,000
	Forestry Supplies		1,000		1,000
	Seed, Fertilizer, Pesticides & Misc. Supplies		2,500		2,500
	Mulch for Oak Tree Preservation		2,000		2,000
101-52-4396-0000	Memberships & Dues	385	-	-	-
	Pesticide Applicators Professional Association		-		-
	QAC License Renewals		-		-
101-52-4399-0000	Non-capitalized Equipment	3,298	2,100	2,100	-
	(3) Chain saws		2,100		2,100
101-52-4404-0000	Plants	8,115	10,400	10,400	10,400
	Floral Displays		3,400		3,400
	Shrubs & Groundcover		3,000		3,000
	Trees		4,000		4,000
101-52-4452-0000	Small Tools	836	750	750	750
101-52-4480-0000	Travel & Meetings	488	-	-	-
	Professional Application Pesticide Association Seminars		-		-
	Misc. Meetings		-		-
101-52-4500-9460	Utilities-Water	89,346	70,000	70,000	70,000

Grounds

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
101-52-4500-9025	Utilities-Telecommunications	312	520	520	520
101-52-4508-0000	Vehicle Repair & Maintenance	10,282	13,000	13,000	13,000
	Fuel		7,000		7,000
	General Repairs/Inspections/Smog Checks		2,000		2,000
	General Maintenance/Tune-ups/Parts		3,000		3,000
	Misc. Parts		1,000		1,000
101-52-4950-0001	Equipment Cost Allocation	20,097	19,500	19,500	
	Total Services & Supplies	<u>488,336</u>	<u>484,920</u>	<u>484,920</u>	<u>400,320</u>
236-50-4600-8357	Windstorm Tree Replacement	4,201	-	-	
394-52-4600-0000	Huntington Dr. Tree Replacment	-	-	-	
394-52-4600-4186	Center Median Landscaping	-	38,688	-	
394-52-4600-5880	Parklet	5,393	4,607	-	
394-52-4600-7038	Roanoake Parkway Improvements	-	12,500	12,500	6,500
394-52-4600-9245	Huntington Median Irrigation	-	99,942	81,000	
	Total Capitalized Expenditures	<u>9,594</u>	<u>155,737</u>	<u>93,500</u>	<u>-</u>
	Total Expenditures	<u>752,009</u>	<u>988,606</u>	<u>919,903</u>	<u>748,622</u>

Recreation Summary

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues by Type:					
	Charges for Services	1,335,020	1,414,247	1,395,947	1,674,549
	Rents & Concessions	32,414	44,300	38,600	40,800
	Intergovernmental	-	2,500	2,500	-
	Donations	4,554	5,357	5,637	4,300
	Miscellaneous Revenues	503	-	-	-
	Total Revenues	1,372,490	1,466,404	1,442,684	1,719,649
Revenues by Fund:					
101	General Fund	1,294,776	1,363,547	1,355,547	1,633,972
104	4th of July Fund	57,591	73,000	57,000	57,177
105	San Marino Center Fund	15,569	22,000	22,000	24,200
239	County Parks & Rec Grant	-	2,500	2,500	-
281	Restricted Donations Fund	4,554	5,357	5,637	4,300
	Total Revenues	1,372,490	1,466,404	1,442,684	1,719,649
Expenditures by Type:					
	Personnel	1,181,275	1,304,337	1,287,621	1,261,181
	Services & Supplies	902,756	927,268	918,355	971,402
	Capital Outlay	25,143	100,000	60,000	-
	Total Expenditures	2,109,173	2,331,605	2,265,976	2,232,583
Expenditures by Fund:					
101	General Fund	1,800,534	1,895,694	1,875,269	1,874,775
104	4th of July Fund	59,319	67,489	60,423	69,636
105	San Marino Center Fund	67,450	76,231	85,965	90,469
204	CDBG Fund	4,403	5,773	5,731	5,646
206	LA County Park Bond Fund	44,502	63,619	60,789	55,955
207	Prop. A Transit Fund	96,546	110,038	110,038	116,688
226	Beverage Container Grant	4,237	5,000	-	13,000
239	County Parks & Rec Grant	-	2,500	2,500	-
281	Restricted Donations Fund	3,957	5,224	5,224	6,200
394	Capital Projects Fund	25,143	100,000	60,000	-
595	Workers' Compensation Fund	3,082	37	37	214
	Total Expenditures	2,109,173	2,331,605	2,265,976	2,232,583
Total Revenues Over/(Under) Expenditures		(736,683)	(865,201)	(823,292)	(512,934)
Fund 101 Revenues Over/(Under) Expenditures		(505,758)	(532,147)	(519,722)	(240,803)
Fund 101 Revenues as a % of Expenditures		72%	72%	72%	87%

Recreation Summary

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Staffing History:				
Community Services Director	-	-	-	0.50
Recreation Director	1.00	1.00	-	-
Recreation Manager	1.00	1.00	-	1.00
Administrative Analyst	0.50	0.25	-	1.00
Clerk Typist II	1.00	1.00	-	1.00
Assistant Pool Manager	0.15	0.18	-	0.35
Assistant Recreation Specialist	3.47	3.32	-	3.39
Cashiers	0.11	0.12	-	0.23
Child Development Specialist	1.71	1.96	-	1.44
Lifeguards	1.67	1.25	-	0.95
Maintenance Assistant	0.51	0.28	-	1.28
Pool Manager	0.18	0.18	-	0.21
Program Leader	0.39	0.98	-	1.00
Recreation Coordinator	0.75	0.75	-	0.75
Recreation Specialist	6.99	6.81	-	6.18
Recreation Supervisor	2.50	2.00	-	2.00
Water Safety Instructors	0.71	0.42	-	0.76
Total FTEs	22.64	21.49	-	22.05
	-	-	-	-

Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	13,317	9,500	9,500	9,500
	Rents & Concessions	16,845	22,300	16,600	16,600
	Intergovernmental	-	2,500	2,500	-
	Donations	600	-	-	-
	Miscellaneous Revenues	503	-	-	-
	Total Revenues	<u>31,264</u>	<u>34,300</u>	<u>28,600</u>	<u>26,100</u>
Expenditures by Type:					
	Personnel	349,799	389,783	379,958	267,300
	Services & Supplies	190,337	178,856	176,337	184,251
	Capital Outlay	25,143	100,000	60,000	-
	Total Expenditures	<u>565,279</u>	<u>668,639</u>	<u>616,295</u>	<u>451,551</u>
Revenues by Fund:					
	101 General Fund	30,664	31,800	26,100	26,100
	239 County Parks & Rec Grant	-	2,500	2,500	-
	281 Restricted Donations Fund	600	-	-	-
		<u>31,264</u>	<u>34,300</u>	<u>28,600</u>	<u>26,100</u>
Expenditures by Fund:					
	101 General Fund	532,818	561,102	553,758	438,337
	226 Beverage Container Grant Fund	4,237	5,000	-	13,000
	239 County Parks & Rec Grant	-	2,500	2,500	-
	394 Capital Projects Fund	25,143	100,000	60,000	-
	595 Workers' Compensation Fund	3,082	37	37	214
	Total Expenditures	<u>565,279</u>	<u>668,639</u>	<u>616,295</u>	<u>451,551</u>
		-	-	-	-
	Original Budget		666,139		
	Amendments		2,500		
	Amended Budget		<u>668,639</u>		
General Fund Revenues Over/(Under) Expenditures		<u>(502,154)</u>	<u>(529,302)</u>	<u>(527,658)</u>	<u>(412,237)</u>
Staffing History:					
	Community Services Director	-	-		0.50
	Recreation Director	1.00	1.00		-
	Administrative Analyst	0.50	0.25		0.70
	Clerk Typist II	1.00	1.00		0.42
	Assistant Rec. Specialist	0.01	-		-
	Child Development Specialist	0.59	0.65		0.38
	Recreation Coordinator	0.05	0.05		-
	Recreation Specialist	0.05	-		0.06
	Recreation Supervisor	1.15	0.65		0.65
	Total FTEs	<u>4.35</u>	<u>3.60</u>		<u>2.70</u>

Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Detail					
Revenues:					
101-60-3340-0000	Nonresident Fees-Recreation	13,317	9,500	9,500	9,500
101-60-3502-0000	Rents & Concessions-Rec	16,845	22,300	16,600	16,600
101-60-3701-0000	Miscellaneous Revenue-Rec	503	-	-	-
239-60-3202-0000	County P&R Needs Assessment	-	2,500	2,500	-
281-60-3601-0000	Recreation Donations Received	600	-	-	-
Total Revenues		31,264	34,300	28,600	26,100
Expenditures:					
101-60-4001-0000	Full Time Salaries	240,906	186,290	186,290	182,890
101-60-4002-0000	Part Time Wages	28,817	99,943	100,000	20,381
101-60-4004-0000	Overtime	2,037	1,394	1,300	1,961
101-60-4006-0000	Medicare	3,965	4,607	3,915	3,391
101-60-4008-6050	Retirement - PARS	11	-	-	81
101-60-4008-6160	Retirement - PERS	32,796	54,649	45,524	24,906
	Normal Cost				16,978
	UAL 20 Year Payoff				7,928
101-60-4010-0000	Cafeteria Benefit	37,938	39,960	39,960	31,680
101-60-4011-0000	Technology Allowance	2,173	2,940	2,932	2,010
101-60-4014-0000	Unemployment Payments	44	-	37	-
595-60-4015-0001	Workers' Comp Current Employee	1,112	-	-	-
Total Personnel		349,799	389,783	379,958	267,300
101-60-4150-0000	Other Contract Services	50,169	45,197	45,197	46,990
	Commission Clerical Support		-		1,675
	Credit Card Fees		15,800		15,800
	Customer E-Mail Support		420		420
	Filtered Water Service		360		360
	Vermont Annual Fee		5,500		5,500
	Computer Network/Technical Maintenance		15,882		16,000
	ASCAP		335		335
	Plug N' Pay		250		250
	SCMAF		6,000		6,000
	Website		650		650
101-60-4206-0000	Building Repair & Maintenance	33,645	34,477	34,477	34,833
	Boiler		2,000		2,000
	Janitorial Contract		28,833		28,833
	Miscellaneous Cleaning Supplies		3,644		4,000
101-60-4316-0000	Equipment Repair & Maintenance	1,450	1,665	1,365	1,665
	Copy Machine		1,365		1,365
	Miscellaneous		300		300
101-60-4324-0000	Facility Rental	1,058	1,920	1,920	1,500
595-60-4356-0000	Workers' Comp Premium	1,970	37	37	214
101-60-4376-0000	Materials & Supplies	11,465	8,500	12,500	15,400
	Shirts		1,500		3,400
	Office Supplies		7,000		12,000

Recreation Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
239-60-4376-0000	Materials & Supplies Needs Assessment	-	2,500 2,500	2,500	-
101-60-4396-0000	Memberships & Dues CPRS City Club Southern Municipal Athletic Conference Federation	1,155	800 500 - 300	1,065	915 480 125 310
101-60-4398-0000	Mileage	731	500	500	756
101-60-4399-0000	Non-capitalized Equipment Computers (Amend.= \$1,500) Laptop and Printer	3,566	1,500 1,300 200	1,500	- 1,300 200
226-60-4399-0000	Non-capitalized Equipment Playground Equipment Picnic Tables, Benches @ Stoneman	4,237	5,000 - 5,000	-	13,000 13,000 -
101-60-4412-0000	Postage Quarterly Recreation Brochure Misc.	1,374	3,280 2,880 400	3,100	3,124 2,724 400
101-60-4420-0000	Printing Quarterly Recreation Brochure Marketing, Misc. Printing	26,059	21,480 18,480 3,000	17,784	17,784 14,784 3,000
101-60-4468-0000	Staff Development CPR Other Training	1,975	3,000 3,000 -	3,192	1,870 1,350 520
101-60-4480-0000	Travel & Meetings	938	400	400	600
101-60-4500-1980	Utilities-Electricity	24,084	22,500	24,750	25,000
101-60-4500-4950	Utilities-Natural Gas	2,248	1,200	2,200	2,400
101-60-4500-9025	Utilities-Telecommunications	4,850	6,900	6,900	6,900
101-60-4500-9460	Water	5,479	6,000	5,750	6,000
101-60-4508-0000	Vehicle Repair & Maintenance	4,026	5,300	4,500	5,300
101-60-4950-0001	Equipment Cost Allocation	9,858	6,700	6,700	
Total Services & Supplies		190,337	178,856	176,337	184,251
394-60-4600-8940	Stoneman School Rehabilitation Improvements to be determined Doors/Windows/Locks/Flooring/Countertops	25,143	100,000 - 100,000	60,000	-
Total Capitalized Expenditures		25,143	100,000	60,000	-
Total Expenditures		565,279	668,639	616,295	451,551

Aquatics

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	154,297	160,000	160,000	201,776
	Total Revenues	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
Expenditures by Type:					
	Personnel	87,556	66,470	74,859	89,645
	Services & Supplies	106,170	128,727	119,908	123,150
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>
Revenues by Fund:					
101	General Fund	154,297	160,000	160,000	201,776
	Total Revenues	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
Expenditures by Fund:					
101	General Fund	193,726	195,197	194,767	209,595
207	Prop. A Transit Fund	-	-	-	3,200
	Total Expenditures	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>
	Original Budget		195,197		
	Amendments		-		
	Amended Budget		<u>195,197</u>		
General Fund Revenues Over/(Under) Expenditures		<u>(39,429)</u>	<u>(35,197)</u>	<u>(34,767)</u>	<u>(7,819)</u>
Staffing History:					
	Assistant Pool Manager	0.15	0.18		0.35
	Cashiers	0.11	0.12		0.23
	Life Guard	1.66	1.25		0.95
	Pool Manager	0.18	0.18		0.21
	Water Safety Instructor	0.71	0.42		0.76
	Total FTEs	<u>2.81</u>	<u>2.14</u>	-	<u>2.50</u>

Aquatics

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Revenues:					
101-62-3336-0000	Aquatics Program Fees	154,297	160,000	160,000	201,776
	Revenue Totals	<u>154,297</u>	<u>160,000</u>	<u>160,000</u>	<u>201,776</u>
Expenditures:					
101-62-4002-0000	Part Time Wages	82,741	61,159	71,159	84,265
101-62-4004-0000	Overtime	505	-	-	-
101-62-4006-0000	Medicare	1,207	887	1,032	1,222
101-62-4008-6050	Retirement PARS	3,103	1,777	2,668	2,793
101-62-4008-6160	Retirement - PERS	-	2,647	-	1,365
	Normal Cost				936
	UAL 20 Year Payoff				429
	Total Personnel	<u>87,556</u>	<u>66,470</u>	<u>74,859</u>	<u>89,645</u>
101-62-4102-0000	Contracted Teacher Services	70,225	88,000	84,000	84,000
207-62-4208-0000	Bus Transportation	-	-	-	3,200
101-62-4324-0000	Facility Rental	31,640	34,377	29,558	29,500
	Mini Mobile		552		800
	SMUSD Pool		21,600		21,800
	Boys and Girls Club Pool		12,225		6,900
101-62-4376-0000	Materials & Supplies	597	3,000	3,000	3,000
101-62-4492-0000	Uniforms	182	-	-	-
101-62-4492-0004	Uniforms-Safety	3,166	3,000	3,000	3,100
101-62-4500-9025	Utilities-Telecommunications	359	350	350	350
	Total Services & Supplies	<u>106,170</u>	<u>128,727</u>	<u>119,908</u>	<u>123,150</u>
	Total Expenditures	<u>193,726</u>	<u>195,197</u>	<u>194,767</u>	<u>212,795</u>

Contract Classes

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	337,346	380,000	380,000	380,480
	Total Revenues	<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
Expenditures by Type:					
	Personnel	132,817	156,178	132,202	136,312
	Services & Supplies	228,518	228,480	225,093	241,000
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>361,335</u>	<u>384,658</u>	<u>357,295</u>	<u>377,312</u>
Revenues by Fund:					
101	General Fund	337,346	380,000	380,000	380,480
	Total Revenues	<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
Expenditures by Fund:					
101	General Fund	361,335	384,658	357,295	377,312
	Total Expenditures	<u>361,335</u>	<u>384,658</u>	<u>357,295</u>	<u>377,312</u>
	Original Budget		384,658		
	Amendments		-		
	Amended Budget		<u>384,658</u>		
General Fund Revenues Over/(Under) Expenditures		<u>(23,989)</u>	<u>(4,658)</u>	<u>22,705</u>	<u>3,168</u>
Staffing History:					
	Recreation Manager	0.50	0.50		0.50
	Assistant Rec. Specialist	0.11	0.01		0.12
	Administrative Analyst	-	-		0.30
	Child Development Specialist	0.40	0.51		0.18
	Program Leader	0.02	-		-
	Recreation Coordinator	-	-	-	-
	Recreation Specialist	0.17	0.15		0.13
	Recreation Supervisor	0.50	0.50		0.25
	Total FTEs	<u>1.70</u>	<u>1.67</u>	<u>-</u>	<u>1.47</u>

Contract Classes

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
101-64-3336-0000	Contract Class Program Fees	337,346	380,000	380,000	340,800
101-64-3336-0001	Bridge Fees	-	-	-	20,810
101-64-3336-0002	Jr. Titan Fees	-	-	-	18,870
Total Revenues		<u>337,346</u>	<u>380,000</u>	<u>380,000</u>	<u>380,480</u>
Expenditures:					
101-64-4001-0000	Full Time Salaries	79,252	87,835	80,051	88,489
101-64-4002-0000	Part Time Wages	27,712	28,388	19,385	16,347
101-64-4004-0000	Overtime	-	-	-	-
101-64-4006-0000	Medicare	1,462	1,916	1,413	1,761
101-64-4008-6050	Retirement PARS	217	12	-	287
101-64-4008-6160	Retirement - PERS	11,963	22,127	15,453	12,778
	Normal Cost				8,899
	UAL 20 Year Payoff				3,879
101-64-4010-0000	Cafeteria Benefits	10,732	14,400	14,400	15,120
101-64-4011-0000	Technology Allowance	1,478	1,500	1,500	1,530
Total Personnel		<u>132,817</u>	<u>156,178</u>	<u>132,202</u>	<u>136,312</u>
101-64-4102-0000	Contracted Teacher Services	211,187	206,000	206,000	221,520
101-64-4150-0000	Other Contract Services	11,197	10,480	10,480	10,480
	Bridge Table Fees		840		840
	Bridge Manager		8,640		8,640
	Supplies		400		400
	Piano Tuning		600		600
101-64-4324-0000	Facility Rental	2,037	8,000	4,813	5,000
	District Facilities		8,000		5,000
101-64-4376-0000	Materials & Supplies	4,097	4,000	3,800	4,000
Total Services & Supplies		<u>228,518</u>	<u>228,480</u>	<u>225,093</u>	<u>241,000</u>
Total Expenditures		<u>361,335</u>	<u>384,658</u>	<u>357,295</u>	<u>377,312</u>

Special Events

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	78,749	98,300	74,000	75,202
	Donations	2,000	3,857	3,857	2,500
	Total Revenues	80,749	102,157	77,857	77,702
Expenditures by Type:					
	Personnel	11,100	20,403	12,592	12,613
	Services & Supplies	81,808	80,644	81,458	93,952
	Capital Outlay	-	-	-	-
	Total Expenditures	92,908	101,047	94,050	106,565
Revenues by Fund:					
101	General Fund	21,158	25,300	17,000	18,025
104	4th of July Fund	57,591	73,000	57,000	57,177
281	Donations	2,000	3,857	3,857	2,500
	Total Revenues	80,749	102,157	77,857	77,702
Expenditures by Fund:					
101	General Fund	31,444	29,834	29,903	32,529
104	4th of July Fund	59,319	67,489	60,423	69,636
281	Donations Fund	2,145	3,724	3,724	4,400
	Total Expenditures	92,908	101,047	94,050	106,565
	Original Budget		101,047		
	Amendments		-		
	Amended Budget		<u>101,047</u>		
	General Fund Revenues Over/(Under) Expenditures	(10,286)	(4,534)	(12,903)	(14,504)
	4th of July Fund Revenues Over/(Under) Expenditures	(1,728)	5,511	(3,423)	(12,459)
	Donations Fund Revenues Over/(Under) Expenditures	(145)	133	133	(1,900)
		(12,159)	1,110	(16,193)	(28,863)
By Program:					
	Miscellaneous Programs	(31,589)	(9,164)	(7,953)	(7,667)
	Easter Program	5,508	1,050	(2,950)	(2,981)
	Track Meet Program	2,646	1,076	1,076	300
	Snow Day Program	13,004	1,280	(4,300)	(6,056)
	4th of July Program	(1,728)	6,868	(2,066)	(12,459)
	Revenues Over/(Under) Expenditures	(12,159)	1,110	(16,193)	(28,863)
Staffing History:					
	Assistant Rec. Specialist	0.06	0.10		0.11
	Lifeguard	0.01	-		-
	Program Leaders	0.02	-		0.02
	Child Development Specialist	0.01	-		-
	Maintenance Assistance	0.01	-		0.01
	Recreation Specialist	0.13	0.11		0.15
	Total FTEs	0.24	0.21	-	0.30

Special Events

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Detail					
Revenues:					
101-66-3336-0000	Special Events Program Fees	-	-	-	-
101-66-3336-0001	Easter Program Fees	5,508	6,800	2,800	2,800
101-66-3336-0002	Track Meet Program Fees	2,646	2,500	2,500	2,500
101-66-3336-0003	Snow Day Program Fees	13,004	16,000	11,700	12,725
104-66-3336-0000	4th of July Entry Fees	57,591	73,000	57,000	57,177
281-66-3601-0000	Memorial Day Donations	2,000	500	500	500
281-66-3601-0002	Track Meet Donations	-	2,000	2,000	2,000
281-66-3601-2570	4th of July Donations	-	1,357	1,357	-
Total Revenues		80,749	102,157	77,857	77,702
Expenditures:					
101-66-4002-0000	Part Time Wages	3,286	6,143	6,143	4,539
101-66-4006-0000	Medicare	46	89	9	66
101-66-4008-6050	Retirement PARS	42	-	3	13
101-66-4008-6160	Retirement - PERS	248	1,182	48	599
	Normal Cost				400
	UAL 20 Year Payoff				199
104-66-4002-0000	Part Time Wages	6,021	10,763	4,163	5,599
104-66-4004-0000	Recreation Overtime	736	-	-	1,000
104-66-4006-0000	Medicare	95	156	156	96
104-66-4008-6050	Retirement-PARS	123	-	-	52
104-66-4008-6160	Retirement-PERS	308	2,070	2,070	649
	Normal Cost				403
	UAL 20 Year Payoff				246
104-66-4010-0000	Cafeteria Benefits	196	-	-	-
Total Personnel		11,100	20,403	12,592	12,613
Other Services & Supplies:					
101-66-4150-0000	Other Contract Services	19,194	1,150	1,150	1,700
281-66-4150-0000	Other Contract Services	622	-	-	500
101-66-4308-0000	Equipment Rental	446	-	-	-
101-66-4376-0000	Materials & Supplies	8,040	600	600	750
281-66-4376-0000	Materials & Supplies	1,523	500	500	-
101-66-4412-0000	Postage	141	-	-	-
101-66-4420-0000	Printing	-	-	-	-
Other - Subtotal S & S		29,967	2,250	2,250	2,950
Egg Hunt Services & Supplies:					
101-66-4150-0001	Egg Hunt Contract Servces	-	1,862	1,862	2,311
101-66-4376-0001	Egg Hunt Materials & Supplies	-	3,888	3,888	3,470
Egg Hunt S & S Total		-	5,750	5,750	5,781

Special Events

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Track Meet Services & Supplies:					
281-66-4150-0002	Track Meet Contract Services	-	2,100	2,100	1,900
101-66-4376-0002	Track Meet Materials & Supplies	-	200	200	300
281-66-4376-0002	Track Meet Materials & Supplies	-	1,124	1,124	2,000
Track Meet S & S Subtotal		-	3,424	3,424	4,200
Snow Day Services & Supplies:					
101-66-4150-0003	Snow Day Contract Services	-	14,260	16,000	17,811
101-66-4376-0003	Snow Day Materials & Supplies	-	460	-	970
Snow Day S & S Subtotal		-	14,720	16,000	18,781
4th of July Services & Supplies:					
104-66-4150-0000	Other Contract Services	31,987	33,975	33,975	34,675
	Fireworks		27,300		28,000
	First Aid		150		150
	Clean Up Crew, Entertainment		5,525		5,525
	Game Booths		1,000		1,000
104-66-4308-0000	Equipment Rental	10,285	8,225	7,759	15,125
	Fencing		500		500
	Generators		1,500		2,400
	Light Towers		2,000		2,300
	Misc.		-		1,925
	Portable Restrooms		4,225		8,000
104-66-4356-0000	Liability Insuranc Premium	-	2,800	2,800	3,500
104-66-4376-0000	Materials & Supplies	5,478	5,000	5,000	4,440
104-66-4420-0000	Printing	4,091	4,500	4,500	4,500
4th of July S & S Subtotal		51,841	54,500	54,034	62,240
Total Services & Supplies		81,808	80,644	81,458	93,952
Total Expenditures		92,908	101,047	94,050	106,565

Senior Activities

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	26,226	25,000	25,000	27,560
	Total Revenues	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>
Expenditures by Type:					
	Personnel	-	-	-	-
	Services & Supplies	36,674	31,350	31,350	40,240
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>36,674</u>	<u>31,350</u>	<u>31,350</u>	<u>40,240</u>
Revenues by Fund:					
101	General Fund	26,226	25,000	25,000	27,560
	Total Revenues	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>
Expenditures by Fund:					
101	General Fund	22,770	24,000	24,000	29,440
207	Prop. A Transit Fund	13,904	7,350	7,350	10,800
	Total Expenditures	<u>36,674</u>	<u>31,350</u>	<u>31,350</u>	<u>40,240</u>
	Original Budget	-	31,350	-	-
	Amendments	-	-	-	-
	Amended Budget	<u>-</u>	<u>31,350</u>	<u>-</u>	<u>-</u>
General Fund Revenues Over/(Under) Expenditures		<u>3,456</u>	<u>1,000</u>	<u>1,000</u>	<u>(1,880)</u>

Budget Detail

Revenues:					
101-68-3336-0000	Senior Program Fees	26,226	25,000	25,000	27,560
	Total Revenues	<u>26,226</u>	<u>25,000</u>	<u>25,000</u>	<u>27,560</u>
Expenditures:					
101-68-4102-0000	Contracted Teacher Services	-	-	-	6,600
101-68-4376-0000	Materials & Supplies	964	1,000	1,000	1,000
101-68-4486-0000	Trips & Events	21,806	23,000	23,000	21,840
207-68-4208-0000	Bus Transportation	13,904	7,350	7,350	10,800
	Total Services & Supplies	<u>36,674</u>	<u>31,350</u>	<u>31,350</u>	<u>40,240</u>
	Total Expenditures	<u>36,674</u>	<u>31,350</u>	<u>31,350</u>	<u>40,240</u>

Daycare

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	157,413	160,000	160,000	210,820
	Total Revenues	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
Expenditures by Type:					
	Personnel	122,991	128,616	132,511	139,625
	Services & Supplies	76,287	79,213	79,926	80,329
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>
Revenues by Fund:					
101	General Fund	157,413	160,000	160,000	210,820
	Total Revenues	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
Expenditures by Fund:					
101	General Fund	139,445	144,516	149,124	156,641
207	Prop. A Transit Fund	59,833	63,313	63,313	63,313
	Total Expenditures	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>
	Original Budget		207,829		
	Amendments		-		
	Amended Budget		<u>207,829</u>		
General Fund Revenues Over/(Under) Expenditures		<u>17,969</u>	<u>15,484</u>	<u>10,876</u>	<u>54,179</u>
Staffing History:					
	Recreation Manager	0.25	0.25		0.25
	Recreation Coordinator	-	-		0.15
	Assistant Rec. Specialist	1.21	0.62		0.65
	Progrm Leader	0.21	0.25		0.52
	Recreation Specialist	1.38	1.51		1.44
	Total FTEs	<u>3.05</u>	<u>2.63</u>	-	<u>3.01</u>

Daycare

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
101-70-3336-0000	Daycare Program Fees	157,413	160,000	160,000	210,820
	Total Revenues	<u>157,413</u>	<u>160,000</u>	<u>160,000</u>	<u>210,820</u>
Expenditures:					
101-70-4001-0000	Full Time Salaries	24,362	25,768	24,219	33,655
101-70-4002-0000	Part Time Wages	83,722	78,103	86,106	86,644
101-70-4006-0000	Medicare	1,496	1,567	1,502	1,805
101-70-4008-6050	Retirement PARS	1,348	223	1,307	762
101-70-4008-6160	Retirement - PERS	8,395	18,755	15,177	10,669
	Normal Cost				9,514
	UAL 20 Year Payoff				1,155
101-70-4010-0000	Cafeteria Benefit	3,063	3,600	3,600	5,400
101-70-4011-0000	Technology Allowance	605	600	600	690
	Total Personnel	<u>122,991</u>	<u>128,616</u>	<u>132,511</u>	<u>139,625</u>
101-70-4206-0000	Building Repair & Maintenance	49	-	-	-
207-70-4208-0000	Bus Transportation	59,833	63,313	63,313	63,313
101-70-4324-0000	Facility Rental	9,708	9,300	10,113	10,416
101-70-4376-0000	Materials & Supplies	6,488	6,000	6,000	6,000
101-70-4500-9025	Telephone	209	600	500	600
	Total Services & Supplies	<u>76,287</u>	<u>79,213</u>	<u>79,926</u>	<u>80,329</u>
	Total Expenditures	<u>199,277</u>	<u>207,829</u>	<u>212,437</u>	<u>219,954</u>

Daycamp

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	164,064	161,398	161,398	186,260
	Total Revenues	<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
Expenditures by Type:					
	Personnel	21,662	20,831	24,846	50,836
	Services & Supplies	121,249	134,672	144,307	146,764
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>142,911</u>	<u>155,503</u>	<u>169,153</u>	<u>197,600</u>
Revenues by Fund:					
101	General Fund	164,064	161,398	161,398	186,260
	Total Revenues	<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
		-	-	-	-
Expenditures by Fund:					
101	General Fund	120,101	116,128	129,778	158,225
207	Prop. A Transit Fund	22,810	39,375	39,375	39,375
	Total Expenditures	<u>142,911</u>	<u>155,503</u>	<u>169,153</u>	<u>197,600</u>
		-	-	-	-
	Original Budget		155,503		
	Amendments		-		
	Amended Budget		<u>155,503</u>		
General Fund Revenues Over/(Under) Expenditures		<u>43,963</u>	<u>45,270</u>	<u>31,620</u>	<u>28,035</u>
Staffing History:					
	Assistant Rec. Specialist	0.22	0.14		0.13
	Recreation Supervisor	-	-		0.25
	Progrm Leader	0.12	0.28		0.46
	Recreation Specialist	0.31	0.27		0.27
	Total FTEs	<u>0.65</u>	<u>0.68</u>	-	<u>1.11</u>

Daycamp

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
101-72-3336-0000	Daycamp Program Fees	164,064	161,398	161,398	186,260
		<u>164,064</u>	<u>161,398</u>	<u>161,398</u>	<u>186,260</u>
Expenditures:					
101-72-4001-0000	Full Time Salaries	-	-	-	17,253
101-72-4002-0000	Part Time Wages	19,697	17,985	22,000	25,277
101-72-4004-0000	Overtime	-	-	-	-
101-72-4006-0000	Medicare	271	261	261	671
101-72-4008-6050	Retirement PARS	166	212	212	410
101-72-4008-6160	Retirement - PERS	1,528	2,373	2,373	3,475
	Normal Cost				2,718
	UAL 20 Year Payoff				757
101-72-4010-0000	Cafeteria Benefit	-	-	-	3,600
101-72-4011-0000	Technology Allowance	-	-	-	150
	Total Personnel	<u>21,662</u>	<u>20,831</u>	<u>24,846</u>	<u>50,836</u>
101-72-4102-0000	Contracted Teacher Services	88,457	88,500	97,172	96,689
101-72-4150-0000	Other Contract Services	(6)	-	-	-
207-72-4208-0000	Bus Transportation	22,810	39,375	39,375	39,375
101-72-4324-0000	Facility Rental	481	510	510	-
101-72-4376-0000	Materials & Supplies	5,248	2,650	2,650	7,450
101-72-4486-0000	Trips & Events	4,259	3,237	4,500	3,150
101-72-4500-9025	Utilities-Telephone	-	400	100	100
	Total Services & Supplies	<u>121,249</u>	<u>134,672</u>	<u>144,307</u>	<u>146,764</u>
	Total Expenditures	<u>142,911</u>	<u>155,503</u>	<u>169,153</u>	<u>197,600</u>

Preschool

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Charges for Services	403,607	420,049	426,049	582,951
	Donations	1,954	1,500	1,780	1,800
	Total Revenues	405,561	421,549	427,829	584,751
Expenditures by Type:					
	Personnel	382,123	421,199	421,784	456,286
	Services & Supplies	16,584	18,560	16,360	18,210
	Capital Outlay	-	-	-	-
	Total Expenditures	398,707	439,759	438,144	474,496
Revenues by Fund:					
101	General Fund	403,607	420,049	426,049	582,951
281	Donations Fund	1,954	1,500	1,780	1,800
	Total Revenues	405,561	421,549	427,829	584,751
Expenditures by Fund:					
101	General Fund	396,896	438,259	436,644	472,696
281	Donations Fund	1,812	1,500	1,500	1,800
	Total Expenditures	398,707	439,759	438,144	474,496
	Original Budget		439,759		
	Amendments		-		
	Amended Budget		<u>439,759</u>		
General Fund Revenues Over/(Under) Expenditures		6,712	(18,210)	(10,595)	110,255
Staffing History:					
	Recreation Manager	0.25	0.25		0.25
	Clerk Typist II	-	-	-	0.50
	Assistant Rec. Specialist	1.76	2.45		2.38
	Child Development Specialist	0.71	0.79		0.88
	Program Leader	0.01	-		-
	Recreation Specialist	4.78	4.34		4.03
	Recreation Supervisor	0.85	0.85		0.85
		<u>8.36</u>	<u>8.68</u>	<u>-</u>	<u>8.89</u>
Revenues by Fund:					
101	General Fund	403,607	420,049	426,049	582,951
281	Restricted Donations Fund	1,954	1,500	1,780	1,800
	Total Revenues	405,561	421,549	427,829	584,751

Preschool

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
101-74-3336-0000	Preschool Program Fees	403,607	420,049	426,049	582,951
281-74-3333-0000	Preschool Fundraiser	1,954	1,500	1,780	1,800
	Total Personnel	<u>405,561</u>	<u>421,549</u>	<u>427,829</u>	<u>584,751</u>
Expenditures:					
101-74-4001-0000	Full Time Salaries	87,129	89,039	80,991	111,437
101-74-4002-0000	Part Time Wages	240,757	260,043	269,543	268,009
101-74-4006-0000	Medicare	4,430	5,307	5,083	5,748
101-74-4008-6050	Retirement PARS	2,288	4,166	4,166	3,111
101-74-4008-6160	Retirement-PERS	32,917	45,694	45,051	45,031
	Normal Cost				28,298
	UAL 20 Year Payoff				16,733
101-74-4010-0000	Cafeteria Benefit	13,482	15,840	15,840	21,840
101-74-4011-0000	Technology Allowance	1,120	1,110	1,110	1,110
		<u>382,123</u>	<u>421,199</u>	<u>421,784</u>	<u>456,286</u>
101-74-4206-0000	Building Repair & Maint.	-	-	-	-
101-74-4324-0000	Facility Rental	2,400	4,700	2,500	4,410
101-74-4376-0000	Materials & Supplies	12,372	12,360	12,360	12,000
281-74-4376-0000	M&S - Fundraiser	1,812	1,500	1,500	1,800
	Total Services & Supplies	<u>16,584</u>	<u>18,560</u>	<u>16,360</u>	<u>18,210</u>
	Total Expenditures	<u><u>398,707</u></u>	<u><u>439,759</u></u>	<u><u>438,144</u></u>	<u><u>474,496</u></u>

SM Center

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Revenues by Type:					
	Rents & Concessions	15,569	22,000	22,000	24,200
	Total Revenues	<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
Expenditures by Type:					
	Personnel	31,046	39,704	50,088	54,514
	Services & Supplies	36,404	36,527	35,877	35,955
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>67,450</u>	<u>76,231</u>	<u>85,965</u>	<u>90,469</u>
Revenues by Fund:					
105	San Marino Center Fund	15,569	22,000	22,000	24,200
	Total Revenues	<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
Expenditures by Fund:					
105	San Marino Center Fund	67,450	76,231	85,965	90,469
204	CDBG Fund	-	-	-	-
	Total Expenditures	<u>67,450</u>	<u>76,231</u>	<u>85,965</u>	<u>90,469</u>
	Original Budget		76,231		
	Amendments		-		
	Amended Budget		<u>76,231</u>		
SM Center Fund Revenues Over/(Under) Expenditures		<u>(51,881)</u>	<u>(54,231)</u>	<u>(63,965)</u>	<u>(66,269)</u>
Staffing History:					
	Clerk Typist II	-	-	-	0.03
	Assistant Rec. Specialist	0.10	-	-	-
	Child Development Specialist	-	-	-	-
	Maintenance Assistant	0.23	-	-	0.73
	Program Leader	0.01	0.45	-	-
	Recreation Coordinator	0.30	0.30	-	0.30
	Recreation Specialist	-	0.13	-	-
	Total FTEs	<u>0.64</u>	<u>0.88</u>	<u>-</u>	<u>1.06</u>

SM Center

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Revenues:					
105-82-3502-0000	Rents & Concessions	15,569	22,000	22,000	24,200
		<u>15,569</u>	<u>22,000</u>	<u>22,000</u>	<u>24,200</u>
Expenditures:					
105-82-4001-0000	Full Time Wages	14,004.04	14,659	13,856	15,908
105-82-4002-0000	Part Time Wages	11,588	15,257	25,882	29,301
105-82-4006-0000	Medicare	365	434	576	656
105-82-4008-6050	Retirement-PARS	361	-	375	293
105-82-4008-6160	Retirement-PERS	1,776	5,754	5,604	4,216
	Normal Cost				3,576
	UAL 20 Year Payoff				640
105-82-4010-0000	Cafeteria Benefit	2,951.16	3,600	3,600	3,960
105-82-4011-0000	Technology Allowance	-	-	195	180
	Total Personnel	<u>31,046</u>	<u>39,704</u>	<u>50,088</u>	<u>54,514</u>
105-82-4150-0000	Other Contract Services	2,265	3,510	3,510	3,588
105-82-4206-0000	Building Repair & Maintenance	14,772	12,667	12,667	12,667
	Custodial		6,287		6,287
	Security System		1,380		1,380
	HVAC Boiler		5,000		5,000
105-82-4316-0000	Equipment Repair & Maintenance	700	-	-	-
105-82-4376-0000	Materials & Supplies	930	1,200	1,200	1,200
105-82-4500-1980	Utilities-Electricity	13,622	15,500	15,500	15,500
105-82-4500-4950	Utilities-Gas	835	1,100	1,100	1,100
105-82-4500-9025	Utilities-Telephone	1,301	900	900	900
105-82-4500-9460	Utilities-Water	1,980	1,650	1,000	1,000
	Total Services & Supplies	<u>36,404</u>	<u>36,527</u>	<u>35,877</u>	<u>35,955</u>
204-82-4600-0100	SM Center ADA Improvements	-	-	-	-
	Total Capitalized Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Expenditures	<u>67,450</u>	<u>76,231</u>	<u>85,965</u>	<u>90,469</u>

Thurnher House

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	39,783	55,380	53,050	48,404
	Services & Supplies	4,719	8,239	7,739	7,551
	Capital Outlay	-	-	-	-
	Total Expenditures	44,502	63,619	60,789	55,955
Expenditures by Fund:					
206	LA County Park Bond Fund	44,502	63,619	60,789	55,955
	Total Expenditures	44,502	63,619	60,789	55,955
		-	-	-	-
	Original Budget		63,619		
	Amendments		-		
	Amended Budget		<u>63,619</u>		
Staffing History:					
	Maintenance Assistant	0.27	0.28		0.55
	Recreation Coordinator	0.40	0.40		0.30
	Recreation Specialist	0.12	0.25		0.03
	Total FTEs	0.79	0.93	-	0.88
Budget Detail					
Expenditures:					
206-84-4001-0000	Full Time Salaries	18,415	19,545	18,474	15,599
206-84-4002-0000	Part Time Wages	14,070	19,620	21,025	23,826
206-84-4004-0000	Overtime	257	-	-	-
206-84-4006-0000	Medicare	467	590	573	1,133
206-84-4008-6050	Retirement-PARS	261	-	701	422
206-84-4008-6160	Retirement-PERS	2,378	7,825	5,318	3,644
	Normal Cost				2,683
	UAL 20 Year Payoff				961
206-84-4010-0000	Cafeteria Benefit	3,883	7,800	6,699	3,600
206-84-4011-0000	Technology Allowance	52	-	260	180
	Total Personnel	39,783	55,380	53,050	48,404
206-84-4206-0000	Building Repair & Maintenance	3,710	6,701	6,701	6,701
	Janitorial Service		4,401		4,401
	Other		2,300		2,300
206-84-4376-0000	Materials & Supplies	432	1,000	500	500
206-84-4500-4950	Utilities-Natural Gas	353	350	350	350
206-84-4500-9025	Utilities-Telephone	224	188	188	-
	Total Services & Supplies	4,719	8,239	7,739	7,551
	Total Expenditures	44,502	63,619	60,789	55,955

Senior Outreach

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	2,398	5,773	5,731	5,646
	Services & Supplies	4,005	2,000	-	-
	Capital Outlay	-	-	-	-
	Total Expenditures	6,403	7,773	5,731	5,646
Expenditures by Fund:					
101	General Fund	2,000	2,000	-	-
204	CDBG Fund	4,403	5,773	5,731	5,646
	Total Expenditures	6,403	7,773	5,731	5,646
	Original Budget	-	7,773	-	-
	Amendments	-	-	-	-
	Amended Budget	-	7,773	-	-
Staffing History:					
	Clerk Typist II	-	-	-	0.05
	Recreation Specialist	0.05	0.06	-	0.07
	Total FTEs	0.05	0.06	-	0.12
Budget Detail					
Expenditures:					
204-88-4001-0000	Full Time Salaries	388	3,335	3,000	2,181
204-88-4002-0000	Part Time Wages	1,865	2,317	1,750	2,494
204-88-4006-0000	Medicare	32	34	34	68
204-88-4008-6050	Retirement-PARS	70	87	87	94
204-88-4008-6160	Retirement-PERS	43	-	-	209
204-88-4010-0000	Cafeteria Benefit	-	-	860	600
	Total Personnel	2,398	5,773	5,731	5,646
204-88-4150-0000	Contract Services	2,005	-	-	-
101-88-4150-0000	Contract Services	2,000	2,000	-	-
	Total Services & Supplies	4,005	2,000	-	-
	Total Expenditures	6,403	7,773	5,731	5,646

Library Summary

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures by Type:					
	Personnel	920,825	1,059,887	1,057,882	1,088,135
	Services & Supplies	507,901	548,275	532,779	519,496
	Capital Outlay	6,402	15,000	15,000	-
	Total Expenditures	1,435,129	1,623,162	1,605,661	1,607,631

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures by Fund:					
101	General Fund	1,292,929	1,474,962	1,468,961	1,508,884
281	Restricted Donations Fund	142,200	133,200	121,700	98,747
394	Capital Projects Fund	-	15,000	15,000	-
595	Workers' Compension Fund	-	-	-	-
	Total Expenditures	1,435,129	1,623,162	1,605,661	1,607,631

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Staffing History:					
	Assistant City Manager	0.50	0.50	-	-
	Community Services Director	-	-	-	0.50
	City Librarian	1.00	1.00	-	1.00
	Administrative Analyst	0.50	0.50	-	1.00
	Librarian III	1.00	1.00	-	1.00
	Librarian II	2.00	1.80	-	2.00
	Librarian I	0.64	0.65	-	0.73
	Clerk Typist II	1.00	1.00	-	1.00
	Library Assistant	3.85	3.75	-	3.93
	Library Clerk II	4.00	3.85	-	5.05
	Library Monitor	0.51	0.42	-	0.42
	Page	2.19	1.83	-	1.82
	Recreation Coordinator	0.25	0.25	-	0.25
	Total FTEs	17.44	16.55	-	18.69

Library Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Summary					
Expenditures by Type:					
	Personnel	306,961	409,038	377,145	397,203
	Services & Supplies	320,773	356,775	343,265	324,251
	Capital Outlay	6,402	15,000	15,000	-
	Total Expenditures	634,136	780,813	735,410	721,454
Expenditures by Fund:					
		19			
101	General Fund	563,838	702,913	669,010	698,052
281	Donations Fund	70,298	62,900	51,400	23,402
394	Capital Projects Fund	-	15,000	15,000	-
595	Workers' Compensation Fund	-	-	-	-
	Total Expenditures	634,136	780,813	735,410	721,454
	Original Budget		754,813		
	Amendments		26,000		
	Amended Budget		780,813		
Staffing History:					
	Assistant City Manager	0.50	0.50		-
	Community Services Director	-	-		0.50
	City Librarian	0.90	0.90		0.90
	Administrative Analyst	0.50	0.50		1.00
	Clerk Typist II	1.00	1.00		1.00
	Recreation Coordinator	0.25	0.25		0.25
	Library Assistant	0.44	0.48		0.48
	Total FTEs	3.59	3.63	-	4.13

Library Administration

		2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Requested
Budget Detail					
Expenditures:					
101-90-4001-0000	Full Time Salaries	221,032	281,834	260,977	275,054
101-90-4002-0000	Part Time Wages	13,864	17,270	17,270	17,320
101-90-4004-0000	Overtime	1,106	1,051	645	945
101-90-4006-0000	Medicare	3,419	4,814	3,848	4,712
101-90-4008-6050	Retirement PARS	1	648	-	649
101-90-4008-6160	Retirement - PERS	28,409	53,651	44,635	48,603
	Normal Cost				24,745
	UAL				23,858
101-90-4010-0000	Cafeteria Benefit	36,089	45,960	45,960	45,960
101-90-4011-0000	Technology Allowance	3,042	3,810	3,810	3,960
	Total Personnel	306,961	409,038	377,145	397,203
101-90-4150-0000	Other Contract Services	65,953	103,748	103,748	99,675
	Anti-Virus Software		2,500		5,000
	Barth Room Acoustics Study		5,000		-
	CalREN Connection		18,523		14,820
	Collection HQ		5,000		5,000
	Comp. Refresh		-		240
	Computer Network/Tech (SLK)		50,000		50,000
	Credit Card Fees		1,700		3,000
	Dakim		-		3,100
	Domain Names		100		100
	Envisionware		2,500		3,535
	EZ Proxy (OCLC)		1,285		1,400
	Flicker		50		-
	Go Daddy		100		100
	Livestream		-		2,400
	MH Software		800		-
	Movie Licensing		800		400
	Open DNS		740		740
	PTFS/Liblime		13,150		8,240
	Sonic Wall Security		-		100
	Syndetics		1,000		1,000
	Unpaid Sales Tax		500		500
281-90-4150-0000	Other Contract Services	740	-	-	-
	Collection HQ Software Subscription		-		-
101-90-4206-0000	Building Repair & Maintenance	78,714	71,382	70,882	81,049
	Carpet Cleaning		2,000		2,000
	Custodial Services		29,107		30,000
	Cabinetry Repairs		-		5,000
	Donor Wall Upkeep		500		1,500
	Elevator Contract		3,400		3,734
	Elevator Permit		225		225
	Exterminators		2,400		2,400
	HVAC Contract		15,000		7,640
	Miscellaneous		5,000		5,000
	Outside Vendor Repairs		3,000		3,000
	Paint Study Room/Lifelong		-		3,500
	Paper Towels		5,000		5,000
	Roof Repair/Cleaning		-		2,000
	Security System		2,500		2,500
	Sprinkler System		750		750
	Teak Refurnishing		1,500		1,500
	Umbrellas (4)		-		800
	Upolstery/Chairs		1,000		2,000
	Window Cleaning		-		2,500

Library Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
281-90-4206-0000	Building Repair & Maintenance	-	15,000	4,000	-
	Roof Repairs		15,000		-
101-90-4316-0000	Equipment Repair & Maintenance	1,099	1,000	1,000	1,500
	Cash Register		200		200
	Copier Repairs		-		500
	Passport Printer		500		500
	Photocopy Machine		300		300
281-90-4316-0000	Equipment Repair & Maintenance	-	-	-	6,402
	Large Printer Supplies				6,402
101-90-4376-0000	Materials & Supplies	11,810	10,600	11,100	16,900
	Carts		-		700
	Circulation Supplies		2,500		3,000
	Light Bulbs (Public Works)		1,000		1,000
	Misc		4,500		5,000
	Passport supplies paper/ink		1,000		2,000
	Patron Cards		-		3,000
	Photo Lights		-		150
	Presidents meetings (lunch)		600		600
	Shirts		-		450
	Volunteer Recognition		1,000		1,000
595-90-4356-0000	Workers' Comp Premium	-	-	-	-
101-90-4396-0000	Memberships & Dues	2,496	2,775	2,775	3,650
	ALA (Agency Membership)		150		600
	CALIFA		400		400
	CPLA		225		400
	City Club (2)		-		250
	SCLC		2,000		2,000
101-90-4398-0000	Mileage	628	360	260	300
101-90-4399-0000	Non-capitalized Equipment	3,512	7,000	5,500	-
	Cameras		-		2,500
	Cash Register		400		-
	Chairs		-		3,000
	Copier (5 Year Lease)		3,000		3,600
	Copier for Downstairs		-		600
	Currency Counter/Coin Sorter		500		-
	Lobby Mats		1,000		1,000
	Passport Picture Printer		1,500		1,500
	Tables for Barth Room		-		8,000
	Cabinet for Children's Supplies		400		-
	Refrigerator for Barth Room		200		-
281-90-4399-0000	Non-Capitalized Equipment	63,005	41,900	45,900	15,500
	Media Equipment		11,000		-
	Outside Poster Display Case		-		3,000
	Replace Chairs		-		1,500
	Replace Staff Computers		30,900		11,000

Library Administration

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
281-90-4399-1120	Non-Cap. Equipment-Crain Art G	150	6,000	1,500	1,500
101-90-4412-0000	Postage	5,288	4,400	5,100	5,200
101-90-4420-0000	Printing	138	2,810	2,200	2,500
101-90-4468-0000	Staff Development	1,089	600	100	525
	CPR		150		150
	CJPIA Academy Supervisor Training		-		375
	ILS training		450		-
101-90-4480-0000	Travel & Meetings	315	800	800	2,050
	PLA Conference		-		925
	CLA Conference		-		775
	Misc. Conferences		800		350
101-90-4500-1980	Utilities-Electricity	70,723	75,000	73,000	75,000
101-90-4500-4950	Utilities-Natural Gas	3,027	4,600	3,200	3,500
101-90-4500-9025	Utilities-Telecommunications	4,309	600	4,000	4,000
101-90-4500-9460	Utilities-Water	4,673	5,000	5,000	5,000
101-90-4950-0001	Equipment Cost Allocation	3,103	3,200	3,200	
	Total Services & Supplies	<u>320,773</u>	<u>356,775</u>	<u>343,265</u>	<u>324,251</u>
281-90-4613-0000	Equipment	6,402	-		-
394-90-4600-7925	Construction	-	15,000	15,000	-
	Patio Shade Structure		15,000		
	Total Capitalized Expenditures	<u>6,402</u>	<u>15,000</u>	<u>15,000</u>	<u>-</u>
	Total Expenditures	<u>634,136</u>	<u>780,813</u>	<u>735,410</u>	<u>721,454</u>

Adult Services

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	168,694	177,867	182,550	186,159
	Services & Supplies	119,146	126,500	126,500	129,245
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>287,840</u>	<u>304,367</u>	<u>309,050</u>	<u>315,404</u>
Expenditures by Fund:					
101	General Fund	266,018	276,067	280,750	285,059
281	Donations Fund	21,822	28,300	28,300	30,345
	Total Expenditures	<u>287,840</u>	<u>304,367</u>	<u>309,050</u>	<u>315,404</u>
	Original Budget	-	299,367	-	-
	Amendments	-	<u>5,000</u>	-	-
	Amended Budget	-	<u>304,367</u>	-	-
Staffing History:					
	City Librarian	0.10	0.10	-	0.10
	Librarian III	0.60	0.60	-	0.60
	Librarian II	0.20	-	-	0.20
	Librarian I	0.64	0.65	-	0.73
	Library Assistant	1.20	0.96	-	1.15
	Total FTEs	<u>2.74</u>	<u>2.31</u>	<u>-</u>	<u>2.78</u>

Adult Services

Budget Detail		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Expenditures:					
101-91-4001-0000	Full Time Salaries	65,709	70,495	68,072	71,589
101-91-4002-0000	Part Time Wages	76,514	72,071	79,325	82,919
101-91-4006-0000	Medicare	2,028	2,079	2,087	2,255
101-91-4008-6050	Retirement-PARS	1,827	1,286	1,698	1,572
101-91-4008-6160	Retirement-PERS	11,415	20,656	20,088	16,544
	Normal Cost				10,700
	UAL 20 Year Payoff				5,844
101-91-4010-0000	Cafeteria Benefit	10,959	11,040	11,040	11,040
101-91-4011-0000	Technology Allowance	242	240	240	240
	Total Personnel	168,694	177,867	182,550	186,159
281-91-4150-2575	Other Contract Services	1,438	2,000	2,000	2,000
101-91-4370-0335	Library Materials/Books	46,019	42,400	42,400	42,400
101-91-4370-1496	Library Materials-DVDs	3,911	4,000	4,000	4,000
101-91-4370-1985	Library Mats-Electronic Rsrcs	32,456	36,000	36,000	36,000
101-91-4370-6805	Library Mats-Print Subs	8,698	9,500	9,500	8,500
101-91-4370-8585	Library Mats-Standing Orders	6,240	6,300	6,300	8,000
281-91-4370-0000	Adult Materials-Other	3,334	1,800	1,800	1,800
281-91-4370-0776	Adult Chinese Language Mats.	3,000	2,000	2,000	2,000
281-91-4370-2575	Adult Materials-Friends	12,576	16,000	16,000	18,045
281-91-4376-0000	Supplies	-	5,000	5,000	5,000
281-91-4376-2575	Materials & Supplies-Friends	1,475	1,500	1,500	1,500
	Total Services & Supplies	119,146	126,500	126,500	129,245
	Total Expenditures	287,840	304,367	309,050	315,404

Childrens' Services

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	146,809	155,860	158,227	153,418
	Services & Supplies	53,080	45,000	45,014	48,000
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>
Expenditures by Fund:					
101	General Fund	149,809	158,860	161,241	156,418
281	Donations Fund	50,080	42,000	42,000	45,000
	Total Expenditures	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>
		-	-	-	-
	Original Budget		200,860		
	Amendments		-		
	Amended Budget		<u>200,860</u>		
Staffing History:					
	Librarian II	1.00	1.00		1.00
	Library Assistant	1.15	1.11		1.11
	Monitor	0.51	0.42		0.42
	Total FTEs	<u>2.66</u>	<u>2.53</u>	-	<u>2.52</u>
Budget Detail					
Expenditures:					
101-92-4001-0000	Full Time Wages	64,311	68,832	66,284	68,832
101-92-4002-0000	Part Time Wages	56,351	54,794	59,600	55,287
101-92-4006-0000	Medicare	1,728	1,787	1,811	1,800
101-92-4008-6050	Retirement-PARS	1,200	1,273	1,432	1,290
101-92-4008-6160	Retirement-PERS	11,029	17,174	17,100	14,209
	Normal Cost				8,576
	UAL 20 Year Payoff				5,633
101-92-4010-0000	Cafeteria Benefits	12,189	12,000	12,000	12,000
	Total Personnel	<u>146,809</u>	<u>155,860</u>	<u>158,227</u>	<u>153,418</u>
281-92-4150-2575	Other Contract Services-Friend	5,971	3,500	3,500	3,500
101-92-4370-0000	Materials/Books/Media	3,000	3,000	3,014	3,000
281-92-4370-0000	Children's Mat.s-Other	12,899	6,500	6,500	6,500
281-92-4370-2575	Children's Mats.-Friends	26,033	26,000	26,000	29,000
281-92-4376-2575	Materials & Supplies-Friends	5,178	6,000	6,000	6,000
	Total Services & Supplies	<u>53,080</u>	<u>45,000</u>	<u>45,014</u>	<u>48,000</u>
	Total Expenditures	<u>199,889</u>	<u>200,860</u>	<u>203,241</u>	<u>201,418</u>

Processing

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	76,112	90,980	93,541	90,405
	Services & Supplies	14,902	20,000	18,000	18,000
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>108,405</u>
Expenditures by Fund:					
101	General Fund	91,014	110,980	111,541	108,405
	Total Expenditures	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>108,405</u>
		-	-	-	-
	Original Budget		110,980		
	Amendments		-		
	Amended Budget		<u>110,980</u>		
Staffing History:					
	Librarian III	0.40	0.40		0.40
	Library Assistant	1.06	1.20		1.20
	Page	-	0.10		0.10
	Total FTEs	<u>1.46</u>	<u>1.70</u>	-	<u>1.70</u>
Budget Detail					
Expenditures:					
101-93-4001-0000	Full Time Salaries	29,099	40,617	31,376	31,592
101-93-4002-0000	Part Time Wages	36,218	36,708	45,943	45,595
101-93-4006-0000	Medicare	951	1,114	992	1,116
101-93-4008-6050	Retirement-PARS	1,358	1,705	1,396	1,710
101-93-4008-6160	Retirement-PERS	3,612	6,036	9,034	5,592
	Normal Cost				3,000
	UAL 20 Year Payoff				2,592
101-93-4010-0000	Cafeteria Benefits	4,874	4,800	4,800	4,800
	Total Personnel	<u>76,112</u>	<u>90,980</u>	<u>93,541</u>	<u>90,405</u>
101-93-4150-0000	Other Contract Services	8,124	9,000	9,000	9,000
101-93-4376-0000	Materials & Supplies	6,778	11,000	9,000	9,000
	Total Services & Supplies	<u>14,902</u>	<u>20,000</u>	<u>18,000</u>	<u>18,000</u>
	Total Expenditures	<u>91,014</u>	<u>110,980</u>	<u>111,541</u>	<u>108,405</u>

Circulation

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	222,251	226,142	246,419	260,950
	Services & Supplies	-	-	-	-
	Capital Outlay	-	-	-	-
	Total Expenditures	<u>222,251</u>	<u>226,142</u>	<u>246,419</u>	<u>260,950</u>
Expenditures by Fund:					
101	General Fund	222,251	226,142	246,419	260,950
	Total Expenditures	<u>222,251</u>	<u>226,142</u>	<u>246,419</u>	<u>260,950</u>
	Original Budget	-	226,142	-	-
	Amendments	-	-	-	-
	Amended Budget	-	<u>226,142</u>	-	-
Staffing History:					
	Librarian II	0.80	0.80	-	0.80
	Clerk II	4.00	3.85	-	5.05
	Page	2.19	1.73	-	1.73
	Total FTEs	<u>6.99</u>	<u>6.38</u>	<u>-</u>	<u>7.58</u>
Budget Detail					
Expenditures:					
101-94-4001-0000	Full Time Salaries	52,086	55,066	54,923	55,714
101-94-4002-0000	Part Time Wages	144,902	142,667	162,148	175,943
101-94-4006-0000	Medicare	2,840	2,867	3,148	3,350
101-94-4008-6050	Retirement-PARS	4,852	5,350	6,081	6,598
101-94-4008-6160	Retirement-PERS	7,881	10,592	10,520	9,745
	Normal Cost	-	-	-	5,264
	UAL 20 Year Payoff	-	-	-	4,481
101-94-4010-0000	Cafeteria Benefit	9,689	9,600	9,600	9,600
	Total Personnel	<u>222,251</u>	<u>226,142</u>	<u>246,419</u>	<u>260,950</u>
	Total Expenditures	<u>222,251</u>	<u>226,142</u>	<u>246,419</u>	<u>260,950</u>

Old Mill

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Budget Summary					
Expenditures by Type:					
	Personnel	4,263	-	-	-
	Services & Supplies	51,922	63,500	63,500	55,000
	Capital Outlay	-	120,000	120,000	-
	Total Expenditures	56,185	183,500	183,500	55,000

Expenditures by Fund:

101	General Fund	56,185	63,500	63,500	55,000
238	County Park Grant	-	100,000	100,000	-
394	Capital Projects Fund	-	20,000	20,000	-
	Total Expenditures	56,185	183,500	183,500	55,000
	Original Budget		175,000		
	Amendments		8,500		
	Amended Budget		<u>183,500</u>		

Staffing History:

	Executive Director	-	-	-	-
	Recreation Specialist	0.09	-	-	-
	Assistant Rec. Specialist	0.01	-	-	-
	Total FTEs	0.10	-	-	-

Budget Detail

Expenditures:

101-95-4002-0000	Part Time Wages	3,880	-	-	-
101-95-4006-0000	Medicare	54	-	-	-
101-95-4008-6050	Retirement - PARS	62	-	-	-
101-95-4008-6160	Retirement - PERS	267	-	-	-
101-95-4010-0000	Cafeteria Benefits	-	-	-	-
	Total Personnel	4,263	-	-	-
101-95-4150-0000	Other Contract Services	51,922	55,000	55,000	55,000
101-95-4206-0000	Building Repair & Maintenance	-	8,500	8,500	-
	Total Services & Supplies	51,922	63,500	63,500	55,000
394-95-4600-5510	Restoration	-	20,000	20,000	-
238-95-4600-5510	Restoration	-	100,000	100,000	-
	Total Capitalized Expenditures	-	120,000	120,000	-
	Total Expenditures	56,185	183,500	183,500	55,000

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: [JOHN N. INCONTRO, CHIEF OF POLICE |
DATE: [MARCH 25, 2016 |
SUBJECT: [**CRIME REDUCTION PLAN** |

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

In January 2016, Part 1 crime increased by 25% compared to January 2015. This increase equals six additional crimes. Those crimes were robbery, burglary and larceny. On average our response time continues to be below two minutes. The department's arrest rate has decreased, but our case clearance rate for both violent and property crime is 48%. According to the State of California, Department of Justice statistics as of 2014, the average clearance rate for violent crime is 47.17% and property crime is 14.26%.

Overall, in the State of California violent crime has increased by 34% and property crime has increased 24% at the end of 2015 compared to 2014. We are experiencing similar increases as nearly everywhere in the State. In order to reduce crime within the City of San Marino, we will be implementing several new plans in five specific areas. Some of these plans will be incorporated into our 2016/2017 FY Budget recommendations and others will be implemented prior to the new fiscal year. Our primary goal will be to reduce property crime by 10% by the end of 2016 compared to the end of 2015. We will focus on the following five areas: 1) Crime Reduction, 2) Community Involvement, 3) Equipment, 4) Technology, 5) Personnel.

Crime Reduction:

As part of the Crime Reduction effort the Department will:

- Conduct weekly meetings with Detectives, Patrol W/C, both Lieutenants and myself. Discuss current crimes, clues, ideas for reduction and prevention
- Provide Patrol Officers with more specific information about crime and look at historical data concerning crime in the City
- Work with other local agencies to conduct saturation patrols in certain areas that have been victimized more frequently than other parts of the City.
- We will evaluate software that could help us analyze, predict and deploy personnel. This will be part of our 2016/2017 budget proposal
- Continue to work with other agencies and compare crime information with them.
- Provide FAST/Pasadena PD Air Operations with ongoing and updated crime information for directed patrol by air

- We have been partners with Crime Stoppers since fall of last year. This is a non-profit organization that works with the community, law enforcement and the news media to help solve crime. It is similar to We Tip, that provides people the ability to anonymously report crime information, and when available, provide rewards

Community Involvement:

To improve Community Involvement the Department will:

- Conduct four town hall meetings that target specific portions of our community (Seniors, Parents, Businesses) to inform them about specific issues. We already conducted our first such meeting on Tuesday March 8, 2016 at the Barth Room in Crowell Library from 6:00-7:00PM. Subject areas included Alarms, Video Cameras and Security Systems
- Initiate the “Coffee with a Cop” program in the City. We have a location that has given us preliminary approval. Purpose to discuss community concerns, get ideas from the community and provide tips to prevent crime
- Continue to encourage participation the House Check program; we have seen an increase in use.
- We are working with Planning and the City Manager to come up with a program to identify vacant houses, obtain contact information for those residences and work with the home owners to reduce the potential for crime
- Continue to educate the community about the use of alarms, video cameras and other deterrents that will reduce the potential for crime
- Develop a walk/ride program within the community. This program will involve any sworn member within the Department meeting groups of residents who walk or ride bikes. Spend time with them and provide a safe environment to exercise and learn more about the Department

Equipment:

The Police Department would like to:

- Utilize Police vehicles as decoys in problem areas
- Continue and increase the deployment of our plain vehicles in specific areas to observe, detect report and stop potential crime
- Ensure our officers have cameras and other equipment to assist with crime scene investigation when the Pasadena PD Crime techs are not available
- Purchase and deploy cameras in different areas to observe possible crime or to provide video information of suspects leaving or entering an area.

Technology:

The Police Department is looking to expand its use of technology:

- We have begun the use of NIXEL to provide Alerts, Announcements and Community information. The community will sign up for the information using their cell phones. This is a text based system to communicate with the community about crime information, crime reduction information and other messages concerning police operations to our community

- Utilize our GPS Tracker device to catch suspects involved in thefts. Both Redlands and Arcadia PDs have used them with success. One of our detectives is working with Arcadia to obtain information about their operation and how it can help us
- We are looking at available software systems to assist us with mapping and predicting crime along with reviewing our deployment of personnel based upon this information
- Upgrades to our license plate reader system

Personnel:

The Police Department will be taking the following steps related to personnel:

- The San Marino Police Department will review who we have in current positions and possibly consider refitting our personnel (i.e., will someone do a better job in one position versus someone else in another)
- The San Marino Police Department will determine if additional personnel, civilian or sworn will increase our effectiveness on the reduction of crime
- The San Marino Police Department will provide training to patrol personnel in patrol techniques, crime scene investigation or specific crime investigation techniques. Increase training in gangs, property crimes, or database systems that will assist with crime reduction
- When the department is fully staffed, we plan on loaning an officer to a County-Wide Burglary Task Force. In addition, utilize an officer(s) on bike patrol in various parts of the City based upon crime information and requests from the Community
- Our goal as a Department is to provide a preliminary report to the San Marino City Council in 3 months and then on quarterly basis thereafter

FISCAL IMPACT

[To be determined through the fiscal year 2016-2017 budget process.]

RECOMMENDATION

[It is recommended the San Marino Police Department implement the Crime Reduction Plan proposed for fiscal year 2016-2017.] If Council concurs, the appropriate action would be:

“A motion [to direct staff to implement the Crime Reduction Plan proposed for fiscal year 2016-2017.”]

Attachments: [None]

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: MARINA WANG, CITY TREASURER

BY: LISA BAILEY, FINANCE DIRECTOR

DATE: MARCH 25, 2016

SUBJECT: **TREASURER'S REPORT FOR THE MONTH OF FEBRUARY, 2016**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Dr. Steven W. Huang, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

The California Government Code requires that the Treasurer render a report to the City Council within 30 days of the end of each quarter which lists the City's investments and moneys held by the City. The report must state compliance with the City's Investment Policy or the manner in which it is not in compliance. It must also state the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation of why sufficient funds will or may not be available.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the Council accept and file the Treasurer's Report for the period ending February 29, 2016. If Council concurs, the appropriate action would be:

"A motion to accept and file the Treasurer's Report for the period ending February 29, 2016."

Attachments: February, 2016 Treasurer's Report and PMIA Market Valuation

City of San Marino Treasurer's Report
February, 2016

Deposit/Investment Type	Bank/Issuer	Maturity	Par Value	Book Value	Market Value**	Yield to First Call	Yield to Maturity
Cash on Hand*							
Petty Cash & Cash Drawer	City Hall		400.00	400.00	400.00		
Petty Cash	Fire Department		300.00	300.00	300.00		
Petty Cash & Cash Drawer	Recreation Department		400.00	400.00	400.00		
Petty Cash & Cash Drawer	Library		300.00	300.00	300.00		
Petty Cash & Cash Drawer	Public Works		550.00	550.00	550.00		
Petty Cash	Police Department		400.00	400.00	400.00		
		0.01%	2,350.00	2,350.00	2,350.00		
Cash in Bank							
Main Account	Citizens' Business Bank		169,866.22	169,866.22	169,866.22		
Payroll Account	Citizens' Business Bank		(950.82)	(950.82)	(950.82)		
Workers' Compensation Account	Citizens' Business Bank		4,238.69	4,238.69	4,238.69		
Investment Interest Account	US Bank		761,390.05	761,390.05	761,390.05		
		4.71%	934,544.14	934,544.14	934,544.14		
Investments							
Pooled Funds	State of California Local Agency Investment Fund (LAIF)		9,689,426.87	9,689,426.87	9,681,549.01		0.467%
CDs							
US Bank Safekeeping	Oriental Bank & TR CUSIP #586184TF9 (FDIC #31469)	04/29/16	248,000	248,000	248,034.44		0.65%
US Bank Safekeeping	American Express Centurion Bk CUSIP #02587DMT2 (FDIC #27471)	05/02/16	248,000	248,000	248,226.81		0.70%
US Bank Safekeeping	Scotiabank DE P R San Juan CUSIP #80928E-JE-1 (FDIC #22946)	06/27/16	248,000	248,000	248,295.13		0.75%
US Bank Safekeeping	Bank Baroda New York, NY CUSIP #06062A-AX-7 (FDIC #33681)	11/29/16	248,000	248,000	248,736.60		1.10%
US Bank Safekeeping	CIT Bank Salt Lake City UT CUSIP #1728CBY9 (FDIC #35575)	04/17/17	248,000	248,000	Not Available		1.00%
US Bank Safekeeping	Mercantile Commercebank Primary CUSIP #58733ABB4 (FDIC #22953)	06/05/17	248,000	248,000	Not Available		1.05%
US Bank Safekeeping	Bryn Mawr Trust Co. CUSIP #117673BH5 (FDIC#11866)	06/13/17	248,000	248,000	Not Available		0.95%
US Bank Safekeeping	Aly Bank, UT CUSIP #02006LMNO (FDIC #57803)	12/04/17	248,000	248,000	Not Available		1.55%
US Bank Safekeeping	Flushing Bank CUSIP #34387ABB4 (FDIC #58564)	12/12/17	248,000	248,000	Not Available		1.30%
US Bank Safekeeping	Ulster Savings Bank CUSIP #90385JACT (FDIC #15970)	04/10/18	249,000	249,000	Not Available		1.45%
US Bank Safekeeping	Discover Bank CUSIP 254671MS6 (FDIC #5649)	04/17/18	248,000	248,000	Not Available		1.15%
US Bank Safekeeping	Barclay's Bank Del Wilmington Stp CUSIP #06740AZB8 (FDIC #57203)	04/30/18	248,000	248,000	Not Available		1.06% ****
US Bank Safekeeping	Union Bank, NA CUSIP #90521ANG9 (FDIC #22826)	07/16/18	248,000	248,000	Not Available		1.60% *****
US Bank Safekeeping	State Bank of India, NY CUSIP #956284M68 (FDIC #33682)	07/30/18	247,000	247,000	Not Available		2.00%
US Bank Safekeeping	Celtic Bank CUSIP #15118RJG3 (FDIC #57056)	09/06/18	248,000	248,000	Not Available		1.50%
US Bank Safekeeping	Synchrony Bank CUSIP #36157QTM9 (FDIC #27314)	12/06/18	248,000	248,000	Not Available		2.00%
US Bank Safekeeping	Firstbank PR Santurce #33767ASXO (FDIC #30387)	12/11/18	248,000	248,001	Not Available		1.60%
US Bank Safekeeping	Bank of Holland Michigan CUSIP #062649ZV1 (FDIC #34862)	03/21/19	249,000	249,000	Not Available		1.60%
US Bank Safekeeping	HSBC US Bank NA CUSIP #40434AHX0 (FDIC #57890)	03/27/19	249,000	249,000	Not Available		1.05% *****
US Bank Safekeeping	Webster Bank CUSIP #94769NJT2 (FDIC #18221)	06/18/19	249,000	249,000	Not Available		1.60%
US Bank Safekeeping	American Express Bank FSB CUSIP #02587CAC4 (FDIC #35328)	07/10/19	248,000	248,000	Not Available		1.95%
US Bank Safekeeping	Sallie Mae Bank CUSIP #795450UK9 (FDIC #58177)	10/29/19	248,000	248,000	Not Available		2.20%
US Bank Safekeeping	Third Federal S & L CUSIP #88413QAW8 (FDIC #30012)	11/25/19	248,000	248,000	Not Available		2.00%
US Bank Safekeeping	Goldman Sachs Bank CUSIP #38148JDV0 (FDIC #33124)	12/03/19	247,000	247,000	Not Available		2.20%
US Bank Safekeeping	BMW Bank of N, America Utah CUSIP #05580ABS2 (FDIC #35141)	05/22/20	248,000	248,000	Not Available		1.95%
World's Formost Bank	World's Formost Bank Lincon, NE (FDIC #57079)	6/18/2023***	249,000	249,000	Not Available		2.45%
		32.63%	6,451,000	6,451,001	Not Available		1.49% WAY
Notes/Bonds:							
US Bank Safekeeping	FNMA .875 - CUSIP 3135GORT2	12/20/2017	500,000	497,496	500,132	3.378%	1.528%
US Bank Safekeeping	FHLB 4.5 Year-10 Month One Time Callable Agency-- CUSIP: 313382ZL0	2/21/2019	250,000	245,707	249,182	4.288%	1.600%
US Bank Safekeeping	FHMC 2.0 Callable CUSIP 3134G6V42	6/29/2020	500,000	500,000	500,182	2.000%	2.000%
US Bank Safekeeping	FFCB 1.94 Qly Callable CUSIP 3133EFVBD	1/14/2021	333,000	333,000	333,086	1.940%	1.940%
US Bank Safekeeping	FHLB 1.93 Callable CUSIP 3130A73N3	1/29/2021	335,000	335,000	335,031	1.930%	1.930%
US Bank Safekeeping	FHLB 1.93 Callable CUSIP 3130A73N3	1/29/2021	335,000	335,000	335,031	1.930%	1.930%
US Bank Safekeeping	FHLB 1.73 Qly Callable CUSIP 3130A7BT1	2/26/2021	500,000	500,000	496,179	1.730%	1.730%
		13.88%	2,753,000	2,746,203	2,748,822		1.805% WAY
Total Cash & Investments			19,830,321.01	19,823,524.98	Not Available	0.96%	WAY

*Book Value of Cash on Hand includes receipts to be reimbursed.

**The LAIF Market Value is provided quarterly. At 12/31/2015 the valuation factor was 0.999186953%. See attached Market Valuation Report for a description of funds invested in LAIF.

*** Surrenderable with penalty.

**** Callable Bullet Step Up

***** Year one = 1.6% Years 2-5 = Three month Libor +45 bps.

***** 1.05% until 3/17, then LIBOR plus 0.1%, cap 2.85

I hereby certify that this report is in compliance with the City's Investment Policy as adopted by the City Council on June 11, 2014, and that the City has the ability to meet its expenditure requirements for the next six months.

Lisa Bailey
Lisa Bailey, Finance Director

Marnie Wang
Marnie Wang, Treasurer

3/9/2016



State of California
Pooled Money Investment Account
Market Valuation
12/31/2015

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch.		
United States Treasury:				
Bills	\$ 10,468,708,753.45	\$ 10,482,830,783.28	\$ 10,478,607,000.00	NA
Notes	\$ 22,248,452,535.53	\$ 22,247,129,027.71	\$ 22,207,793,500.00	\$ 24,762,324.50
Federal Agency:				
SBA	\$ 642,351,164.21	\$ 642,343,909.17	\$ 635,322,467.80	\$ 549,995.41
MBS-REMICs	\$ 73,596,655.56	\$ 73,596,655.56	\$ 77,904,572.74	\$ 348,792.53
Debentures	\$ 961,990,090.06	\$ 961,986,867.84	\$ 961,041,000.00	\$ 3,893,258.30
Debentures FR	\$ -	\$ -	\$ -	\$ -
Discount Notes	\$ 7,584,478,430.49	\$ 7,593,829,138.89	\$ 7,592,138,500.00	NA
GNMA	\$ -	\$ -	\$ -	\$ -
Supranational Debentures:				
Supranational Debentures	\$ 350,151,164.92	\$ 350,151,164.92	\$ 349,959,000.00	\$ 626,387.50
CDs and YCDs:				
CDs and YCDs FR	\$ 200,000,000.00	\$ 200,000,000.00	\$ 200,000,000.00	\$ 197,363.48
Bank Notes	\$ 400,000,000.00	\$ 400,000,000.00	\$ 399,813,054.46	\$ 351,250.00
CDs and YCDs	\$ 10,985,007,118.52	\$ 10,985,007,118.52	\$ 10,981,602,163.42	\$ 9,862,947.22
Commercial Paper	\$ 2,385,328,869.46	\$ 2,386,701,088.85	\$ 2,386,066,166.67	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ -	\$ -	\$ -	\$ -
Repurchase Agreements:				
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits:				
Time Deposits	\$ 5,677,040,000.00	\$ 5,677,040,000.00	\$ 5,677,040,000.00	NA
AB 55 & GF Loans:				
AB 55 & GF Loans	\$ 3,590,865,000.00	\$ 3,590,865,000.00	\$ 3,590,865,000.00	NA
TOTAL	\$ 65,567,969,782.20	\$ 65,591,480,754.74	\$ 65,538,152,425.09	\$ 40,592,318.94

Fair Value Including Accrued Interest

\$ 65,578,744,744.03

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.999186963).
 As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,983,739.25 or \$20,000,000.00 x 0.999186963.

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: JOHN T. SCHAEFER, CITY MANAGER

DATE: MARCH 25, 2016

SUBJECT: **COUNCIL APPROVAL OF MANDATED RESPONSE TO
LOS ANGELES GRAND JURY INTERIM REPORT ON
“INADEQUATE EL NIÑO PLANNING FOR COUNTY
HOMELESS POPULATION”**

BACKGROUND

On January 29th, 2015, the Council provided direction and approved the City Manager and City Attorney sending a letter to the Los Angeles Civil Grand Jury in response to their interim report on “Inadequate El Nino Planning for County Homeless Population.”

A copy of that Council Report is attached.

The City Attorney and City Manager have finalized that response letter; however, before it can be sent to the Grand Jury it needs to be approved by the City Council.

A final version of the letter prepared and agreed upon by the City Attorney and City Manager is attached.

FISCAL IMPACT

Nominal – tents, tarps and ponchos were purchased with some available Emergency Services funds and added to our existing shelter supplies.

RECOMMENDATION

Staff recommends the City Council approve the final version of the response letter prepared by the City Attorney and City Manager. If Council concurs, the appropriate action would be a:

“A motion to direct staff to send the attached letter to the Grand Jury.”

Attachments: January 29th Council Report
Final Grand Jury Response Letter related to El Nino Planning for Homeless

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: JOHN T. SCHAEFER, CITY MANAGER

DATE: JANUARY 29, 2016

SUBJECT: **COUNCIL DIRECTION ON MANDATED RESPONSE TO
LOS ANGELES GRAND JURY INTERIM REPORT ON
“INADEQUATE EL NIÑO PLANNING FOR COUNTY
HOMELESS POPULATION”**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

On December 23, 2015 the City received the attached Interim Report from the Los Angeles County Grand Jury regarding planning for Los Angeles County’s homeless population during El Nino. The Report includes seven recommendations:

IR1.1. The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.

IR1.2. The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom

there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public-building shelters available to unsheltered people, including public transportation when needed.

California Penal Code Sections 933(c) and 933.05 require a written response to all recommendations contained in this report. Such recommendations shall be made no later than ninety (90) days after the Civil Grand Jury publishes its report.

The Council has been provided a copy of the Interim Report and a full copy of the report can be found at: <http://www.grandjury.co.la.ca.us/pdf/2015-16%20INTERIM%20REPORT%201.pdf> . The Mayor subsequently asked that this matter be placed on the Council Agenda as a Study Session Item so that Council can provide direction on the required response. The City Manager has prepared a possible/draft response and that is attached to this report.

FISCAL IMPACT

None at this time

RECOMMENDATION

Staff recommends the City Council provide the City Manager with direction on what they would like included in the response to the Grand Jury's Interim Report on inadequate El Nino planning for the County's homeless population.

Attachments: Draft response

City of San Marino

Office of the City Manager



JOHN T. SCHAEFER
City Manager

March 25, 2016

Presiding Judge
Los Angeles County Superior Court
Clara Shortridge Foltz Criminal Justice Center
210 West Temple Street
Eleventh Floor-Room 11-506
Los Angeles, CA 90012

Reference: **EL NIÑO PLANNING FOR COUNTY HOMELESS POPULATION**

I write on behalf of the City of San Marino (City) in response to the 2015-2016 Los Angeles County Civil Grand Jury Interim Report on Inadequate El Nino Planning for County Homeless Population (Report). The San Marino City Council publicly reviewed and approved this letter at its March 25, 2016 regular meeting.

Preparatory to providing responses to the Grand Jury's seven specific recommendations, I would like to point out that since 2013 the City has participated in three consecutive annual homeless counts. Before that we participated in the bi-annual counts. During all of these counts the City has only located a single homeless individual. I am providing this information since I think it is relevant when evaluating the City's responses.

Here are San Marino's responses to the 7 recommendations:

IR1.1. *The County of Los Angeles and each of its 88 cities should immediately locate buildings that could be used to shelter the approximately 29,000 homeless people who will not be accommodated by the plans known to the CGJ from the expected torrential rains.*

Response: The City of San Marino is very small and owns no buildings that have cooking and bathing facilities that would be suitable for a shelter. The only City owned building with these facilities is the Fire station which is staffed 24/7 with emergency fire personnel.

IR1.2. *The County of Los Angeles and each of its 88 cities should determine what additional supplies and equipment need to be relocated to the buildings identified above to provide for the basic human needs of the people housed in those buildings during the El Niño event. These buildings should be identified and located according to need across the County. Shelters additionally should provide space for personal items and be staffed and controlled by Department of Health employees and patrolled by police.*

Response: The City's Emergency personnel could quickly move supplies from our Disaster Preparedness cache to a shelter if one were established.

IR1.3. The County and its 88 cities should immediately take steps to reasonably modify ordinances and regulations that would impede the sheltering of people in public structures and facilities during the El Niño event, by relaxing restrictions in health, fire, and other safety standards applicable to non-catastrophic times.

Response: The City has no ordinances or regulations that impede the sheltering of people in public structures and facilities during the El Niño event.

IR1.4. The County and its 88 cities should immediately take steps to waive ordinances and regulations that for whatever reason similarly block private entities from providing temporary shelter to people without homes.

Response: San Marino's zoning ordinance currently allows emergency shelters as a permitted use in the C-1 zone. The City has no ordinances or regulations that block private entities from providing temporary emergency shelter to people without homes.

IR1.5. The County of Los Angeles and each of its 88 cities at a minimum should purchase and provide tents, tarps, and ponchos to people who cannot be accommodated in shelters because they have pets or for whom there is no room in existing emergency shelters. Every step should be taken to assure that unsheltered people remain dry and avoid hypothermia.

Response: The City has emergency shelter supplies and these include tents. Tarps and ponchos will be added to our cache of shelter supplies sufficient to serve any homeless individuals in the City in need of assistance in a disaster.

The City contracts with the Pasadena Humane Society and can transport and temporarily shelter pets owned by any homeless person desiring to use an emergency shelter.

IR1.6. The County and its 88 cities should make plans or they should partner with non-governmental entities to distribute these supplies.

Response: Given the small number of City Staff it would be difficult to take on the additional responsibility of distributing supplies during a disaster, however, we could make supplies available for pick up at the Fire Department, which is centrally located in the City and we would gladly partner with non-governmental entities for the distribution of these supplies.

IR1.7. Public Service Announcements should be made throughout Los Angeles County about the location of public building shelters available to unsheltered people, including public transportation when needed.

Response: The City will make public service announcements about the locations of shelters in Los Angeles County for unsheltered people if provided with appropriate information about the shelters and their locations.

For the San Marino City Council,

John T. Schaefer

Grand Jury Responses on El Nino Planning for Homeless

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: VERONICA RUIZ, CITY CLERK

DATE: MARCH 25, 2016

SUBJECT: **APPROPRIATION OF ADDITIONAL FUNDS FOR ELECTION COSTS ASSOCIATED WITH THE NOVEMBER 3, 2015 GENERAL MUNICIPAL ELECTION**

Allan Yung, MD, Mayor
Richard Sun, DDS, Vice Mayor
Steven W. Huang, DDS, Council Member
Steve Talt, Council Member
Richard Ward, Council Member

BACKGROUND

On November 3, 2015, the City of San Marino held its General Municipal Election in which two (2) council seats and two (2) measures were placed on the ballot for voter consideration. The costs associated with the November 3, 2015 election were originally estimated at \$46,000 and included in the Fiscal Year 2015-16 Operating Budget. The original cost estimate included two offices and one measure. On July 31, 2015, the City Council adopted a resolution to place a second measure on the ballot to extend the Utility User Tax. By placing the measure on the November 3, 2015 general election ballot, the City avoided the cost of calling a special election in 2017 when the ordinance was scheduled to sunset. However, the current operating budget had already been adopted and was in effect by that time.

The City's actual cost as invoiced by the County for the November 3, 2015 election was \$63,684.05, which was higher than originally budgeted. Besides including the additional measure on the ballot, a reduction in the overall participating jurisdictions from 91 to 76 increased the pro-rated election costs allocated to each of the participating jurisdictions.

FISCAL IMPACT

The additional cost of \$17,684.05 will need to be appropriated and would come from the General Fund.

RECOMMENDATION

Staff recommends the City Council appropriate an additional \$17,684.05 to Account #101-07-4290-0000 for the November 3, 2015 election costs that exceeded the estimated cost included in the 2015-16 Fiscal Year Operating Budget. If Council concurs, the appropriate action would be:

“A motion to appropriate an additional \$17,684.05 to Account #101-07-4290-0000 for the November 3, 2015 election costs that exceeded the estimated cost originally included in the 2015-16 Fiscal Year Operating Budget, and approve the payment of \$63,684.05 to the County of Los Angeles.”

Attachments: March 9, 2016 Billing Invoice from County
February 2, 2015 Estimated Election Cost from County



RECEIVED

2016 MAR 14 P 3:41

CITY OF SAN MARINO
CITY CLERK'S OFFICE

DEAN C. LOGAN
Registrar-Recorder/County Clerk

March 9, 2016

City Clerk
City of San Marino
2200 Huntington Drive, Second Floor
San Marino, CA 91108

Attention: Veronica Ruiz

NOVEMBER 3, 2015 CONSOLIDATED ELECTIONS BILLING INVOICE

Dear Ms. Ruiz,

Enclosed is your November 3, 2015 Consolidated Elections invoice in the amount of \$63,684.05. The actual bill is higher than the previous estimate released to your jurisdiction because the cost estimate was based on election statistics such as registered voters, voter precincts, ballot pages, and the number of participating jurisdictions that were available at the time the estimate was provided. The following changes in statistics for this election impacted the final costs allocated to your City:

- A reduction in overall participating jurisdictions from 91 to 76, which increased the election costs allocated to final participating jurisdictions per precinct and ballot group.
- A decrease in jurisdictions participating within your City's ballot groups from 2 sharing jurisdictions, to only 1 sharing jurisdiction, which increased your share of costs within each ballot group.

While our goal is to provide our customers with the most accurate election cost estimates based on information available at the time of request, unknown variables in election statistics significantly impact costs. If you have any questions, please contact me at (562) 462-2665 or your staff may contact Elaine Qian, our Election Billing Unit Head, at (562) 462-2238 or via email at eqian@rrcc.lacounty.gov.

Sincerely,

DEAN C. LOGAN
Registrar-Recorder/County Clerk

ANN SMITH, Manager
Fiscal Operations
AS:cm:bl

Enclosure
c: Corina Masoni
Bernice Liang



Los Angeles County Registrar-Recorder/County Clerk

Dean C. Logan
Registrar-Recorder/County Clerk

March 9, 2016

City of San Marino
2200 Huntington Drive, Second Floor
San Marino, CA 91108

INVOICE #: 16-2018
11452-9149-0015

Attention: Veronica Ruiz, City Clerk

NOVEMBER 3, 2015 CONSOLIDATED ELECTIONS

PRORATED COSTS

Securing Boards and Polls	\$11,365.05
Board Member Payroll	1,937.62
Official Ballots	751.99
Vote Recorder Assembly	153.52
Supply Processing	5,675.94
Delivery and Mileage	1,830.85
Mailing and Postage	938.99
Vote By Mail Processing	11,505.02
Precincting	128.16
Election Supplies	196.95
Ballot Material Processing	6,846.74
Election Day Costs	5,311.34
Post Election Activities	740.02
Provisional Ballots Voter Identification	181.09
SUB-TOTAL PRORATED COSTS	\$47,563.28

PRORATED AND DIRECT COSTS

Publication	\$27.57
Printing	15,322.38
Election Preparation	649.98
Signature Verification	120.84
SUB-TOTAL PRORATED AND DIRECT COSTS	\$16,120.77
TOTAL AMOUNT DUE	\$63,684.05

Please send your payment in the enclosed envelope and indicate invoice number 16-2018 on your check to ensure proper credit. If you have any questions, please contact Elaine Qian of the Election Billing Unit, Financial Services Section at (562) 462-2238.

Version 3
Please provide and correctly follow these instructions
City in compliance with CMCC 02.02 on the use of
of date and payable
Administrative Services Section

MAR 14 2016

Account # _____
Amount \$ _____
Description _____
Purchase Order # _____

PLEASE REMIT WITHIN 30 DAYS TO:
Registrar-Recorder/County Clerk
Financial Services Section
12400 Imperial Hwy., Room 7211
Norwalk, CA 90650-8357

BILLING / ESTIMATE COMPONENTS FOR ELECTIONS

All estimates are based on the estimated number of registered voters, permanent vote-by-mail voters, voting precincts, number of pages per measure, number of offices, and the number of jurisdictions sharing prorated costs with your jurisdiction at the time of your request. Changes in any of these factors and overall election statistics, as well as unanticipated increases in labor rates and cost of materials, will have a significant impact on the final costs. If you have any questions or need additional information, please call Election Billing Unit of the Financial Services Section at (562) 462-2690.

A. PRORATED COSTS

Prorated costs are those costs that are shared among all participating jurisdictions within a ballot group.

Securing Boards and Polls

This cost consists of charges for recruiting and training precinct officers, coordinating and securing polling places, as well as car and truck rental expenses associated with performing these tasks. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Board Member Payroll

This cost consists of charges for precinct officer payroll, polling place rentals and custodial services on Election Day. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Official Ballots

This cost consists of vendor charges for printing and processing the official ballots. The cost is allocated among all participating jurisdictions within a ballot group on a cost per registered voter basis.

Vote Recorder Assembly

This cost consists of charges for labor and services & supplies associated with assembling and processing the vote recorders for polling places. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Supply Processing

This cost consists of charges for assembling supply boxes containing ballots and voting supplies for polling places, as well as processing miscellaneous election supplies. The cost is allocated all participating jurisdictions within a ballot group on a cost per precinct basis.

Delivery and Mileage

This cost consists of charges for delivery of booths, voting equipment and other supplies to polling places as well as car and truck rental expenses associated with performing these tasks. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

BILLING / ESTIMATE COMPONENTS FOR ELECTIONS

Mailing and Postage

This cost consists of charges for labor and postage expense for mailing sample ballots. The cost is allocated among all participating jurisdictions within a ballot group on a cost per registered voter basis.

Vote by Mail Processing

This cost consists of charges for labor and services & supplies for processing Vote-by-Mail (VBM) requests. The cost is allocated among all participating jurisdictions within a ballot group on a cost per VBM request basis.

Precincting

This cost consists of charges for labor and services & supplies to define required precinct boundaries. This cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Election Supplies

This cost consists of charges for the items contained in election supply boxes used at the polling places. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Ballot Material Processing

This cost consists of charges for labor and services & supplies associated with preparing and proofreading ballots and other election related materials. The cost is allocated among all participating jurisdictions within a ballot group on a cost per ballot group basis.

Election Day Costs

This cost consists of charges for Sheriff, Fire Warden, Communications, Mechanical, Electrical support services and public relations activity on Election Day. Sheriff Services are required to transport official ballots to the Tally Center. Electrical and Mechanical support services are required at the Tally Center to monitor and address issues of election operations. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Post Election Activities

This cost consists of charges for labor and services & supplies associated with conducting the Official Canvass. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

Provisional Ballots Voter Identification

This cost consists of charges for labor costs associated with verifying and processing signatures on provisional ballots after an election. The cost is allocated among all participating jurisdictions within a ballot group on a cost per precinct basis.

BILLING / ESTIMATE COMPONENTS FOR ELECTIONS

B. PRORATED AND DIRECT COSTS

Prorated and Direct Costs are those cost categories that have specific costs incurred for a jurisdiction, as well as, overall election costs allocated to participating jurisdictions.

Publication

This cost consists of charges for labor and services & supplies associated with the publication of election and polling place information in local newspapers before an election. The cost is based on actual cost directly related to each jurisdiction, plus the overall election publication cost allocated on a cost per overall precinct basis.

Printing

This cost consists of charges for labor and services & supplies associated with printing sample ballots, vote recorder pages and multi-lingual sample ballots. Sample ballot cost is allocated by the number of pages printed and registered voters, while the vote recorder page cost is allocated by the number of precincts and vote recorder pages. Multi-lingual sample ballot cost is based on the specific cost for each jurisdiction within a ballot group, plus the overall printing cost allocated among all participating jurisdictions.

Campaign Finance Disclosure (Campaign Reporting)

This cost consists of charges for labor and services & supplies associated with the auditing and filing of candidate financial papers and campaign statements. The cost is allocated based on the number of candidates.

Candidate's Filing & Nomination (Candidate Nomination)

This cost consists of charges for labor and services & supplies associated with the processing of candidate nomination papers to be placed on the ballot at time of filing. The cost is allocated based on the number of candidates.

Election Preparation

This cost consists of charges for labor and services & supplies associated with preparing and coordinating election filing procedures, as well as ensuring jurisdictions' compliance with the resolutions. The cost is allocated based on the number of sample ballot pages and the total participating jurisdictions.

Signature Verification

This cost consists of labor charges to search files and validate signatures submitted from registered voters.



Dean C. Logan
Registrar-Recorder/County Clerk

February 2, 2015

Veronica A. Ruiz, City Clerk
City of San Marino
2200 Huntington Drive
San Marino, CA 91108

ESTIMATED COST FOR THE NOVEMBER 3, 2015 CONSOLIDATED ELECTIONS

Dear Ms. Ruiz:

As requested, the estimated cost for the City of San Marino to participate in the November 3, 2015 Consolidated Elections with two offices and one measure is \$46,000.

The estimated cost is based on the following estimated statistics: 8,997 registered voters, 3,566 permanent vote-by-mail voters, 6 precincts, and one jurisdiction sharing the prorated costs with your City. **Changes in any of these factors and overall election statistics, as well as unanticipated increases in labor rates and cost of materials, will have a significant impact on the final costs.**

If you have any questions regarding this estimate, please contact Bernice Liang of my staff at (562) 462-2690.

Sincerely,

DEAN C. LOGAN
Registrar-Recorder/County Clerk

ANN SMITH, Manager
Fiscal Operations

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LUCY GARCIA, ASSISTANT CITY MANAGER
JASMIN ELEPANO, ADMINISTRATIVE ANALYST

DATE: MARCH 25, 2016

SUBJECT: **SAN MARINO MOTOR CLASSIC:**
THREE YEAR AGREEMENT FOR USE OF LACY PARK

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

On September 12, 2012, staff presented a report on the Rotary Club of San Marino's request for a Three Year Agreement for the use of Lacy Park for the San Marino Motor Classic event. At the time, staff asked for the City Council's approval of the event and requested direction on the desired annual fee permit amount. The City Council approved the event for years 2013-14, 2014-15, and 2015-16 for an annual flat park permit fee of **\$2,000**, not including insurances, inspection fees, maintenance, security, and other support services required to conduct the event.

The car show started as a successor to the Los Angeles Concours D'Elegance, which ended in 2009 and was co-sponsored by the Classic Car Club of America and the San Marino Public Library Foundation. Thereafter, the Rotary Club of San Marino assumed the planning of the San Marino Motor Classic in 2010 and after that the San Marino Motor Classic became its own non-profit organization and began running the Motor Classic in conjunction with the San Marino Rotary.

Since then the Motor Classic has evolved into its own distinguished car show, bringing thousands of visitors (2,000 to 5,000) and numerous participants and entries (200 to 300). The San Marino Motor Classic features different classes of cars, including Ferrari, Porsche, Maserati, Mercedes-Benz, Packard, Cadillac, Bugatti, Hispano-Suiza, and Rolls-Royce. In addition, some hot rods and motorcycles are displayed.

The San Marino Motor Classic is a 501(c)(3) non-profit organization. Proceeds raised from the event (about \$800,000) have been donated to community charities, including the Pasadena Humane Society, SPCA, Petersen Automotive Museum, and the Rotary Club of San Marino. In addition, the Rotary Club of San Marino and/or the San Marino Motor Classic, have has donated toward several City projects, specifically the construction of Stoneman Field, new playground equipment at Lacy Park, the Lacy Park Restroom Project, and the Patrick's Tree Foundation for the playground enhancement project at Lacy Park.

Because the current three-year agreement is expiring at the end of this fiscal year, the San Marino Motor Classic has requested a new agreement for the use of Lacy Park for the Annual San Marino Motor Classic. This request is for a three-year permit for an annual car show, (however, the San Marino Motor Classic would like the Council to know that their desire is to have this event continue well beyond the next three

years). This event would include up to 300 vehicles (up from the original 200 vehicles) and approximately 5,000 guests (up from the original 2,000).

This year's event begins on Saturday, June 11 at 8:00 AM with an Architectural Driving Tour to Pasadena, San Marino, and The Huntington Library. Saturday's events also include a gala at Lacy Park at 6:00 PM. The awards ceremony is held on Sunday and an After Glow Party, held at Lacy Park, begins at 4:30 PM.

ANALYSIS

The San Marino Motor Classic event involves some initial set up on Friday (pre-event set-up), and closure of the park at noon on Saturday. The park remains closed, to the general public until Sunday afternoon (post clean up). There are no park reservations granted during these three days, so as to avoid scheduling conflicts among park users, and to ensure the safe set up and tear down of the event.

When the current three-year agreement was adopted, the group activity permit fee at Lacy Park was utilized as a premise to establish the fee; however, the fee then was different from today's Lacy Park admission rates. Essentially, the 2012 park reservation process required groups of over 15 persons to pay a fee of \$65 per reservation. If more than 50 people were in the group, the applicant paid an additional \$2 (Resident) or \$4 (Non Resident) fee per person after the first 50. The structure at that time suggested the revenue potential to the City from the car show was an estimated \$5,165 based on \$1,365 in reservations (7 sites X \$65 per site X 3 days) if all the sites were reserved PLUS \$3,300 if the estimated 2,000 guests who attended the Motor Classic paid for park admission at \$2 for all persons after the first 350 guests (2,000 - 350 x \$2). In addition, there was another \$500 in lost revenues from general admissions that are normally collected at the park on a typical Sunday in June. Despite the revenue estimate of \$5,165, the Council established a \$2,000 park fee for the car show based on what was "reasonable" for the non-profit to absorb from the new event and based on the potential of the Rotary Club/Motor Classic donating to various San Marino charities in the future.

Currently, the Lacy Park group activity fee reservations with 15 or more persons is \$145 for residents and \$290 for non-residents, regardless if there are more than 50 people in the party; however, if the event is 200 or more people, approval by the City Manager's Office is required. Under this admissions structure, assuming the seven reservation sites are occupied over the three days, the revenue impact from the Motor Classic is calculated at \$3,045 if the resident rate is applied (\$145 X 7 X 3 days) or \$6,090 for the non-resident rate (\$290 X 7 X 3). These rates could have added to them the additional \$500 that is normally collected as Sunday walk-in revenue. As such, an appropriate rate could be \$3,545 or \$6,590.

For the three weekends at Lacy Park in 2015 when there was no car show the average Friday, Saturday and Sunday revenue (site rentals + admissions) was \$1,535.00.

The amount previously paid by the Motor Classic for use of the park was \$2,000.

Council has a variety of options, including but not limited to:

Continue with the flat \$2,000 fee.

Increasing the fee to \$3,545 (the resident rate fee)

Increasing the fee to \$6,590 (the non-resident fee)

Increasing the fee to \$4,943 (since the event is attended by both resident and non-residents alike

Council could consider a 25% reduction to the maximum fee of \$6,590 or \$4,943 for the use of the park over the three-day period.)

FISCAL IMPACT

The fiscal impact would be the difference between what revenue might be generated at the park over a three day period in June (site rentals + admissions). As previously stated, that average three day amount in 2015 was \$1,535.00

Subsequently, a fee of \$3,545 represents \$2,000 more than what the park would generate on a typical June weekend.

In addition to this the Motor Classic generates approximately \$1,000 a year in business license fees.

RECOMMENDATION

Staff recommendation would be that the City Council approves a new Three Year Agreement with the San Marino Motor Classic at the \$3,545 rate. If the Council concurs, the appropriate motion would be:

“A motion authorizing the City Manager to approve an annual permit with the Rotary Club of San Marino for the San Marino Motor Class for fiscal years 2016-17; 2017-18; and 2018-9; and

A motion establishing the annual Lacy Park permit fee for the San Marino Motor Classic at \$3,545, not including insurances, inspections fees, maintenance, and other support costs required to conduct the event.”

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: EVA CHOI, ASSISTANT PLANNER
VANESSA QUIROZ, PLANNING INTERN |

DATE: MARCH 25, 2016 |

SUBJECT: **RELOCATION OF DATA COLLECTION UNIT
MI055-I CURRENTLY LOCATED AT 1435 CIRCLE DRIVE**

BACKGROUND

In accordance with the rights granted to the Southern California Gas Company by the franchise agreement with the City of San Marino and the City Ordinance No. 904 to construct, install, and maintain facilities on City right-of-way, the Southern California Gas Company installed two Advanced Meter Facility Data Collection Units in City right-of-way with the support of the City Council in July of 2012.

At the time of approval, the Southern California Gas Company agreed to relocate the Data Collection Unit identified as MI055-I from 1435 Circle Drive to City right-of-way along Virginia Road below the Circle Drive Bridge. The Southern California Gas Company agreed to relocate the Data Collection Unit upon the completion of the bridge. After revisiting the site and conducting an analysis, the Southern California Gas Company deemed the proposed location as ineffective to provide the necessary coverage for the vicinity.

At the City Council meeting of March 9, 2016, the Southern California Gas Company proposed City right-of-way along 1280 Rosalind Road as an optimal location for the placement of the Data Collection Unit. The City Council asked the Southern California Gas Company to explore additional sites within the vicinity for the placement of the Data Collection Unit.

The Southern California Gas Company is now proposing two potential sites for the placement of the Data Collection Unit. The Southern California Gas Company would like the City Council to consider either the City right-of-way along 1280 Rosalind Road or the City right-of-way along 1155 Oak Grove for the placement of Data Collection Unit MI055-I. |

ANALYSIS

The Southern California Gas Company is proposing two sites for the relocation of the Data Collection Unit. The first proposed site and deemed as the optimal location for the Southern California Gas Company is located on City right-of-way along Virginia Road, adjacent to the property at 1280 Rosalind Road. The second proposed site is located on City right-of-way along Virginia Road, adjacent to the property at 1155 Oak Grove Avenue.

Staff and the City Engineer worked with the Southern California Gas Company to find the most mutually appropriate location. Staff asked that the Advanced Meter Facility be placed in a less conspicuous location so as to not pose a significant visual impact to the neighborhood. Additionally, staff asked that the Advance Meter Facility include street signage to serve a dual purpose. The Data Collection Unit will be installed onto a new wooden pole standing at a measured height of 29' feet above grade. The Data Collection Unit will be energized by a solar panel attached at the top of the pole. The Advanced Meter Facility will stand at an overall height of 31' feet with the inclusion of the antennas. The Data Collection Unit is shaped as a rectangular box, measured at 21.5" (Height) x 13.6" (Width) x 8.25" (Depth).

Option 1- 1280 Rosalind Road

After reconsidering the proposed site and at the direction of the City Council, staff did not find the City right-of-way along 1280 Rosalind Road as a suitable location. Although the site currently contains hedging that will minimize the visual impact to the resident residing at 1280 Rosalind Road, and the wooden pole would include street parking signage, the wooden pole will appear out of place and may cause visual impact to the surrounding residents and vehicles approaching the intersection. This installation would also be a third pole on this property.

Option 2 - 1155 Oak Grove Avenue

Staff found this proposed location as an optimal placement for the Advance Meter Facility. The Advance Meter Facility will be placed at the rear of the property of the resident residing at 1155 Oak Grove Avenue and will not be directly placed in front of a residence within the vicinity. The proposed wooden pole will blend well with an existing wooden pole located 2 feet away. Additionally, the area is served by an exceptional amount of shrubbery and greenery which will minimize the visual impact to surrounding residents. The wooden pole will include street signage. The Advanced Meter Facility will not impact on-coming traffic as it will be placed along a curved street at a mid way point between intersections.

A public notice was distributed to all residents located within a 500 foot radius of the proposed vicinity. The Southern California Gas Company conducted the community outreach for the installation of the Advanced Meter Facility to surrounding customers and the property owners adjacent to the proposed location.

At the time of this report, the Public Affairs team at Southern California Gas Company has been unsuccessful in contacting the property owners at 1280 Rosalind Road and 1155 Oak Grove Avenue to discuss the proposed locations. Derek Sampson, Project Manager, informed staff that the property owner at 1280 Rosalind Road would be in favor of option 2 because it provides a greater distance from her residence.

The property owner at 1155 Oak Grove Avenue objects to the placement of the Advance Meter Facility to the rear of his property.

FISCAL IMPACT

[The Southern California Gas Company will incur all of the cost associated with the installation of the Data Collection Unit and wooden pole installation on City right-of-way along 1155 Oak Grove Avenue.]

RECOMMENDATIONS

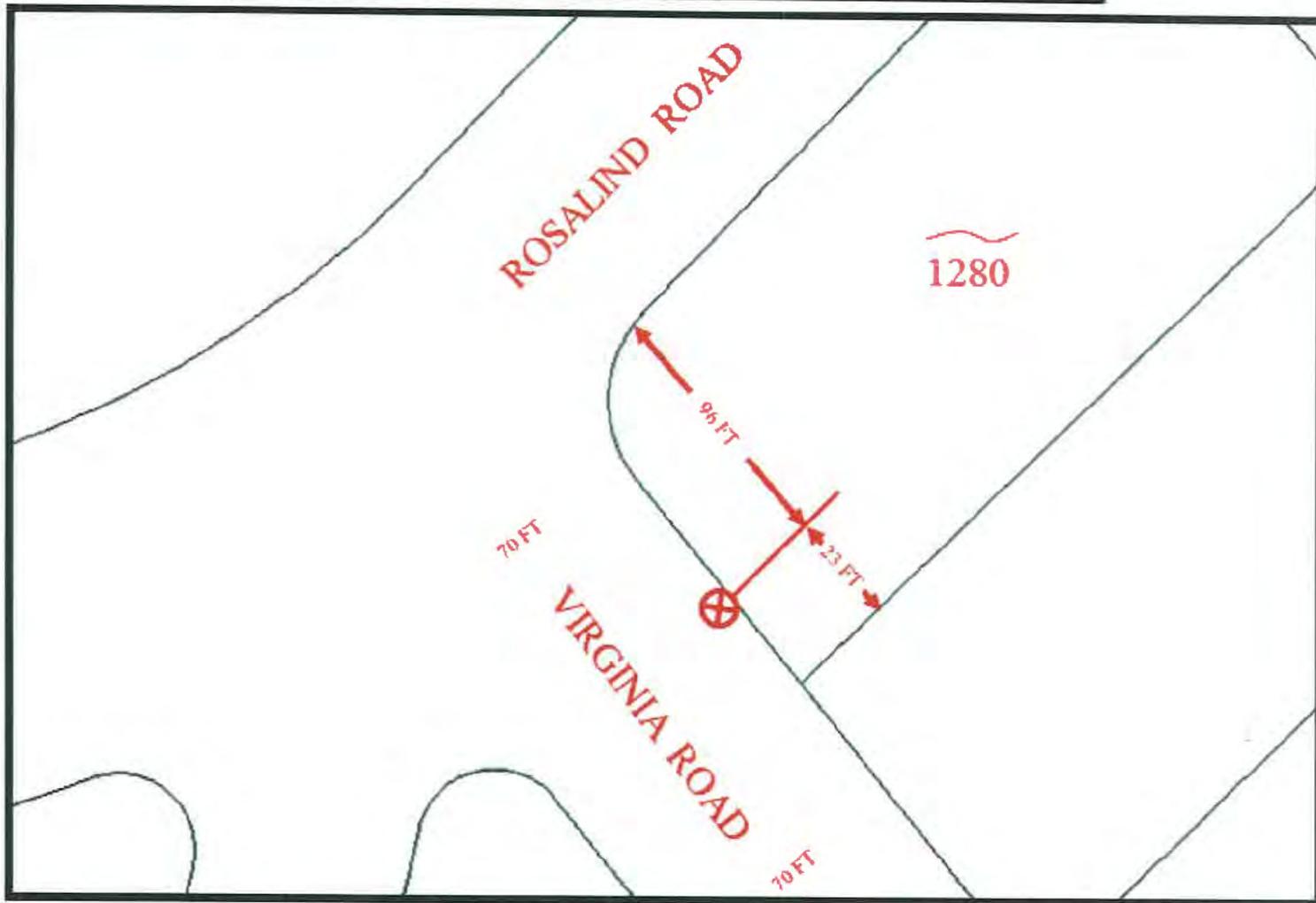
Staff recommends the Council consider the City right-of-way along 1155 Oak Grove as the placement for Data Collection Unit MI055-I. |

If Council concurs, the appropriate action would be:

“A motion to authorize the Planning and Building Department to process the permits to locate the Data Collection Unit along City right-of-way at 1155 Oak Grove Avenue.” |

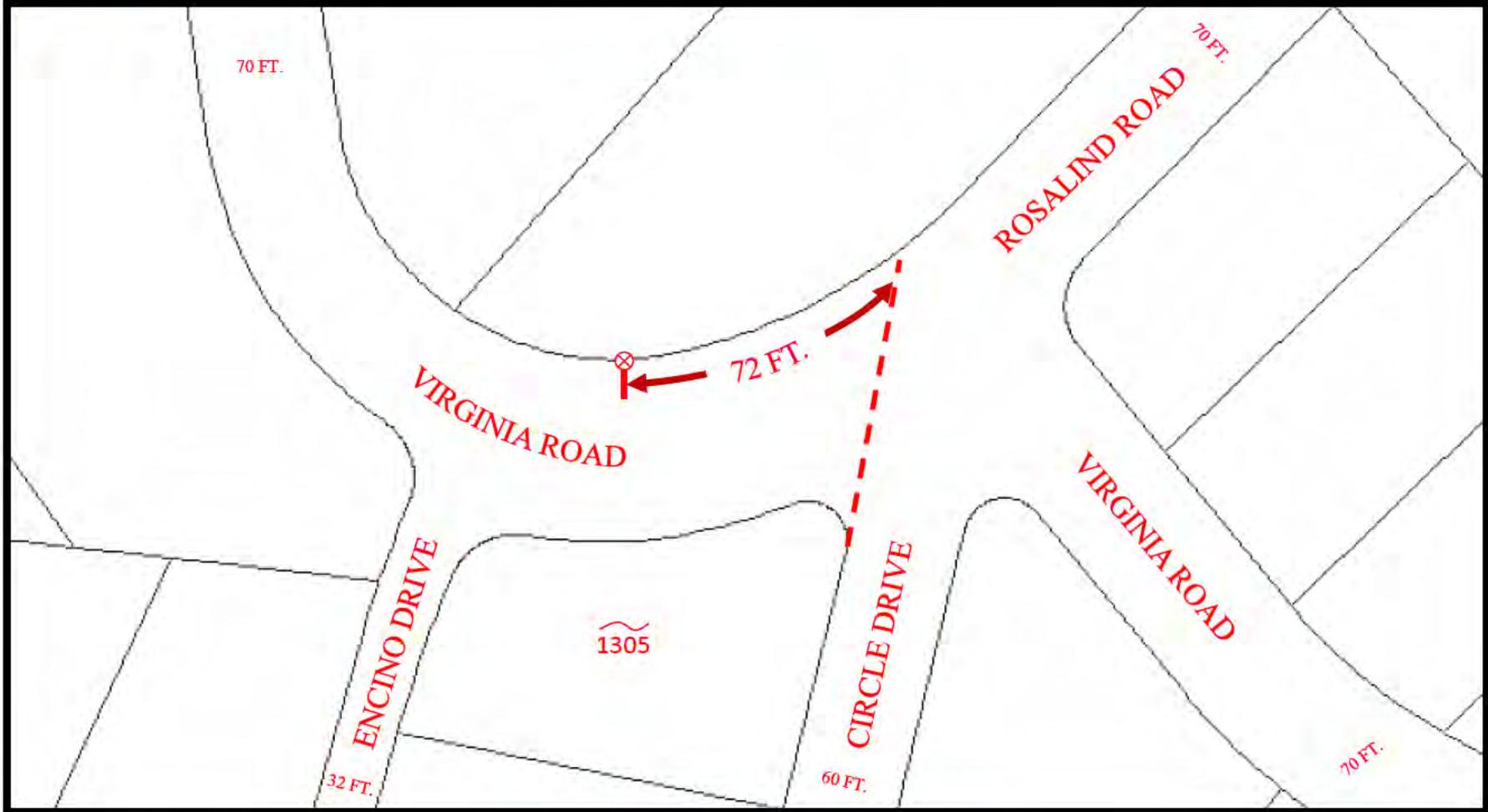
Attachments: | Site Identification Maps
MI055-I Relocation Map
Wooden Pole Design Details
Ordinance No. 904 |

SITE ID: MI055-I
ON VIRGINIA ROAD; SOUTH OF 1280 ROSALIND ROAD
SAN MARINO, CA 91108
THOMAS BROS. PAGE: 566-B7



SCG TO INSTALL A 33 FOOT CONCRETE POLE
***REMOVE AND REPLACE NO PARKING SIGN**
96 FEET EAST OF THE EAST CURB FACE OF ROSALIND ROAD
AND
2 FEET NORTH OF THE NORTH CURB FACE OF VIRGINIA ROAD

SITE ID: MI055-J
ON VIRGINIA ROAD; NORTH OF 1305 CIRCLE DRIVE
SAN MARINO, CA 91108
THOMAS BROS. PAGE: 566-B7



SCG TO INSTALL A 35 FT. WOOD POLE
72 FT. WEST OF THE WEST CURB FACE OF CIRCLE DRIVE
AND
2 FT. NORTH OF THE NORTH CURB FACE OF VIRGINIA ROAD

Attachment 2

MI055-I Relocation Map





CITY:
 COUNTY:
 JURISDICTION:
 SITE NUMBER/ID:
 SITE TYPE:

(N) 29' A.G.L. WOOD POLE
 SOLAR POWER, EMBEDDED

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

PROPRIETARY INFORMATION:
 THE INFORMATION CONTAINED IN THIS SET OF CONSTRUCTION DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE GAS COMPANY IS STRICTLY PROHIBITED.



ADVANCED METER
 THE GAS COMPANY TOWER
 555 W. 5TH STREET
 LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
 CLASS 5, SOLAR

SHEET TITLE:

TITLE SHEET

LICENSURE:

VICENTE MANLANGIT, P.E.

DESIGNER J.M.	DATE
CAD DRAFTING A.J.	05/25/15
CHECKED BY J.M.	

SCALE AS SHOWN	
SHEET NUMBER	REVISION

T-1 A

PROJECT SUMMARY:

SITE ADDRESS:
 VARIOUS
APPLICANT:
 SOUTHERN CAL FORNIA GAS CO.
 555 W. 5TH ST., SUITE 3RD., LOS ANGELES, CA 90013
 REPRESENTATIVE: L NDA HOANG
 PHONE: (213) 244-3393
PROPERTY OWNER:

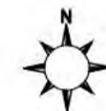
PUBLIC RIGHT OF WAY
LATITUDE: XX.YYYYYYYY
LONGITUDE: -YYY.XXXXXXXX
OCCUPANCY CLASSIFICATION: UT LITY/WIRELESS ANTENNA
ZONING CLASSIFICATION:
CONSTRUCTION TYPE:
PROJECT DESCR PTION:
 SOUTHERN CAL FORNIA GAS CO. PROPOSES TO INSTALL
 ACLARA EQUIPMENT MOUNTED ON A NEW CLASS 5,
 WOOD POLE, 29' ABOVE GROUND LEVEL.

SHEET INDEX:

SHEET NO:	DESCRIPTION:
T-1	TITLE SHEET
T-2	GENERAL NOTES
A-1	ELEVATIONS
A-2	EQUIPMENT DETAILS
A-3	MOUNTING DETAILS
A-4	MATERIALS LIST
E-1	ELECTRICAL DIAGRAM



VICINITY MAP
 NOT TO SCALE



CONSULTING TEAM:

<u>SAC/ZONING/PERMITTING:</u>	<u>CONSTRUCTION PROJECT MANAGER</u>
SOUTHERN CALIFORNIA GAS CO. L NDA HOANG 555 W. 5TH ST., 3RD FLOOR LOS ANGELES, CA 90013 (213) 244-3393	SOUTHERN CAL FORNIA GAS CO. SHAUN BAPTISTE 555 W. 5TH ST., 3RD FLOOR LOS ANGELES, CA 90013 (310) 755-8792
<u>CONTRACTOR</u>	<u>NETWORK CONSTRUCTION ENGINEER</u>
AM ORTEGA CONSTRUCTION 10125 CHANNEL ROAD LAKESIDE, CA 92040 PHONE: (951) 360-1352 CONTACT: SAM KING DATE: 09-29-14	SOUTHERN CAL FORNIA GAS CO. JUAN MALDONADO 555 W. 5TH ST., 3RD FLOOR LOS ANGELES, CA 90013 (213) 244-2324

APPROVALS:

THE FOLLOWING PARTIES HEREBY APPROVE AND ACCEPT THESE DOCUMENTS AND AUTHORIZE THE CONTRACTOR TO PROCEED WITH THE CONSTRUCTION DESCRIBED HEREIN. ALL CONSTRUCTION DOCUMENTS ARE SUBJECT TO REVIEW BY THE LOCAL BUILDING DEPARTMENT AND ANY CHANGES AND MODIFICATIONS THEY MAY IMPOSE.

	PRINT NAME	SIGNATURE	DATE
LANDLORD	<u>PUBLIC R.O.W.</u>		
PRECON. MGR			
DEVELOP. MGR			
CONST. MGR			
PROJECT. MGR			
SR. RF ENGINEER			
RF ENGINEER			
OPERATIONS			
SAC REP.			

PERMIT #:

REVISION HISTORY

REVISION A: INITIAL DESIGN.

APPLICABLE CODES:

CALIFORNIA ADMINISTRATIVE CODE
 2013 CALIFORNIA BUILDING CODE
 UNIFORM MECHANICAL CODE
 ANSI/IEA-222-F LIFE SAFETY CODE NFPA-101
 2013 UNIFORM PLUMBING CODE
 2013 NATIONAL ELECTRIC CODE
 LOCAL BUILDING CODE
 CITY/COUNTY ORDINANCES

GENERAL NOTES AND CONDITIONS

INTENT

1. THIS CONSTRUCTION DRAWINGS DESCRIBE THE WORK TO BE DONE AND THE MATERIALS TO BE FURNISHED FOR CONSTRUCTION.
2. THE INTENTION OF THE DOCUMENT IS TO INCLUDE ALL LABOR AND MATERIALS REASONABLY NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK AS STIPULATED IN THE CONTRACT.
3. MINOR DEVIATIONS FROM THE DESIGN LAYOUT ARE ANTICIPATED AND SHALL BE CONSIDERED AS PART OF THE WORK. NO CHANGES THAT ALTER THE CHARACTER OF THE WORK WILL BE MADE OR PERMITTED BY THE OWNER WITHOUT ISSUING A CHANGE ORDER.
4. THE DRAWINGS ARE GRAPHIC AND PICTORIAL PORTIONS OF THE CONTRACT DOCUMENTS SHOWING THE DESIGN, LOCATION AND DIMENSIONS OF THE WORK, GENERALLY INCLUDING PLANS, ELEVATIONS, SECTIONS, DETAILS, SCHEDULES AND DIAGRAMS.
5. IN CASE OF INCONSISTENCY BETWEEN OTHER PARTS OF THE CONTRACT, THE CONTRACTOR SHALL PERFORM THE WORK IN ACCORDANCE WITH THE OWNER'S INTERPRETATION.
6. WHERE DRAWINGS REFER TO STANDARD SPECIFICATIONS, THE LATEST OR MOST RECENT EDITION SHALL APPLY.

CHANGE ORDER PROCEDURE

1. CHANGE ORDER MAY BE INITIATED BY THE OWNER AND/OR THE CONTRACTOR INVOLVED. THE CONTRACTOR, UPON VERBAL REQUEST FROM THE OWNER SHALL PREPARE A WRITTEN PROPOSAL DESCRIBING THE CHANGE IN WORK OR MATERIALS AND ANY CHANGES IN THE CONTRACT AMOUNT AND PRESENT TO THE OWNER WITHIN 72 HOURS FOR APPROVAL. SUBMIT REQUESTS FOR SUBSTITUTIONS IN THE FORM AND IN ACCORDANCE WITH PROCEDURES REQUIRED FOR CHANGE ORDER PROPOSALS. ANY CHANGES IN THE SCOPE OF WORK OR MATERIALS WHICH ARE PERFORMED BY THE CONTRACTOR WITHOUT A WRITTEN CHANGE ORDER AS DESCRIBED AND APPROVED BY THE OWNER SHALL PLACE FULL RESPONSIBILITY OF THESE ACTIONS ON THE CONTRACTOR.

CODE COMPLIANCE

1. ALL WORK SHALL BE IN ACCORDANCE WITH APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS. THESE SHALL INCLUDE BUT NOT BE LIMITED TO THE LATEST VERSION OF THE FOLLOWING:

CALIFORNIA ADMINISTRATIVE CODE
 2013 CALIFORNIA BUILDING CODE
 2013 UNIFORM PLUMBING CODE
 2013 NATIONAL ELECTRIC CODE
 2013 UNIFORM MECHANICAL CODE
 ANSI/EIA-222-F LIFE SAFETY CODE NFPA-101
 LOCAL BUILDING CODE
 CITY AND COUNTY ORDINANCES

ADMINISTRATION

1. BEFORE THE COMMENCEMENT OF ANY WORK, THE CONTRACTOR WILL ASSIGN A PROJECT MANAGER WHO WILL ACT AS A SINGLE POINT OF CONTACT FOR ALL PERSONNEL INVOLVED IN THIS PROJECT. THIS PROJECT MANAGER WILL BE DEVELOPING A MASTER SCHEDULE FOR THE PROJECT WHICH WILL BE SUBMITTED TO THE OWNER PRIOR TO THE COMMENCEMENT OF ANY WORK.
2. SUBMIT A BAR TYPE PROGRESS CHART NOT MORE THAN THREE (3) DAYS AFTER THE DATE ESTABLISHED FOR COMMENCEMENT OF THE WORK ON THE SCHEDULE, INDICATING A TIME BAR FOR EACH MAJOR CATEGORY OF WORK TO BE PERFORMED AT THE SITE, PROPERLY SEQUENCED AND COORDINATED WITH OTHER ELEMENTS OF WORK AND SHOWING COMPLETION OF THE WORK SUFFICIENTLY IN ADVANCE OF THE DATE ESTABLISHED FOR SUBSTANTIAL COMPLETION OF THE SITE.
3. PRIOR TO COMMENCING CONSTRUCTION, THE OWNER SHALL SCHEDULE AN ON-SITE MEETING WITH ALL MAJOR PARTIES. THIS WOULD INCLUDE BUT NOT LIMITED TO, THE OWNER, PROJECT MANAGER, CONTRACTOR, AND LAND OWNER REPRESENTATIVE.
4. THE CONTRACTOR SHALL BE EQUIPPED WITH SOME MEANS OF CONSTANT COMMUNICATIONS, SUCH AS A MOBILE PHONE OR BEEPER. THIS EQUIPMENT WILL NOT BE SUPPLIED BY THE OWNER, NOR WILL WIRELESS SERVICE BE ARRANGED.
5. DURING CONSTRUCTION, THE CONTRACTOR MUST ENSURE THAT EMPLOYEES AND SUBCONTRACTORS WEAR HARD HATS AT ALL TIMES. THE CONTRACTOR WILL COMPLY WITH ALL SCG SAFETY REQUIREMENTS IN THEIR AGREEMENT.
6. PROVIDE WRITTEN DAILY UPDATES AND PHOTOGRAPHS OF ON-SITE PROGRESS TO THE PROJECT MANAGER VIA E-MAIL.
7. A COMPLETE INVENTORY OF CONSTRUCTION MATERIALS AND EQUIPMENT IS REQUIRED PRIOR TO THE START OF CONSTRUCTION.
8. NOTIFY THE OWNER / PROJECT MANAGER IN WRITING NO LESS THAN 48 HOURS IN ADVANCE OF CONCRETE POURS, TOWER ERECTIONS, AND EQUIPMENT CABINET PLACEMENTS.
9. CLOSEOUT PACKAGE IS DUE COMPLETE WITH DETAILED TOP PHOTOS UPON SITE PUNCHWALK WITH PROJECT MANAGER (SEE PROJECT MANAGER FOR SAMPLE CLOSEOUT PACKAGE).

WARRANTIES AND BONDS

1. THE CONTRACTOR IS RESPONSIBLE FOR APPLICATION AND PAYMENT OF CONTRACTOR LICENSES AND BONDS.
2. SEE MASTER CONTRACTOR SERVICES AGREEMENT FOR ADDITIONAL DETAILS.

GENERAL NOTES

1. IDENMIFICATION CLAUSE: THE CONTRACTOR AGREES AND SHALL: ASSUME SOLE AND COMPLETE RESPONSIBILITY OF THE JOBSITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING THE SAFETY OF ALL PERSONS AND PROPERTIES. THAT THESE REQUIREMENTS SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS AND CONDITIONS. THE CONTRACTOR FURTHER AGREES TO DEFEND INDEMNITY AND HOLD SOCIAL GAS REPRESENTATIVES AND ENGINEERS HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED IN CONNECTION WITH THE PERFORMANCE OF THE WORK ON THIS PROJECT.
2. PRIOR TO THE BEGINNING OF ANY CONSTRUCTION AND THROUGHOUT THE COURSE OF CONSTRUCTION WORK, THE CONTRACTOR SHALL FULLY COMPLY WITH "CALIFORNIA OCCUPATIONAL SAFETY AND HEALTH" ACT OF 1973 INCLUDING ALL REVISIONS AND AMENDMENTS THERETO.
3. ALL WORK SHALL CONFORM TO THE LATEST EDITION OF GO 95, 128, AND THE STANDARD "SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION", AS ADOPTED BY THE CITY, COUNTY OR STATE AS MODIFIED BY STANDARD PLANS AND ADDENDUM.
4. THE EXISTENCE AND LOCATION OF UTILITIES AND OTHER AGENCIES FACILITIES AS SHOWN HEREON ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS. OTHER FACILITIES MAY EXIST. THE CONTRACTOR SHALL VERIFY PRIOR TO THE START OF CONSTRUCTION AND SHALL USE EXTREME CARE AND PROTECTIVE MEASURES TO PREVENT DAMAGE TO THESE FACILITIES. THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL UTILITY OR AGENCY FACILITIES WITHIN THE LIMITS OF WORK, WHETHER THEY ARE SHOWN ON THIS PLAN OR NOT.
5. THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (800) 227-2600, AT LEAST TWO WORKING DAYS PRIOR TO THE START OF ANY EXCAVATION.
6. THE CONTRACTOR SHALL NOTIFY THE CITY, COUNTY OR STATE ENGINEER INSPECTION DEPARTMENT (213) 482-7030, AT LEAST TWO WORKING DAYS BEFORE THE START OF ANY WORK REQUIRING THEIR INVOLVEMENT.
7. ALL WORK AREA AND STREET TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS OF THE WORK AREA TRAFFIC CONTROL BOOK AND SPECIFICATIONS FROM THE CITY, COUNTY OR STATE.
8. THE CITY, COUNTY OR STATE SHALL SPECIFY THE EXPIRATION PERIOD OF THE PERMIT FOR THIS CONSTRUCTION PROJECT.
9. THE MINIMUM COVER FOR ALL CONDUITS PLACED UNDERGROUND SHALL BE 36 INCHES TO THE FINISHED GRADE AT ALL TIMES.
10. ALL SHRUBS, PLANTS OR TREES THAT HAVE BEEN DAMAGED OR DISTURBED DURING THE COURSE OF THE WORK, SHALL BE REPLANTED AND/OR REPLACED SO AS TO RESTORE THE WORK SITE TO ITS ORIGINAL CONDITION.
11. VAULTS, PEDESTALS, CONDUITS AND OTHER TYPES OF SUBSTRUCTURE ARE EITHER SPECIFIED ON THIS PLAN OR WILL BE SPECIFIED BY THE CONSTRUCTION ENGINEER. ANY AND ALL DEVIATIONS FROM THE SPECIFIED TYPES OF MATERIAL MUST BE APPROVED BY THE SYSTEM ENGINEER, IN WRITING BEFORE INSTALLATION THEREOF.
12. ALL RECONSTRUCTION, RESURFACING, PAVEMENT DELINEATION AND OTHER IMPROVEMENTS ARE TO BE RESTORED TO THE SAME OR IMPROVED CONDITION BASED ON GENERAL NOTE NO. 3 ABOVE.

INSURANCE AND BONDS

1. THE CONTRACTOR SHALL AT THEIR OWN EXPENSE CARRY AND MAINTAIN FOR THE DURATION OF THE PROJECT ALL INSURANCE AS REQUIRED AND LISTED.
2. THE CONTRACTOR SHALL NOT COMMENCE WITH THEIR WORK UNTIL THEY HAVE PRESENTED AN ORIGINAL CERTIFICATE OF INSURANCE STATING ALL COVERAGES TO THE OWNER.
3. THE OWNER SHALL BE NAMED AS AN ADDITIONAL INSURED ON ALL POLICIES.
4. REFER TO THE MASTER AGREEMENT FOR REQUIRED INSURANCE LIMITS.

CLEAN UP

1. THE CONTRACTOR SHALL AT ALL TIMES KEEP THE SITE FREE FROM ACCUMULATION OF WASTE MATERIALS OR RUBBISH CAUSED BY THEIR EMPLOYEES AT WORK. AT THE COMPLETION OF THE WORK, THEY SHALL REMOVE ALL RUBBISH FROM AND ABOUT THE BUILDING AREA, INCLUDING ALL THEIR TOOLS, SCAFFOLDING AND SURPLUS MATERIALS AND SHALL LEAVE THEIR WORK CLEAN AND READY FOR USE.
2. VISUALLY INSPECT EXTERIOR SURFACES AND REMOVE ALL TRACES OF SOIL, WASTE MATERIALS, SMUDGES AND OTHER FOREIGN MATTER.
3. REMOVE ALL TRACES OF SPLASHED MATERIALS FROM ADJACENT SURFACES.
4. IF NECESSARY TO ACHIEVE A UNIFORM DEGREE OF CLEANLINESS, HOSE DOWN THE EXTERIOR OF THE STRUCTURE.

SUBSTANTIAL COMPLETION

1. SUBSTANTIAL COMPLETION IS THE STAGE OF WORK IS SUFFICIENTLY COMPLETE IN ACCORDANCE WITH THE CONTRACT SO THE OWNER CAN FULLY UTILIZE THE WORK FOR ITS INTENDED USE. SUCH TIME, CONTRACTOR SHALL SUBMIT TO OWNER A REQUEST FOR FINAL PAYMENT AND FINAL COMPLETION REPORT ITEMIZING AND DETAILED INVENTORY OF WORK TO COMPLETION AND AS-BUILT DOCUMENTS/DRAWINGS.
2. OWNER WILL ONLY RELEASE FINAL PAYMENT UPON SATISFACTORY REVIEW AND CONTRACTOR COMPLIANCE OF THE FINAL PAYMENT REQUIREMENTS.

CONFLICTS

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL MEASUREMENTS AT THE SITE BEFORE ORDERING ANY MATERIALS OR DOING ANY WORK. NO EXTRA CHARGE OR COMPENSATION SHALL BE ALLOWED DUE TO DIFFERENCE BETWEEN ACTUAL DIMENSIONS AND DIMENSIONS INDICATED IN THE CONSTRUCTION DRAWINGS. ANY SUCH DISCREPANCY IN DIMENSION WHICH MAY BE FOUND SHALL BE SUBMITTED TO THE OWNER FOR CONSIDERATION BEFORE THE CONTRACTOR PROCEEDS WITH THE WORK IN THE AFFECTED AREAS.
2. THE BIDDER, IF AWARDED THE CONTRACT, WILL NOT BE ALLOWED ANY EXTRA COMPENSATION BY REASON OF ANY MATTER OR THING CONCERNING WHICH BIDDER MIGHT HAVE FULLY INFORMED THEMSELVES PRIOR TO THE BIDDING.
3. NO PLEA OF IGNORANCE OF CONDITIONS THAT EXIST, OR OF DIFFICULTIES OR CONDITIONS THAT MAY BE ENCOUNTERED OR OF ANY OTHER RELEVANT MATTER CONCERNING THE WORK TO BE PERFORMED IN THE EXECUTION OF THE WORK WILL BE ACCEPTED AS AN EXCUSE FOR ANY FAILURE OR OMISSION ON THE PART OF THE CONTRACTOR TO FULFILL EVERY DETAIL OF ALL REQUIREMENTS OF THE CONTRACT DOCUMENTS GOVERNING THE WORK.

STRUCTURAL NOTES

1. DESIGN CRITERIA:
 2013 CALIFORNIA BUILDING CODE.
 ASCE 7-10 MINIMUM DESIGN LOADS FOR BUILDINGS
 OTHER STRUCTURES.
 INTERNATIONAL BUILDING CODE (IBC) 2012
 IA-222 G STANDARD.
 2013 AASHTO LTS - 6TH EDITION.
 G.O.95
2. DURING CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY UNUSUAL OR UNFORESEEN CONDITION PRIOR TO CONTINUING WITH CONSTRUCTION. SHOULD ANY CONDITION ARISE WHERE THE INTENT OF THE DRAWINGS IS IN DOUBT, OR WHERE THERE APPEARS TO BE DISCREPANCY BETWEEN THE DRAWINGS AND THE CONDITION IN THE FIELD, THE ENGINEER SHALL BE NOTIFIED PRIOR TO CONTINUING THE WORK.
3. PORTLAND CEMENT SHALL CONFORM TO ASTM C-150 TYPE II. AGGREGATE FOR STONE CONCRETE SHALL CONFORM TO ASTM C-33. AGGREGATE FOR LIGHTWEIGHT CONCRETE SHALL CONFORM TO ASTM C-330. AGGREGATE ASTM C-33: MAXIMUM SIZE 1 1/2" FOR FOOTINGS AND 1" FOR ALL OTHER WORK.
4. ALL REINFORCING BARS, ANCHOR BOLTS, PRESTRESSING TENDONS AND ALL OTHER CONCRETE INSERTS SHALL BE WELL SECURED IN POSITION PRIOR TO PLACING CONCRETE.
5. THE MAXIMUM SLUMP SHALL BE BETWEEN THE RANGE OF 3" TO 5" FOR FOOTINGS, SLABS ON EARTH AND MASS CONCRETE.

STANDARD SYMBOLS

	BUILDING
	BOLLARD
	CABLE TV LINE
	CENTER LINE
	CONCRETE BLOCK WALL
	CURB, GUTTER & SIDEWALK
	DRIVEWAY
	EDGE OF PAVEMENT
	EDGE OF DIRT
	ELECTRIC VAULT
	FENCE
	CHAINLINK FENCE
	FIRE HYDRANT
	GAS LINE
	GAS VALVE
	GATE VALVE
	GUY POLE
	JOINT POLE
	MANHOLE
	OIL LINE
	POWER LINE
	PROPERTY LINE
	PULLBOX
	RAILROAD TRACK
	RETAINING WALL
	RIGHT OF WAY
	SANITARY SEWER
	STORM DRAIN LINE
	STREET LIGHT LINE
	STREET SIGN
	SERVICE PEDESTAL
	TELCO LINE
	WATER LINE
	WATER METER

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

PROPRIETARY INFORMATION:
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ADVANCED METER
 THE GAS COMPANY TOWER
 555 W. 5TH STREET
 LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
 CLASS 5, SOLAR

SHEET TITLE:

GENERAL
 NOTES &
 SYMBOLS

LICENSURE:

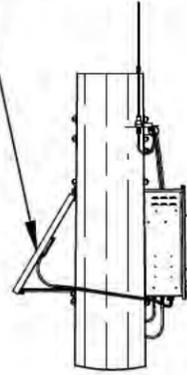
VICENTE MANLANGIT, P.E.

DESIGNER	DATE
J.M.	05/25/15
CAD DRAFTING	A.J.
CHECKED BY	J.M.
SCALE	AS SHOWN

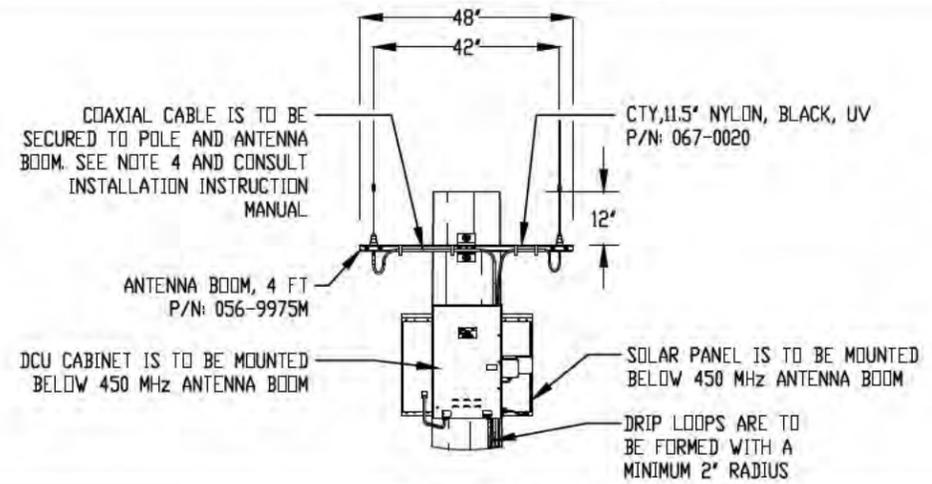
SHEET NUMBER	REVISION
T-2	A

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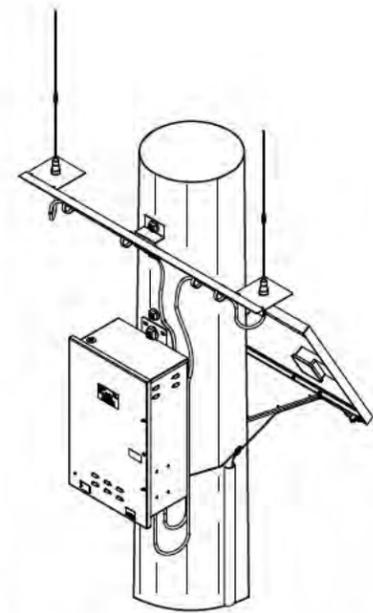
SOLAR PANEL IS TO BE MOUNTED TO FACE SOUTH



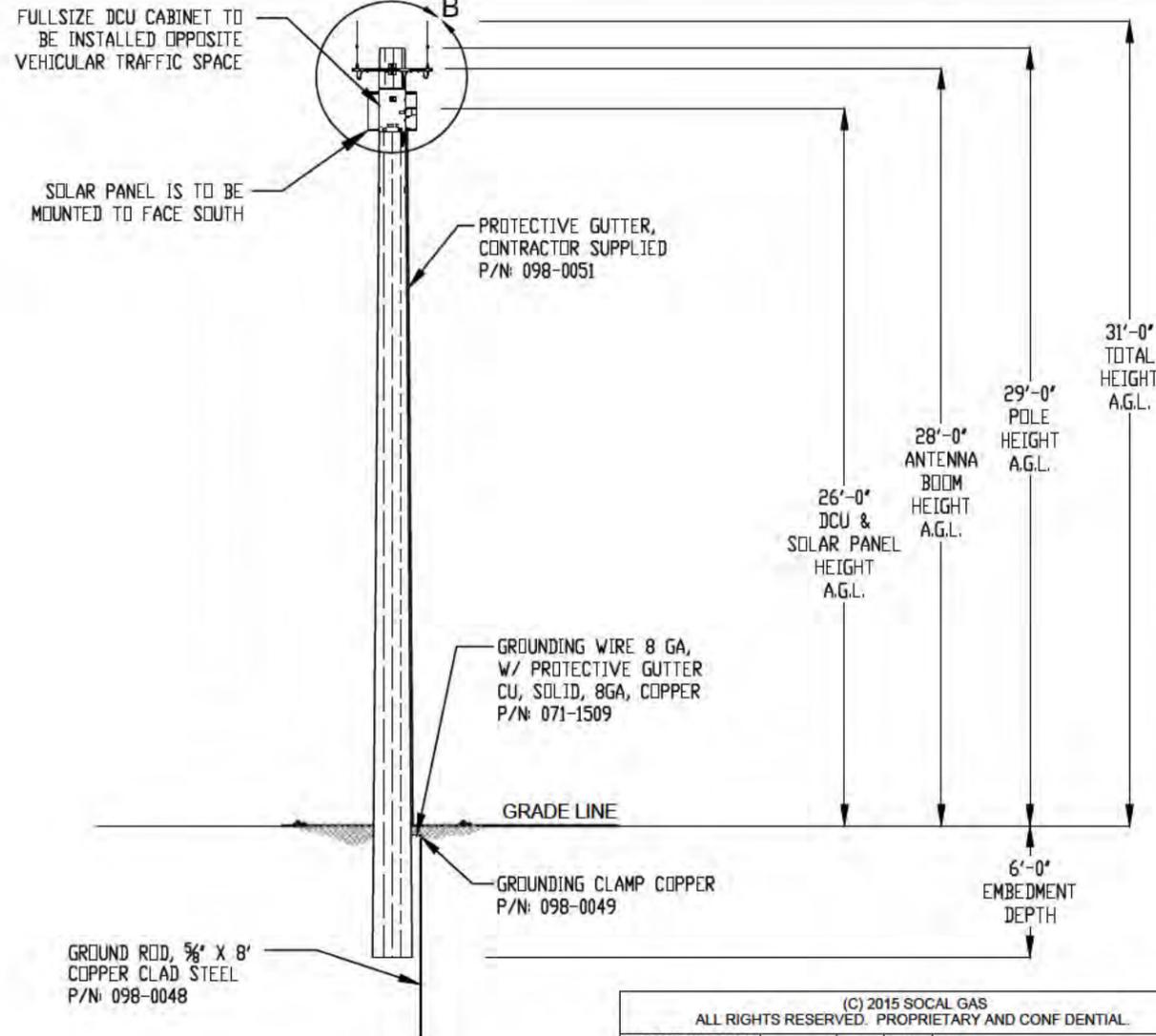
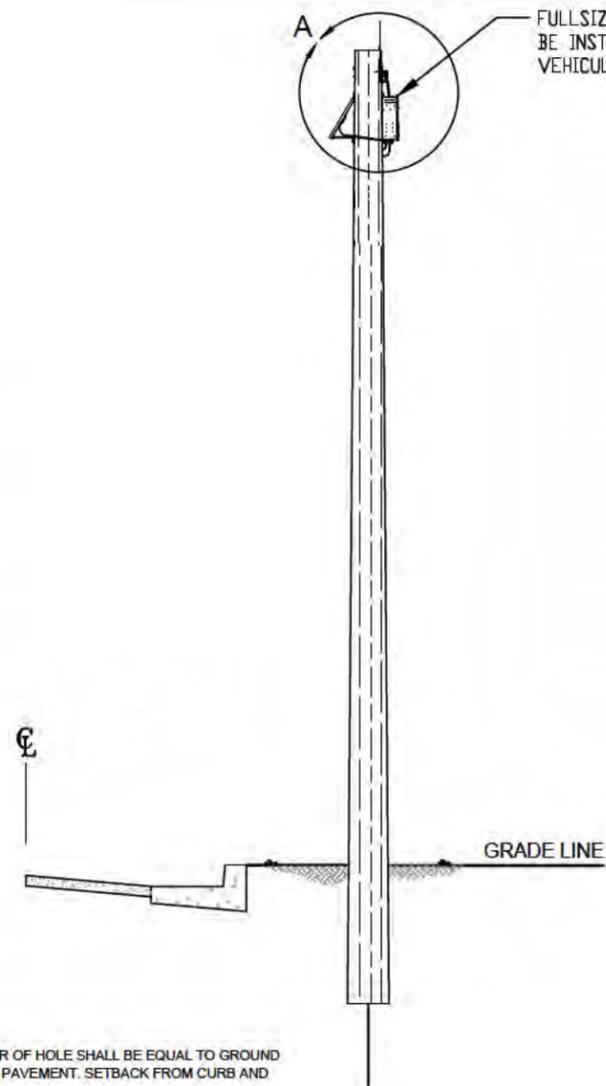
DETAIL A



DETAIL B



PARTIAL ISOMETRIC VIEW



EMBEDMENT NOTES:

- HOLE TO BE EXCAVATED TO DEPTH SPECIFIED IN THE PLANS. DIAMETER OF HOLE SHALL BE EQUAL TO GROUND LINE POLE DIAMETER PLUS (+) 8" AND INSTALLED UPRIGHT INTO LEVEL PAVEMENT. SETBACK FROM CURB AND FINISH GRADE LINE PER JURISDICTION STANDARDS.
- GENERALLY, SELECTED SUITABLE EXCAVATED MATERIAL WILL BE USED AS BACKFILL AND TAMPED/ COMPACTED THOROUGHLY (95%). ALTERNATELY, CONTROLLED LOW STRENGTH MATERIAL (CLSM) AS NON STRUCTURAL BACKFILL CAN BE EMPLOYED (CEMENT CONTENT = 188 POUNDS/ CU. YARD).
- SURFACE SHALL BE RESTORED PER STANDARD SPECIFICATIONS & DETAILS FOR PUBLIC WORKS CONSTRUCTION 2012 (GREEN BOOK).
- IF DIFFERING FIELD CONDITION ARISES OR CONSTRUCTION CHANGES, THE CONTRACTOR SHALL CONSULT WITH ENGINEER OF RECORD FOR DESIGN CHANGES/ RETROFIT IF REQUIRED.

(C) 2015 SOCAL GAS ALL RIGHTS RESERVED. PROPRIETARY AND CONF DENTIAL.			
UNLESS OTHERWISE SPECIFIED	NAME	DATE	TITLE:
DIMENSIONS AS SHOWN	DRAWN		TYPICAL INSTALLATION WOOD POLE, SOLAR
TELESPACES	CHECKED		
FRACTIONAL ±	ENG APPR		
ANGULAR MATCH ± BOND	ENG APPR		
TWO PLACE DECIMAL ±	MFG APPR		
THREE PLACE DECIMAL ±			
INTERPRET DIMENSIONS TELEDRAWING PER	DATE		
MATERIAL	COMMENTS	SIZE DWG NO.	REV
WOOD	PROPRIETARY AND CONFIDENTIAL. THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF ACLARA. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF ACLARA IS PROHIBITED.	B	A
FINISH		NO SCALE	

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

PROPRIETARY INFORMATION:
THE INFORMATION CONTAINED IN THIS SET OF CONSTRUCTION DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE GAS COMPANY IS STRICTLY PROHIBITED.



ADVANCED METER
THE GAS COMPANY TOWER
565 W. 5TH STREET
LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
CLASS 5, SOLAR

SHEET TITLE:

ELEVATIONS

LICENSURE:

VICENTE MANLANGIT, P.E.

DESIGNER: J.M. DATE

CAD DRAFTING: A.J. 05/25/15

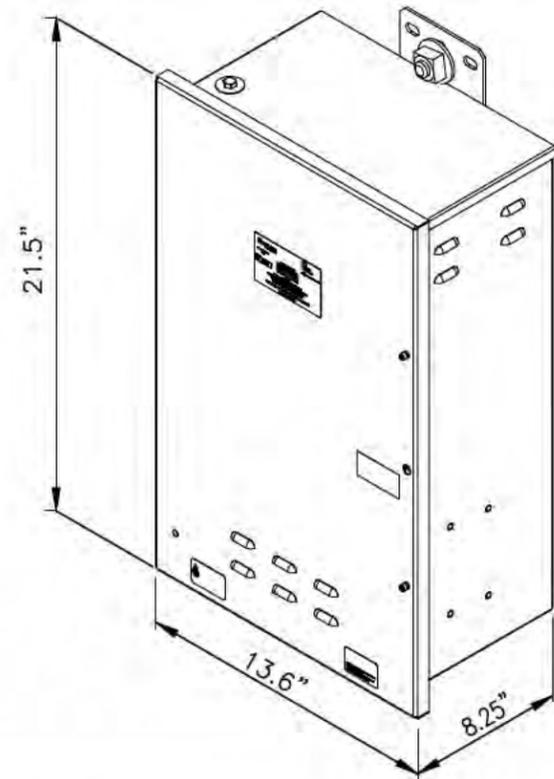
CHECKED BY: J.M.

SCALE: AS SHOWN

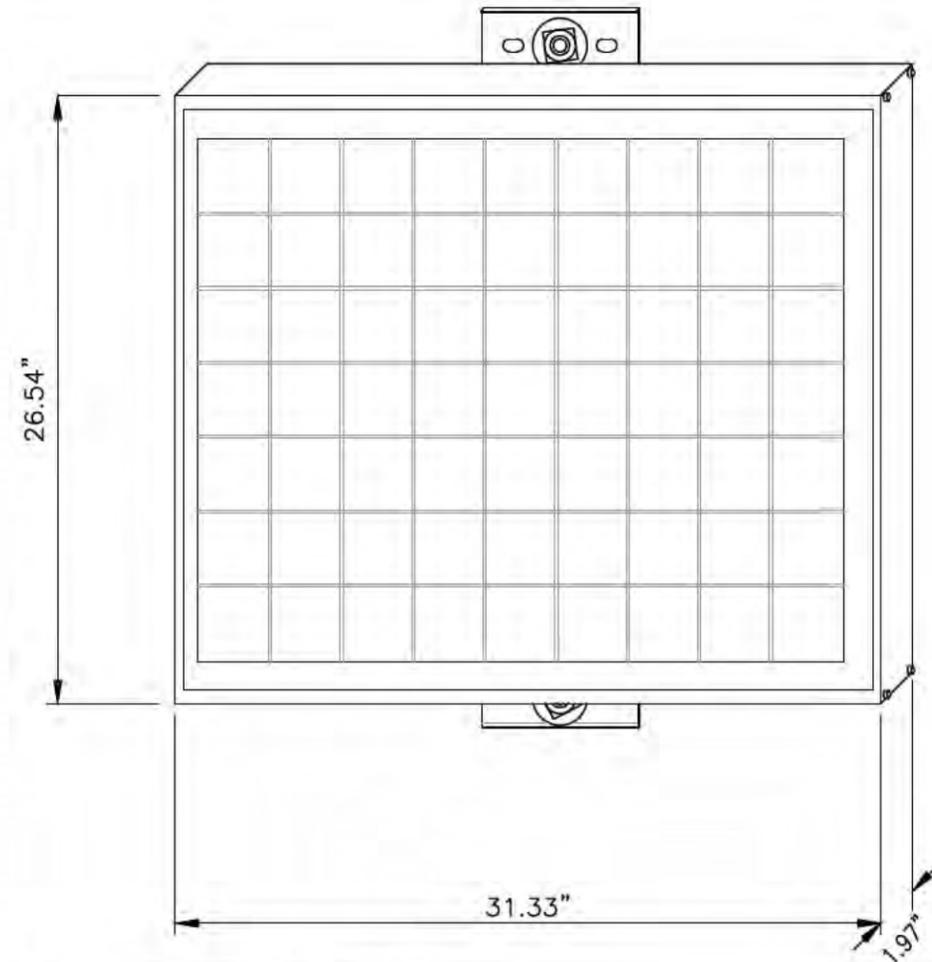
SHEET NUMBER REVISION

A-1 A

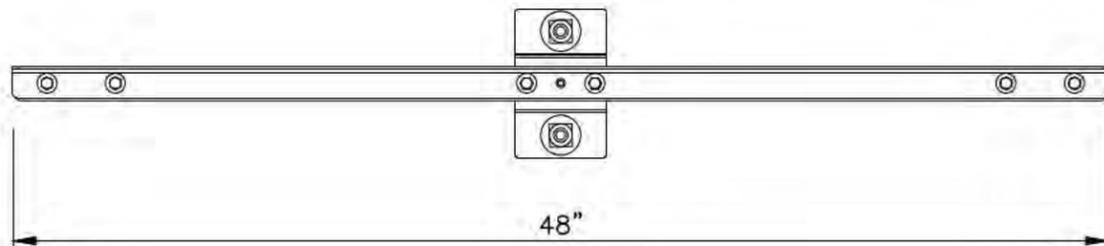
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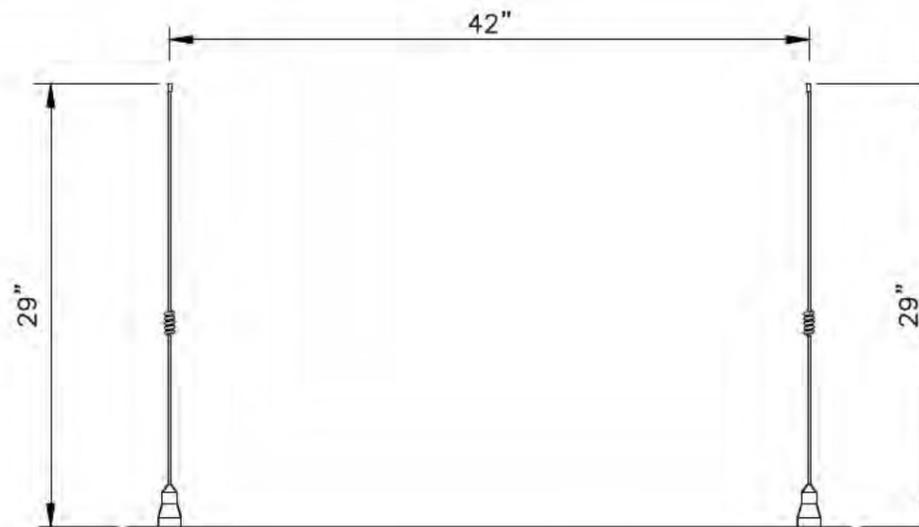
1 (D.C.U.) DATA COLLECTOR UNIT (55 LBS)



2 SOLAR PANEL (14.11 LBS)



3 ALUMINUM ANTENNA ARM



4 455-470 MHz ANTENNAS (WHIP)

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS-JAVIER	A.J.

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ADVANCED METER
THE GAS COMPANY TOWER
565 W. 5TH STREET
LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
CLASS 5, SOLAR

SHEET TITLE:

**EQUIPMENT
DETAILS**

LICENSURE:

VICENTE MANLANGIT, P.E.

DESIGNER: J.M.
CAD DRAFTING: A.J.
CHECKED BY: J.M.
SCALE: AS SHOWN

SHEET NUMBER	REVISION
A-2	A

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

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ADVANCED METER
THE GAS COMPANY TOWER
565 W. 5TH STREET
LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
CLASS 5, SOLAR

SHEET TITLE:

MOUNTING
DETAILS

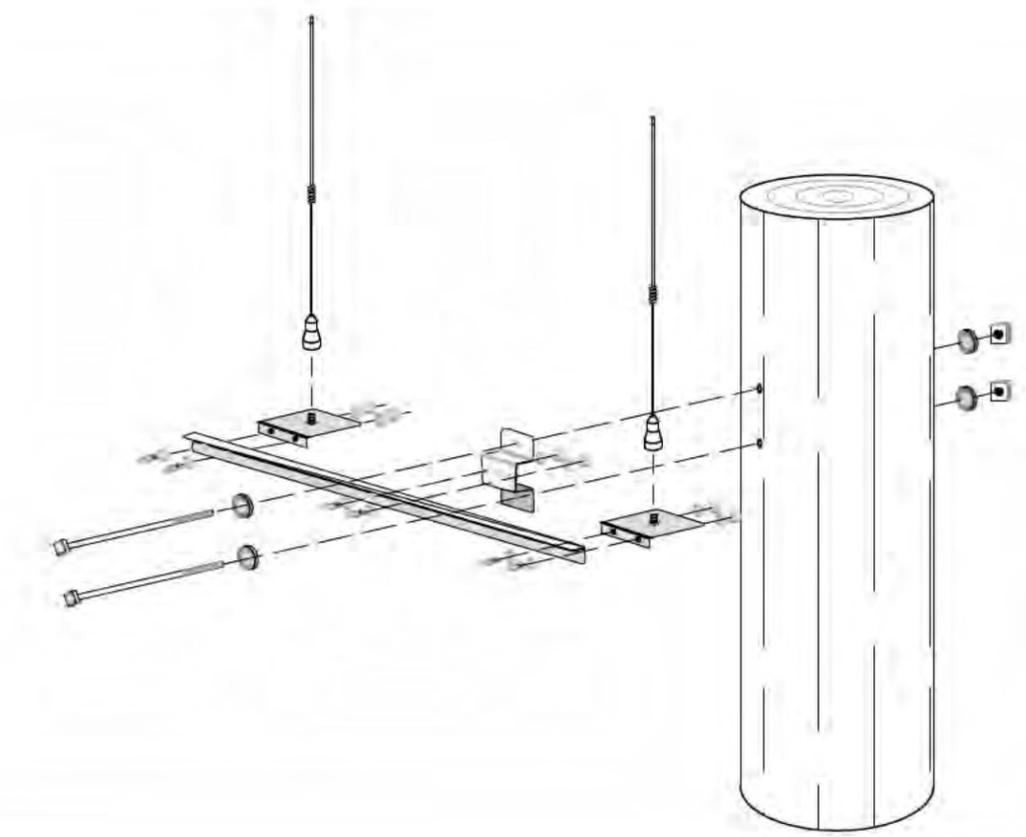
LICENSURE:

VICENTE MANLANGIT, P.E.

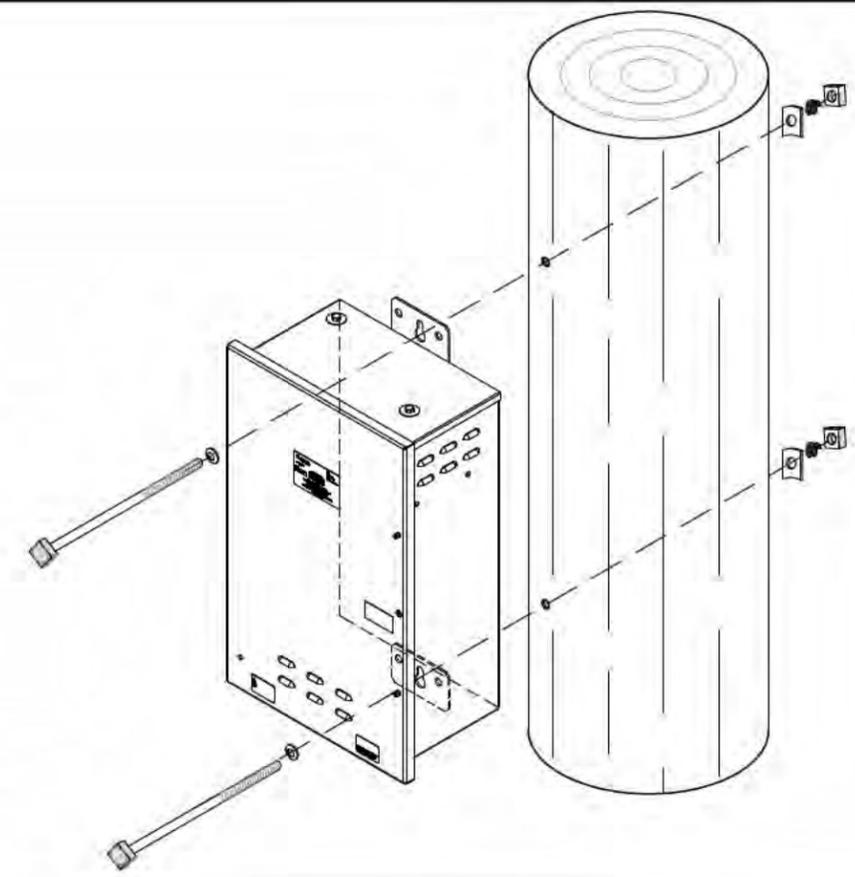
DESIGNER	DATE
J.M.	
A.J.	05/25/15
J.M.	

SCALE AS SHOWN

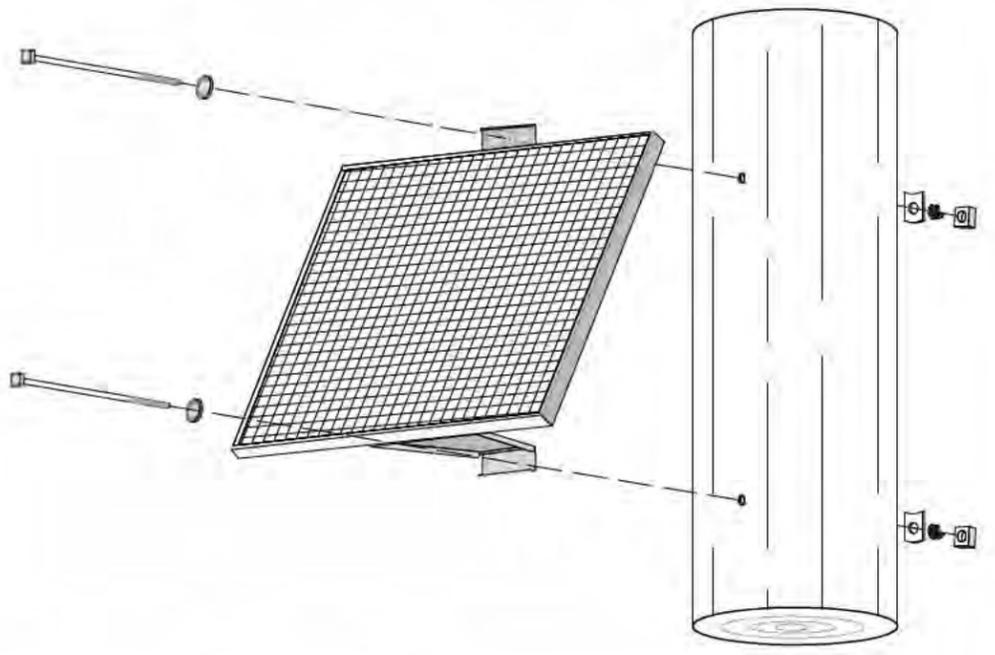
SHEET NUMBER	REVISION
A-3	A



5 450 MHz ANTENNA INSTALLATION



6 (D.C.U.) DATA COLLECTOR UNIT INSTALLATION



7 SOLAR PANEL THROUGH POLE INSTALLATION

FIELD BULLETIN - INSTALLATION INSTRUCTIONS FOR DCU / SOLAR PANEL / ANTENNAS MOUNTING HARDWARE FOR WOOD POLES

- DCU AND SOLAR PANEL MOUNTING BOLTS SHALL BE TORQUED TO 60-70 FT. LBS., AND 450 MHz ANTENNA MOUNTING BOLTS SHALL BE TORQUED TO 9-15 FT. LBS. SEE SCG'S POLE MOUNT CELLULAR DCU INSTALLATION INSTRUCTIONS, Y20342-TUM, LATEST REVISION.
- APPLY LOCTITE THREAD LOCKER (PART #209728/BLUE 242) TO THE MOUNTING BOLT THREADS PRIOR TO PLACING THE NUT AND FINAL TORQUE APPLICATION.
- SLIP MARK BOTH THE BOLT HEAD AND RETAINING NUT WITH APPLICABLE SLIP MARK MATERIAL (PART # 20G728/BLUE 242). SLIP MARK THE DCU, SOLAR PANEL AND THE 450 MHz ANTENNA BRACKET. SEE ATTACHMENT FOR SLIP PAINT SPECIFICATIONS.
- ENSURE TORQUE VALUE/MEASUREMENTS ARE RECORDED ON THE INSTALLATION QA INSPECTION SHEET AND AS-BUILT MARK-UPS.
- ASSIGNED SCG PM OR INSTALLATION CONTRACTOR SHALL TAKE PICTURES OF THE COMPLETED WORK, INCLUDING PICTURES OF EACH MOUNTING BOLT.
- THE RESPECTIVE INSTALLATION QA FORM, AS-BUILT MARK-UPS, AND ASSOCIATED PICTURES SHALL BE UPLOADED TO SITERRA.

8 BULLETIN

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REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

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ADVANCED METER
THE GAS COMPANY TOWER
555 W. 5TH STREET
LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
CLASS 5, SOLAR

SHEET TITLE:

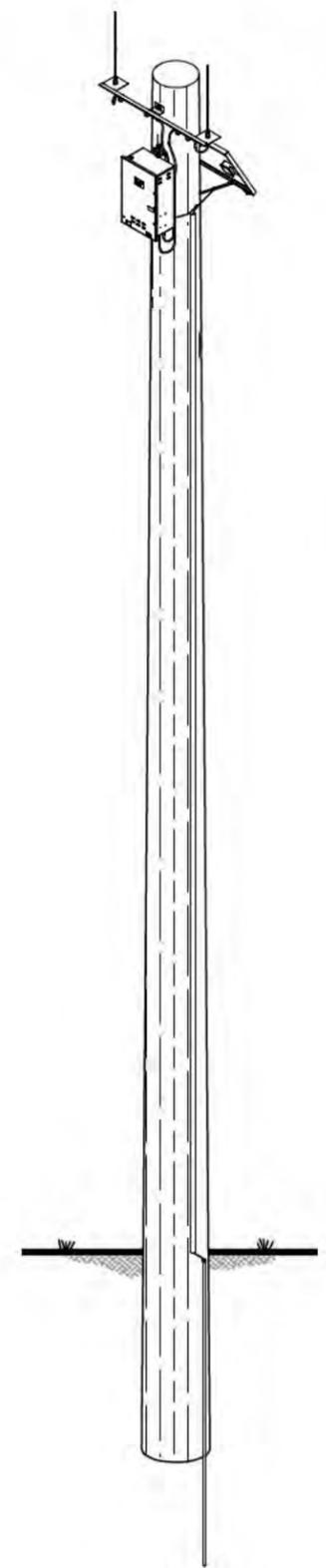
MATERIALS LIST

LICENSURE:

VICENTE MANLANGIT, P.E.

DESIGNER J.M.	DATE
CAD DRAFTING A.J.	05/25/15
CHECKED BY J.M.	
SCALE AS SHOWN	
SHEET NUMBER	REVISION
A-4	A

MATERIALS LIST			
ITEM NO.	PART NUMBER	DESCRIPTION	QTY.
1	501-9975VERST1R1-SCG	DCU, CELL, SOLAR PWR, SCG	1
2	042-9975	BATTERY, 26 AMP HOUR, DCU 9975	1
3	073-0010	455-470MHz ANT,DCU11	2
4	EM-M10007	UHF ANT BASE ASSY	2
5	109-9975F65	65W SOL PANEL W/ MNTG	1
6	056-9975M	ANTENNA BOOM, 4 FT	1
7	109-11700-01	MTG KIT, WOOD POLE, SOLAR	1
	069-3306	5/16-18 HEX NUT SS	2
	069-3305	5/16 F/WASH METAL,SS	2
	069-3304	5/16 " SPR LW, .32 ID X .59 OD, 18-8 SS	2
	069-561832LS	5/16-18 X 1", HEX HEAD BOLT,SS	2
	067-9975F	BRKT,POLE MNTG	1
	070-2570-06	6' LOW LOSS N-M TO N-M	2
*8	067-0020	CTY,11.5" NYLON, BLACK, UV	4
*9	071-1509	GROUNDING WIRE 8 GA, CU, SOLID	1
*10	098-0051	PROTECTIVE GUTTER, CONTRACTOR SUPPLIED	1
*11	098-0049	GROUNDING CLAMP	1
*12	098-0050	GROUNDING WIRE SPLICE	1
*13	098-0048	GROUND ROD, 5/8" X 8'	1
*14	069-5801	5/8" FLAT WASHER, HD GALV	12
*15	069-5811768-G	5/8"-11 THREADED ROD, HD GALV	6
*16	069-5800	5/8"-11 THREADED NUT, HD GALV	12
*17	TCP-360	1/2" CABLE SPACERS	AS NEEDED
*18	CSS-100	CABLE STRAP, 10' w/ LCK HD	2
*19	084-0119	FUSION TAPE	AS NEEDED
*20	TBD	SQUARE WASHERS	6
*21	TBD	5/8" SPRING COIL WASHER	6
*22	TBD	5/8" X 5" LAG SCREW	AS NEEDED
*23	TBD	WASHER, SQUARE, CURVED, GALV (SIZED AS REQ'D)	2
*24	TBD	WASHER, DOUBLE COIL, SPRING, GALV (SIZED AS REQUIRED)	AS NEEDED
*CONTRACTOR SUPPLIED MATERIALS			



ISOMETRIC VIEW
NOT TO SCALE

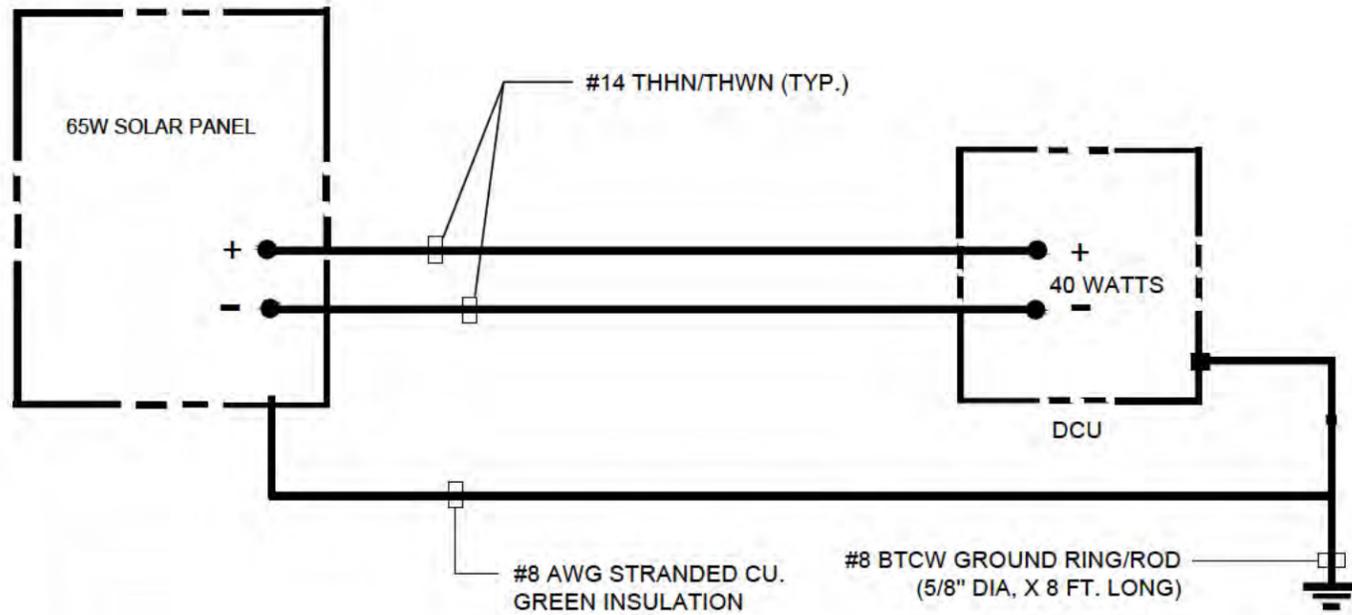
- NOTES:
1. MAXIMUM DCU CABINET WEIGHT NOT TO EXCEED 55# WITH BATTERIES.
 2. ENCLOSURE RATED NEMA 3R.
 3. DRAWING NOT TO SCALE.
 4. RF COAXIAL CABLES ARE TO BE SECURED USING TRAP BOXES, STAINLESS STEEL BANDING, SNAP LOCKS, ETC.

(C) 2015 SOCAL GAS ALL RIGHTS RESERVED. PROPRIETARY AND CONF DENTIAL.			
UNLESS OTHERWISE SPECIFIED	NAME	DATE	TITLE:
DIMENSIONS AS SHOWN			TYPICAL INSTALLATION WOOD POLE, SOLAR
TOLERANCES			
FRACTIONAL ±	CHECKED		
ANGULAR MATCH ± BEND	ENG APPR.		
TWO PLACE DECIMAL ±	MFG APPR.		
THREE PLACE DECIMAL ±			
INTERPRET GEOMETRIC TOLERANCING PER:			
MATERIAL	COMMENTS		
WOOD	PROPRIETARY AND CONFIDENTIAL. THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF AGLARA. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF AGLARA IS PROHIBITED.		
FINISH			
NA			
	SIZE DWG NO.	REV	
	B	A	
	NO SCALE		

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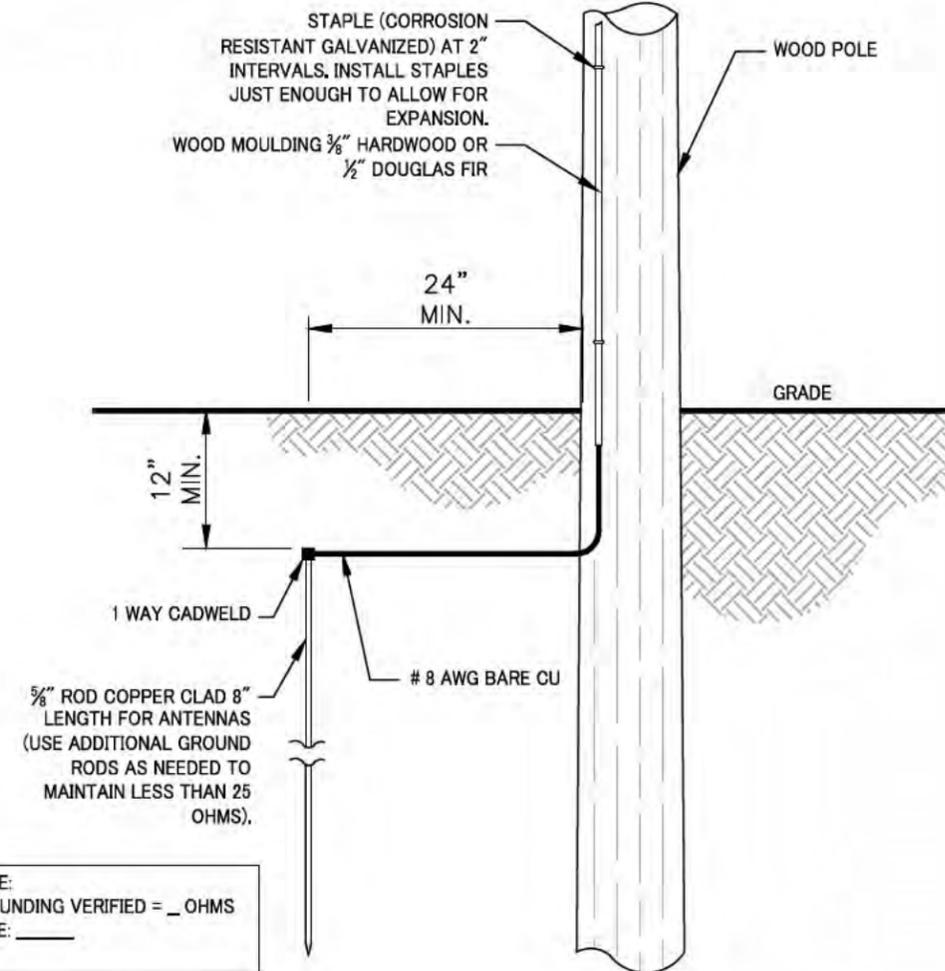
NOTES:

1. LOAD AND VOLTAGE DROP CALCULATIONS MUST BE PERFORMED FOR SPECIFIC SITE DESIGN.
2. AERATE CONDUCTORS AS REQUIRED BY NEC.
3. ALL CONDUCTORS SHALL BE INSTALLED IN AN APPROVED RACEWAY.
4. ALL CONDUCTORS SHALL BE COPPER AND THHN/THWN RATED INSULATION
5. ALL OUTDOOR INSTALLATION SHALL BE IN AN OUTDOOR RATED ENCLOSURE.
6. GROUND RESISTANCES SHALL BE 25 OHMS OR LESS. PROVIDE THE NECESSARY GROUND ROD QUANTITIES TO ACHIEVE THE REQUIRED GROUND RESISTANCE.



SOLAR POWER SOURCE

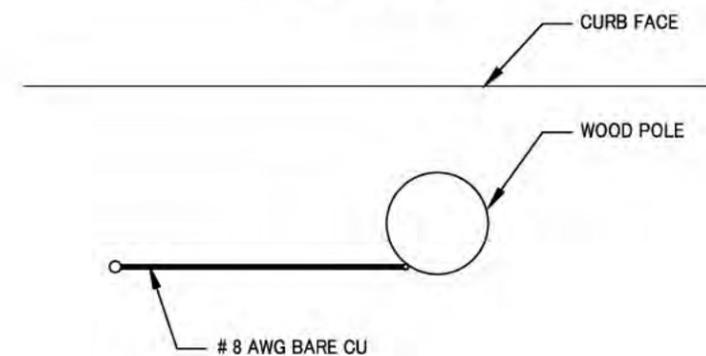
GROUND RESISTANCES SHALL BE 25 OHMS OR LESS. PROVIDE THE NECESSARY GROUND ROD QUANTITIES TO ACHIEVE THE REQUIRED GROUND RESISTANCE PER G.O.95 RULE 21.4 .



NOTE:
GROUNDING VERIFIED = _ OHMS
DATE: _____

ELEVATION

SCALE: 3/4" = 1'-0"



PLAN VIEW

SCALE: 3/4" = 1'-0"

REVISIONS			
REV.	DATE	REVISED BY	INITIAL
1	05/25/15	ADONIS JAVIER	A.J.

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ADVANCED METER
THE GAS COMPANY TOWER
555 W. 5TH STREET
LOS ANGELES, CA 90013

PROJECT INFORMATION:

29' WOOD POLE
CLASS 5, SOLAR

SHEET TITLE:

ELECTRICAL

LICENSURE:

VICENTE MANLANGIT, P.E.

DESIGNER J.M.
CAD DRAFTING A.J. 05/25/15
CHECKED BY J.M.

SCALE AS SHOWN

SHEET NUMBER	REVISION
E-1	A

ORDINANCE NO. 904

AN ORDINANCE OF THE CITY OF SAN MARINO GRANTING TO SOUTHERN CALIFORNIA GAS COMPANY, A CORPORATION, THE RIGHT, PRIVILEGE AND FRANCHISE TO LAY AND USE PIPES AND APPURTENANCES FOR TRANSMITTING AND DISTRIBUTING GAS FOR ANY AND ALL PURPOSES UNDER, ALONG, ACROSS OR UPON THE PUBLIC STREETS, WAYS, ALLEYS AND PLACES, AS THE SAME NOW OR MAY HEREAFTER EXIST, WITHIN SAID MUNICIPALITY.

The City Council of the City of San Marino does ordain as follows:

SECTION ONE

Whenever in this ordinance the words or phrases hereinafter in this section defined are used, they shall have the respective meanings assigned to them in the following definitions (unless, in the given instance, the context wherein they are used shall clearly import a different meaning):

(a) The word "Grantee" shall mean Southern California Gas Company, and its lawful successors or assigns;

(b) The word "City" shall mean the City of San Marino, a municipal corporation of the State of California, in its present incorporated form or in any later reorganized, consolidated or reincorporated form;

(c) The word "Streets" shall mean the public streets, ways, alleys and places as the same now or may hereafter exist within said City;

(d) The word "Engineer" shall mean the City Engineer of the City;

(e) The word "Franchise" shall mean and include any authorization granted hereunder in terms of a franchise, privilege, permit, license or otherwise to lay and use pipes and appurtenances for transmitting and distributing gas for any and all purposes under, along, across or upon the public streets, ways, alleys and places in the City, and shall include and be in lieu of any existing or future City requirement to obtain a license or permit for the privilege of transacting and carrying on a business within the City.

(f) The word "Gas" shall mean natural or substitute natural gas, or a mixture of natural and substitute natural gas;

(g) The phrase "Pipes and Appurtenances" shall mean pipe, pipeline, main, service, trap, vent, vault, manhole, meter, gauge, regulator, valve, conduit, appliance, attachment,

appurtenance and any other property located or to be located in, upon, along, across, under or over the streets of the City, and used or useful in transmitting and distributing gas.

(h) The phrase "Lay and Use" shall mean to lay, construct, erect, install, operate, maintain, use, repair, replace, or remove.

SECTION TWO

That the right, privilege and franchise, subject to each and all of the terms and conditions contained in this ordinance, and pursuant to the provisions of Division 3, Chapter 2 of the Public Utilities Code of the State of California, known as the Franchise Act of 1937, be and the same is hereby granted to Southern California Gas Company, a corporation organized and existing under and by virtue of the laws of the State of California, herein referred to as the "Grantee", to lay and use pipes and appurtenances for transmitting and distributing gas for any and all purposes, under, along, across or upon the streets of the City.

The term or period of this franchise shall be indeterminate from and after the effective date hereof, that is to say, this franchise shall endure in full force and effect until the same shall, with the consent of the Public Utilities Commission of the State of California, be voluntarily surrendered or abandoned by its possessor, or until the State of California or some municipal or public corporation thereunto duly authorized by law shall purchase by voluntary agreement or shall condemn and take under the power of eminent domain, all property actually used and useful in the exercise of this franchise, and situated within the territorial limits of the State, municipal or public corporation purchasing or condemning such property, or until this franchise shall be forfeited for noncompliance with its terms by the possessor thereof.

SECTION THREE

The Grantee shall pay to the City at the times hereinafter specified, in lawful money of the United States, a sum annually which shall be equivalent to two percent (2%) of the gross annual receipts of Grantee arising from the use, operation or possession of said franchise; provided, however, that such payment shall in no event be less than one percent (1%) of the gross annual receipts of the Grantee derived from the sale of gas within the limits of the City under this franchise; and further that in the event the Legislature shall amend the Franchise Act of 1937 (Public Utilities Code Section 6201-6302) to permit a franchise payment greater than the percentage formula specified herein, the franchise fee agreed upon herein shall be automatically increased to the level expressed by the Legislature in amending such act.

The Grantee of this franchise shall file with the Clerk of the City within three (3) months after the expiration of the

calendar year, or fractional calendar year, following the date of the grant of this franchise, and within three (3) months after the expiration of each and every calendar year thereafter, a duly verified statement showing in detail the total gross receipts of the Grantee, its successors or assigns, during the preceding calendar year, or such fractional calendar year, from the sale of the utility service within the City for which this franchise is granted. It shall be the duty of the Grantee to pay to the City within fifteen (15) days after the time for filing such statement in lawful money of the United States, the specified percentage of its gross receipts for the calendar year, or such fractional calendar year, covered by such statement. Any neglect, omission or refusal by said Grantee to file such verified statement, or to pay said percentage, at the times or in the manner hereinbefore provided, shall be grounds for the declaration of a forfeiture of this franchise and of all rights thereunder.

SECTION FOUR

This grant is made in lieu of all other franchises owned by the Grantee, or by any successor of the Grantee to any rights under this franchise, for transmitting and distributing gas within the limits of the City, as said limits now or may hereafter exist, and the acceptance of the franchise hereby granted shall operate as an abandonment of all such franchises within the limits of this City, as such limits now or may hereafter exist, in lieu of which this franchise is granted.

SECTION FIVE

The franchise granted hereunder shall not become effective until written acceptance thereof shall have been filed by the Grantee thereof with the Clerk of the City. When so filed, such acceptance shall constitute a continuing agreement of the Grantee that if and when the City shall thereafter annex or consolidate with, additional territory, any and all franchise rights and privileges owned by and Grantee therein shall likewise be deemed to be abandoned within the limits of such territory.

SECTION SIX

The franchise granted hereunder shall not in any way or to any extent impair or affect the right of the City to acquire the property of the Grantee hereof either by purchase or through the exercise of the right of eminent domain, and nothing herein contained shall be construed to contract away or to modify or to abridge, either for a term or in perpetuity, the City's right of eminent domain in respect to the Grantee or any value before any court or other public authority in any proceeding of any character in excess of the cost to the Grantee of the necessary publication and any other sum paid by it to the City therefor at the time of the acquisition thereof.

SECTION SEVEN

The Grantee of this franchise shall:

(a) construct, install and maintain all pipes and appurtenances in accordance with and in conformity with all of the ordinances, including street permit ordinances, rules and regulations heretofore, or hereafter adopted by the legislative body of this City in the exercise of its police powers and not in conflict with the paramount authority of the State of California, and, as to state highways, subject to the provisions of general laws relating to the location and maintenance of such facilities;

(b) pay to the City, on demand, the cost of all repairs to public property made necessary by any operations of the Grantee under this franchise;

(c) indemnify, hold harmless and defend the City and its officers from any and all liability for damages proximately resulting from any operations under this franchise; and be liable to the City for all damages proximately resulting from the failure of said Grantee well and faithfully to observe and perform each and every provision of this franchise and each and every provision of Division 3, Chapter 2 of the Public Utilities Code of the State of California; and the Grantee shall provide Grantor with evidence of comprehensive general liability insurance, including blanket contractual liability coverage, to a combined single limit of \$10,000,000.00 covering the obligations or operations of Grantee conducted pursuant to this franchise.

(d) remove or relocate, at the request of the City and without expense to the City, any facilities installed, used and maintained under this franchise if and when made necessary by any lawful change of grade, alignment or width of any public street, way, alley or place, including the construction of any subway or viaduct by the City or other proper governmental use of the streets; provided, however, that Grantee shall not be required to bear the expense of any removal or relocation made at the request of the City on behalf or for the benefit of any private developer or other non-governmental third party;

(e) file with the legislative body of the City within thirty (30) days after any sale, transfer, assignment or lease of this franchise, or any part thereof, or of any of the rights or privileges granted thereby, written evidence of the same, certified thereto by the Grantee or its duly authorized officers.

SECTION EIGHT

The Engineer shall have power to give the Grantee such directions for the location of any pipes and appurtenances as may be reasonably necessary to avoid sewers, water pipes, conduits or other structures lawfully in or under the streets; and before the work of constructing any pipes and appurtenances is commenced, including construction of any appurtenances over or protruding into the streets, the Grantee shall file with said Engineer plans showing the location thereof, which shall be subject to the

approval of said Engineer (such approval not to be unreasonably withheld); and all such construction shall be subject to the inspection of said Engineer and done to his reasonable satisfaction. All street coverings or openings of traps, vaults, and manholes shall at all times be kept flush with the surface of the streets; provided, however, that vents for underground traps, vaults and manholes may extend above the surface of the streets when said vents are located in parkways, between the curb and the property line.

Where it is necessary to lay any underground pipes through, under or across any portion of a paved or macadamized street, the same, where practicable and economically reasonable shall be done by a tunnel or bore, so as not to disturb the foundation of such paved or macadamized street; any street work shall be done under a permit to be granted by the Engineer upon application therefor.

SECTION NINE

If any portion of any street shall be damaged by reason of defects in any of the pipes and appurtenances maintained or constructed under this grant, or by reason of any other cause arising from the operation or existence of any pipes and appurtenances constructed or maintained under this grant, said Grantee shall, at its own cost and expense, immediately repair any such damage and restore such street, or portion of street, to as good condition as existed before such defect or other cause of damage occurred, such work to be done under the direction of the Engineer, and to his reasonable satisfaction.

SECTION TEN

(a) If the Grantee of this franchise shall fail, neglect or refuse to comply with any of the provisions or conditions hereof, and shall not, within ten (10) days after written demand for compliance, begin the work of compliance, or after such beginning shall not prosecute the same with due diligence to completion, then the City, by its legislative body, may declare this franchise forfeited.

(b) The City may sue in its own name for the forfeiture of this franchise, in the event of noncompliance by the Grantee, its successors or assigns, with any of the conditions thereof.

SECTION ELEVEN

The Grantee of this franchise shall pay to the City a sum of money sufficient to reimburse it for all publication expenses incurred by it in connection with the granting of this franchise; such payment to be made within thirty (30) days after the City shall furnish such Grantee with a written statement of such expenses.

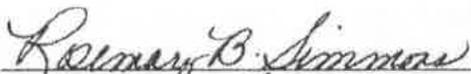
SECTION TWELVE

After the publication of this ordinance, the Grantee shall file with the City Clerk a written acceptance of the franchise hereby granted, and an agreement to comply with the terms and conditions hereof.

SECTION THIRTEEN

The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be published in the same manner prescribed by law.

PASSED AND ADOPTED by the City Council of the City of San Marino on the 13th day of August, 1986.



Rosemary B. Simmons, Mayor

ATTEST:



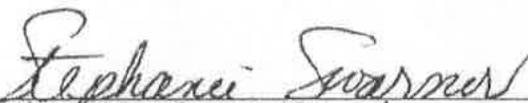
Stephanie Swarner, City Clerk

I, Stephanie Swarner, City Clerk of the City of San Marino, certify that the foregoing ordinance was introduced at a Regular Meeting of the City Council of said City held on July 9, 1986, and was finally passed and adopted by said City Council at Regular Meeting thereof held on August 13, 1986 by the following vote:

AYES: Crowell, Crowley, Hammon, Hallum, Simmons

NOES: None

ABSENT: None



City Clerk of the City of
San Marino

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN SCHAEFER, CITY MANAGER

BY: ALDO CERVANTES
PLANNING AND BUILDING DIRECTOR

DATE: MARCH 25, 2016

SUBJECT: **DISCUSSION REGARDING GENERAL PLAN LAND USE MAP AND ZONING
MAP INCONSISTENCIES**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

*Steven W. Huang, DDS, Council
Member*

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND:

On July 25, 2014, the City Council adopted Interim Ordinance No. O-14-1280-U pursuant to Government Code Section 65858 Imposing a Moratorium prohibiting approval of any permit or entitlement to develop property designated commercial in the Land Use Element of the General Plan and Zoned as R-1. In addition, Ordinance No. O-14-1280-U provided exceptions for permits that were consistent with the terms of previously approved variances and conditional use permits to allow specified commercial uses on residentially zoned parcels. On August 22, 2014, the City Council extended the moratorium for an addition ten (10) months and fifteen (15) days.

During the initial 45-day moratorium period, Staff researched the property files to locate all properties that have a Land Use designation of commercial while the underlying zoning is residential. Due to the level of research, staff requested an extension of the moratorium and on August 22, 2014, the Council granted staff an additional ten (10) months and fifteen (15) day extension.

The research has found several properties with land use and zoning discrepancies. Staff located the following properties that are subject to the moratorium. These properties all have commercial uses and a residential zone:

2233 Huntington Drive – Stepping Stones approved via Variance No. V28, 1945
1270 Belhaven Road (APN# 5332-002-010) – Parking lot at the rear of the San Marino Shopping Center
1265 San Gabriel Blvd. (APN# 5332-002-009) – Parking lot at the rear of the San Marino Shopping Center
1635 Chelsea Road – Office approved via Variance No. V62-13, 1962
1620 Chelsea Road (APN# 5335-005-001) – Parking lot at the rear of the Citizens Business Bank
1630 Chelsea Road (APN# 5335-005-005) - Parking lot at the rear of the Citizens Business Bank
2010 Huntington Drive (APN# 5334-016-017) Parking lot at the rear of the Women’s World
2020 Huntington Drive (APN# 5334-016-018) Parking lot at the rear of the Women’s World
2000 Huntington Drive (APN# 5334-016-016) Parking lot at the rear of the Women’s World
375 Huntington Drive – Medical building approved via Variance in 1959 and 1960 for the Pharmacy
415 Huntington Drive – Office approved via Variance No. V62-08

475 Huntington Drive – Laboratory approved via Variance No. V69-09
825 Huntington Drive – Medical Office via Variance No.7
835 Huntington Drive – Medical Office

Staff focused its research on any evidence that described either a zone change or documents in the form of entitlements such as “use variances.” The research of the property files found that a majority of the properties listed above contained “use variances” to conduct commercial activities on residentially zoned properties. Staff conducted its research by reviewing the property files for each address listed above. In addition to looking for any evidence of existing entitlements, staff also looked at the permit history and any information pertaining to the development of the existing buildings. In some cases, the permits identified the zoning of the property. The other properties found were existing parking lots associated with adjacent commercially zoned properties.

Staff has also been investigating the best way to resolve these discrepancies including the following:

- Change the zoning to R-1
- Change the General Plan to residential
- Amend the zoning ordinance to specifically address these unique properties

ANALYSIS:

The properties located at 1270 Belhaven Road, 1265 San Gabriel Boulevard and 1620 Chelsea Road are existing commercial parking lots serving the adjacent commercial properties. The parking lots on 1270 Belhaven Road (APN# 5332-002-010) and 1265 San Gabriel Boulevard (APN# 5332-002-009) are located south of the commercial center on the south side of Huntington Drive and San Gabriel Boulevard. These parking lots are necessary to serve the Chase Bank, the Sylvan Learning Center, the Post Office and all other business in the building.

The parking lots at 2000, 2010 and 2020 Huntington Drive (APN# 5334-016-016, 5334-016-018, and 5334-016-017) are located south of the commercial center on the south side of Huntington Drive at Bedford Road. These parking lots serve Women’s World Gym, the Pharmacy and all other business in the buildings. A parcel map was approved by the City a few years ago that subdivided these parcels in a manner where the parking spaces were allocated to the adjacent commercial buildings facing Huntington Drive.

The parking lot at 1620 Chelsea Road and 1630 Chelsea Road (APN# 5335-005-001, 5335-005-005) is located south of the Citizens Business Bank located at 980 Huntington Drive. When the bank building was built at 980 Huntington Drive, the existing structures on 1620-1630 Chelsea Road were demolished in order to build the parking lot. In July 2015, the Council directed staff to proceed with the process of a General Plan Amendment to change the Land-Use designation of these parcels to Residential, thus making the land-use designation consistent with the Zoning Map.

On March 23, 2016, staff will be presenting a General Plan Amendment for the parking lots to the Planning Commission for their review and to provide recommendations or changes to the City Council. Staff’s recommendation to the Planning Commission will be to amend the General Plan Land Use Map and designate the parking lots as Residential.

OPTIONS:

With regard to the properties currently developed with commercial structures on residentially zoned property, the City Council can proceed in a similar manner as the parking lots. The City Council may direct staff to amend the General Plan to specifically address the “use variances” connected to the properties by amending the General Plan Land-Use Map to change the Land Use designation from Commercial to Residential use. This step would not result in a zone change and would maintain these properties as R-1, Residential Zones.

The owners of the aforementioned properties would still be allowed to operate the existing business and uses under the “use variances.” The City would continue to accept permit applications for improvements or modifications to the buildings as long as they are within the requirements and conditions of the use variances. This option would also preclude any applicant from applying for a mix-use project that includes residential uses above commercial uses. The density standards for residential development would not change as the underlying Residential zoning would be maintained. For example, the current development standards would allow for the property at 415 Huntington Drive (49,882 square-foot lot) to be split into five (5) residential properties.

If this option is approved by Council, staff would process the General Plan Amendment and present the changes to the Planning Commission in April and the City Council in May for final adoption. This would all be accomplished before the July 24, 2016 moratorium expires.

A second option available to the Council would be to direct staff to draft an ordinance for the specific properties listed above that would create an overlay zone over the existing residential zone. The overlay zone would essentially codify the conditions indicated in the specific “use variances” for each property. The ordinance can also be drafted to include a provision that if the site is used primarily for residential purposes, then the provisions and restriction of the R-1 Zone of one residence per 9,000 square feet would apply rather than the current density requirement of 1:5000 square feet. For example, if this ordinance went into effect, the current commercial activity at 415 Huntington Drive would be allowed to continue, but if an applicant proposed a residential project on the site, it would be subject to the R-1 Zone Area District VII requirements, which include a lot size of not less 9,000 square feet per residence. This ordinance would need to be carefully drawn to avoid spot zoning.

It should also be understood that taking any action that reduces the R-1 density on these parcels could possibly violate the Housing Element which referred to higher density on these parcels as a means of fulfilling the City’s housing obligation. However, this should not be a problem if the City meets its housing obligations through the second unit ordinance as currently appears to be quite possible.

REQUIRED APPROVALS:

Changing the zone of the parcels to Commercial requires Planning Commission review, City Council approval and two readings of the ordinance. Changing the General Plan Land Use Map to Residential requires review by the Planning Commission and adoption of a resolution by the City Council. A Code Amendment to introduce an overlay zone would require Planning Commission review, City Council approval and two readings of the ordinance.

FISCAL IMPACT:

At this point, this item presents no fiscal impact.

RECOMMENDATION:

Staff recommends the City Council conduct a public hearing and direct staff to proceed with the following: An amendment to the General Plan Land Use Map to designate the properties as Residential. The City Council may also choose to direct staff to amend the zoning ordinance to address alternate zones for the specified properties. If Council concurs, the appropriate action would be:

“A motion to direct staff to proceed with amending the General Plan Land Use Map to designate the specified properties as Residential uses.”

Or

“A motion to either direct staff to proceed to amend the zoning ordinance or the General Plan to eliminate the current inconsistencies between the General Plan and the underlying zoning.”

Making San Marino Better List: "Immediate/Emergency" Items

Project/Program Title:	Date Requested:	Responsible Department:	Status:
Center Median Water Conservation	4/24/2015	City Manager	At the 1/29/16 Meeting Council asked to have this remain on the list to be reconsidered in April, 2016.

Making San Marino Better List: "Departments Not Meeting Expectations"

Project/Program Title:	Status:
Planning and Building	On 12/30/15 Mr. Rich Haserot provided training for the DRC and on 2/1/16 P&B went live with an on line system to make permit applications and status checks easier and quicker.
Administration/Finance	The Ad Hoc Committee and Adisors continue to work on their management audit of Administration and Parks and Public Works.
City Council	No other such meetings are scheduled at this time.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Develop a plan for Stoneman (and/or San Marino Center)			Interim Community Services Director Cindy Collins has been brought on to assist in advancing this project. In April she will be leading a Study Session discussion on the topic.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Develop a plan for San Marino Center			Interim Community Services Director Cindy Collins has been brought on to assist in advancing this project. In April she will be leading a Study Session discussion on the topic.
Develop a Commercial District Master Plan			No action to date
Huntington Drive/City Center Plan			Contract PW Director Chris Vogt is drafting an RFP for design of this project and working to see if we can use SGVAG Grant Money to pay for the design work.
Street Light Upgrades			City is still working to resolve some final contractual issues with contractor.
City Wide Traffic Management Plan			No action to date
Housing Element Status Reports	9/26/2014	Planning & Building	Amanda Merlo has spoken to a Supervisor at HCD and they are supportive of a plan where existing accessory structures could be converted to second units to meet HE requirements. P&B will be pursuing this solution.

Making San Marino Better List: "On Deck" Items

Project/Program Title:	Date Requested:	Responsible Department:	Status:
Assess restrooms at Lacy Park	10/25/2013	Parks and Public Works	Patrick's Tree underway. Revised plan for Restrooms being developed.
Oleander Plague			Ron Serven continues to monitor the condition of City oleanders for evidence of Oleander Scorch.

Making San Marino Better List: "Long Term Goals"

Project/Program Title:	FY To Be Included In:	Responsible Department:	Status:
Lacy Park Rose Arbor	10/30/2015	City Manager	Arbor closed last week of January. Bid proposal for required repair being developed.
Vacancy Registration Ordinance	2/26/2016	Staff	Staff (Fire, Police, Public Works, Community Services and Administration) has begun research will be Study Session item in April.
Police Public Safety Strategy	1/29/2016	Chief of Police	At the 1/29/16 meeting, Council asked the Chief of Police to provide regular updates on a proposal to improve enhance our current public safety/policing efforts in the city. At 2/26/2016 meeting Police Chief is agendized to give a formal report.
			03.25.2016

**CONFERENCE WITH LABOR NEGOTIATOR
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino Fire Fighters'
Association

**CONFERENCE WITH LABOR NEGOTIATOR
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino Police Officers'
Association

**CONFERENCE WITH LABOR NEGOTIATOR –
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: Attorney, Steve Filarsky
City Manager, John Schaefer

Employee Organization: San Marino City Employees’
Association representing General Employees

**CONFERENCE WITH LEGAL COUNCIL –
ANTICIPATED LITIGATION**

Significant exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9 – (1 Case)