

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

WEDNESDAY, MAY 11, 2016
6:00 P.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 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

INTRODUCTION OF STUDENT MAYOR FOR THE DAY – CHELSEA CHIU

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.

PRESENTATIONS

1. **PRESENTATION OF CERTIFICATE TO STUDENT MAYOR FOR THE DAY – CHELSEA CHIU**

OATH OF OFFICE

2. **INTRODUCTION AND OATH OF OFFICE FOR NEW POLICE OFFICERS - OLEG ZHIVAGA AND KEVYN YAMADA**

STUDY SESSION

3. **DISCUSSION REGARDING CITY OF SAN MARINO'S WATER WISE CENTER MEDIAN PROJECT**

Recommendation: "A motion to direct staff on how to proceed with the City of San Marino's Water Wise Center Median Project."

4. **FISCAL YEAR 2016-2017 BUDGET REVIEW**

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.

5. APRIL 2016 DISBURSEMENT REPORTS

Recommendation: “A motion to ratify and file the Disbursement Reports for the period ending April 30, 2016.”

6. APPROVAL OF MINUTES

Recommendation: “A motion to approve the City Council Minutes of the Adjourned Regular Meeting of March 25, 2016, the Special Meeting of April 13, 2016, and the Regular Meeting of April 13, 2016.”

7. APPROVAL OF REIMBURSEMENT AGREEMENT BETWEEN CALIFORNIA-AMERICAN WATER COMPANY AND CITY OF SAN MARINO FOR WATER PURCHASED FROM METROPOLITAN WATER DISTRICT

Recommendation: “A motion to authorize the City Manager to sign the attached Reimbursement Agreement Between California-American Water Company and the City of San Marino for Water Purchased from the Metropolitan Water District.”

8. CONTRACT EXTENSION WITH RSCC ENGINEERING FOR CIVIL ENGINEERING SERVICES

Recommendation: “A motion to authorize the City Manager to extend the Agreement with RSCC Engineering of Irwindale, California on a month-to-month term through June 30, 2017 for Civil Engineering Services.”

9. CONTRACT EXTENSION WITH INTERWEST CONSULTING GROUP FOR TRAFFIC ENGINEERING SERVICES

Recommendation: “A motion to authorize the City Manager to extend the Agreement with Interwest Consulting Group of Huntington Beach, California through June 30, 2017 for Traffic Engineering Services.”

10. AWARD OF BID - TRANSPORTATION SERVICES TO STUDENT TRANSPORTATION OF AMERICA

Recommendation: “A motion authorizing the City Manager to execute a one (1) year agreement with Student Transportation of America for scheduled transportation services in an amount of \$102,050 utilizing Proposition A funds.”

NEW BUSINESS**11. HUNTINGTON DRIVE SAFE STREETS AND SAFE ROUTES TO SCHOOL CORRIDOR IMPROVEMENT PLAN - AD HOC ADVISORY GROUP**

Recommendation: “A motion to proceed with the SCAG grant and direct staff to assemble the Ad Hoc Advisory Group for the Huntington Drive Safe Streets and Safe Routes to School Corridor Improvement Plan.”

PUBLIC HEARINGS**12. APPEAL FOR THE REQUEST TO EXTEND THE EXPIRATION DATE OF BUILDING PERMITS AND PROJECT COMPLETION DATE FOR 1001 ROSALIND ROAD, (ZHONG)**

Recommendation: Staff recommends the City Council deny the appeal and uphold the Planning Commission’s decision to extend both building permits to May 31, 2017, with the conditions listed in the staff report as approved by the Planning Commission.

WRITTEN COMMUNICATIONS This is an opportunity to announce any written communications pertaining to the City received by members of the City Council.

COUNCIL REPORTS This is an opportunity for members of the City Council to inform the public of any meetings or conferences they may have attended.

CITY MANAGER’S REPORT This is an opportunity for the City Manager to inform the City Council and the public of any upcoming events or matters of interest to the Community.

CITY COUNCIL CALENDAR

Scheduling Dates for Future Council Meetings.

PUBLIC WRITINGS DISTRIBUTED

All public writings distributed by the City of San Marino to at least a majority of the City Council regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California.

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**13. 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

14. 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

15. 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

16. CONFERENCE WITH LEGAL COUNCIL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9: (2 CASES)

- 1) Natural Resources Defense Council, Inc., et al. v. State Water Resources Control Board, et al., Case No. BS156962;
- 2) City of Gardena v. Regional Water Quality Control Board, et al., Case No. 30-2016-00833722-CU-WM-CJC.

RECONVENE TO OPEN SESSION**CLOSED SESSION REPORT**

ADJOURNMENT

The San Marino City Council will adjourn to the next adjourned regular meeting to be held on **FRIDAY, MAY 27, 2016, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

Dated: May 6, 2016

Posted: May 6, 2016

VERONICA RUIZ, CMC
CITY CLERK

**RECOGNITION OF CHELSEA CHIU FOR
SERVING AS MAYOR FOR THE DAY**

AGENDA ITEM NO. 1

**INTRODUCTION AND OATH OF OFFICE FOR
NEW POLICE OFFICERS - OLEG ZHIVAGA AND
KEVYN YAMADA**

AGENDA ITEM NO. 2

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: RON SERVEN, ENVIRONMENTAL SERVICES MANAGER

DATE: MAY 11, 2016

SUBJECT: **CITY OF SAN MARINO'S WATER WISE CENTER
MEDIAN PROJECT**

*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 May 7th, 2015, staff submitted an application to MWD (SoCal Water Smart Turf Removal Rebate Program) for the City of San Marino's Water Wise Center Median Project which awarded up to \$2 per square foot for turf removal. The initial phase consisted of nine (9) center medians totaling 258,875 square feet.

On June 15th, staff issued an RFP for design work only for initial phase of the City of San Marino's Water Wise Center Median Project.

On August 19th, staff issued a revised RFP for design work only for the modified first phase of the City of San Marino's Water Wise Center Median Project. Due to time restraints to complete the project the scope of work was reduced to two (2) center medians totaling 19,344 square feet.

On August 28th, staff received confirmation that the City's modified project was approved by MWD.

At the October 14th regular meeting, City Council awarded the contract to Steven A. Ormenyi & Associates and appropriated funds for the concept design.

At the November 10th regular meeting, City Council approved the hybrid conceptual design of the two northerly islands on Sierra Madre Boulevard. The hybrid design included California native plants and Australian native plants.

At the December 9th regular meeting, City Council voted in favor of not moving forward with the project and withdrawing the application with MWD.

At the City Council Meeting on January 29, 2016, City Council asked staff to bring this matter back for reconsideration.

On May 3, 2016, staff confirmed with MWD that there will not be a large area rebate available through the SoCal Water Smart Removal Rebate Program for fiscal year 2016/2017.

FISCAL IMPACT

The estimated costs for turf removal and replanting can range from \$8 per square feet to \$10 per square feet depending on the scope of work. When this matter was previously discussed the estimated cost for converting the median was \$38,688. Currently there are no funds budgeted in the FY 2016/2017 budget for this type of median work.

RECOMMENDATION

Staff recommends that the City Council direct staff on how to proceed with the City of San Marino's Water Wise Center Median Project

“A motion to direct staff on how to proceed with the City of San Marino's Water Wise Center Median Project.”

SMTV Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Sources by Type:				
Department Generated:				
PEG Fees	-	30,000	-	-
Total Sources	-	30,000	-	-
Uses by Type:				
Personnel	-	-	-	-
Services & Supplies	-	30,000	-	-
Capital Outlay	-	-	-	-
Total Uses	-	30,000	-	-
Cost Recovery	0%	100%	0%	0%

City Council Overview

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested
Sources by Type:				
Non-Department Generated:				
Unrestricted Funds	9,902	11,850	14,850	16,900
Total Sources	9,902	11,850	14,850	16,900
Uses by Type:				
Personnel	-	-	-	-
Services & Supplies	9,902	11,850	14,850	16,900
Capital Outlay	-	-	-	-
Total Uses	9,902	11,850	14,850	16,900
Cost Recovery	0%	0%	0%	0%

Old Mill Overview

	2014-15	2015-16	2015-16	2016-17
	Actual	Budget	Estimated	Requested
Sources by Type:				
Non-Department Generated:				
Unrestricted Funds	56,185	83,500	83,500	55,000
Intergovernmental Funds	-	100,000	100,000	-
Total Sources	56,185	183,500	183,500	55,000
Uses by Type:				
Personnel	4,263	-	-	-
Services & Supplies	51,922	63,500	63,500	55,000
Capital Outlay	-	120,000	120,000	-
Total Uses	56,185	183,500	183,500	55,000
Cost Recovery	0%	0%	0%	0%

Old Mill Highlights/Requests

- The Old Mill is celebrating 200 years!
- Completion of \$120,000 in improvements. Grant funded by the Los Angeles Regional Parks and Open Space District, Supervisor Antonovich's, with matching from the City of San Marino and the Old Mill Foundation.
- **Requests for FY 2016-17**
 - **Various Improvements**
 - Ramada repair and replacement (\$20,000)
 - Fountain plumbing repairs (\$2,500)
 - Trash enclosure (\$2,500)
 - Cottage repairs, including heater, kitchen, windows, hot water tank (\$25,000)
 - Cottage roof (\$7,000)
 - **TOTAL: \$57,000**
 - **Long Term**
 - Mill Roof
 - Mill Kitchen
 - Exterior Lighting
 - Exterior Wall Maintenance



2016-17 Fund Balance Summary

Fund		07/01/16	Estimated Revenues	Projected Transfers In	Projected Transfers Out	Requested Expenditures	Estimated 6/30/2017 Fund Balance		Estimated Increase/(Decrease) in Fund Balance
		Estimated Fund Balance					Reserved	Unreserved	
Unrestricted Funds:									
101	General Fund	16,695,152	21,379,181	74,000	9,299,059	9,639,453		19,209,821	2,514,668
102	Payroll Fund	0	-	-	-	-		0	-
103	Public Safety Fund	(0)	4,388,582	6,803,187	-	11,191,769		(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	312,200	202,705	-	74,000	112,497		328,408	16,208
394	Capital Projects Fund	-	-	1,187,500	-	1,284,500		(97,000)	(97,000)
401	Debt Service Fund	-	-	761,362	-	761,362		-	-
500	Windstorm Fund	(0)	-	-	-	-		(0)	-
591	Capitalized Equipment Fund	528,717	408,600	39,633	-	976,950		(0)	(528,717)
595	Workers' Compensation Fund	-	-	28,360	-	543,746		(515,386)	(515,386)
596	General Liability Fund	-	-	380,000	-	380,000		-	-
All Unrestricted Funds		17,536,069	26,460,445	9,373,059	9,373,059	25,070,672	-	18,925,842	1,389,773
Restricted Funds:								18,925,842	
202	Gas Tax Fund	498,419	268,200	-	-	524,654		241,965	(256,454)
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	383,841	246,175	-	-	239,688		390,328	6,487
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		-	(16,367)
214	TDA Fund	3,314	3,314	-	-	3,314		3,314	-
215	Prop. C Transit Fund	73,511	200,100	-	-	73,511		200,100	126,589
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	(6,354)	5,000	-	-	5,000		(6,354)	-
224	Assistance to Firefighters Grant Fund	8,126	-	-	-	-		8,126	-
226	CA Recycling Grant Fund	333,788	5,020	-	-	13,000		325,808	(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	-	-	24,503		153,240	128,737
244	Prop. 1B Street Funds	-	-	-	-	-		-	-
247	SCAG Grant Fund	-	-	-	-	-		-	-
All Restricted Funds		1,630,328	1,218,433	-	-	1,088,500	-	1,717,161	107,883
All Funds		19,166,397	27,678,878	9,373,059	9,373,059	26,159,172	-	20,643,003	1,497,656
								20,643,003	

Revenue Summaries

Unrestricted Fund Revenue

		2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
101	General Fund	20,739,525	20,550,454	20,545,542	21,379,181
103	Public Safety Fund	4,650,471	4,621,900	4,411,676	4,388,582
104	Fourth of July Event Fund	57,412	73,000	57,000	57,177
105	San Marino Center Fund	15,569	22,000	22,000	24,200
281	Restricted Donations to City Fund	106,241	309,940	407,615	202,705
591	Capitalized Equipment Fund	389,778	408,600	408,600	408,600
	All Unrestricted Funds	25,958,995	25,985,894	25,852,433	26,460,445

Taxes	19,788,060
Licenses & Permits	635,500
Charges for Service	3,384,250
Intergovernmental	1,451,680
Fines & Forfeitures	195,600
Use of Money & Property	260,800
Miscellaneous Revenue	133,250
Cost Allocation	408,600
Donations	202,705
	<u>26,460,445</u>

Expenditure Summaries

	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Requested	Budget to Budget
Expenditures by Type:					
Personnel	15,354,855	16,891,189	16,583,065	17,001,327	0.65%
Services & Supplies	5,824,353	6,716,122	6,716,656	6,253,245	-6.89%
Capital Outlay	4,566,530	8,790,220	8,364,103	2,871,799	-67.33%
Debt Service	-	800	800	800	0.00%
	<u>25,745,739</u>	<u>32,398,331</u>	<u>31,664,624</u>	<u>26,127,171</u>	<u>-19.36%</u>

Personnel Costs:

Administration	1,043,498	1,143,689	1,065,351	1,030,654	-9.88%
Planning & Building	625,005	783,328	785,282	817,650	4.38%
Police	5,135,626	5,487,572	5,367,897	5,677,741	3.47%
Fire	4,999,604	5,434,388	5,505,302	5,414,794	-0.36%
Parks & Public Works	1,444,759	1,681,323	1,510,172	1,708,837	1.64%
Recreation	1,181,275	1,301,002	1,290,118	1,260,681	-3.10%
Library	920,825	1,059,887	1,057,882	1,090,970	2.93%
Old Mill	4,263	-	1,062	-	0.00%
	<u>15,354,855</u>	<u>16,891,189</u>	<u>16,583,065</u>	<u>17,001,327</u>	<u>0.65%</u>

Expenditures by Department:

Capitalized Equipment	8,705	398,479	399,419	976,950	145.17%
City Council	9,902	11,850	14,850	16,900	42.62%
Administration	2,146,322	2,381,996	2,341,387	2,127,106	-10.70%
SMTV	-	30,000	-	-	-100.00%
Planning & Building	998,573	1,130,199	1,075,905	1,174,316	3.90%
Police	5,948,459	6,337,767	6,184,316	6,569,986	3.66%
Fire	5,570,324	6,110,717	6,208,880	6,084,770	-0.42%
Emergency Services	41,698	72,580	61,388	58,680	-19.15%
Parks & Public Works	7,421,269	11,786,476	11,307,792	5,173,404	-56.11%
Recreation	2,109,173	2,331,605	2,278,277	2,240,283	-3.92%
Library	1,435,129	1,623,162	1,607,849	1,649,776	1.64%
Old Mill	56,185	183,500	184,562	55,000	-70.03%
	<u>25,745,739</u>	<u>32,398,331</u>	<u>31,664,624</u>	<u>26,127,171</u>	<u>-19.36%</u>

Staffing Full Time Equivalents:

Administration	5.50	6.21	5.89	6.58	5.93%
Planning & Building	6.77	8.17	8.19	8.17	0.00%
Police	33.78	36.88	32.43	37.90	2.76%
Fire	21.10	22.60	21.60	22.10	-2.21%
Parks & Public Works	17.21	19.75	18.85	19.75	0.00%
Recreation	22.64	21.49	19.89	21.88	1.80%
Library	17.44	16.75	18.34	18.28	9.12%
Old Mill	0.10	-	-	-	0.00%
	<u>124.54</u>	<u>131.85</u>	<u>125.19</u>	<u>134.66</u>	<u>2.13%</u>

Description	Additions or Cuts
Revision Log Net Changes	(\$58,439)
Remove 13th FF/PM	\$130,000
Salary Adjustments -TBA	
Planning & Building Copier	(\$2,600)
Planning & Building Computers	(\$1,500)
Police Radios	(\$250,000)
Admin Manager Upgrade	(\$8,692)
Full Time Records Clerk	(\$53,868)
Two Captain Upgrade	(\$15,374)
Two Police Officers	(\$188,230)
One Part Time Police Dispatcher	(\$26,000)
Software Analytics	(\$17,500)
CJIS Requirement	(\$5,115)
Alarm Software	(\$10,000)
3 vehicles	(\$140,500)
Police Facility Upgrades	(\$65,000)
Pole Camera	(\$28,000)
Upgrade Admin Intern to Analyst	(\$65,442)
Council Chamber Video Stream	(\$19,850)
Disability Upgrades	(\$5,000)
Telephone System Replacement	(\$84,698)
Recreation Computer	(\$1,500)
Recreation Server Upgrade	(\$29,335)
Library RFID	Donated (\$35,000)
Library Security Cameras	(\$2,500)
Library Chairs	(\$3,000)
Library Copier 1	(\$3,600)
Library Copier 2	(\$600)
Library Lobby Matts	(\$1,000)
Oassport Photo Printer	(\$1,500)
Upgrade 1 Administrative Analyst	(\$3,131)
Upgrade PT 2 Librarian II	(\$2,051)
Barth Room Tables	(\$8,000)
Poster Display	Donated (\$3,000)
Replace Chairs	Donated (\$1,500)
Staff Computers	Donated (\$11,000)
Crain Gallery	Donated (\$1,500)
Fire Overtime - Reduced from \$274K to \$183K	
Fire SCBA	(\$35,000)
Fire Defibrillators	(\$40,000)
Fire Study	(\$20,000)
Portable Generator - Fire	(\$56,000)
Temporary Emergency Analyst	(\$10,000)

Thermal Imaging Cameras	(\$8,720)
Fire Investigation Equip	(\$3,800)
Fire Computer Equip	(\$4,400)
Fire Equip and Hose	(\$6,000)
Upgrade 1 Administrative Analyst	(\$3,131)
Emerg Svs Computers and Radios	(\$9,000)
PW Admin Computer Upgrades	(\$5,000)
Park Non-Cap Equipment-Chain Saws, Hedge Trimmers	(\$1,400)
Grounds Non-Cap Equipment-Chain Saws	(\$2,100)
Sewer Rate Study	(\$45,000)
Gas Tank Upgrades (LA County Requirements)	(\$25,000)
Street Light Conversion was \$690K	(\$500,000)
Multiple Streets (Per Pavement Management Program) was \$857,651 of General Fund + Restricted	(\$500,000)
Annual Sidewalk Repair	(\$150,000)
Traffic Signal Cabinets	(\$60,000)
Traffic Signal Renovation at Los Robles/Mission	(\$9,000)
Boom Truck \$140K Offset	(\$27,000)
Portable Generator - Public Works	(\$56,000)
GIS Street Maintenance	(\$7,500)
Signal Shield Replacement	(\$40,000)
Rose Arbor (additional)	(\$150,000)
F550 Dump Truck	(\$67,000)
Gator Utility Truck (replaces electrical golf carts)	(\$9,500)
Park Office Sewer Line Replacement	(\$8,500)
Lawnmower	(\$20,000)
Landscape New Restroom Area	(\$5,000)
Recreation Non-Cap Equipment - Computer Equipment	(\$1,500)
Old Mill Ramada Repair	(\$20,000)
Old Mill Fountain Repair	(\$2,500)
Old Mill Trash Enclosure	(\$2,500)
Old Mill Cottage Repairs	(\$25,000)
Old Mill Cottage Roof Repair	(\$7,000)

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: [LISA BAILEY, FINANCE DIRECTOR]
DATE: MAY 11, 2016
SUBJECT: **DISBURSEMENTS REPORTS FOR THE MONTH OF
APRIL, 2016**

BACKGROUND

Attached are the general account check register and wire transfer reports for the month of April, 2016. This report was prepared by the Account Clerk and has been reviewed and approved by the Finance Director. All disbursements for the month are summarized and totaled below.

FISCAL IMPACT

Schedule of Disbursements

<u>Date</u>	<u>Description</u>	<u>Amount In (Out)</u>
	General Account Checks 85978-86141 & EFTs	1,152,632.69
	Payroll Checks 52859-82883	15,740.88
	Workers' Compensation Checks 10959-	19,253.51
04/08/16	Direct Deposit	288,526.79
04/08/16	Fed Tax	69,986.98
04/08/16	State Tax	22,198.06
04/22/16	Direct Deposit	278,601.27
04/22/16	Fed Tax	62,597.74
04/22/16	State Tax	17,866.62
		<u>1,927,404.54</u>

**Schedule of Wire Transfers
Between LAIF and City Checking Accounts**

<u>Date</u>	<u>Description</u>	<u>Amount In (Out)</u>
4/20/2016	From Main Checking to LAIF	4,000,000.00
		4,000,000.00

**Schedule of Wire Transfers
Between US Bank Safekeeping and City Checking Accounts**

None	-
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RECOMMENDATION

Staff recommends that the Council ratify and file the Disbursements Report for the period ending April 30, 2016. If Council concurs, the appropriate action would be:

“A motion to ratify and file the Disbursements Report for the period ending April 30, 2016.”

Attachments: Disbursements Report

City of San Marino

April, 2016 Disbursements Report

Account	Vendor	Description	Date	Check	Amount	Prior
Balance Sheet Accounts:						
Payroll Withholdings	PERS	PR Batch 00701.04.2016 PERS Employer Share	04/15/2016	0	46,032.12	
Payroll Withholdings	PERS (Medical)	PR Batch 00702.04.2016 Ins Prem Bene/125 Plan	04/22/2016	0	45,850.45	
Payroll Withholdings	PERS	PR Batch 00702.04.2016 PERS Employer Share	04/22/2016	0	45,457.42	
Payroll Withholdings	PERS	PR Batch 00701.04.2016 PERS Employee Paid (Full Time)	04/15/2016	0	25,558.88	
Payroll Withholdings	PERS	PR Batch 00702.04.2016 PERS Employee Paid (Full Time)	04/22/2016	0	25,497.47	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Retirement Health Savings Plan	04/15/2016	0	19,778.40	
Inventory	Southern Counties Fuels	Fuel	04/26/2016	0	12,547.76	
Agency Account	Metro Water	Domestic Water Feb 2016	04/12/2016	0	10,812.30	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Deferred Comp	04/22/2016	0	8,267.24	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Deferred Comp	04/15/2016	0	7,567.05	
Payroll Withholdings	PERS (Medical)	PR Batch 00701.04.2016 Ins Prem Ded/125 Plan	04/15/2016	0	7,501.57	
Payroll Withholdings	PERS (Medical)	PR Batch 00702.04.2016 Ins Prem Ded/125 Plan	04/22/2016	0	7,239.33	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Deferred Comp Benefit	04/15/2016	0	4,426.96	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Deferred Comp Benefit	04/22/2016	0	4,426.96	
609-00-2048-7370	San Marino School District	School Fees - 1330 Lorain Rd	03/29/2016	86212	4,300.80	
Payroll Withholdings	Delta Dental	PR Batch 00702.03.2016 Dent Ins/125 Plan/PPO	04/01/2016	86264	4,060.53	
Agency Account	San Marino School District	School Fees 2770 Canterbury	04/12/2016	86291	3,245.76	
Agency Account	San Marino School District	School Fees 1166 Sherwood	04/12/2016	86291	2,903.04	
Agency Account	San Marino School District	School Fees 2200 Orlando Rd	03/29/2016	86212	1,945.44	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Retirement Health Savings Plan	04/22/2016	0	1,885.84	
Inventory	Veritiv Operating Company	Janitorial Supplies	03/29/2016	0	1,680.71	
Payroll Withholdings	Lincoln National Life Insurance Co	PR Batch 00702.03.2016 Short/Long Term Disability	04/01/2016	86194	1,575.91	
Payroll Withholdings	Lincoln National Life Insurance Co	PR Batch 00702.04.2016 Short/Long Term Disability	04/22/2016	86350	1,508.85	
Recreation Refunds	Joshua Biedak	Refund- Summer Camp	04/26/2016	86314	1,156.00	
Payroll Withholdings	Humana Insurance Co	PR Batch 00702.03.2016 ER Paid Life Insurance	04/01/2016	86186	1,131.19	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Med Flex/125 Plan	04/15/2016	0	1,085.79	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Med Flex/125 Plan	04/22/2016	0	1,085.79	
Payroll Withholdings	PERS	PR Batch 00701.04.2016 PERS Employee Paid (Part-Time)	04/15/2016	0	1,002.10	
Payroll Withholdings	Humana Insurance Co	PR Batch 00702.04.2016 ER Paid Life Insurance	04/22/2016	86345	984.70	
Payroll Withholdings	U.S. Bank	PR Batch 00701.04.2016 PARS Employee Portion	04/15/2016	0	875.22	
Payroll Withholdings	U.S. Bank	PR Batch 00701.04.2016 PARS Employer Portion	04/15/2016	0	875.22	
Payroll Withholdings	Delta Dental	PPO Adjustment- May 2016	04/12/2016	86264	870.92	
Payroll Withholdings	U.S. Bank	PR Batch 00702.04.2016 PARS Employee Portion	04/22/2016	0	837.37	
Payroll Withholdings	U.S. Bank	PR Batch 00702.04.2016 PARS Employer Portion	04/22/2016	0	837.37	
Payroll Withholdings	San Marino Police Officers Assn	PR Batch 00702.04.2016 San Marino PD Assn	04/22/2016	0	754.86	
Payroll Withholdings	PERS	PR Batch 00702.04.2016 PERS Employee Paid (Part-Time)	04/22/2016	0	749.18	
Payroll Withholdings	San Marino Police Officers Assn	PR Batch 00701.04.2016 San Marino PD Assn	04/15/2016	0	724.86	
Inventory	Dapper Tire Co	Tires	04/26/2016	0	663.21	
Payroll Withholdings	San Marino Firefighters Assn	PR Batch 00701.04.2016 Firefighter Dues	04/15/2016	0	657.50	
Payroll Withholdings	San Marino Firefighters Assn	PR Batch 00702.04.2016 Firefighter Dues	04/22/2016	0	657.50	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Retirement Health Savings Plan	04/15/2016	0	621.52	
Payroll Withholdings	Delta Dental	PR Batch 00702.03.2016 Dent Ins/125 Plan/HMO	04/01/2016	86264	610.45	
Payroll Withholdings	CA Law Enforcement Assn	PR Batch 00702.03.2016 Police Dept LTD/125 Plan	04/01/2016	86162	588.00	
Payroll Withholdings	CA Law Enforcement Assn	PR Batch 00702.04.2016 Police Dept LTD/125 Plan	04/22/2016	86324	588.00	

Account	Vendor	Description	Date	Check	Amount	Prior
Payroll Withholdings	Fidelity Security Life Insurance/Eyemed	PR Batch 00702.03.2016 Vision Ins/125 Plan	04/01/2016	86178	578 92	
Payroll Withholdings	Fidelity Security Life Insurance/Eyemed	PR Batch 00702.04.2016 Vision Ins/125 Plan	04/22/2016	86339	578 92	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Life Insurance-After Tax	04/15/2016	0	576.78	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Life Insurance-After Tax	04/22/2016	0	576.78	
Payroll Withholdings	H. Wilson Insurancenter Inc	PR Batch 00702.03.2016 Fire Dept LTD/125 Plan	04/01/2016	0	540 00	
Payroll Withholdings	H. Wilson Insurancenter Inc	PR Batch 00702.04.2016 Fire Dept LTD/125 Plan	04/22/2016	0	540 00	
Recreation Refunds	Jennifer Bautista	Refund- San Marino Center	04/26/2016	86316	500 00	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Retirement Health Savings Plan	04/22/2016	0	466.62	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Disability STD-After Tax	04/15/2016	0	401 84	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Disability STD-After Tax	04/22/2016	0	401 84	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Accident Insurance-Before Tax	04/15/2016	0	374 05	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Accident Insurance-Before Tax	04/22/2016	0	374 05	
Agency Account	Dept of Conservation	SMIP Fees Jan- March 2016	04/26/2016	86334	337.74	
Payroll Withholdings	State Franchise Tax Board	PR Batch 00702.03.2016 Earnings Withholding Order	04/01/2016	86210	327 56	
Payroll Withholdings	San Marino City Employees Assn	PR Batch 00701.04.2016 San Marino City Employee Assn	04/15/2016	0	317 25	
Agency Account	Division of the State Architect	Disability Access & Education Fee 1/1/16-3/31/16	04/26/2016	86337	294.60	
Payroll Withholdings	San Marino City Employees Assn	PR Batch 00702.04.2016 San Marino City Employee Assn	04/22/2016	0	293.75	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Deferred Comp-Management	04/15/2016	0	292 30	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Deferred Comp-Management	04/22/2016	0	292 30	
Recreation Refunds	Palma Camera	Refund- Flag Football	04/26/2016	86307	278 00	
Inventory	Veritiv Operating Company	Janitorial Supplies	04/12/2016	0	276 32	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00701.04.2016 Deferred Comp-Loan Payback	04/15/2016	0	269.42	
Payroll Withholdings	PERS	PR Batch 00701.04.2016 PERS Buy Back Pre-Tax	04/15/2016	0	249 81	
Payroll Withholdings	PERS	PR Batch 00702.04.2016 PERS Buy Back Pre-Tax	04/22/2016	0	249 81	
Recreation Refunds	Linda Hou	Refund- Mandarin For Kids	04/26/2016	86312	247 00	
Recreation Refunds	Anchel Furman	Refund- Tennis	04/26/2016	86305	242 00	
Recreation Refunds	Grace Topp	Refund - Classes	03/29/2016	86146	236 00	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Cancer Insurance-Before Tax	04/15/2016	0	230.12	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Cancer Insurance-Before Tax	04/22/2016	0	230.12	
Inventory	O'Reilly Auto Parts	Brake Calipers & Pads	04/26/2016	86356	229 92	
Recreation Refunds	Meifang Tse	Refund- Ms. Vivians Modern & Transfer	04/12/2016	86229	228 00	
Inventory	O'Reilly Auto Parts	Brake Rotors	04/26/2016	86356	212 33	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Dep Care/125 Plan	04/15/2016	0	208 33	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Dep Care/125 Plan	04/22/2016	0	208 33	
Payroll Withholdings	CA State Disbursement Unit	PR Batch 00701.04.2016 Earnings Withholding Order	04/15/2016	0	198 92	
Payroll Withholdings	CA State Disbursement Unit	PR Batch 00702.04.2016 Earnings Withholding Order	04/22/2016	0	198 92	
Recreation Refunds	Alejandro Campos	Refund- Sports Classes	04/12/2016	86243	198 00	
Recreation Refunds	Gail Chang	Refund - Tennis	04/26/2016	86304	163 00	
Recreation Refunds	Cecilia Raymond	Refund- Spring Break Sports	04/12/2016	86227	152 00	
Recreation Refunds	Luke Wang	Refund- Spring Break Sports	04/12/2016	86232	152 00	
Recreation Refunds	Song Xue	Refund- Spring Break Sports	04/12/2016	86240	152 00	
Recreation Refunds	Johans Lin	Refund- Spring Break Sports	04/12/2016	86241	152 00	
Recreation Refunds	Joey Lee	Refund- Fencing	04/26/2016	86309	150 00	
Recreation Refunds	Meifang Tse	Refund- Intro to Piano	04/12/2016	86229	142 00	
Recreation Refunds	Joey Lee	Refund- Kinder Art	04/26/2016	86309	142 00	
Recreation Refunds	Pallavi Wahl	Refund- Little Chefs	04/12/2016	86233	138 00	
Inventory	O'Reilly Auto Parts	Brake Rotors	04/26/2016	86356	136 56	
Payroll Withholdings	LegalShield	PR Batch 00701.03.2016 Prepaid Legal Services	03/18/2016	0	135 54	
Payroll Withholdings	LegalShield	PR Batch 00702.03.2016 Prepaid Legal Services	04/01/2016	0	135 54	
Payroll Withholdings	TIAA-Cref Financial Services	PR Batch 00702.04.2016 Deferred Comp-Loan Payback	04/22/2016	0	134.71	
Payroll Withholdings	LegalShield	PR Batch 00701.04.2016 Prepaid Legal Services	04/15/2016	0	127 56	

Account	Vendor	Description	Date	Check	Amount	Prior
Payroll Withholdings	LegalShield	PR Batch 00702.04.2016 Prepaid Legal Services	04/22/2016	0	127.56	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Cancer Insurance-After Tax	04/15/2016	0	123.35	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Cancer Insurance-After Tax	04/22/2016	0	123.35	
Recreation Refunds	Alison Chen	Refund- Club Pros Soccer	04/26/2016	86306	121.00	
Recreation Refunds	Lesleene Chavez	Refund- Tiny Pros Soccer	04/26/2016	86315	116.00	
Inventory	O'Reilly Auto Parts	Filter	04/12/2016	86282	115.56	
Inventory	O'Reilly Auto Parts	Filters & Brakes	03/29/2016	86201	109.41	
Inventory	O'Reilly Auto Parts	Oil	04/26/2016	86356	106.81	
Inventory	O'Reilly Auto Parts	Brake Rotors	04/26/2016	86356	103.27	
Inventory	O'Reilly Auto Parts	Brake Rotors	04/26/2016	86356	101.96	
Recreation Refunds	Hue Trinh	Refund- Pee Wee Tennis	03/29/2016	86144	101.00	
Payroll Withholdings	PERS	PR Batch 00701.04.2016 PERS Survivor Benefit	04/15/2016	0	98.58	
Payroll Withholdings	PERS	PR Batch 00702.04.2016 PERS Survivor Benefit	04/22/2016	0	98.58	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00701.04.2016 Accident Insurance-After Tax	04/15/2016	0	86.74	
Payroll Withholdings	American Fidelity Assurance	PR Batch 00702.04.2016 Accident Insurance-After Tax	04/22/2016	0	86.74	
Recreation Refunds	Alisa Yang	Refund- Kinder Sports	04/26/2016	86313	74.00	
Inventory	O'Reilly Auto Parts	Oil	04/12/2016	86282	60.10	
Inventory	O'Reilly Auto Parts	Filters	04/12/2016	86282	57.44	
Inventory	O'Reilly Auto Parts	Brake Pads	04/26/2016	86356	51.49	
Recreation Refunds	June Yamamoto	Refund - JPL Tour Trip	03/29/2016	86147	50.00	
Recreation Refunds	Kenny Wu	Refund- Transfer Class	03/29/2016	86143	49.00	
Payroll Withholdings	Delta Dental	HMO Adjustment- May 2016	04/12/2016	86264	48.01	
Inventory	O'Reilly Auto Parts	Filter	04/12/2016	86282	45.25	
Inventory	Garvey Equipment Company	Air Filters	03/29/2016	0	40.74	
Inventory	O'Reilly Auto Parts	Filters	03/29/2016	86201	36.65	
Payroll Withholdings	Lincoln National Life Insurance Co	Adjustment Premium May 2016	04/26/2016	86350	33.53	
Inventory	O'Reilly Auto Parts	Brake Pads	04/12/2016	86282	31.05	
Payroll Withholdings	H. Wilson Insurancenter Inc	Premium Adjustment April 2016	03/29/2016	0	27.00	
Payroll Withholdings	H. Wilson Insurancenter Inc	Adjustment Premium May 2016	04/26/2016	0	27.00	
Payroll Withholdings	Fidelity Security Life Insurance/Eyemed	Adjustment Premium April 2016	04/26/2016	86339	26.27	
Recreation Refunds	Wenting Zeng	Refund- Fun with Phonics	04/26/2016	86308	25.00	
Recreation Refunds	Pallavi Wahl	Refund- Fun with Phonics	04/26/2016	86310	25.00	
Recreation Refunds	Pallavi Wahl	Refund- Fun with Phonics	04/26/2016	86310	25.00	
Payroll Withholdings	CA Law Enforcement Assn	Premium Adjustment April 2016	03/29/2016	86162	24.50	
Payroll Withholdings	CA Law Enforcement Assn	Adjustment Premium May 2016	04/26/2016	86324	24.50	
Recreation Refunds	Cheryl Freiburg	Refund -Pre-K	04/12/2016	86228	24.00	
Recreation Refunds	Jing Li	Refund- 3's & 4's	04/12/2016	86230	24.00	
Recreation Refunds	Alice Chiang	Refund- 3's & 4's	04/12/2016	86231	24.00	
Recreation Refunds	Guanhua Tu	Refund- Pre-K	04/12/2016	86234	24.00	
Recreation Refunds	Darbin Chan	Refund- Pre-K	04/12/2016	86235	24.00	
Recreation Refunds	Fumiyuki Suzuki	Refund- 3's & 4's	04/12/2016	86236	24.00	
Recreation Refunds	Qiong Luo	Refund 3's & 4's	04/12/2016	86237	24.00	
Recreation Refunds	Nickolas Barnett	Refund- 3's & 4's	04/12/2016	86238	24.00	
Recreation Refunds	Kai- Ting Chiu	Refund- 3's & 4's	04/12/2016	86239	24.00	
Recreation Refunds	Becki Watlington	Refund- Pre-K	04/12/2016	86242	24.00	
Inventory	O'Reilly Auto Parts	Filters	03/29/2016	86201	19.22	
Payroll Withholdings	Fidelity Security Life Insurance/Eyemed	Premium Adjustment March 2016	03/29/2016	86178	17.81	
Inventory	O'Reilly Auto Parts	Wire	04/26/2016	86356	17.44	
Recreation Refunds	Weidong Liu	Refund- Afterschool Daycare	04/26/2016	86302	15.00	
Inventory	O'Reilly Auto Parts	Filters	04/26/2016	86356	14.82	
Inventory	O'Reilly Auto Parts	Filters	04/12/2016	86282	13.89	

Account	Vendor	Description	Date	Check	Amount	Prior
Inventory	O'Reilly Auto Parts	Filters	04/26/2016	86356	10 56	
Inventory	O'Reilly Auto Parts	Filters	04/26/2016	86356	10 56	
Inventory	O'Reilly Auto Parts	Filter	04/12/2016	86282	6.67	
Inventory	O'Reilly Auto Parts	Push Button Car #21	04/26/2016	86356	6.42	
Inventory	O'Reilly Auto Parts	Fan Belt Unit 6587	04/12/2016	86282	5 25	
Recreation Refunds	Feng Bo	Refund	04/26/2016	86303	5 00	
Inventory	Garvey Equipment Company	Pre-Filter	03/29/2016	0	4.63	
Payroll Withholdings	LegalShield	Adjustment Premium May 2016	04/26/2016	0	-0 02	
Payroll Withholdings	LegalShield	Premium Adjustment April 2016	03/29/2016	0	-0 03	
Inventory	O'Reilly Auto Parts	Credit	04/12/2016	86282	-10 04	
Inventory	O'Reilly Auto Parts	Credit	04/12/2016	86282	-53.44	
Payroll Withholdings	Humana Insurance Co	Adjustment Premium May 2016	04/26/2016	86345	-65 50	
Inventory	O'Reilly Auto Parts	Credit	04/26/2016	86356	-127 28	
Agency Account	San Marino School District	School Fees -Refund- 991 Roxbury Rd - Wrong amount collected	03/29/2016	86212	-446 88	
Payroll Withholdings	PERS (Medical)	Adjustment Premium May 2016	04/26/2016	0	-1,052 23	
					<u>326,730 39</u>	<u>452,040.98</u>
Revenue Accounts:						
209-00-3410-0000	John Albinger	Refund- Dismissed Violation	04/12/2016	86245	100 00	
101-00-3040-0000	California American Water	Franchise Fee Feb -March 2016	03/29/2016	86163	13 05	
101-00-3040-0000	California American Water	Franchise Fee March- April 2016	04/26/2016	86325	11 35	
101-00-3040-0000	California American Water	Franchise Taxes Feb- March 2016	04/12/2016	86255	1 02	
101-00-3321-0000	Robert Horgan	Reissue Check Fee	04/26/2016	86311	-35 00	
					<u>90.42</u>	<u>11.98</u>
Council Accounts:						
101-01-4376-0000	Nick Boswell Photography	Photo of Councilman Huang	04/26/2016	0	213 04	
101-01-4376-0000	SLK.US Inc	Computer Office Supplies	03/29/2016	0	198 00	
101-01-4480-0000	U.S. Bank	Tonys Pizza -Council Meeting Dinner	04/08/2016	86226	57.41	
101-01-4480-0000	U.S. Bank	Tonys Pizza -Council Meeting Dinner	04/08/2016	86226	31 06	
101-01-4480-0000	U.S. Bank	Trader Joes-Council Meeting Food	04/08/2016	86226	10 80	
					<u>510 31</u>	<u>226.40</u>
Administration Accounts:						
101-07-4290-0000	Los Angeles County Registrar	November 2015 Election Cost	03/29/2016	86190	63,684 05	
591-07-4613-0000	SLK.US Inc	Server Migration	04/12/2016	0	40,778.75	
207-07-4208-8140	San Marino School District	Reimbursement -Transportation 12/1/15-12/30/15	03/29/2016	86212	33,050.15	
591-07-4613-0000	SLK.US Inc	Reimbursement - Dell Order	04/26/2016	0	21,585 96	
595-07-4356-0000	Keenan Associates	Excess Workers' Comp Final Audit 1/14/14-1/14/15	04/12/2016	86276	19,382 00	
101-07-4016-0000	PERS (Medical)	Retired Premium May 2016	04/26/2016	0	12,850 00	
101-07-4150-0000	Lance, Soll & Lunghard CPA's LLP	Government Audit 2016	04/26/2016	0	7,800 00	
101-07-4106-3415	Filarsky & Watt LLP	Legal Service 3/1/6-3/29/16	04/12/2016	0	7,662 96	
101-07-4150-0000	Kaizen info Source LLC	Records Management Project March 2016	04/12/2016	86275	4,581 32	
101-07-4150-0000	Frederick Muir	Professional Service Jan-Feb 2016	03/29/2016	86180	4,312 50	
101-07-4500-1980	Southern California Edison	Electrical Service Feb-March 2016	03/29/2016	86209	2,624.72	
101-07-4150-0000	Wells Fargo Bank N.A.	Corporate Trust Service 4/17/16-4/16/17	04/26/2016	86380	2,500 00	
101-07-4202-0000	ECP-SMT Aquisition, LLC	Notice # N-19-08 # Ordinance #O-16-1306 Publish 3-18-16	03/29/2016	0	2,316.60	
101-07-4150-0000	SLK.US Inc	IT Service for PRA & Records Project	04/12/2016	0	1,923.75	
207-07-4208-1330	City of Pasadena - Dial-A-Ride	Dial Ride 10/15-12/15	03/29/2016	86170	1,801 26	
595-07-4356-0000	AdminSure Inc	Workers' Compensation April 2016	03/29/2016	86151	1,780 00	
101-07-4016-0000	John Penido	Medical Retirement April 2016	04/12/2016	0	1,257 00	
101-07-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	1,187 94	
101-07-4150-0000	SLK.US Inc	Mon hly IT Service April 2016	04/12/2016	0	1,165 50	
101-07-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	1,069.79	

Account	Vendor	Description	Date	Check	Amount	Prior
101-07-4150-0000	SLK.US Inc	IT Service for Records Project	03/29/2016	0	1,068.75	
101-07-4150-0000	Employment Development Dept	Benefit Charge Assessment	03/29/2016	86176	700 81	
101-07-4376-0000	U.S. Bank	Bose Corp -Ceiling Speakers in Council Chambers	04/08/2016	86226	653 95	
101-07-4150-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	577 88	
101-07-4150-0000	U.S. Bank N.A. - Custody	Custody Charges 1/1/16-3/31/16	04/26/2016	86376	576.75	
101-07-4376-0000	Kustom Imprints	City Logo Shirts	04/26/2016	0	386.79	
101-07-4150-0000	Aurora Environmental Inc	AB939 Compliance & Disposal Feb-March 2016	04/12/2016	0	356 25	
101-07-4150-0000	PERS (Medical)	Adminstra ive Fee May 2016	04/26/2016	0	319.11	
101-07-4436-0000	Susan Saxe-Clifford PH.D. Inc	Post- Incident Consultation	03/29/2016	86208	275 00	
101-07-4500-9025	Time Warner Cable	Cable Internet Service 4/6/16-5/5/16	04/12/2016	86295	267.63	
101-07-4316-0000	GE Capital	Copier Lease April 2016	04/12/2016	86271	247 87	
101-07-4316-0000	CopyFree Technology Inc	Copier Lease 3/15/16-6/14/16	03/29/2016	86171	243 00	
101-07-4150-0000	SLK.US Inc	IT Service	03/29/2016	0	242.63	
101-07-4106-2755	Richards Watson & Gershon	Legal Service 2/1/16-2/29/16	04/26/2016	86359	225 00	
101-07-4376-0000	Office Depot	Binders & Dividers	03/29/2016	86199	223.12	
101-07-4436-0000	St. George's Medical Clinic	Physical- I. Anderson	04/12/2016	86292	195 00	
101-07-4436-0000	St. George's Medical Clinic	Physical- W.San	04/12/2016	86292	195 00	
101-07-4436-0000	St. George's Medical Clinic	Physical- R.Ramirez	04/12/2016	86292	195 00	
101-07-4376-0000	Office Depot	Ink	03/29/2016	86199	152.19	
101-07-4476-0000	State Farm Insurance	Surety Bond-L.Bailey 6/3/16-6/3/17	03/29/2016	86213	149 00	
209-07-4150-0000	SAP Digital Corp	Water Restriction Banners	04/12/2016	0	147.15	
101-07-4316-0000	GreatAmerica Financial Services	Postage Machine April 2016	04/12/2016	86272	143 91	
101-07-4500-4950	The Gas Company	Gas Service Feb- March 2016	03/29/2016	86216	140.19	
101-07-4468-0000	U.S. Bank	Subway- Lunch for CPR Training	04/08/2016	86226	136 00	
101-07-4376-0000	Pacific Insurance Network Systems	April Insurance Tracking Fee	04/12/2016	86284	125 00	
101-07-4500-4950	The Gas Company	Gas Service March- April 2016	04/26/2016	86371	121 38	
101-07-4468-0000	U.S. Bank	Smart n Final - Drinks & Snacks for CPR Training	04/08/2016	86226	105 93	
101-07-4500-9025	AT&T	Phone Service Feb- March 2016	04/12/2016	86252	104 29	
101-07-4468-0000	U.S. Bank	Panera Bread - Breakfast for CPR Training	04/08/2016	86226	96.10	
101-07-4436-0000	Department of Justice	Live Scan 2016	04/12/2016	86265	96 00	
101-07-4376-0000	Office Depot	Paper & Water	04/12/2016	86281	77.73	
101-07-4376-0000	Office Depot	Paper, Office and Breakroom Supplies	03/29/2016	86199	69 97	
101-07-4500-9460	California American Water	Water Service Feb -March 2016	03/29/2016	86163	69 07	
101-07-4398-0000	Petty Cash	Mileage- CSMFO Conference	04/12/2016	86259	65.45	
101-07-4376-0000	U.S. Bank	Bath & Bodyworks- Lotions for Safety Committee Lunch Program	04/08/2016	86226	58 85	
101-07-4150-0000	Priority Communications Inc	Remote Program of Time Change on Phone System	03/29/2016	0	50 00	
101-07-4150-0000	CivicPlus	Audio Storage For Website 4/15/16-4/30/16	04/26/2016	86330	44.42	
101-07-4398-0000	Petty Cash	Mileage EDD Seminar	04/12/2016	86259	26 02	
101-07-4376-0000	U.S. Bank	Starback- Coffee & Treats for Library Ad Hoc Budget Meeting 3/2	04/08/2016	86226	25.46	
101-07-4398-0000	Petty Cash	Mileage- SCAG Meeting	04/12/2016	86259	12 96	
101-07-4376-0000	Office Depot	Supplies	04/12/2016	86281	12.74	
101-07-4436-0000	U.S. Bank	The UPS Store- Post Police Testing Materials	04/08/2016	86226	10.47	
101-07-4480-0000	U.S. Bank	Parking DLH - Parking Finance Conference 3/3/16	04/08/2016	86226	10 00	
101-07-4376-0000	U.S. Bank	Cal Oaks - Greeting Cards	04/08/2016	86226	9 80	
101-07-4468-0000	U.S. Bank	Smart n Final - Drinks & Snacks for CPR Training	04/08/2016	86226	-9.45	

242,314.42 161,529.22

Planning & Building Accounts:

101-14-4106-2755	Richards Watson & Gershon	Legal Service 2/1/16-2/29/16	04/26/2016	86359	12,680.62	
101-14-4104-6270	VCA Code Group	Fire Inspection 12/27/15-1/30/16	04/12/2016	0	3,177 52	
101-14-4104-6270	VCA Code Group	Plan Review 1/31/6-2/27/16	04/12/2016	0	2,802 50	
101-14-4104-0000	RSCC Engineering	Engineering Service 3/8/16-4/4/16	04/12/2016	0	2,465 00	

Account	Vendor	Description	Date	Check	Amount	Prior
101-14-4106-0950	Dapeer,Rosenblit & Litvak LLP	Legal Code Enforcement 3/10/16-3/31/16	04/26/2016	86332	2,067.60	
101-14-4104-6270	VCA Code Group	Inspection Service 1/31/6-2/27/16	04/12/2016	0	1,440.00	
101-14-4104-6270	VCA Code Group	Fire Protection Plan Review 1/31/6-2/27/16	04/12/2016	0	1,359.50	
101-14-4202-0000	ECP-SMT Aquisition, LLC	Notice #N-16-07 Publish 3-11-16	03/29/2016	0	1,207.44	
101-14-4202-0000	ECP-SMT Aquisition, LLC	Legal Notice #N-16-09 Publish 4-15-16	04/26/2016	0	1,024.92	
101-14-4376-0000	SAP Digital Corp	Envelopes	03/29/2016	0	817.50	
101-14-4104-6270	RKA Consulting Group	Building Inspector Service 3/1/16-3/31/16	04/26/2016	0	787.50	
101-14-4150-0000	SLK.US Inc	Monthly IT Service April 2016	04/12/2016	0	666.00	
101-14-4104-6270	VCA Code Group	Over the Counter Plan Review 1/31/6-2/27/16	04/12/2016	0	617.50	
101-14-4106-0950	Dapeer,Rosenblit & Litvak LLP	Legal Code Enforcement Feb 2016	03/29/2016	86173	585.00	
101-14-4202-0000	ECP-SMT Aquisition, LLC	Legal Notice #N-16-08 Publish 4-8-16	04/26/2016	0	561.60	
101-14-4104-6270	VCA Code Group	Inspection Service 1/31/6-2/27/16	04/12/2016	0	450.00	
101-14-4376-0000	SAP Digital Corp	Envelopes	04/12/2016	0	381.50	
101-14-4396-0000	U.S. Bank	IAEI- Membership M. Farrell 6/1/16-5/31/17	04/08/2016	86226	240.00	
101-14-3151-0000	Bruce Rudder	Refund- Building Permit Renewed in Error - Finaled 9/11/14	03/29/2016	86148	178.50	
101-14-4412-0000	UPS	Postage	04/26/2016	86375	160.45	
101-14-4412-0000	UPS	Postage	03/29/2016	86221	156.58	
101-14-4376-0000	Office Depot	Packet Envelopes	03/29/2016	86199	155.86	
101-14-4399-0000	GE Capital	Copier Lease May 2016	04/26/2016	86341	144.97	
101-14-3312-0000	Robert Horgan	Reissue Check - Refund DRC Application 2835 Sherwood	04/26/2016	86311	121.22	
101-14-4150-0000	Ennis Jackson	Hearing Examiner Service 4/16/16	04/26/2016	0	101.40	
101-14-4500-9025	Verizon Wireless	Data Plan 2/24/16-3/23/16	04/12/2016	86299	76.02	
101-14-4376-0000	Office Depot	Paper & Office Supplies	03/29/2016	86199	63.56	
101-14-4508-0000	U.S. Bank	Chevron - Gasoline for the Jeep	04/08/2016	86226	60.28	
101-14-4420-0000	U.S. Bank	Sky Blue Print - Planning Document 1690 Hillard- Payment 2/24	04/08/2016	86226	32.70	
101-14-4508-0000	Voyager Fleet Systems Inc	Gasoline 2/24/16-3/24/16	03/29/2016	86223	32.00	
101-14-4376-0000	Petty Cash	Refreshment for DRC Meeting	04/12/2016	86259	24.95	
101-14-4480-0000	Petty Cash	Conference Parking	04/12/2016	86259	22.00	
101-14-4420-0000	U.S. Bank	Sky Blue Print - Planning Document 1690 Hillard- Payment 2/23	04/08/2016	86226	19.62	
101-14-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustmteent 2/24/16-3/24/16	03/29/2016	86223	-1.92	
					<u>34,679.89</u>	<u>35,033.08</u>
Police Accounts:						
103-30-4150-0000	SLK.US Inc	Monthly IT Service April 2016	04/12/2016	0	6,660.00	
103-30-4150-0000	All City Management Services Inc	School Crossing Guard Service 3/13/16-3/26/16	04/26/2016	0	6,138.30	
103-30-4150-0000	All City Management Services Inc	School Crossing Guard Service 2/28/16-3/12/16	03/29/2016	0	6,080.24	
103-30-4150-0000	Pasadena Humane Society	Animal Control Service March 2016	04/12/2016	0	4,245.00	
103-30-4150-0000	All City Management Services Inc	School Crossing Guard Service 3/27/16-4/9/16	04/26/2016	0	3,848.88	
103-30-4316-0000	SLK.US Inc	IT Service Watchguard	04/12/2016	0	2,655.94	
103-30-4150-0000	Revenue Management- Parking Revenue Superior Court of California, County of LA	Revenue Distribution County Fee March 2016	04/26/2016	86370	1,967.50	
103-30-4508-0000	Samayoa's Mobile Car Wash	Car Wash Service March 2016	04/12/2016	0	1,625.00	
103-30-4150-0000	Revenue Management- Parking Revenue Superior Court of California, County of LA	Revenue Distribution County Fees Feb 2016	04/12/2016	86293	1,592.50	
103-30-4150-0000	Revenue Management- Parking Revenue Superior Court of California, County of LA	Revenue Distribution County Fees Nov 2015	03/29/2016	86214	1,470.00	
103-30-4316-0000	SLK.US Inc	Equipment Repair and Maintenance	04/12/2016	0	1,425.72	
103-30-4436-0000	Omega Polygraph	Polygraph Exam Police Officer/ Dispatch Applicants	04/12/2016	0	1,200.00	
103-30-4150-0000	Department of Justice	Live Scan Feb 2016	04/26/2016	86335	982.00	
103-30-4150-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	919.85	
103-30-4492-0003	Tom's Uniforms	New Officer Uniform . Ofc Cordishi	04/12/2016	86296	754.28	
103-30-4508-0000	Maryshideh Inc	Paint Unit #13	03/29/2016	86175	726.56	
103-30-4436-0000	St. George's Medical Clinic	Physical- K.Yamada	04/12/2016	86292	595.00	
103-30-4150-0000	Phoenix Group Information Systems	Citations Processing March 2016	04/26/2016	86357	567.65	
103-30-4492-0004	Sun Badge Co	Badges	04/26/2016	0	520.58	

Account	Vendor	Description	Date	Check	Amount	Prior
103-30-4150-0000	Phoenix Group Information Systems	Citations Processing Feb 2016	04/12/2016	86283	468.72	
103-30-4150-0000	SLK.US Inc	Reimbursement- Constant Contact & Watchguard Service	03/29/2016	0	462.91	
103-30-4500-9025	AT&T	Phone Service Feb- March 2016	04/12/2016	86252	454.60	
103-30-4150-0000	SLK.US Inc	Computer Office Supplies	03/29/2016	0	441.44	
103-30-4150-0000	Phoenix Group Information Systems	Citations Processing Jan 2016	03/29/2016	86204	426.22	
103-30-4436-0000	Susan Saxe-Clifford PH.D. Inc	Psychological Evaluation for Police Office Applicant	04/12/2016	86287	400.00	
103-30-4436-0000	Susan Saxe-Clifford PH.D. Inc	Psychological Evaluation - Dispatcher Applicant	04/26/2016	86361	400.00	
103-30-4500-9025	AT&T	Interstate Dedicated Private Line Service 4/1/16-4/30/16	04/26/2016	86322	398.79	
103-30-4376-0000	Office Depot	Toner for Evidence Room	04/12/2016	86281	373.97	
103-30-4150-0000	CopyFree Technology Inc	Copier Contract Overage charge 1/10/16-4/9/16	04/12/2016	86263	365.22	
103-30-3400-0000	James Swanson	Refund- Dismissed Violations	04/12/2016	86244	335.00	
103-30-4376-0000	Office Depot	Toner & Storage for Evidence Room	04/12/2016	86281	325.15	
103-30-4508-0000	All Car Specialists Inc	Alignment Unit 4	03/29/2016	86152	286.00	
103-30-4150-0000	CopyFree Technology Inc	Copier Contract Base Rate 4/10/16-7/9/16	04/12/2016	86263	285.00	
103-30-4150-0000	GE Capital	Copier Lease 5/16/16-6/15/16	04/12/2016	86271	259.42	
103-30-4376-0000	Office Depot	Paper	04/26/2016	86355	252.79	
103-30-4206-0000	J & D Plumbing	Plumbing Repair EOC Upstair Bathroom	03/29/2016	86187	249.34	
103-30-4415-0000	Danny Guierrez	Mileage - 4/4/16-4/8/16	04/26/2016	0	248.00	
103-30-4492-0004	U.S. Bank	Keystone Uniforms- New Officer Uniform & Gear. Ofc.Cordischi	04/08/2016	86226	243.77	
103-30-4415-0000	U.S. Bank	EVOC- Driver Training Ofc. Matthews	04/08/2016	86226	240.00	
103-30-4500-9025	Time Warner Cable	Cable Internet Service 4/1/16-4/30/16	04/12/2016	86295	214.99	
103-30-4500-9025	AT&T Mobility	Phone Service 2/24/16-3/23/16	04/12/2016	86253	191.30	
103-30-4415-0000	U.S. Bank	EVOC- Driver Training Ofc. Matthews	04/08/2016	86226	185.00	
103-30-4206-0000	ACR Air Conditioning	AC Maintenance	04/12/2016	0	170.00	
103-30-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	156.23	
103-30-4396-0000	U.S. Bank	CA Police Chiefs - CPCA 2016 Legislative Day	04/08/2016	86226	150.00	
103-30-4508-0000	U.S. Bank	California Auto Access - Window Tint Detective Unit	04/08/2016	86226	129.00	
103-30-4415-0000	Dan Gosserand	Meals - 4/4/16-4/14/16	04/26/2016	86343	123.33	
103-30-4150-0000	Ennis Jackson	Hearing Examiner Service 3/18/16	04/12/2016	0	117.50	
103-30-4508-0000	All Car Specialists Inc	Alignment Car #21	04/26/2016	86317	110.00	
103-30-4492-0004	U.S. Bank	Tom Uniform Mk-3 O.C. Spray	04/08/2016	86226	104.64	
103-30-4492-0004	U.S. Bank	Proforce Law Enforcement- Holster - Ofc. Cordischi	04/08/2016	86226	103.67	
103-30-4415-0000	Danny Guierrez	Meals - 4/4/16-4/8/16	04/26/2016	0	91.10	
103-30-4376-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	75.00	
103-30-4480-0000	John Cooley	Training- R. Ward 4/19/16	03/29/2016	86169	70.00	
103-30-4415-0000	Vanessa Golden	Training - Meals 2/28-2/29/16	03/29/2016	86183	68.56	
103-30-4500-4950	The Gas Company	Gas Service Feb-March 2016	04/12/2016	86294	67.05	
217-30-4613-0000	American Express	Envelopes for Evidence	04/12/2016	86248	56.64	
103-30-4396-0000	U.S. Bank	LexisNexis - Monthly Subscription Fee Feb 2016	04/08/2016	86226	51.00	
103-30-4396-0000	Petty Cash	Membership Dues A.Gonzalez	03/29/2016	86165	50.00	
103-30-4436-0000	U.S. Bank	Alonda Hot Wing - Interview Panel Lunch 3/7/16	04/08/2016	86226	50.00	
103-30-4150-0000	San Gabriel Valley Medical Ctr	In Custody- Blood Drawn	04/26/2016	86365	48.00	
103-30-4150-0000	San Gabriel Valley Medical Ctr	In Custody- Blood Drawn	04/26/2016	86365	48.00	
103-30-4480-0000	Petty Cash	Clears Meeting	04/12/2016	86260	47.00	
103-30-4204-0000	U.S. Bank	Jobs Available - Subscription Renewal	04/08/2016	86226	45.00	
103-30-4480-0000	U.S. Bank	Al Japanese Restaurant - SET Oral Panel Board Lunch	04/08/2016	86226	44.15	
103-30-4508-0000	Voyager Fleet Systems Inc	Gasoline 2/24/16-3/24/16	03/29/2016	86223	42.88	
103-30-4150-0000	George Wallis	Security Awareness Training	04/26/2016	86336	40.00	
103-30-4508-0000	U.S. Bank	Code R Decals - Decals for Unit #5	04/08/2016	86226	39.25	
103-30-4376-0000	Office Depot	USB Sticks	04/26/2016	86355	39.20	
103-30-4206-0000	American Express	Showerhead	04/12/2016	86248	35.88	

Account	Vendor	Description	Date	Check	Amount	Prior
103-30-4376-0000	Office Depot	Supplies	04/12/2016	86281	30.19	
103-30-4480-0000	U.S. Bank	Starbuck- Coffee for Community Meeting 3/8/16	04/08/2016	86226	29.90	
103-30-4480-0000	U.S. Bank	Parking Concepts - Meeting 3/3/16	04/08/2016	86226	25.00	
103-30-4204-0000	U.S. Bank	EB Critical - Publication	04/08/2016	86226	22.09	
103-30-4480-0000	U.S. Bank	EB Critical - Critical Legal Issues Law Enforcement Updates 3/1	04/08/2016	86226	22.09	
103-30-4480-0000	U.S. Bank	Starbuck - SET Oral Panel Board Coffee	04/08/2016	86226	14.95	
103-30-4480-0000	U.S. Bank	Vons Store- SET Oral Panel Board Snacks	04/08/2016	86226	14.37	
103-30-4415-0000	Dan Gosserand	Mileage - 4/4/16-4/14/16	04/26/2016	86343	12.96	
103-30-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustment 2/24/16-3/24/16	03/29/2016	86223	-2.45	
103-30-3201-0000	Pasadena Humane Society	Less Impound Fees March 2016	04/12/2016	0	-228.00	
103-30-3201-0000	Pasadena Humane Society	Less License Credits March 2016	04/12/2016	0	-1,392.50	
					52,204.31	47,248.16
Fire Accounts:						
103-34-4003-0000	City of San Gabriel	Fire Command Staff Service 1/1/16-3/31/16	04/26/2016	86328	65,318.49	
103-34-4150-0000	Wittman Enterprises LLC	Ambulance Billing Service March 2016	04/26/2016	0	3,658.43	
103-34-4150-0000	SLK.US Inc	Monthly IT Service April 2016	04/12/2016	0	1,998.00	
103-34-4150-0000	UC Regents	Nurse Educator March 2016	03/29/2016	86220	1,667.64	
103-34-4150-0000	UC Regents	Nurse Educator	04/26/2016	86374	1,634.94	
103-34-4150-0000	Wittman Enterprises LLC	Billing Service Feb 2016	03/29/2016	0	1,369.20	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	04/26/2016	86349	1,323.02	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	03/29/2016	86193	955.82	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	04/26/2016	86349	887.95	
103-34-4376-0000	Arrow International, Inc	Ambulance Supplies	04/12/2016	86250	607.91	
103-34-4436-0000	Galls, LCC	Uniforms	03/29/2016	86181	553.81	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Maintenance	04/26/2016	86373	515.87	
103-34-4376-0000	Enerspect Medical Solutions	Ambulance Supplies	03/29/2016	86177	502.62	
103-34-4376-0000	Office Depot	Office Supplies & Paper	03/29/2016	86199	482.43	
103-34-4492-0003	Galls, LCC	Uniforms	04/12/2016	86269	420.52	
103-34-4492-0003	Galls, LCC	Uniforms	04/12/2016	86269	420.52	
103-34-4150-0000	Canon Financial Services Inc	Copier Lease May 20	04/26/2016	86326	345.19	
103-34-4468-0000	Timothy Chow	Reimbursement- Fire Investigation 1A	04/12/2016	86261	310.00	
103-34-4150-0000	Sacramento Metropolitan Fire District	GEMT Admin Fee FY 2013-14	04/26/2016	86366	294.12	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Cleaning	04/12/2016	86297	266.00	
103-34-4492-0004	Galls, LCC	Safety Boots	03/29/2016	86181	259.00	
103-34-4500-9025	AT&T	Phone Service Feb- March 2016	04/12/2016	86252	252.11	
103-34-4468-0000	Jeffrey Tsay	Reimbursement - Fire Prevention 1	04/12/2016	0	240.00	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Maintenance	04/26/2016	86373	239.00	
103-34-4492-0003	Galls, LCC	Uniforms	03/29/2016	86181	230.00	
103-34-4150-0000	Canon Financial Services Inc	Copier Lease April 2016	03/29/2016	86164	210.34	
103-34-4468-0000	U.S. Bank	EMSP- Paramedic License D. Carlton	04/08/2016	86226	200.00	
281-34-4376-0000	U.S. Bank	Anthony Framing Galley - Huntington Library Picture	04/08/2016	86226	190.75	
103-34-4206-0000	San Marino Lock & Safe Co	Building Repair	04/12/2016	0	185.00	
103-34-4396-0000	U.S. Bank	NFPA- - Membership	04/08/2016	86226	175.00	
103-34-4376-0000	233-Praxair Distribution Inc	Oxygen	04/12/2016	0	170.75	
103-34-4468-0000	Timothy Chow	Reimbursement- Intermediate ICS I-300	04/12/2016	86261	150.00	
103-34-4206-0000	San Marino Plumbing Svc Inc	Plumbing Repair	04/26/2016	86367	139.42	
103-34-4500-4950	The Gas Company	Gas Service Feb- March 2016	03/29/2016	86216	138.33	
103-34-4468-0000	U.S. Bank	Fire Service Bookstore- Fire Inspection Guide	04/08/2016	86226	128.62	
103-34-4396-0000	Foothill Fire Chiefs Association	Annual Membership Dues 2016	03/29/2016	86179	110.00	
103-34-4500-4950	The Gas Company	Gas Service March- April 2016	04/26/2016	86371	108.67	
103-34-4468-0000	U.S. Bank	Office Depot- Training Material Supplies	04/08/2016	86226	108.46	

Account	Vendor	Description	Date	Check	Amount	Prior
103-34-4468-0000	Timothy Chow	Reimbursement- Fire Management Class 1	04/12/2016	86261	103 00	
103-34-4206-0000	AmeriPride Services Inc	Towels	03/29/2016	86153	92 03	
103-34-4206-0000	AmeriPride Services Inc	Towels	04/12/2016	86249	92 03	
103-34-4206-0000	AmeriPride Services Inc	Towels	04/12/2016	86249	92 03	
103-34-4206-0000	AmeriPride Services Inc	Towels	04/12/2016	86249	92 03	
103-34-4206-0000	AmeriPride Services Inc	Towels	04/26/2016	86318	92 03	
103-34-4468-0000	U.S. Bank	NAEMSE-Coordinator Certificate Paramedic-J.Tsay	04/08/2016	86226	90 00	
103-34-4206-0000	Total Exterminating Inc	Quarterly Service	03/29/2016	0	78 00	
103-34-4468-0000	Timothy Chow	Reimbursement- S-231 Engine Boss	04/12/2016	86261	75 00	
103-34-4508-0000	Advanced Battery Systems	Auto Eject Engine #791	04/12/2016	0	65.64	
103-34-4480-0000	U.S. Bank	Nikki C's Resturant - Lunch Meeting (Film Permits)	04/08/2016	86226	60 00	
281-34-4376-0000	Coats Products Inc	Housewares Product	04/12/2016	86262	47 96	
103-34-4492-0003	Galls, LCC	Uniforms	03/29/2016	86181	46 33	
103-34-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	45 84	
103-34-4480-0000	U.S. Bank	Marie Callender- EMS Meeting- Medical Director	04/08/2016	86226	43 95	
103-34-4376-0000	SLK.US Inc	Computer Office Supplies	03/29/2016	0	42 58	
103-34-4376-0000	Office Depot	Office Supplies	04/26/2016	86355	40 54	
103-34-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	40 23	
103-34-4436-0000	U.S. Bank	Starbucks -3 City Hr Recruitment Meeting	04/08/2016	86226	34 30	
103-34-4376-0000	U.S. Bank	Amazon- Public Education Supplies	04/08/2016	86226	29 94	
103-34-4150-0000	SLK.US Inc	DNS Hosting Service	03/29/2016	0	24 00	
103-34-4316-0000	U.S. Bank	EReplacement- Vacuum Repair	04/08/2016	86226	16 80	
103-34-4376-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	15 00	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Cleaning	04/12/2016	86297	10 00	
103-34-4376-0000	U.S. Bank	Co Rome- Fraud	04/08/2016	86226	8 38	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	03/29/2016	86193	3.60	
					88,149.17	24,036.51
Emergency Services Accounts:						
101-36-4500-9025	Verizon Wireless	Phone, iPads, Defib Phones 2/26/16-3/15/16	04/12/2016	86299	373.17	
101-36-4500-9025	Verizon Wireless	Phone, iPads, Defib Phones 11/15/15-12/25/15	04/12/2016	86299	372 97	
101-36-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	227 58	
101-36-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	227 58	
101-36-4316-0000	Foothill Communication LLC	Radio Repair	04/12/2016	86267	175 00	
					1,376 30	3,017.30
Public Works Administration Accounts:						
101-40-4260-0000	Siemens Industry Inc	Accident - Repair Huntington/Oak Knoll	04/26/2016	0	6,685.10	
101-40-4104-0000	Interwest Consulting Group	Interim Parks & PW Director/City Engineer 2/1/16-2/29/16	04/12/2016	86274	3,250 00	
101-40-4150-0000	Kustom Imprints	T- Shirts	04/26/2016	0	2,007.48	
101-40-4104-0000	Interwest Consulting Group	Traffic Engineer Service 2/1/16-2/29/16	04/12/2016	86274	1,085 00	
101-40-4206-0000	Total Exterminating Inc	Old Mill Termite Extermination	03/29/2016	0	895 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	870 00	
101-40-4150-0000	SLK.US Inc	Mon hly IT Service April 2016	04/12/2016	0	666 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	580 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	580 00	
101-40-4399-0000	SLK.US Inc	Monitor & Printer D. Mendez	03/29/2016	0	450 89	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	435 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	435 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	435 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	435 00	
101-40-4468-0000	County of L.A-Agriculture Comm	Pesticide Worker Safety Training for Staff 2/3/16	03/29/2016	86172	403 28	
101-40-4150-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	331.64	

Account	Vendor	Description	Date	Check	Amount	Prior
101-40-4492-0004	Kustom Imprints	Polo Shirts - D. Werner	04/26/2016	0	293 31	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290 00	
101-40-4399-0000	SLK.US Inc	Software	03/29/2016	0	259 00	
101-40-4468-0000	U.S. Bank	BNI Building News - Green Books	04/08/2016	86226	172 35	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	145 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	145 00	
101-40-4104-0000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	145 00	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	101 92	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	101 92	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	101 92	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	03/29/2016	86153	101 91	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	03/29/2016	86153	101 91	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/12/2016	86249	101 91	
101-40-4376-0000	U.S. Bank	Office Depot- Office Supplies	04/08/2016	86226	83 91	
101-40-4376-0000	U.S. Bank	Office Depot- Copy Paper	04/08/2016	86226	69.75	
101-40-4376-0000	Lucy Garcia	Reimbursement - Bill's Party Cake and Drinks	04/12/2016	0	53.47	
101-40-4480-0000	U.S. Bank	Gus BBQ- Lunch Maintenance Work Interview for Panel	04/08/2016	86226	49 20	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/12/2016	86249	39 57	
101-40-4500-9025	Verizon Wireless	IPads- R. Serven 2/26/16-3/15/16	04/12/2016	86299	38 01	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	32 99	
101-40-4376-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	30 00	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/26/2016	86318	28 36	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/12/2016	86249	26.66	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/26/2016	86318	26.65	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	23 36	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/12/2016	86249	23 25	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	23 24	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	23 24	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	03/29/2016	86153	22 23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	03/29/2016	86153	22 23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	03/29/2016	86153	22 23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	22 23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	22 23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	04/26/2016	86318	22 23	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	21.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	20 36	
101-40-4468-0000	OC CPR Training	CPR Cards	04/26/2016	86353	20 00	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	18 57	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	18 57	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	18 57	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/26/2016	86318	18 55	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/12/2016	86249	17 99	
101-40-4468-0000	Petty Cash	MMASC Luncheon Meeting	04/12/2016	86259	15 00	

Account	Vendor	Description	Date	Check	Amount	Prior
101-40-4480-0000	Petty Cash	Parking SCAG Meeting	04/12/2016	86259	15 00	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14.79	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14.72	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14 07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14 07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14 07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/26/2016	86318	14 07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	04/26/2016	86318	14 07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	03/29/2016	86153	14 00	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/12/2016	86249	13.62	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	13.62	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	03/29/2016	86153	13.61	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	04/26/2016	86318	11 91	
					24,569.18	14,525.23
Garage Accounts:						
101-42-4376-0000	Tifco Industries	Terminal, Coble Ties & Air Couplers	03/29/2016	86217	295 20	
101-42-4150-0000	JDS Tank Testing & Repair Inc	Mon hly Designater Operator March 2016	03/29/2016	86188	140 00	
101-42-4150-0000	JDS Tank Testing & Repair Inc	Mon hly Designated Operator April 2016	04/26/2016	86346	140 00	
101-42-4316-0000	South Coast A.Q M.D.	Hot Spot AQMD Fee July 2015-June 2016	04/26/2016	86369	122 53	
101-42-4376-0000	O'Reilly Auto Parts	Part Washer	03/29/2016	86201	103 54	
101-42-4376-0000	U.S. Bank	Harbor Freight Tools - Plumbing Fitting for Air Reels	04/08/2016	86226	70.43	
101-42-4376-0000	O'Reilly Auto Parts	Paint & Wax	04/26/2016	86356	66.40	
101-42-4376-0000	O'Reilly Auto Parts	Filters	04/26/2016	86356	17 96	
					956 06	9,023.78
Sewer & Stormdrain Accounts:						
101-44-4150-0000	Pipe Tec, Inc	Area #1 Sewer Cleaning	04/26/2016	86358	30,500 00	
101-44-4150-9020	Athens Services	Street Sweeping Service March 2016	04/26/2016	86320	13,995.19	
101-44-4150-9020	Athens Services	Street Sweeping Feb 2016	03/29/2016	86155	12,738.62	
394-44-4600-8020	Pipe Tec, Inc	Area #1 Sewer Cleaning	04/26/2016	86358	4,440 29	
394-44-4600-8020	Pipe Tec, Inc	Sewer Reline Circle Bridge	04/12/2016	86285	2,900 00	
101-44-4104-0000	KJ Services Environmental Svcs	NPDES Consulting March 2016	04/12/2016	86277	800 00	
101-44-4106-5170	Richards Watson & Gershon	Legal Service 2/1/16-2/29/16	04/26/2016	86359	694.72	
101-44-4104-0000	KJ Services Environmental Svcs	NPDES Consulting for 4/12/16	04/26/2016	86347	280 00	
101-44-4106-5170	Richards Watson & Gershon	Legal Service 2/1/16-2/29/16	04/26/2016	86359	225 00	
					66,573 82	21,218.30
Street Accounts:						
202-48-4600-0778	Pipe Tec, Inc	Sewer Reline Circle Bridge	04/12/2016	86285	26,000 00	
101-48-4150-0000	Nichols Consulting Engineers	Pavement Management Plan	04/12/2016	86279	17,387 50	
394-48-4600-9271	Doug Martin Contracting Co Inc	Final Retention	03/29/2016	86174	14,000.75	
394-48-4600-1986	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	9,120 00	
215-48-4600-2882	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	7,480 00	
101-48-4500-1980	Southern California Edison	Electrical Service Feb- March 2016	04/12/2016	86289	6,618 80	
394-48-4600-9361	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	5,850 00	
101-48-4150-0000	Siemens Industry Inc	Traffic Signal Call Out March 2016	04/26/2016	0	3,093 07	
394-48-4600-9000	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	2,820 00	
101-48-4500-1980	Southern California Edison	Electrical Service March - April 2016	04/26/2016	86363	2,103.11	
101-48-4150-0000	L.A. Co. Dept of Public Works	Signal Maintenance March 2016	04/26/2016	86348	1,172 01	
101-48-4376-0000	Sprague's Ready Mix	Concrete	04/26/2016	0	1,149 39	

Account	Vendor	Description	Date	Check	Amount	Prior
101-48-4376-0000	Sprague's Ready Mix	Concrete	04/26/2016	0	1,149.39	
101-48-4376-0000	Sprague's Ready Mix	Concrete	04/12/2016	0	1,052.40	
101-48-4376-0000	Sprague's Ready Mix	Concrete	03/29/2016	0	1,031.36	
101-48-4500-1980	Southern California Edison	Electrical Service Feb-March 2016	03/29/2016	86209	993.40	
101-48-4376-0000	Sprague's Ready Mix	Concrete	04/12/2016	0	962.72	
101-48-4376-0000	U.S. Bank	Displaystar- Banner Poles(School District)	04/08/2016	86226	763.45	
101-48-4150-0000	Siemens Industry Inc	Traffic Signal Maintenance March 2016	04/26/2016	0	742.99	
101-48-4376-0000	Crafco Inc	Asphalt Cold Patch	03/29/2016	0	621.30	
101-48-4150-0000	L.A. Co. Dept of Public Works	Signal Maintance -Feb 2016	03/29/2016	86189	528.26	
101-48-4376-0000	Consolidated Electrical Distributors	Virginia & Huntington Median Lights	03/29/2016	86168	381.37	
101-48-4376-0000	Samayoa's Mobile Car Wash	Car Wash Service March 2016	04/12/2016	0	375.00	
394-48-4600-2016	RSCC Engineering	Engineering Service 2/10/16-4/4/16	04/26/2016	0	290.00	
101-48-4376-0000	George L Throop Co	Concrete	04/26/2016	86342	269.78	
101-48-4376-0000	U.S. Bank	Displaystar- Banner Poles (School District)	04/08/2016	86226	255.71	
101-48-4376-0000	George L Throop Co	Concrete	04/26/2016	86342	215.28	
101-48-4376-0000	U.S. Bank	Displaystar- Banner Poles (School District)	04/08/2016	86226	206.66	
101-48-4376-0000	Southeast Construction Products Inc	Marking Paint	04/26/2016	86362	187.04	
101-48-4376-0000	Holliday Rock Co Inc	Hot Asphalt	03/29/2016	86184	165.68	
101-48-4376-0000	George L Throop Co	Concrete	04/26/2016	86342	156.42	
101-48-4376-0000	George L Throop Co	Concrete	04/26/2016	86342	156.42	
101-48-4376-0000	George L Throop Co	Concrete	04/26/2016	86342	121.54	
101-48-4376-0000	Consolidated Electrical Distributors	Fuses	03/29/2016	86168	112.27	
101-48-4376-0000	Ganahl Lumber Company	Battery Packs	04/12/2016	86270	100.59	
101-48-4376-0000	Ganahl Lumber Company	Supplies	04/26/2016	86340	90.44	
101-48-4500-9025	Verizon Wireless	IPads- D. Werner & D. Mendez 2/26/16-3/15/16	04/12/2016	86299	76.02	
101-48-4376-0000	Underground Service Alert/SC	Dig Alert Tickets	04/12/2016	0	75.00	
101-48-4376-0000	Underground Service Alert/SC	Dig Alerts Ticket Jan 2016	03/29/2016	0	69.00	
101-48-4376-0000	Ganahl Lumber Company	Stock	04/26/2016	86340	67.40	
101-48-4376-0000	Ganahl Lumber Company	Supplies	04/12/2016	86270	64.58	
101-48-4376-0000	Ganahl Lumber Company	Safety Equipment	04/26/2016	86340	59.92	
101-48-4376-0000	Ganahl Lumber Company	Supplies	03/29/2016	86182	34.81	
101-48-4316-0000	Garvey Equipment Company	Rebuild Cut Off Saw	04/26/2016	0	32.13	
101-48-4376-0000	Ganahl Lumber Company	Caulking	04/26/2016	86340	26.13	
101-48-4376-0000	Ganahl Lumber Company	Supplies	03/29/2016	86182	12.15	
					<u>108,241.24</u>	<u>65,260.88</u>
Park Accounts:						
281-50-4600-6053	E.C. Construction Inc	Progress Payment # 3	04/12/2016	0	20,293.10	
101-50-4376-0000	Apollo Wood Recovery Inc	Play Mulch Delivered & Installed (Blown-in)	04/26/2016	86319	4,500.00	
101-50-4206-0000	Empire Cleaning Supply	Janitorial Supplies	04/26/2016	0	2,274.14	
394-50-4600-5501	Leonardo Barajas Castro	Lacy Park Office Roof Repair	03/29/2016	86192	1,400.00	
101-50-4500-9460	California American Water	Water Service Feb -March 2016	03/29/2016	86163	986.21	
101-50-4500-9460	California American Water	Water Service March- April 2016	04/26/2016	86325	884.74	
101-50-4399-0000	Garvey Equipment Company	Auger & Bit	04/12/2016	0	733.57	
101-50-4404-0000	Norman's Nursery Inc	Trees	04/12/2016	86280	507.67	
101-50-4376-0000	JHM Supply	Tree Stakes & Ties	04/26/2016	0	444.01	
101-50-4376-0000	Apollo Wood Recovery Inc	Tax 9%	04/26/2016	86319	405.00	
281-50-4399-0000	U.S. Bank	Valley Monument Co- Plaques for Donated Benches	04/08/2016	86226	348.80	
101-50-4376-0000	JHM Supply	Irrigation Supplies	04/12/2016	0	258.22	
101-50-4376-0000	U.S. Bank	Lawn Mower Corner- Top Soil Park	04/08/2016	86226	222.15	
101-50-4404-0000	San Gabriel Nursery & Florist	Tree	03/29/2016	86211	148.22	
101-50-4404-0000	San Gabriel Nursery & Florist	Ground Cover	04/26/2016	86364	104.59	

Account	Vendor	Description	Date	Check	Amount	Prior
101-50-4404-0000	San Gabriel Nursery & Florist	Poppies Flowers	03/29/2016	86211	99 81	
101-50-4500-9025	Time Warner Cable	Internet Cable Service 3/25/16-4/24/16	03/29/2016	86218	89 95	
101-50-4500-9025	Time Warner Cable	Cable Internet Service 4/25/16-5/24/16	04/26/2016	86372	89 95	
101-50-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	78.49	
101-50-4376-0000	U.S. Bank	Lawn Mower Corner- Top Soil Park Ball Field	04/08/2016	86226	63 00	
101-50-4376-0000	U.S. Bank	Amazon- Pesticides	04/08/2016	86226	49 56	
101-50-4376-0000	U.S. Bank	Staples - Office Supplies for Park Office	04/08/2016	86226	49 03	
101-50-4452-0000	U.S. Bank	CertBattery - Battery for Grease Gun	04/08/2016	86226	36 98	
101-50-4500-4950	The Gas Company	Gas Service Feb- March 2016	03/29/2016	86216	30 03	
101-50-4376-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	30 00	
101-50-4500-4950	The Gas Company	Gas Service March- April 2016	04/26/2016	86371	28 81	
101-50-4376-0000	JHM Supply	Topper	04/12/2016	0	28 30	
101-50-4376-0000	U.S. Bank	Orchard Supply -Park Irrigation	04/08/2016	86226	25 03	
					<u>34,209 36</u>	<u>45,445.88</u>
Grounds Accounts:						
101-52-4150-0000	ValleyCrest Landscape Maintenance	Median - Landscape Maintenance March 2016	03/29/2016	86222	2,699 00	
101-52-4150-0000	ValleyCrest Landscape Maintenance	Median Landscape Maintenance April 2016	04/26/2016	86378	2,699 00	
101-52-4500-9460	California American Water	Water Service Feb -March 2016	03/29/2016	86163	1,340.43	
101-52-4150-0000	ValleyCrest Landscape Maintenance	Second Mowing of Medians	04/12/2016	86298	1,198 00	
101-52-4404-0000	Norman's Nursery Inc	Trees	03/29/2016	86197	1,040.41	
101-52-4404-0000	U.S. Bank	Weeks Roses- Roses for Grounds	04/08/2016	86226	856 20	
101-52-4500-9460	California American Water	Water Service March- April 2016	04/26/2016	86325	832.62	
101-52-4150-0000	Mitchell Pest Control Inc	Tree Spraying - Old Mill	04/26/2016	86352	375 00	
101-52-4404-0000	Shannon Snaer	Reimbursement for City Parkway Tree	03/29/2016	86142	375 00	
101-52-4500-9460	California American Water	Water Service Feb- March 2016	04/12/2016	86255	363 98	
101-52-4399-0000	Garvey Equipment Company	String Trimmer	03/29/2016	0	315 01	
101-52-4376-0000	USA Waste of California , Inc	Remove Citrus Oil (Haz-mat)	04/26/2016	86338	310 00	
101-52-4376-0000	Garvey Equipment Company	Safety Gear	03/29/2016	0	292 35	
101-52-4376-0000	JHM Supply	Irrigation Supplies	03/29/2016	0	284.60	
101-52-4376-0000	JHM Supply	Pull Boxes	03/29/2016	0	243 36	
101-52-4376-0000	Garvey Equipment Company	Sprayer	03/29/2016	0	235 85	
101-52-4316-0000	Garvey Equipment Company	Chipper Belt	04/26/2016	0	203.78	
101-52-4404-0000	San Gabriel Nursery & Florist	Ground Cover	04/26/2016	86364	80 07	
101-52-4376-0000	Garvey Equipment Company	Trimmer Line and Hats	03/29/2016	0	65 24	
101-52-4399-0000	JHM Supply	Shears	03/29/2016	0	61.66	
101-52-4500-9460	City of Alhambra Utilities Dept	Water Service 1/26/16-3/24/16	04/26/2016	86329	56 29	
101-52-4376-0000	JHM Supply	Bubblers	03/29/2016	0	55.64	
101-52-4404-0000	San Gabriel Nursery & Florist	Shrubs	03/29/2016	86211	53 84	
101-52-4316-0000	Garvey Equipment Company	Fan Housing	04/26/2016	0	51.61	
101-52-4500-9025	Verizon Wireless	IPads-J. Santillan 2/26/16-3/15/16	04/12/2016	86299	38 01	
101-52-4404-0000	San Gabriel Nursery & Florist	Ground Cover	04/26/2016	86364	34 81	
101-52-4376-0000	JHM Supply	Irrigation Supplies	04/12/2016	0	34 35	
101-52-4150-0000	County of Los Angeles Public Health	L.A. County Back Flow Prevention Y2015-2016 (Library)	04/26/2016	86331	31 00	
					<u>14,227.11</u>	<u>15,206.25</u>
Recreation Administration Accounts:						
101-60-4206-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	1,557.75	
101-60-4150-0000	SLK.US Inc	Mon hly IT Service April 2016	04/12/2016	0	1,498 50	
101-60-4500-1980	Southern California Edison	Electrical Service Feb- March 2016	04/12/2016	86289	1,228.42	
101-60-4150-0000	SCMAF-San Gabriel Valley	Classes Insurance Jan- March 2016	04/12/2016	0	565 25	
101-60-4150-0000	Kris Sanders	Yoga Instructor 1/19/16-3/22/16	03/29/2016	86207	450 00	
101-60-4376-0000	Office Depot	Supplies	04/12/2016	86281	427.19	

Account	Vendor	Description	Date	Check	Amount	Prior
101-60-4206-0000	Veritiv Operating Company	Janitorial Service	04/26/2016	0	425.95	
101-60-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	368.48	
101-60-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	362.39	
101-60-4500-9025	Time Warner Cable	Cable Internet Service 4/1/16-4/30/16	04/12/2016	86295	354.99	
101-60-4206-0000	Total Exterminating Inc	Termites Extermination	04/26/2016	0	350.00	
101-60-4500-9460	California American Water	Water Service Feb- March 2016	04/12/2016	86255	348.57	
101-60-4206-0000	Hillyard/Los Angeles	Paper Towels	04/26/2016	86344	293.78	
101-60-4150-0000	Edison Samuel	Senior Computer 2/17/16-3/9/16	03/29/2016	0	200.00	
101-60-4412-0000	U.S Postal Service	Postage for Recreation Guide	04/26/2016	86377	200.00	
101-60-4376-0000	Office Depot	Paper and Supplies	04/26/2016	86355	189.02	
101-60-4324-0000	Southwest Mobile Storage Inc	Stoneman Bin 2/23/16-3/21/16	03/29/2016	0	176.40	
101-60-4324-0000	Southwest Mobile Storage Inc	Stoneman Bin 3/22/16-4/18/16	03/29/2016	0	176.40	
101-60-4324-0000	Southwest Mobile Storage Inc	Stoneman Storage Bin 4/19/16-5/16/16	04/26/2016	0	176.40	
101-60-4500-4950	The Gas Company	Gas Service Feb-March 2016	04/12/2016	86294	159.60	
101-60-4480-0000	U.S. Bank	Office Depot- Commission Supplies	04/08/2016	86226	154.51	
101-60-4508-0000	Voyager Fleet Systems Inc	Gasoline 2/24/16-3/24/16	03/29/2016	86223	130.94	
101-60-4508-0000	Samayoa's Mobile Car Wash	Car Wash Service March 2016	04/12/2016	0	75.00	
101-60-4480-0000	Petty Cash	Parking for CPRS Meeting	04/12/2016	86258	70.00	
101-60-4376-0000	Capital One Commercial	Costco- Supplies	04/12/2016	86256	66.93	
101-60-4398-0000	Petty Cash	Mileage	04/12/2016	86258	66.42	
101-60-4500-9025	AT&T Long Distance	Long Distance Phone Service 2/9/16-3/8/16	03/29/2016	86157	34.15	
101-60-4376-0000	U.S. Bank	Staples- Envelopes for Commission Packets	04/08/2016	86226	32.69	
101-60-4376-0000	U.S. Bank	Starbuck - Coffee for Registration	04/08/2016	86226	31.50	
101-60-4150-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	30.00	
101-60-4376-0000	Vina Engraving	Name Badge	04/26/2016	86379	23.98	
101-60-4150-0000	U.S. Bank	Plug N Pay - Billing Feb 2016	04/08/2016	86226	15.00	
101-60-4150-0000	SLK.US Inc	DNS Hosting Service	03/29/2016	0	12.00	
101-60-4376-0000	Office Depot	Supplies	04/26/2016	86355	4.35	
101-60-4376-0000	Office Depot	Credit	04/26/2016	86355	-6.04	
101-60-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustment 2/24/16-3/24/16	03/29/2016	86223	-7.86	
101-60-4376-0000	Office Depot	Credit	04/26/2016	86355	-17.65	
101-60-4376-0000	Capital One Commercial	Costco- Credit	04/12/2016	86256	-98.10	
					10,126.91	9,654.04
Aquatics Accounts:						
101-62-4102-0000	Heather Jo Ann Pearson	Tsunami Instructor March 2016	03/29/2016	0	6,109.60	
101-62-4324-0000	San Marino School District	Pool Rental April 2016	04/12/2016	86291	1,800.00	
101-62-4324-0000	Southwest Mobile Storage Inc	Credit Pool Bin	03/29/2016	0	-163.50	
					7,746.10	12,254.95
Contract Classes Accounts:						
101-64-4102-0000	Assist Athletics LLC	Contract Classes 1/1/16-3/25/16	03/29/2016	86154	10,244.00	
101-64-4102-0000	Kaye Ogita	Contract Classes 1/1/6-3/25/16	03/29/2016	86200	4,060.00	
101-64-4102-0000	Samuel Jie Guo	Contract Classes 1/1/16-4/7/16	03/29/2016	0	3,902.50	
101-64-4324-0000	San Marino School District	Facility Usage Fee 1/4/16-4/1/16	04/26/2016	86368	3,873.44	
101-64-4102-0000	Alexia Reiman	Contract Classes 1/1/6-3/25/16	03/29/2016	0	2,766.40	
101-64-4102-0000	Chess Masters Inc	Contract Classes 1/1/16-3/25/16	03/29/2016	0	2,457.00	
101-64-4102-0000	Sheila Yonemoto	Contract Classes 1/1/16-4/7/16	03/29/2016	86225	1,744.20	
101-64-4102-0000	Reading Town	Contract Classes 1/1/6-3/25/16	03/29/2016	86205	1,544.40	
101-64-4102-0000	Bricks 4 Kidz	Contract Classes 1/1/6-3/25/16	03/29/2016	86160	1,470.00	
101-64-4102-0000	Johnny W Lee	Contract Class 1/1/6-4/1/16	03/29/2016	86191	1,053.00	
101-64-4102-0000	Brit-West Soccer	Contract Classes 1/1/6-3/25/16	03/29/2016	0	909.72	
101-64-4102-0000	Charter Oak Gymnastics, Inc	Contract Classes 1/1/6-3/25/16	03/29/2016	86166	897.00	

Account	Vendor	Description	Date	Check	Amount	Prior
101-64-4102-0000	Nelson N Lee	Contract Classes 1/1/16-3/25/16	03/29/2016	0	859.95	
101-64-4102-0000	Maria Zeledon	Contract Class 1/1/16-3/25/16	03/29/2016	0	840.00	
101-64-4102-0000	Hong-Yi Hiroki Ralpho Hon	Contract Classes 1/1/6-3/15/16	03/29/2016	86185	700.00	
101-64-4102-0000	Nancy Yung	Contract Class 1/1/16-3/25/16	03/29/2016	0	686.00	
101-64-4102-0000	Swords Fencing Studio	Contract Class 3/8/16-4/7/16	03/29/2016	86215	672.70	
101-64-4102-0000	Kris in Fertschneider	Contract Class 1/1/6-3/15/16	03/29/2016	0	655.20	
101-64-4102-0000	Parker-Anderson Learning Centers LLC	Contract Class 1/1/16-3/25/16	03/29/2016	86202	655.20	
101-64-4102-0000	Samuel Jie Guo	Contract Classes 12/1/16-12/31/16	03/29/2016	0	517.30	
101-64-4102-0000	Pasadena Ice Skating Center	Contract Class 1/1/6-4/1/6	03/29/2016	86203	480.00	
101-64-4102-0000	Jason Stan Blair	Contract Classes 1/1/16-4/1/16	03/29/2016	86159	442.00	
101-64-4150-0000	Marie Nimmrich	Bridge Coordinator 3/1/6-3/30/16	04/12/2016	0	320.00	
101-64-4150-0000	Marie Nimmrich	Bridge Wednesday Games 3 /1/6-3/30/16	04/12/2016	0	100.00	
101-64-4150-0000	Marie Nimmrich	ACBL Reimbursement 3 /1/6-3/30/16	04/12/2016	0	84.51	
101-64-4376-0000	Capital One Commercial	Costco- Supplies	04/12/2016	86256	42.50	
					<u>41,977.02</u>	<u>1,023.04</u>
Special Events Accounts:						
101-66-4150-0001	CA Sound and Entertainment	Music and Announcer Easter Egg Hunt	04/12/2016	86257	600.00	
101-66-4150-0001	U.S. Bank	Mission Valley Sanitation- Warewash & Handwash Sinks	04/08/2016	86226	520.00	
101-66-4150-0001	Hertz Equipment Rental Corporation	Generator - Egg Hunt	04/12/2016	86273	426.19	
101-66-4376-0001	U.S. Bank	Michaels - Easter Egg Hunt Supplies	04/08/2016	86226	346.72	
101-66-4376-0001	U.S. Bank	Oriental Trading - Craft for Easter Egg Hunt	04/08/2016	86226	192.86	
101-66-4376-0001	U.S. Bank	Peraza Design Egg Hunt Banners	04/08/2016	86226	174.40	
101-66-4376-0001	U.S. Bank	Lakeshore Learning - Easter Egg Hunt	04/08/2016	86226	37.75	
101-66-4376-0001	U.S. Bank	Target- Water	04/08/2016	86226	36.74	
101-66-4376-0002	U.S. Bank	Smart n Final- Water	04/08/2016	86226	13.48	
104-66-4150-0000	Collicutt Energy Services Inc	Unpaid Balance of 4th July 2015 Generator	03/29/2016	86167	11.65	
101-66-4376-0002	U.S. Bank	Joann Fabric- Track Meet Supplies	04/08/2016	86226	6.47	
101-66-4376-0001	U.S. Bank	Staples- Egg Hunt Sign	04/08/2016	86226	4.36	
					<u>2,370.62</u>	<u>17,994.23</u>
Senior Trips Accounts:						
101-68-4486-0000	Main Street Tours Inc	Senior Trip 3/13/16	04/26/2016	86351	1,525.00	
207-68-4208-0000	Main Street Tours Inc	Prop A Transportation Walt Disney Concert Hall 7/10/16	03/29/2016	86195	905.00	
207-68-4208-0000	Main Street Tours Inc	Reissue Check 1/9/16- Prop A Senior Trip 4/14/16	04/26/2016	86351	895.00	
207-68-4208-0000	Main Street Tours Inc	Reissue Check 1/9/16- Prop A Senior Trip3/13/16	04/26/2016	86351	895.00	
207-68-4208-0000	Main Street Tours Inc	Prop A Transportation Birch Aquarium 8/11/16	03/29/2016	86195	590.00	
101-68-4486-0000	Main Street Tours Inc	Reissue Check 1/9/16 Deposit Senior Trip 3/13/16	04/26/2016	86351	400.00	
101-68-4486-0000	Main Street Tours Inc	Deposit Senior Trip Birch Aquarium 8/11/16	03/29/2016	86195	300.00	
101-68-4486-0000	Main Street Tours Inc	Reissue Check 1/9/16 Deposit Senior Trip 4/14/16	04/26/2016	86351	300.00	
101-68-4486-0000	Main Street Tours Inc	Deposit Senior Trip Walt Disney Concert Hall 7/10/16	03/29/2016	86195	200.00	
					<u>6,010.00</u>	<u>3,942.99</u>
Daycare Accounts:						
207-70-4208-0000	Student Transportation of America	Afterschool Care Bus March 2016	04/26/2016	0	8,073.00	
101-70-4376-0000	Capital One Commercial	Costco- Supplies	04/12/2016	86256	301.19	
101-70-4376-0000	Petty Cash	Daycare Books & Snacks	04/12/2016	86258	37.21	
101-70-4002-0000	Richard Ruiz	Reissue - Payroll ACH 3/11/16	03/29/2016	86206	20.74	
101-70-4376-0000	San Marino School District	Lamination Feb 2016	04/12/2016	86291	4.06	
101-70-4376-0000	Office Depot	Pencil	03/29/2016	86199	3.90	
					<u>8,440.10</u>	<u>7,146.49</u>

Account	Vendor	Description	Date	Check	Amount	Prior
Day Camp Accounts:						
101-72-4102-0000	Tom Sawyer Camps Inc	Late Pick Up Fees 12/8/15-3/23/16	03/29/2016	86219	48 00	
101-72-4324-0000	Southwest Mobile Storage Inc	Credit Camp Bin	03/29/2016	0	-78.48	
					<u>-30.48</u>	-
Preschool Accounts:						
101-74-4376-0000	Capital One Commercial	Costco- Supplies	04/12/2016	86256	161.49	
101-74-4376-0000	U.S. Bank	Michaels - Art Supplies	04/08/2016	86226	81 29	
101-74-4376-0000	U.S. Bank	WM Supercenter- Easter Supplies	04/08/2016	86226	68.47	
101-74-4376-0000	Veritiv Operating Company	Janitorial Service	04/26/2016	0	53 96	
101-74-4376-0000	Veritiv Operating Company	Koala Baby Liners	04/26/2016	0	53 96	
101-74-4376-0000	Petty Cash	Amazing Artist Supplies	04/12/2016	86258	40 94	
101-74-4376-0000	Office Depot	Supplies	04/12/2016	86281	31.75	
101-74-4376-0000	U.S. Bank	Ralphs - Little Chefs	04/08/2016	86226	29 02	
101-74-4376-0000	U.S. Bank	Ralphs - Little Chefs	04/08/2016	86226	21.63	
101-74-4376-0000	U.S. Bank	Lakeshore Learning - Preschool Supplies	04/08/2016	86226	21.63	
101-74-4376-0000	U.S. Bank	Ralphs - Little Chefs	04/08/2016	86226	20.40	
101-74-4376-0000	U.S. Bank	Smart n Final - St Patty's Day Supplies	04/08/2016	86226	19 98	
101-74-4376-0000	U.S. Bank	Lakeshore Learning- Art Supplies	04/08/2016	86226	17.69	
101-74-4376-0000	U.S. Bank	Ralphs - Preschool Supplies	04/08/2016	86226	5 99	
					<u>628 20</u>	<u>2,903.24</u>
San Marino Center Accounts:						
105-82-4500-1980	Southern California Edison	Electrical Service Feb-March 2016	03/29/2016	86209	680 96	
105-82-4206-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	678 38	
105-82-4206-0000	San Marino Plumbing Svc Inc	Bathroom Repair	04/12/2016	86290	312 81	
105-82-4206-0000	Veritiv Operating Company	Janitorial Service	04/26/2016	0	251.66	
105-82-4206-0000	Total Exterminating Inc	Mon hly Service	03/29/2016	0	125 00	
105-82-4206-0000	Total Exterminating Inc	Mon hly Service	04/26/2016	0	125 00	
105-82-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	118.71	
105-82-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	118 56	
105-82-4206-0000	SDS Security Design Systems	Alarm Service May 2016	04/12/2016	86288	84 00	
105-82-4150-0000	Alliant Insurance Services Inc	Special Event Insurance 1/1/16-3/31/16	04/12/2016	86247	81 00	
105-82-4500-4950	The Gas Company	Gas Service Feb-March 2016	04/12/2016	86294	45.10	
105-82-4500-9460	California American Water	Water Service Feb- March 2016	04/12/2016	86255	38 29	
105-82-4150-0000	Remington Water	Drinking Water Servie April 2016	04/12/2016	86286	30 00	
					<u>2,689.47</u>	<u>2,423.32</u>
Thurnher House Accounts:						
206-84-4206-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	201 00	
206-84-4500-4950	The Gas Company	Gas Service Feb-March 2016	04/12/2016	86294	40.46	
206-84-4500-9025	AT&T	Phone Service March- April 2016	04/26/2016	86321	19.18	
206-84-4500-9025	AT&T	Phone Service Feb-March 2016	03/29/2016	86156	7.12	
					<u>267.76</u>	<u>287.37</u>
Library Administration Accounts:						
101-90-4500-1980	Southern California Edison	Electrical Service Feb-March 2016	03/29/2016	86209	4,630 23	
101-90-4150-0000	SLK.US Inc	Mon hly IT Service April 2016	04/12/2016	0	3,996 00	
281-90-4206-0000	CertaPro Painters of Pasadena	Roof Related Leak Repairs	04/26/2016	86327	2,417 00	
101-90-4206-0000	George Wallis	Janitorial Service March 2016	04/12/2016	86266	2,366.78	
101-90-4206-0000	U.S. Bank	American Floor Mats-Floor Mats	04/08/2016	86226	650 50	
101-90-4206-0000	Arroyo Plumbing Inc	Install Hot Water Dispenser in Barth Room	04/12/2016	86251	643.40	
101-90-4206-0000	San Marino Security Systems	Alarm Service April- June 2016	04/26/2016	86360	501 00	
101-90-4500-9025	Time Warner Cable	Internet Cable Service 2/1/16-5/1/6	03/29/2016	86218	418 23	
101-90-4412-0000	U.S. Bank	USPS- Postage	04/08/2016	86226	387 00	

Account	Vendor	Description	Date	Check	Amount	Prior
101-90-4412-0000	U.S. Bank	USPS- Postage	04/08/2016	86226	22 95	
101-90-4412-0000	U.S. Bank	USPS- Postage	04/08/2016	86226	22 95	
101-90-4412-0000	U.S. Bank	USPS- Postage	04/08/2016	86226	22 95	
101-90-4376-0000	Office Depot	Mouse Pad	03/29/2016	86199	22 51	
101-90-4376-0000	U.S. Bank	Amazon- Protective Pads	04/08/2016	86226	21 01	
101-90-4396-0000	U.S. Bank	San Marino City Club Membership	04/08/2016	86226	15 00	
101-90-4412-0000	U.S. Bank	USPS- Postage	04/08/2016	86226	5.75	
					21,163 53	26,854.58
Adult Services Accounts:						
101-91-4370-1985	Value Line Publishing LLC	Electronic Resource Subscription 4/1/16-3/31/17	04/12/2016	0	3,450 00	
101-91-4370-8585	Gale/CENGAGE Learning	Reference Books	04/12/2016	86268	1,261.61	
101-91-4370-0335	Ingram Library Services	Adult Materials	03/29/2016	0	1,097.47	
101-91-4370-0335	Ingram Library Services	Adult Books	04/12/2016	0	738 37	
281-91-4370-0000	Ingram Library Services	Adult Books	03/29/2016	0	710 50	
101-91-4370-8585	Marquis Who's Who	Reference Books	04/12/2016	86278	591.75	
281-91-4370-0000	Ingram Library Services	Adult Books	03/29/2016	0	571.76	
101-91-4370-0335	Ingram Library Services	Adult Books	04/12/2016	0	495.71	
101-91-4370-0335	Ingram Library Services	Adult Materials	03/29/2016	0	421 01	
101-91-4370-0335	Ingram Library Services	Adult Books	04/12/2016	0	392.45	
281-91-4370-0000	Ingram Library Services	Adult Books	04/12/2016	0	348.76	
101-91-4370-0335	Ingram Library Services	Adult Books	03/29/2016	0	291 09	
101-91-4370-0335	World Journal LA LLC	Subscription 4/19/16-4/19/17	04/12/2016	86300	280 00	
101-91-4370-0335	Ingram Library Services	Adult Materials	03/29/2016	0	224 94	
281-91-4370-0000	Ingram Library Services	Adult Books	04/12/2016	0	172 36	
281-91-4370-0000	Ingram Library Services	Adult Books	04/12/2016	0	161.73	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rentals	04/08/2016	86226	157 20	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rentals	04/08/2016	86226	122.49	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	119 86	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	118 59	
281-91-4370-0000	Ingram Library Services	Adult Books	04/12/2016	0	117 29	
281-91-4370-0000	Brodart Co	Historical Society Labels	03/29/2016	86161	111 31	
101-91-4370-0335	Ingram Library Services	Adult Books	03/29/2016	0	109 54	
101-91-4370-0335	U.S. Bank	Amazon-DVDS	04/08/2016	86226	100 36	
281-91-4150-2575	DeepFocus Productions, Inc	Program for Adults 5/26/16	04/26/2016	86333	100 00	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	97 52	
281-91-4370-2575	Baker & Taylor	Adult Books	03/29/2016	86158	85 09	
281-91-4370-2575	Baker & Taylor	Adult Books	04/12/2016	86254	76 03	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	75.71	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	68 85	
101-91-4370-0335	U.S. Bank	Amazon-DVDS	04/08/2016	86226	66.46	
281-91-4370-2575	Baker & Taylor	Adult Books	03/29/2016	86158	65.74	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	64 88	
101-91-4370-8585	Thomson Reuters-West Publishing Corp	Reference Book	03/29/2016	86224	59 96	
101-91-4370-0335	U.S. Bank	Amazon-DVDs	04/08/2016	86226	50 56	
101-91-4370-0335	Ingram Library Services	Adult Books	04/12/2016	0	49.72	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	48 57	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	39 94	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	38.40	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	36.71	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	36.42	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	34.68	

Account	Vendor	Description	Date	Check	Amount	Prior
101-91-4370-8585	Nolo Press Occidental	Adult Reference Book	03/29/2016	86196	33 08	
101-91-4370-0335	Baker & Taylor	Adult Book	03/29/2016	86158	29 39	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	26 94	
281-91-4376-2575	U.S. Bank	Smart n Final - Meeting Treats	04/08/2016	86226	26 38	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	24 51	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	23.10	
101-91-4370-0335	Ingram Library Services	Adult Book	03/29/2016	0	22.47	
281-91-4370-0000	Ingram Library Services	Adult Books	03/29/2016	0	22 34	
101-91-4370-0335	Ingram Library Services	Adult Book	03/29/2016	0	21 53	
101-91-3344-3963	Leslie Long	Refund- Lost Item Returned	04/12/2016	86246	20 00	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rental	04/08/2016	86226	19 89	
281-91-4376-2575	U.S. Bank	Smart n Final - Meeting Treats	04/08/2016	86226	19 53	
281-91-4370-0000	Ingram Library Services	Adult Books	03/29/2016	0	19.44	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	18 99	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	16 24	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rentals	04/08/2016	86226	15 04	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rentals	04/08/2016	86226	14 95	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	13 07	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	12 99	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	11 84	
101-91-4370-0335	U.S. Bank	Amazon-CD	04/08/2016	86226	11.43	
101-91-4370-0335	Ingram Library Services	Adult Books	04/12/2016	0	11.17	
101-91-4370-0335	U.S. Bank	Amazon-Book	04/08/2016	86226	11 04	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rental	04/08/2016	86226	10 89	
101-91-4370-0335	Ingram Library Services	Adult Book	03/29/2016	0	10 33	
101-91-4370-0335	U.S. Bank	Amazon-CDs	04/08/2016	86226	9 92	
101-91-4370-1496	U.S. Bank	Amazon-DVD Rental	04/08/2016	86226	9.46	
101-91-4370-0335	Recorded Books LLC	CD Replacement	04/12/2016	0	8.67	
101-91-4370-0335	U.S. Bank	Amazon-DVDs	04/08/2016	86226	8.49	
101-91-4370-0335	U.S. Bank	Amazon-CDs Credit	04/08/2016	86226	-15.43	
					13,749 08	4,940.62
Childrens' Services Accounts:						
281-92-4370-2575	Ingram Library Services	Childrens Books	03/29/2016	0	411 24	
281-92-4370-2575	Ingram Library Services	Childrens Books	03/29/2016	0	411.10	
281-92-4370-2575	Ingram Library Services	Childrens Books	04/12/2016	0	367.12	
281-92-4370-2575	Ingram Library Services	Childrens Books	04/12/2016	0	365 96	
281-92-4370-2575	Baker & Taylor	Childrens Books	03/29/2016	86158	141.48	
281-92-4370-2575	Ingram Library Services	Childrens Books	04/12/2016	0	98 20	
281-92-4370-2575	Ingram Library Services	Childrens Books	04/12/2016	0	93.18	
281-92-4370-2575	Baker & Taylor	Childrens Books	04/12/2016	86254	82 56	
281-92-4370-2575	Ingram Library Services	Childrens Books	03/29/2016	0	78.12	
281-92-4370-2575	U.S. Bank	Amazon-JDVD	04/08/2016	86226	53.13	
281-92-4370-2575	Ingram Library Services	Childrens Books	03/29/2016	0	36.47	
281-92-4376-2575	U.S. Bank	Whole Foods- Children Supplies	04/08/2016	86226	34 84	
281-92-4376-2575	U.S. Bank	99-Cents Store Children Supplies	04/08/2016	86226	25 07	

Account	Vendor	Description	Date	Check	Amount	Prior
281-92-4376-2575	U.S. Bank	Smart n Final Children Supplies	04/08/2016	86226	23 04	
281-92-4370-2575	U.S. Bank	Amazon-JDVD	04/08/2016	86226	19 98	
281-92-4370-2575	U.S. Bank	Amazon-JDVDS	04/08/2016	86226	18 52	
281-92-4376-2575	U.S. Bank	Ralphs- Children Supplies	04/08/2016	86226	17 05	
281-92-4370-2575	U.S. Bank	Amazon-BG Book	04/08/2016	86226	12 22	
281-92-4376-2575	U.S. Bank	Party City- Children Supplies	04/08/2016	86226	6 52	
281-92-4376-2575	U.S. Bank	Dollertree- Children Supplies	04/08/2016	86226	5.45	
					<u>2,301.25</u>	<u>3,602.68</u>
Processing Accounts:						
101-93-4150-0000	Xinmu Qiu	Chinese Cataloging Service 3/23/16-4/12/16	04/26/2016	0	1,720 00	
101-93-4376-0000	Showcases	Processing Supplies	04/26/2016	0	618 03	
101-93-4150-0000	OCLC Inc	Cataloging /ILL Service	03/29/2016	86198	167 06	
101-93-4150-0000	OCLC Inc	Cataloging and ILL Service	04/26/2016	86354	167 06	
101-93-4376-0000	Brodart Co	Book Processing Supplies	04/26/2016	86323	154 22	
101-93-4376-0000	Demco Inc	Book Labels	04/26/2016	0	134.78	
					<u>2,961.15</u>	<u>-</u>
Old Mill Accounts:						
238-95-4600-5510	Eagle Restorations Group Inc	Restoration of El Molino Viejo (Old Mill)	04/26/2016	0	37,400 00	8,333.34
					<u>1,152,632.69</u>	<u>995,184.84</u>

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: VERONICA RUIZ, CITY CLERK
DATE: MAY 11, 2016
SUBJECT: **APPROVAL OF MINUTES**

BACKGROUND

Attached for Council consideration are the following City Council Minutes:

- Adjourned Regular Meeting of March 25, 2016
- Special Meeting of April 13, 2016
- Regular Meeting of April 13, 2016

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Staff recommends the City Council approve the Minutes as presented. If Council concurs, the appropriate action would be:

“A motion to approve the City Council Minutes of the Adjourned Regular Meeting of March 25, 2016, the Special Meeting of April 13, 2016, and the Regular Meeting of April 13, 2016.”

Attachments: Minutes of March 25, 2016 Adjourned Regular Meeting
Minutes of April 13, 2016 Special Meeting
Minutes of April 13, 2016 Regular Meeting

**MINUTES
ADJOURNED REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
MARCH 25, 2016 – 8:00 A.M**

CALL TO ORDER Mayor Allan Yung called the meeting to order at 8:01 a.m.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

There were no public comments at this time.

MOTION TO WAIVE FURTHER READINGS

Vice Mayor Richard Sun moved to waive the reading of the entire text of ordinances and resolutions; seconded by Councilman Richard Ward. The motion carried unanimously by the following vote: **AYES:** Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. **NOES:** None.

STUDY SESSION

1. DRAFT BUDGET OVERVIEW

Finance Director Bailey introduced the Draft Fiscal Year 2016-17 Proposed Budget.

Following discussion, it was the consensus of the Council to schedule the review the proposed budget for the Police Department at their Wednesday, April 13, 2016 regular meeting. It was also the consensus of the Council to schedule the review the proposed budget for the remaining departments on Monday, May 2, 2016 at 6:00 p.m.

The following person(s) spoke:
 Hal Harrigian, La Mirada

No action was taken at this time.

2. CRIME REDUCTION PLAN

Police Chief John Incontro presented the staff report.

The following person(s) spoke:
 Phillip Lao, San Marino

Vice Mayor Richard Sun moved to direct staff to implement the Crime Reduction Plan proposed, dependent on approval of the fiscal year 2016-2017 budget; seconded by Councilman Richard Ward. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

CONSENT CALENDAR

Councilman Steven Huang moved to adopt the Consent Calendar consisting of Items 3 and 4; seconded by Vice Mayor Richard Sun. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

3. **FEBRUARY 2016 TREASURER'S REPORT**
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"**
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**

City Clerk Veronica Ruiz presented the staff report.

Councilman Steve Talt moved 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; seconded by Councilman Steven Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

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

City Manager John Schaefer presented the staff report.

The following person(s) spoke:
Aaron Weiss, San Marino
Phillip Lao, San Marino

Vice Mayor Richard Sun moved to 1) authorize 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 2018-19; and 2) continue the annual Lacy Park permit fee for the San Marino Motor Classic at \$2,000, not including insurances, inspections fees, maintenance, and other support costs required to conduct the event; seconded by Councilman Steve Talt. Following a roll call, the motion carried 4-1 by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: Councilman Richard Ward.

CONTINUED BUSINESS

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

Assistant Planner Eva Choi presented the report.

The following person(s) spoke:

Chuck Thornton, San Marino
Linda Recabaren, San Marino
Lanita Shanoy, San Marino
Paul Simonds, representing the Southern California Gas Company
Raymond Quan, San Marino
Mrs. Recabaren, San Marino

The City Manager offered to contact the representatives from Charter/Time Warner to investigate the potential to co-locate the data collection unit on an existing pole.

Councilman Steve Talt moved to continue this item to the next meeting pertaining to the Option 2 location at 1155 Oak Grove Avenue, and remove the Option 1 location at 1280 Rosalind Road from further consideration; seconded by Councilman Steven Huang. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

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

Planning and Building Director Aldo Cervantes presented the staff report.

The following person(s) spoke:

Richard Haserot, San Marino
Dale Pederson, San Marino
Laurie Barlow, San Marino
Michele Lumley, San Marino
Marie Magrdchian, San Marino

Councilman Steve Talt moved to direct staff to proceed with amending the General Plan Land Use Map to designate the specified properties as Residential uses; seconded by Councilman Richard Ward. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

9. REVIEW OF MAKING SAN MARINO BETTER LIST

Councilman Richard Ward left the meeting at 10:44 a.m., and returned at 10:48 a.m.

PUBLIC COMMENTS

The following person(s) spoke:

Gene Ruckh, San Marino, commented on the U.S. census, CalPers, paramedic billing, imposing an environmental impact fee for the Huntington Library, and salaries related to the closed session items (*submitted documents*).

Phillip Lao, San Marino, commented on the Making San Marino Better List.

CLOSED SESSION

City Attorney Steve Dorsey stated that Closed Session Item 13 pertains to a possible claim by Southern California Edison regarding undercharged electricity to the City.

The City Council recessed to Closed Session at 10:54 a.m. to:

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

Council reconvened to open session at 12:04 p.m.

CLOSED SESSION REPORT

Regarding Items 10, 11, and 12, the Council provided direction to the agency negotiator and there was no reportable action.

Regarding Item 13, the Council provided direction and there was no reportable action.

ADJOURNMENT

The San Marino City Council adjourned at 12:05 p.m.

VERONICA RUIZ, CMC
CITY CLERK

At 5:20 p.m. the City Council moved the meeting to the Emergency Operations Center.

The San Marino City Council adjourned at 5:50 p.m. to the 6:00 p.m. regular meeting.

VERONICA RUIZ, CMC
CITY CLERK

DRAFT

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
APRIL 13, 2016 - 6:00 P.M.**

CALL TO ORDER Mayor Allan Yung called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS

The following person(s) spoke:

Luyi Khasi, San Marino, commented on cell towers and read a SCAQMD facility equipment report pertaining to the cell tower currently located at 1700 Huntington Drive (*submitted documents*).

PRESENTATIONS

1. **PRESENTATION OF PROCLAMATION RECOGNIZING APRIL 10-16, 2016 AS NATIONAL LIBRARY WEEK**

Mayor Allan Yung presented a proclamation to City Librarian Irene McDermott and Library Trustees Sue Boegh and Debra Sadun recognizing April 10-16, 2016 as National Library Week.

2. **PRESENTATION OF PROCLAMATION RECOGNIZING APRIL 2016 AS DMV/DONATE LIFE CALIFORNIA MONTH**

Mayor Allan Yung presented a proclamation to Donate Life Ambassador Christine Valenzuela.

3. **RECOGNITION OF CITY ATTORNEY STEVE DORSEY FOR 30 YEARS OF SERVICE TO THE CITY**

The City Council presented City Attorney Steve Dorsey with a certificate and City pin for his 30 years of dedicated service to the City.

4. **RECOGNITION OF BRENT BARKER FOR RENOVATING THE CITY HALL LANDSCAPE AREAS ON ROANOKE ROAD IN COMPLETION OF HIS EAGLE SCOUT PROJECT**

Mayor Allan Yung presented a certificate to recognize the contributions of Brent Barker in renovating two small lawn areas at the south side of the City Hall maintenance yard on Roanoke Road as part of his Eagle Scout Project.

5. REPORT ON VECTOR CONTROL ISSUES FROM THE CITY'S REPRESENTATIVE TO THE GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT – SCOTT KWONG

Scott Kwong, the City's representative to the Greater Los Angeles County Vector Control District introduced Vector's Director of Community Affairs, Kelly Middleton, who gave a presentation on mosquitos and the diseases they spread and the steps the public can take in prevention.

MOTION TO WAIVE FURTHER READINGS

Councilman Richard Ward Sun moved to waive the reading of the entire text of ordinances and resolutions; seconded by Vice Mayor Richard Sun. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

STUDY SESSION

6. FISCAL YEAR 2016-17 BUDGET REVIEW – POLICE DEPARTMENT

Police Chief John Incontro presented the attached proposed budget requests for the Police Department for the 2016-17 fiscal year.

The following person(s) spoke:

Rebecca Shukan, San Marino
Gene Ruckh, San Marino
Patrice Garcia, San Marino Police Department

No action was taken at this time.

Councilman Talt left the meeting at 8:00 p.m., and returned at 8:01 p.m.

7. STATE OF SAN MARINO'S URBAN FOREST

Assistant City Manager Lucy Garcia presented the staff report.

The following person(s) spoke:

Jim Folsom, Huntington Library and Botanical Gardens
Miriam Nakamura-Quan, San Marino

Councilman Steve Talt moved to receive and file this report; seconded by Councilman Steven Huang. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

Councilman Steve Talt moved to direct staff to provide a treatment, removal and replacement strategy on the City's forestry and to continue to provide updates to the City Council; seconded by Councilman Richard Ward. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

THE FOLLOWING CONSENT CALENDAR ITEM WAS PULLED BY STAFF AND CONTINUED TO THE APRIL 29TH MEETING

13. AWARD OF BID – CARPET REPLACEMENT FOR STONEMAN RECREATION FACILITY

Recommendation: “A motion to authorize the City Manager execute an award of bid to Hampton Floor Covering for carpet replacement at Stoneman in the amount not to exceed of \$40,489.40.”

CONSENT CALENDAR

Vice Mayor Richard Sun moved to adopt the Consent Calendar consisting of Items 9, 10, 11, 12, 14, 15, and 16; seconded by Councilman Steven Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

9. APPROVAL OF MINUTES

Approve the City Council Minutes of the Adjourned Regular Meeting of February 26, 2016, the Special Meeting of March 9, 2016, the Joint Meeting with the Traffic Commission of March 9, 2016, and the Regular Meeting of March 9, 2016.

10. AGREEMENT FOR DATA SHARING WITH FRANCHISE TAX BOARD

Direct the City Manager to execute the attached Standard Agreement.

11. RENEWAL OF GENERAL SERVICES AGREEMENT WITH COUNTY OF LOS ANGELES

Authorize the Mayor to sign a renewal General Services Agreement with the County of Los Angeles.

12. MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAN MARINO AND THE FRIENDS OF THE CROWELL PUBLIC LIBRARY

Direct the City Manager to execute a Memorandum of Understanding with the Friends through December 31, 2019.

14. REJECTION OF BIDS FOR THE SLURRY SEAL AND STRIPING PROJECT – AREA 2 (NIB #N-16-01)

1) Reject all bids for the Slurry Seal and Restriping Project Area #2; and 2) Direct staff to re-bid the project.

15. AWARD OF CONTRACT – ANIMAL CARE/CONTROL SERVICES

Authorize the City Manager to renew the contract with Pasadena Humane Society.

16. RELOCATION OF DATA COLLECTION UNIT MI055-I CURRENTLY LOCATED AT 1435 CIRCLE DRIVE

Continue the project to the May 11, 2016 meeting to allow adequate time for the Southern California Gas Company to evaluate an alternate site near the southeast corner of Virginia Road and Encino Drive and coordinate co-location agreements with other agencies.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

8. MARCH 2016 DISBURSEMENT REPORTS

Councilman Steve Talt stated that he found some mistakes on the disbursements report and moved to continue this item to the April 29th meeting so that staff may return with the necessary corrections; seconded by Vice Mayor Richard Sun.

Staff will return with the corrected report at the April 29th City Council meeting.

17. APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) FOR CITY PARTICIPATION IN JUNE 26, 2016 SAN GABRIEL VALLEY GOLDEN STREETS FESTIVAL

Council had questions about the insurance requirements and the security that would be provided for the event.

The following person(s) spoke in support:

Wesley Reutimann, San Marino
Michael Cacciotti, South Pasadena Councilman
Geoff Ward, San Marino (*submitted written comments*)

The following person(s) spoke in opposition:

Dale Pederson, San Marino (*read and submitted a letter on behalf of Bill & Nancy Christopher*)
Gene Ruckh, San Marino

Councilman Steve Talt moved to authorize the City Manager, on behalf of the City to sign a Memorandum of Understanding with the cities of Arcadia, Azusa, Duarte, Irwindale, Monrovia, South Pasadena and the County of Los Angeles to participate in the

Golden Streets Festival only upon proof of adequate insurance; seconded by Vice Mayor Richard Sun. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

NEW BUSINESS

18. AWARD OF CONTRACT – LACY PARK ROSE ARBOR PROJECT

City Manager John Schaefer presented the staff report.

Vice Mayor Richard Sun moved to 1) accept the donation from Dr. Matthew and Joy Lin in the amount of \$117,940,000 and appropriate the funds in the Parks Division budget for the restoration of the Arbor; and 2) appropriate an additional \$117,940.00 in expenditure account 394-50-4600-7150 for the restoration work; and 3) award the project for the Rose Arbor to Liberty Painting & Restoration of Brea, California for \$117,940.00; and 4) allow a fifteen percent (15%) contingency in an amount up to \$17,000 for any additional costs or change orders to be paid from the Parks Division budget, account #394-50-4600-7150; seconded by Councilman Richard Ward. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

THE FOLLOWING ITEM WAS PULLED BY STAFF AND CONTINUED TO THE APRIL 29TH MEETING

19. SOUTHERN CALIFORNIA EDISON OVERDUE STREETLIGHT PAYMENT

Recommendation: “A motion to 1) appropriate \$285,163 from the General Fund to account 101-48-4500-1980; and 2) authorize the City Manager to issue payment to Southern California Edison in the amount of \$285,163 for streetlight back charges from November 2012 through June 2015.”

WRITTEN COMMUNICATIONS

The City Council reported receiving written communications regarding Agenda Item #17 – regarding the Golden Streets Festival.

COUNCIL REPORTS

There were no Council reports at this time.

CITY MANAGER’S REPORT

The City Manager had nothing to report at this time.

PUBLIC WRITINGS DISTRIBUTED

There were no public writings at this time.

PUBLIC COMMENTS

The following person(s) spoke:

Gene Ruckh, San Marino, commented on public housing and traffic calming measures (*submitted documents*).

CLOSED SESSION

The City Council recessed the Regular Meeting and reconvened the Closed Session at 8:57 p.m. to:

PURSUANT TO GOVERNMENT CODE SECTION 54957.6: CONFERENCE WITH LABOR NEGOTIATORS

Unrepresented Employee: City Manager

City Representatives: Mayor Allan Yung and Vice Mayor Richard Sun

RECONVENE TO OPEN SESSION

Council reconvened to open session at 9:20 p.m.

CLOSED SESSION REPORT

There was no reportable action.

ADJOURNMENT

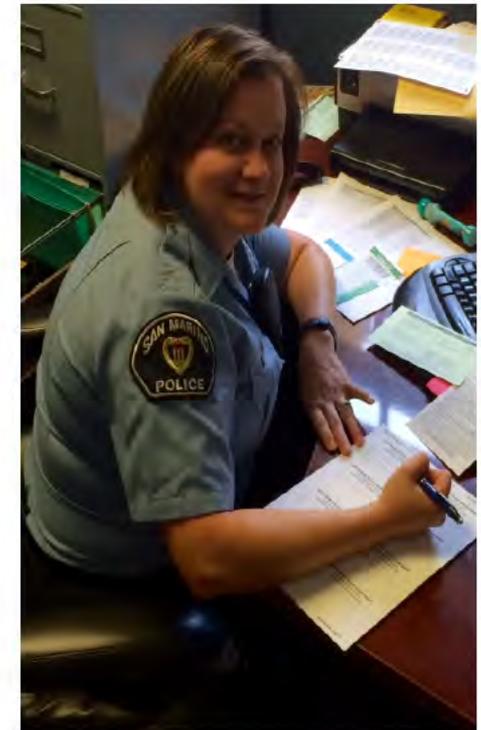
The San Marino City Council adjourned at 9:21 p.m. to an adjourned regular meeting to be held on **FRIDAY, APRIL 29, 2016, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

VERONICA RUIZ, CMC
CITY CLERK

City of San Marino Police



2016-2017 Budget Presentation



Introduction / Background

- 12/9/15 Creation of Ad Hoc Committee
 - Bifurcation of budget and management audit
- 01/20/16 Budget Kickoff and Town Hall Meeting
 - REVIEW OF PROPOSED CRITERIA FOR BUDGET COMPARISONS
 - DISCUSSION OF BUDGET DOCUMENT
 - GOVERNMENT FINANCE OFFICERS ASSOC. (GFOA) CRITERIA
 - REPORT ON – STATUS OF AD HOC COMMITTEE
 - REVIEW OF BUDGET POLICY
- 02/10/16 Presentation of Proposed Fees
- 02/26/16 Presentation to Council of 16/17 Personnel Cost – unchanged
- 03/25/16 Presentation to Council / Community of Proposed Core Budget
- 04/13/16 P.D. Budget
- 05/02/16 Remainder of City Departments

Department Statistics Overview

Part 1 & Other Misdemeanor

	2014	2015	% change
Part I Crimes			
Homicide	0	0	0.000%
Rape	0	1	100.000%
Robbery	2	4	100.000%
Aggravated Assaults	6	22	266.667%
Burglary	79	82	3.797%
Residential	61	68	11.475%
Commercial	18	14	-22.222%
Larceny	137	136	-0.730%
Auto Theft	7	14	120.000%
Arson	0	1	100.000%
Total Part I Crimes	231	260	12.554%

Calls For Service/Response Times (Priority 1)

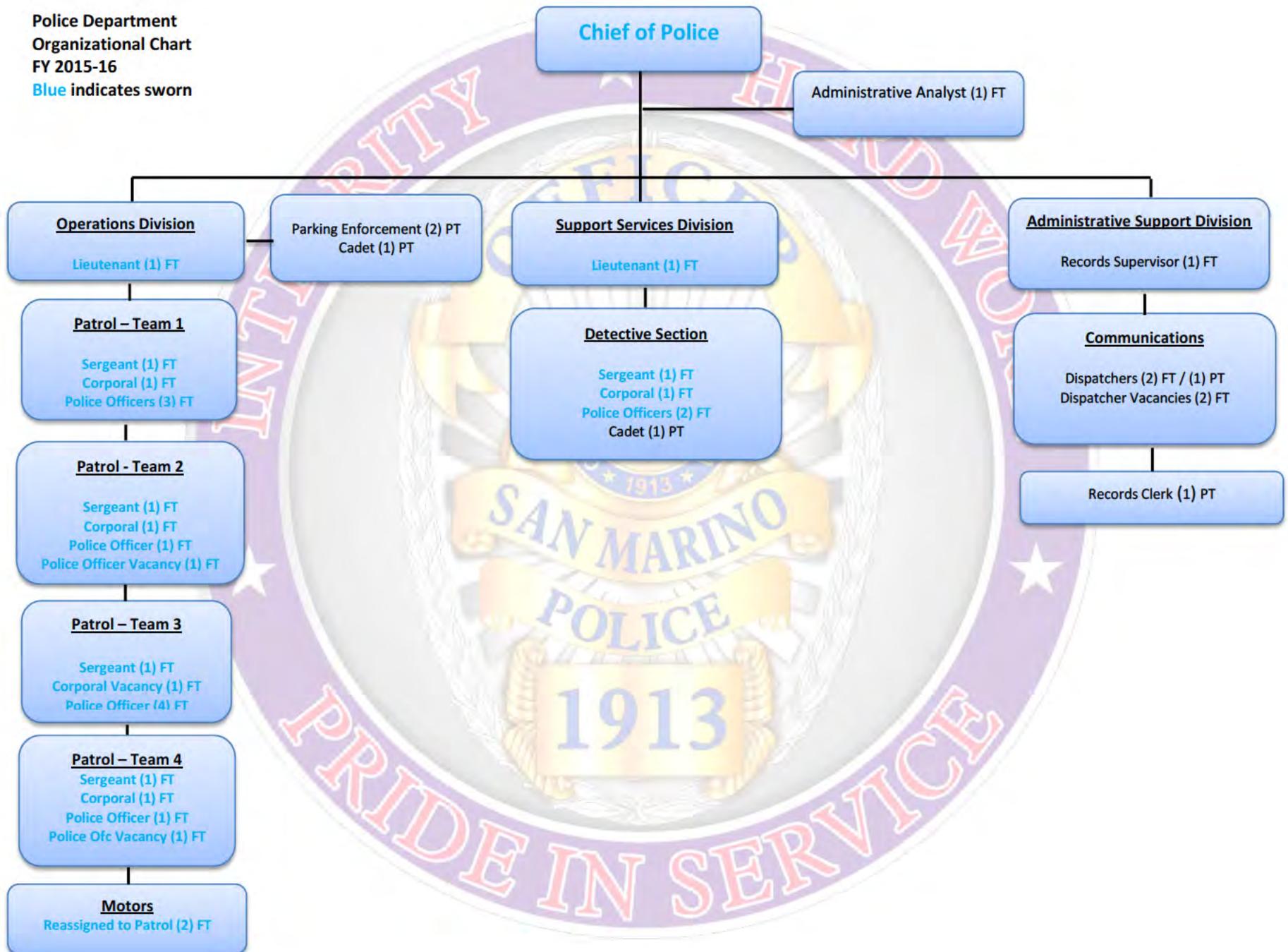
	2014	2015	% change
Calls for Service	4,205	4,820	15%
Priority 1 Calls	142	156	9%
Priority 1 Response	1:42	2:33	50%

Department Operations Overview

- Operations Division
 - Patrol
 - Motors
- Support Services Division
 - Detectives
- Administrative Support Division
 - Communications
 - Records
- Traffic Collisions & Citations
- Cases Assigned / Cleared
- Number of Evidence Items Collected
- 2015 - Use of Force (1) / Complaints (2)
 - 2015 Total contacts 12,571
 - Approx. two ten-thousandths of a percent

Staffing Current – Proposed / Requested

Full Time Positions	2015-2016 Budget	Full Time Positions	2016-2017 Proposed
Chief of Police	1	Chief of Police	1
Captain	Unfunded	Captain	2
Lieutenant	2	Lieutenant	Removed
Administrative Manager	None	Administrative Manager	1
Rec & Comm Super	1	Rec & Comm Super	Removed
Admin Analyst	1	Admin Analyst	1
Dispatcher/Clerk	4.48	Dispatcher/Clerk	4.48
Officer	15	Officer	17
Corporal	5	Corporal	5
Sergeant	5	Sergeant	5
Cadet	.96	Cadet	.96
Records Clerk	.48	Records Clerk	1.48
Parking Enforce. Officers	.96	Parking Enforce. Officers	.96
Totals	36.88		39.88



Police Department Overview

	2014-15	2015-16	2015-16	2016-17	Budget
	Actual	Budget	Estimated	Requested	Change
Sources by Type:					
Non-Department Generated:					
Unrestricted Funds	4,345,537	4,707,478	4,702,410	4,872,017	3.5%
Public Safety Taxes	1,061,882	1,047,816	1,047,816	1,074,252	2.5%
Intergovernmental Funds	<u>221,623</u>	<u>211,172</u>	<u>150,263</u>	<u>136,800</u>	-35.2%
	5,629,042	5,966,467	5,900,489	6,083,069	2.0%
	-	-	-	-	
Department Generated Funds:					
Charges For Service	77,113	80,300	67,164	64,450	-19.7%
Fines & Forfeitures	224,274	276,000	124,000	150,500	-45.5%
Miscellaneous Revenue	<u>18,031</u>	<u>15,000</u>	<u>19,701</u>	<u>20,500</u>	36.7%
	319,417	371,300	210,865	235,450	-36.6%
Total Sources	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%
Uses by Type:					
Personnel	5,135,626	5,487,572	5,297,897	5,589,274	1.9%
Services & Supplies	812,834	850,195	813,457	729,245	-14.2%
Capital Outlay	-	-	-	-	0.0%
Total Uses	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%
Cost Recovery	5%	6%	3%	4%	

Police Department Revenues

Noteworthy Changes:

- Vehicle Code Fines: Down for 2015-16 from \$125K to \$59K est.
- Parking Citations: Down for 2015-16 from \$120K to \$65K est.
- Clearance Letter: \$50 per application
- Special Event / Parade Permit: No Permit Fee
- Fingerprinting: \$20 per person
- Police Reports: \$20 each and \$0.10 per page for PRA
- Booking: \$139.49 (Booking fee and officer time)
 - Estimated increase for 2016-17 of \$21K
- DUI Booking: \$242.98 (Booking, blood, and officer time)
 - Estimated increased for 2016-17 of \$10K

Police Department Expenditures

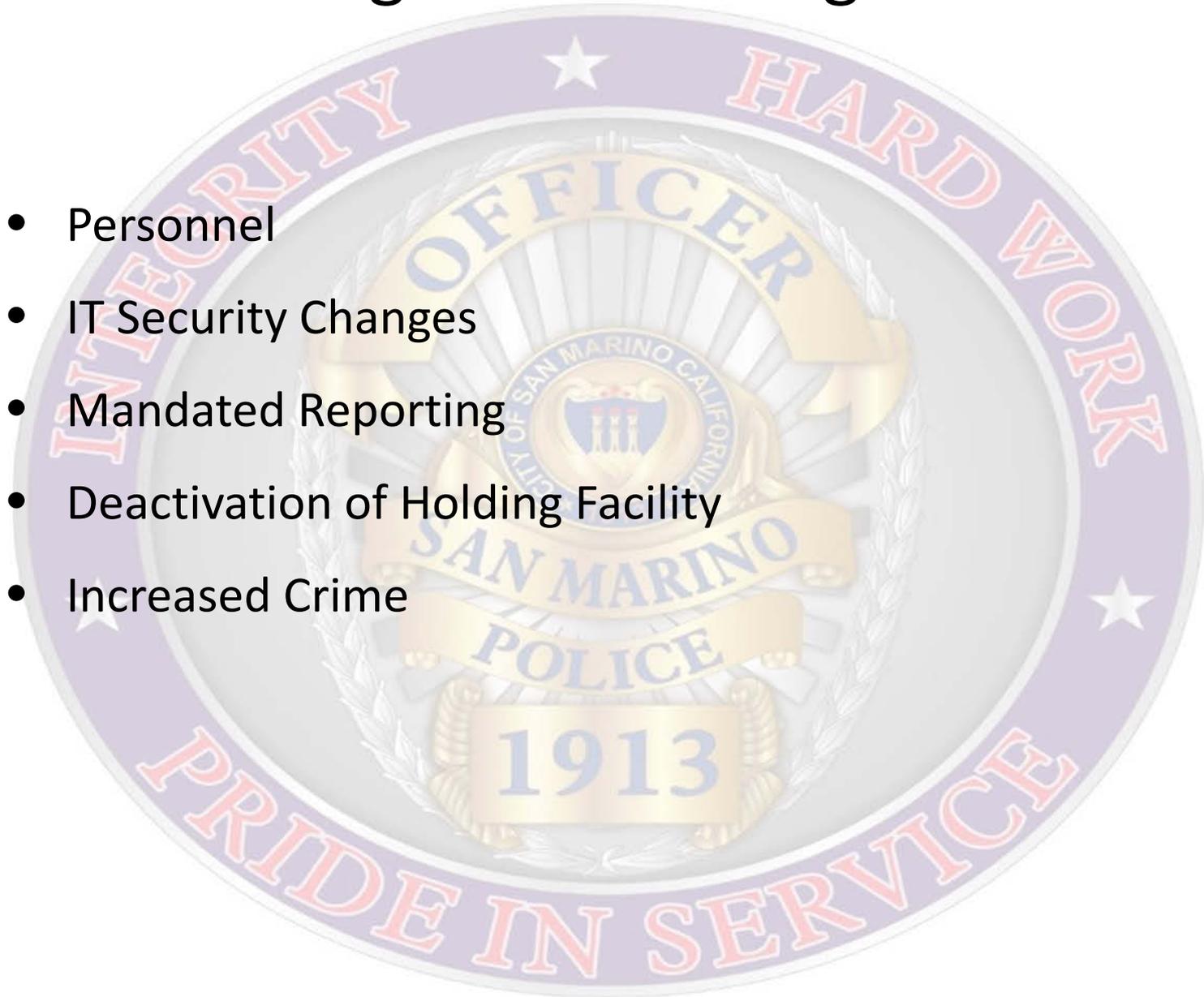
Uses by Type:						
	Personnel	5,135,626	5,487,572	5,297,897	5,589,274	1.9%
	Services & Supplies	812,834	850,195	813,457	729,245	-14.2%
	Capital Outlay	-	-	-	-	0.0%
	Total Uses	<u>5,948,459</u>	<u>6,337,767</u>	<u>6,111,354</u>	<u>6,318,519</u>	-0.3%

Noteworthy Changes:

- Services and Supplies are down (Equipment allocation yet to be added)
- PERS increase of \$100K per actuarial report
- Staff Development to increase \$3K (from \$7K to 10K)
- POST Training to increase \$5K (from \$25K to 30K)
 - Portion is reimbursed by State
- Pasadena Forensics \$9,600 (anticipated cost)
- Materials & Supplies to increase \$3K (from \$10K to 13K)
- Travel & Meetings to increase \$2,600 (from \$6,150 to \$8750)

Significant Changes

- Personnel
- IT Security Changes
- Mandated Reporting
- Deactivation of Holding Facility
- Increased Crime



Proposed Budget – Personnel

Administrative Manager

- Justification
 - In line with current duties
 - Oversees all records and communications operations
 - Handles all records requests and mandated reporting (criminal / PRA's)
 - Budget and bidding for large contracts
 - Hiring of dispatch / records personnel
- Annual Cost to change from Records Supervisor to Administrative Manager
 - \$8,692 total comp for first year
 - Salary range TBD

Proposed Budget – Personnel Cont.

Captain

- Justification
 - Acting Chief responsibilities (in Chief's absence)
 - Consistent with SMFD structure (salary range)
 - Succession planning
 - Oversees all operations within a bureau
 - In-line with current duties and establishes credibility amongst other L.E. Admin.
 - Similar sized agencies with the same command structure: S. Pasadena, Sierra Madre, Palos Verdes Estates, Cypress, Los Alamitos, and Seal Beach
- Annual cost to change from Lieutenants to 2 Captains
 - \$7,687 total compensation per Captain (\$15,374 annual for both)

Proposed Budget – Personnel Cont.

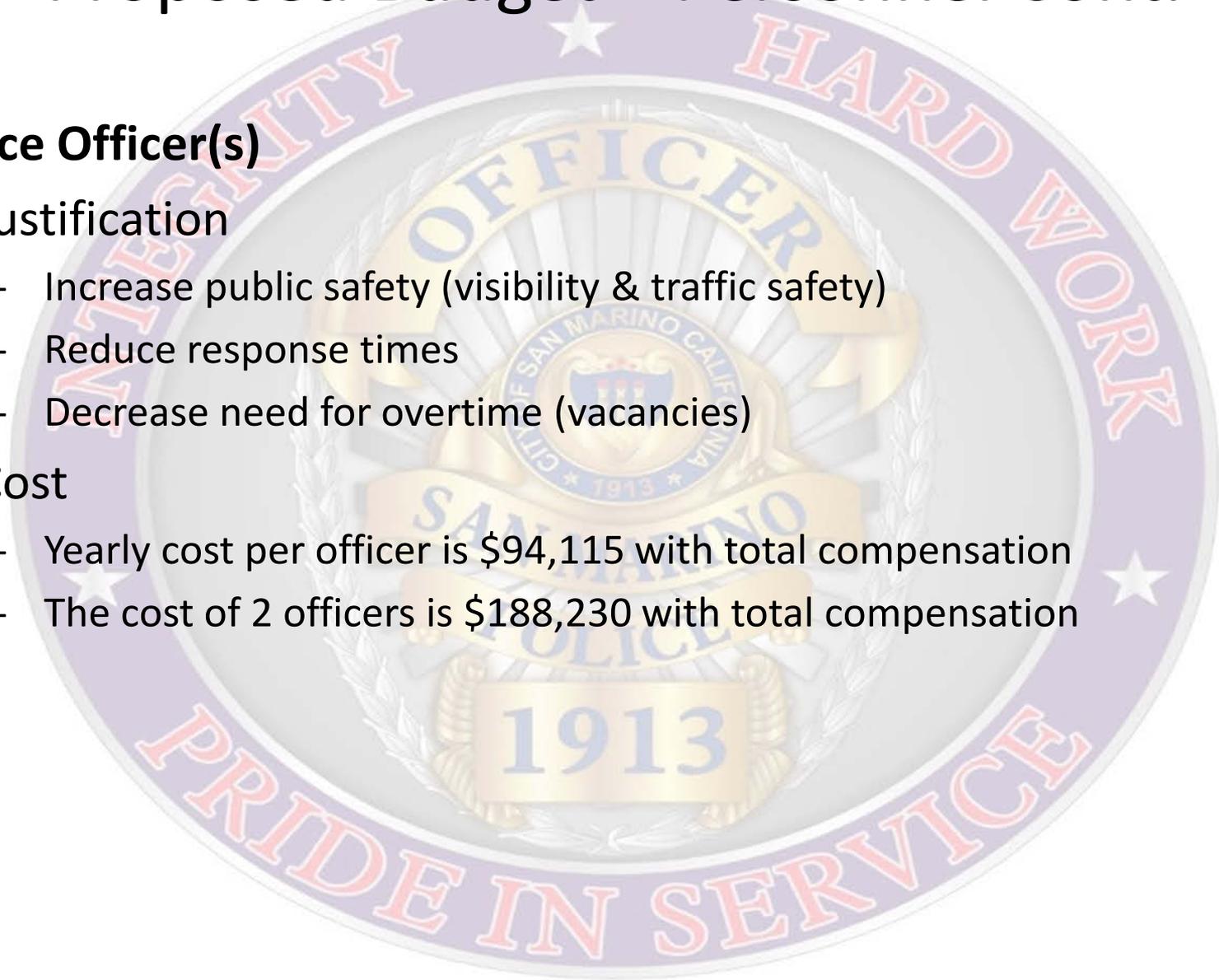
Records Clerk (F/T)

- Justification
 - Increased workload
 - Criminal and PRA requests
 - Case filing
 - Decrease processing time (Case distribution)
 - Manual input of data not captured by RMS
- Cost
 - Currently: No Full-Time Position
 - Yearly salary with no compensation \$2,961 (Base level pay)

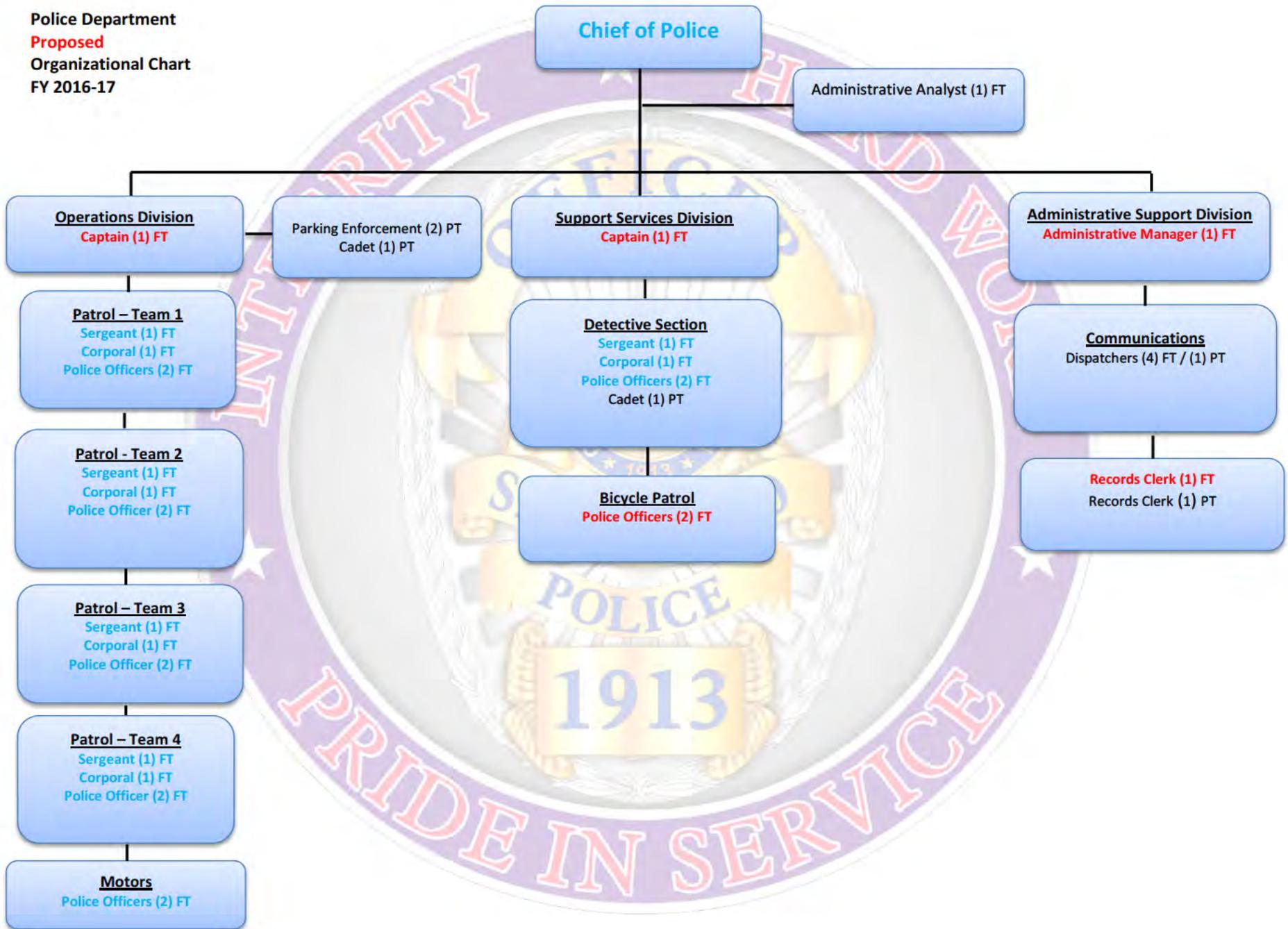
Proposed Budget – Personnel Cont.

Police Officer(s)

- Justification
 - Increase public safety (visibility & traffic safety)
 - Reduce response times
 - Decrease need for overtime (vacancies)
- Cost
 - Yearly cost per officer is \$94,115 with total compensation
 - The cost of 2 officers is \$188,230 with total compensation

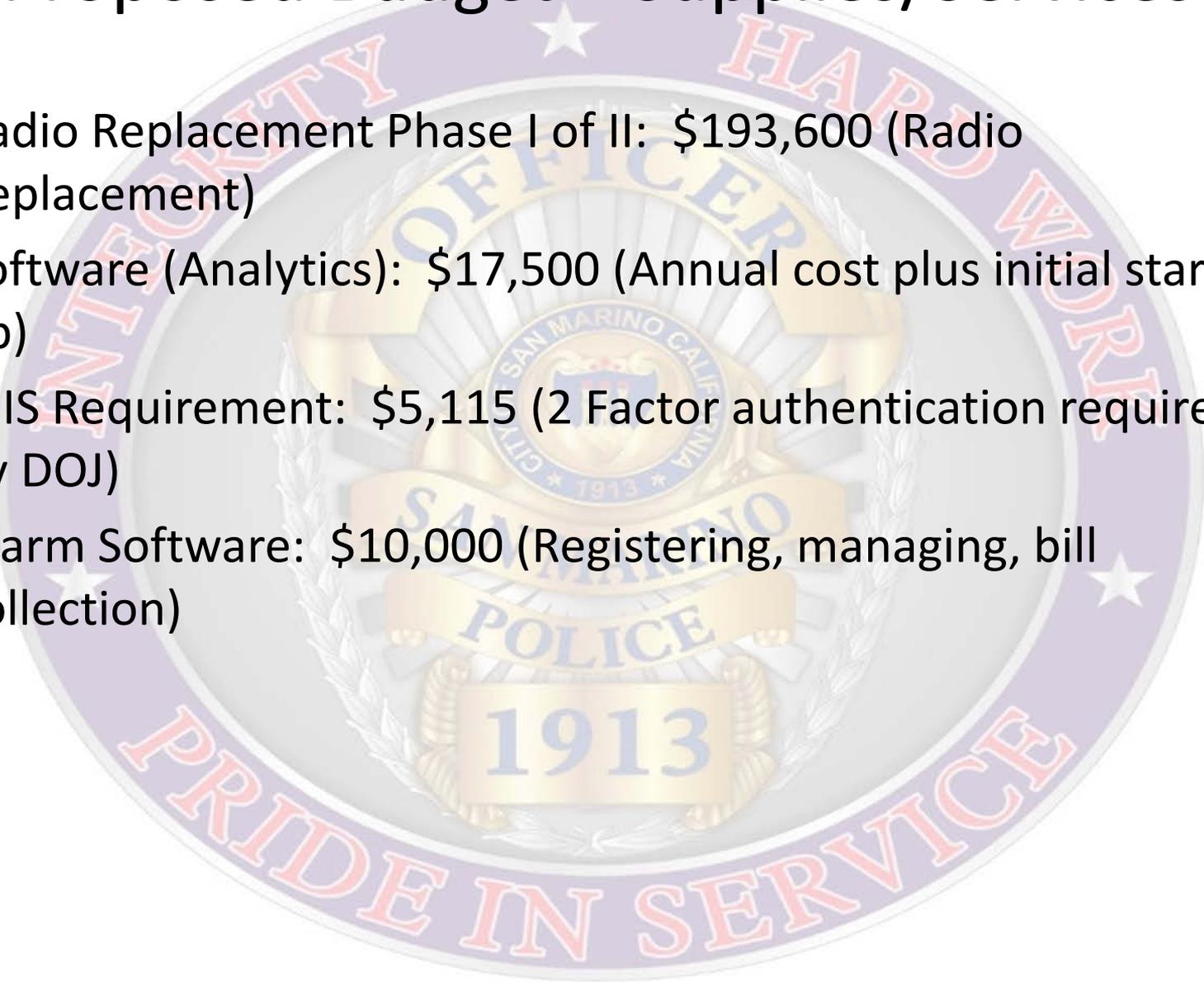


Police Department
Proposed
Organizational Chart
FY 2016-17



Proposed Budget – Supplies/Services

- Radio Replacement Phase I of II: \$193,600 (Radio Replacement)
- Software (Analytics): \$17,500 (Annual cost plus initial start-up)
- CJIS Requirement: \$5,115 (2 Factor authentication required by DOJ)
- Alarm Software: \$10,000 (Registering, managing, bill collection)



Proposed Budget – Capital Equipment / Projects

- Vehicle replacement:
 - (1) Patrol and (2) Admin Vehicles (Includes all emergency equipment): \$140,500 (2 at 125k miles and 3rd approaching 100k)
- Facilities: Repairs and Upgrades
 - Demolition & Remodel of 2 Holding Cells \$45K
 - Light Remodel of facility (remove wall carpet / paint) \$15K
 - Bathroom Upgrades \$5K
- Pole Cameras:
 - (3) Mobile POD Systems: \$28,000

Key Performance Indicators

- Increased Communication with the Community
 - Coffee with a Cop
 - Community Meetings
 - Neighborhood Watch
- Reduce Part 1 Crimes by 10%
- Priority 1 Response Time < 2 minutes
- Increase Traffic Safety
 - Two Traffic Safety Details
 - Reduce traffic collisions by 5%
 - Increase traffic enforcement based on PCF (current data)

Proposed Budget – Comparables

City	Population	Sq. Mi.	Density Per sq. mi.	Crime Rate per 1000	Sworn	Civilian	Officer per 1,000	Annual Police Budget
San Marino	13,540	3.77	3,552	19	28	10	1.77	\$5,487,572
Palos Verdes Estate	13,623	4.79	2,844	37	25	15	1.76	\$6,499,295
La Palma	15,568	1.82	8,766	17	23	13	1.44	\$4,713,200
Piedmont	11,082	1.69	6,566	22	19	9	1.82	\$5,779,619
South Pasadena	25,959	3.44	7,549	22	33	14	1.28	\$7,854,979

Budget Impact

- Personnel
 - Administrative Manager \$8,692
 - Captain (2) \$15,374
 - Full-Time Records Clerk \$53,868
 - Police Officers (2) \$188,230
- Supplies / Services
 - Radio Replacement (Phase I) \$193,600
 - Software (Analytics) \$17,500
 - CJIS Requirement \$5,115
 - Alarm Software \$10,000
- Capital Equipment / Projects
 - (3) Vehicles \$140,500
 - Facilities Upgrades (Holding cell etc.) \$65,000
 - Pole Cameras \$28,000

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: JOHN T. SCHAEFER, CITY MANAGER

DATE: MAY 11, 2016

SUBJECT: **APPROVAL OF REIMBURSEMENT AGREEMENT
BETWEEN CALIFORNIA-AMERICAN WATER COMPANY AND CITY OF SAN
MARINO FOR WATER PURCHASED FROM METROPOLITAN WATER
DISTRICT**

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 January 14, 2015, the City Council approved a Purchase Agreement to allow the City -- through California-American Water Company (Cal Am) -- to purchase water from the Metropolitan Water District (MWD). The Purchase Agreement obligates the City to purchase what will be determined as an average of at least 961 acre-feet of water from MWD each year over a ten year period. The Purchase Agreement is for the benefit of Cal-Am and its ratepayers in the San Marino Service District.

A possibility exists that Cal-Am may not need all the water the City has committed to purchase from MWD under the Purchase Agreement. The proposed Reimbursement Agreement address this possibility by requiring Cal Am to purchase from the City all of the water the City purchases from MWD pursuant to the Purchase Agreement.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to execute the attached Reimbursement Agreement between California-American Water Company and the City of San Marino. If the City Council concurs the appropriate action would be:

“A motion to authorize the City Manager to sign the attached Reimbursement Agreement Between California-American Water Company and the City of San Marino for Water Purchased from the Metropolitan Water District.”

cc: Reimbursement Agreement between Cal Am and City of San Marino
Water Purchase Agreement with MWD

**REIMBURSEMENT AGREEMENT BETWEEN
CALIFORNIA AMERICAN WATER AND CITY OF SAN MARINO
FOR WATER PURCHASED FROM METROPOLITAN WATER DISTRICT**

This Reimbursement Agreement for Water Purchased from Metropolitan Water District (“Agreement”) is made by and between California-American Water Company, a California corporation (“CAWC”), and the City of San Marino, a municipal corporation (“City”), with reference to the following Recitals:

- A. CAWC is a public utility regulated by the California Public Utilities Commission (“CPUC”) and provides water service in certain areas of Los Angeles County, including within the corporate limits of City;
- B. City is a member of the Metropolitan Water District of Southern California (“MWD”) and as such is entitled to purchase water from MWD in accordance with terms and conditions of agreements entered into from time to time between City and MWD;
- C. CAWC has historically purchased MWD water from City to serve to CAWC’s customers within City’s corporate limits;
- D. After reviewing the available terms and conditions, City and CAWC determined that electing the Option B MWD water purchase agreement for January 1, 2015 through December 31, 2024 (“WPA”) would help to provide the most affordable water supplies for CAWC’s customers living within the limits of City;
- E. CAWC desires to purchase from City, and City desires to sell to CAWC, all water purchased by City from MWD as required by and in accordance with the WPA (“MWD Water”), for service to CAWC customers located within the limits of City; and
- F. City entered into the WPA with MWD, effective January 1, 2015, a copy of which is attached hereto and incorporated herein as Exhibit A.

NOW, THEREFORE, in consideration of the above Recitals and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, CAWC and City agree as follows:

- 1. Water Delivery and Use. CAWC shall purchase all of the MWD Water under the WPA from City and shall pay to City any sum City may owe to MWD in accordance with the WPA, including any sum owed because the water purchases made during the term of WPA were less than the Purchase Order Commitment (as defined in the WPA).
- 2. Invoicing and Payment. City shall promptly invoice CAWC for all costs paid by City to MWD for the MWD Water in accordance with the WPA. All invoices shall include appropriate backup, including MWD invoices to City for the MWD water, and be sent to the following address: PO Box 5623, Cherry Hill, NJ 08034, RE: Los Angeles County District.

CAWC shall pay City for all properly submitted undisputed invoices for the MWD Water within forty-five (45) days of receipt.
- 3. Customer Billing. Service and charges to CAWC customers shall be governed by CAWC’s Tariff Schedules as approved by the CPUC, and as they may be revised from time to time (“Tariffs”). The Tariffs are available for review on CAWC’s website, www.californiaamwater.com.

4. Headings. Paragraph and section headings in this Agreement are for convenience only and shall not affect the interpretation of this Agreement.

5. Drafting Ambiguities. The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms and conditions of this Agreement, and the decision of whether or not to seek advice of counsel with respect to this Agreement is a decision which is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.

6. Miscellaneous. No covenant or term of this Agreement shall be waived except with the express written consent of the waiving party whose forbearance or indulgence in any regard shall not constitute a waiver of such covenant or term. Failure to exercise any right in one or more instances shall not be construed as a waiver of the right to strict performance or as an amendment to this Agreement. This Agreement may be executed in counterparts, each of which when so executed shall be deemed to be an original. Such counterparts shall, together, constitute one and the same instrument.

7. Integration/Governing Law. This Agreement constitutes the entire agreement between the parties relating to the MWD Water. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement will be of no force and effect unless it is in writing and signed by both parties or their respective successors or assigns. This Agreement shall be governed and construed in accordance with the laws of the State of California, without reference to or application of conflict of laws provisions.

8. Term and Termination. This Agreement shall be effective upon execution by both parties and shall remain in effect until the expiration or earlier termination of the WPA. This Agreement may also be terminated by mutual agreement of City and CAWC.

IN WITNESS WHEREOF, this Agreement has been executed by the duly authorized representatives of CAWC and City.

California-American Water Company

City of San Marino

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Date: _____

Date: _____

**PURCHASE ORDER FOR SYSTEM WATER TO BE PROVIDED BY
THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

PURCHASER: CITY OF SAN MARINO	TERM 10 years: January 1, 2015 – December 31, 2024
INITIAL BASE PERIOD DEMAND: 1,602 acre-feet	EFFECTIVE DATE: January 1, 2015
INITIAL TIER 1 MAXIMUM—Annual Average: 1,442 acre-feet	INITIAL TIER 1 MAXIMUM—Cumulative: 14,420 acre-feet
PURCHASE ORDER COMMITMENT—Annual Average: 961 acre-feet	PURCHASE ORDER COMMITMENT—Cumulative: 9,610 acre-feet

Definitions of capitalized terms used in this Purchase Order are provided in Attachment 1. Terms used in this Purchase Order and not defined in Attachment 1 are defined in Metropolitan’s Administrative Code.

COMMITMENT TO PURCHASE:

In consideration of Purchaser’s commitment to purchase System Water pursuant to this Purchase Order, Metropolitan agrees to sell such System Water to Purchaser during the Term at the Tier 1 Supply Rate in an amount up to the Tier 1 Maximum—Cumulative. All System Water sold to Purchaser during the Term in an amount greater than the Tier 1 Maximum—Cumulative shall be sold to the Purchaser at the Tier 2 Supply Rate. In connection with the purchase of System Water, the Purchaser also agrees to pay all other applicable rates and charges, as established by Metropolitan from time to time. The rates and charges applicable to System Water as of the Effective Date are shown in Attachment 2.

If Purchaser’s applicable System Water purchases during the Term exceed Purchaser’s Tier 1 Maximum, Purchaser may elect to:

- a.) Subject to the provisions of paragraph c) below, pay any Tier 2 Supply Rate obligations at the end of the Term, in an amount equal to the difference between the Purchaser’s applicable System Water purchases and the Tier 1 Maximum—Cumulative during the Term times the average of the Tier 2 Supply Rate in effect during the Term; or,
- b.) Pay any Tier 2 Supply Rate obligations annually as purchases are incurred, in an amount equal to the difference between the Purchaser’s applicable annual System Water purchases and the Tier 1 Maximum—Annual times the Tier 2 Supply Rate in effect during the calendar year. A true-up at the end of the Term will be performed to ensure that the Purchaser has received all Tier 1 Maximum—Cumulative purchases allowed by the Purchase Order.
- c.) If, after the end of the first five years, Purchaser has accrued a cumulative Tier 2 Supply Rate obligation, Purchaser may elect to pay the initial five

year cumulative Tier 2 Supply Rate obligation (i) in full at the end of year five of the Term, (ii) amortize it in five equal installments over the remaining five calendar years of the Term, or (iii) pay it at the end of the Term. Commencing in year 6 of the Term, Purchaser shall pay any additional Tier 2 Supply Rate obligation annually.

Purchaser agrees to purchase System Water from Metropolitan during the Term in an amount not less than the Purchase Order Commitment. If Purchaser's applicable System Water purchases during the Term are less than the Purchase Order Commitment, each acre-foot of unmet commitment will be reduced by the amount of production from a local resource project, measured in acre-feet, that commences operation on or after January 1, 2014. A local resource project includes any project type as approved by the Board.

Purchaser agrees to pay Metropolitan an amount equal to the difference between the sum total in acre-feet of water of the Purchase Order Commitment (minus the amount reduced by the amount of production from a local resource project) and the sum total in acre-feet of water of Purchaser's applicable System Water purchases during the Term, times the average of the Tier 1 Supply Rate in effect during the Term.

Purchaser agrees to pay all amounts owing to Metropolitan, whether to satisfy a Purchase Order Commitment or a Tier 2 Supply Rate obligation, within the next regular billing cycle following the reconciliation of all certifications for special programs that the Purchaser may participate in. The Purchaser may elect to pay such amount in twelve equal monthly payments over the course of the next twelve months beginning with the first regular billing cycle following the reconciliation of all outstanding certifications for special programs. If the Purchaser elects to pay such amount over the course of the next twelve months following the regular billing cycle any outstanding balance shall bear interest at Metropolitan's then current investment portfolio average yield. All other amounts payable under this Purchase Order shall be billed and paid in accordance with the Administrative Code.

WATER SERVICE:

Conditions of water service by Metropolitan to the Purchaser, including but not limited to (i) delivery points, (ii) water delivery schedules, and (iii) water quality, will be determined in accordance with Chapter 5 (Section 4500 through 4514, inclusive, as applicable) of Metropolitan's Administrative Code.

In accordance with its Administrative Code, Metropolitan shall use its reasonable best efforts to supply System Water in the quantities requested by the Purchaser, but is not obligated to dedicate any portion of System capacity for the conveyance, distribution, storage or treatment of System Water for the benefit of the Purchaser or any other member agency. Metropolitan shall use its reasonable best efforts to deliver the System Water when needed by the Purchaser during the Term; provided however, there shall be no default under this Purchase Order if Metropolitan fails to deliver water to the Purchaser in accordance with any such schedule of deliveries during the Term.

By execution of this Purchase Order, the Purchaser recognizes and agrees that it acquires no interest in or to any portion of the System or any other Metropolitan facilities or supplies, or any right to receive water delivered through the System, excepting the right to purchase up to Purchaser's Tier 1 Maximum—Cumulative at the Tier 1 Supply Rate provided that System Water is available. This Purchase Order governs pricing of the System Water delivered to the Purchaser pursuant to this Purchase Order and does not confer any entitlement to receive System Water.

System Water provided to the Purchaser under the terms of this Purchase Order shall be subject to reduction in accordance with the shortage allocation provisions of the Water

Surplus and Drought Management Plan (the "WSDM Plan") or other such policies and principles governing the allocation of System Water as adopted by the Board.

In the event that Metropolitan's Board or General Manager determines to reduce, interrupt or suspend deliveries of System Water, any outstanding balance of the Purchase Order Commitment at the end of the Term shall be reduced by the Purchase Order Commitment—Annual Average for each and every fiscal or calendar year that a reduction, interruption or suspension occurred.

MISCELLANEOUS:

This Purchase Order will be interpreted, governed and enforced in accordance with the laws of the State of California.

This Purchase Order will apply to and bind the successors and assigns of the Purchaser and Metropolitan.

No assignment or transfer of the rights of the Purchaser under this Purchase Order will be valid and effective against Metropolitan or the Purchaser without the prior written consent of Metropolitan and the Purchaser.

If at any time during the Term, by reason of error in computation or other causes, there is an overpayment or underpayment to Metropolitan by the Purchaser of the charges provided for under this Purchase Order, which overpayment or underpayment is not accounted for and corrected in the annual re-determination or reconciliation of said charges, the amount of such overpayment or underpayment shall be credited or debited, as the case may be, to the Purchaser. Metropolitan will notify the Purchaser in writing regarding the amount of such credit or debit, as the case may be. In no case will credits or debits for charges provided for under this Purchase Order be administered beyond the limit for billing adjustments as specified in Metropolitan's Administrative Code.

IN WITNESS WHEREOF, this Purchase Order is executed by the duly authorized officers of the Metropolitan Water District of Southern California and City of San Marino, as of ~~December~~, 2014.

January 1, 2015.

THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA CITY OF SAN MARINO

By: 
Jeffrey Kightlinger
General Manager

By: 
[Title] CITY MANAGER

APPROVED AS TO FORM AND CONTENT:


General Counsel

General Counsel

By: By: Joseph Vanderhorst
Assistant General Counsel

By: 

**Attachment 1
Purchase Order for System Water
DEFINITIONS**

“**Act**” means the Metropolitan Water District Act, California Statutes 1969, Chapter 209, as amended and supplemented from time to time.

“**Demand**” means the Purchaser’s purchases of System Water supplies, including full service, seasonal shift, Conjunctive Use Program, Surface Storage Operating Agreement water, Recharge and Recovery Operating Agreement water, or any other water program deemed to be a purchase of System Water.

“**Effective Date**” means the effective date of this Purchase Order as specified above.

“**Metropolitan**” means The Metropolitan Water District of Southern California.

“**Purchase Order Commitment**” means:

i). if the Purchaser elects option a) under the Base Period Demand as defined in section 4122 of the Administrative Code, then 60% of the Purchaser’s Initial Base Firm Demand times 10; or

ii). if the Purchaser elects option b) under the Base Period Demand, then 60% of the Purchaser’s highest fiscal year Demand during the period from fiscal year 2002/03 through fiscal year 2013/14, times 10.

“**Purchase Order**” means this Purchase Order for System Water.

“**Purchaser**” means the member public agency specified above, a duly organized [city/water district/county water authority] of the State of California.

“**System**” means the properties, works and facilities operated and/or financed by Metropolitan necessary for the supply, development, storage, conveyance, distribution, treatment or sale of water.

“**System Water**” means water supplies developed by Metropolitan and delivered to the Purchaser through the System or other means (e.g. conjunctive use storage).

“**Term**” means the term of this Purchase Order as specified above.

“**Tier 1 Maximum—Annual**” means an amount equal to 90% of the Base Period Demand.

“**Tier 1 Maximum—Cumulative**” means an amount equal to the sum of the Tier 1 Maximum—Annual amounts during the Term.

“**Tier 1 Supply Rate**” means Metropolitan’s per-acre-foot Tier 1 Supply Rate, as determined from time to time by Metropolitan’s Board of Directors. The Tier 1 Rate effective January 1, 2015, is \$158/AF.

“Tier 2 Supply Rate” means Metropolitan’s per-acre-foot Tier 2 Supply Rate, as determined from time to time by Metropolitan’s Board of Directors. The Tier 2 Rate effective January 1, 2015, is \$290/AF.

“Water Surplus and Drought Management Plan (WSDM)” means Metropolitan’s policy and procedures for managing supplies and drought conditions as adopted by the Board from time to time.

**Attachment 2
Purchase Order for System Water
RATES AND CHARGES**

	Effective January 1, 2015	Effective January 1, 2016
Tier 1 Supply Rate (\$/AF)	\$158	\$156
Tier 2 Supply Rate (\$/AF)	\$290	\$290
System Access Rate (\$/AF)	\$257	\$259
System Power Rate (\$/AF)	\$126	\$138
Water Stewardship Rate (\$/AF)	\$41	\$41
Full Service Untreated Rate (\$/AF):		
Tier 1	\$582	\$594
Tier 2	\$714	\$728
Treatment Surcharge (\$/AF)	\$341	\$348
Full Service Treated Rate (\$/AF):		
Tier 1	\$923	\$942
Tier 2	\$1,055	\$1,076
Readiness-to-Serve Charge (\$ millions)	\$158	\$153
Capacity Charge (\$/cfs)	\$11,100	\$10,900

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: MAY 11, 2016

SUBJECT: **CONTRACT EXTENSION WITH RSCC ENGINEERING FOR CIVIL
ENGINEERING SERVICES**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

RSCC Engineering, herein referred to as “RSCC”, was awarded the contract for the Civil Engineering Services in 2011 when the City went out to bid and RSCC was the successful bidder. The contract had been renewed twice and the most recent renewal is set to expire on June 30, 2016.

Section 2.1 of the Agreement allows the City and RSCC to mutually extend the contract for a twelve month term upon the same terms and conditions. Section 2.1 also allows for amendment to the terms, compensation or fee structure as set forth in the Agreement. If such renewal contemplates amendment, contractor must submit the proposed amendment to the City within sixty (60) days prior to the June 30, 2016 contract expiration for Council’s review and approval.

RSCC has expressed intent to exercise Section 2.1 of the Agreement with no changes to the compensation or fee structure.

The City has informed RSCC of the proposed change to the term for the next contract renewal to be month-to-month and RSCC accepted the proposed change.

RSCC provides civil engineering support services to the Parks & Public Works Department and the Planning & Building Department. RSCC is responsible for designing, overseeing, and coordinating the Capital Projects in the City. RSCC is in-charge of the oversight, planning, review, technical assistance and inter-agency coordination on the projects.

FISCAL IMPACT

The Civil Engineering Services is budgeted in two accounts - \$25,000 in account number 101-40-4104-0000 for general engineering in the Parks and Public Works Department and \$35,000 in account number 101-14-4104-0000 in the Planning and Building Department for \$35,000. These amounts are strictly for Civil Engineering Services only.

Any additional payments for the development of plans and specifications and oversight of the various construction projects, which are estimated at about 13% of each project budget, will be billed from the project's specific account. Therefore, the budgeted amount for both departments should be sufficient.

Furthermore, the City has been recruiting a Parks & Public Works Director/City Engineer and is currently working with VCA in the recruitment of a potential candidate. It is the intent of the City to have the position filled by the start of the next fiscal year. Once the Parks & Public Works Director/City Engineer is on staff, some of the contracted work can be performed in-house by said staff, thereby providing cost savings to the City.

RECOMMENDATION

Staff recommends the City Council approve extending the contract with RSCC Engineering through June 30, 2017 on a month to month basis. If Council concurs, the appropriate action would be:

“A motion to authorize the City Manager to extend the Agreement with RSCC Engineering of Irwindale, California on a month-to-month term through June 30, 2017 for Civil Engineering Services.”

Attachment

Amendment No. 3 To Professional Services Agreement for Civil Engineering Services

**AMENDMENT NO. 3
TO PROFESSIONAL SERVICES AGREEMENT FOR
CIVIL ENGINEERING SERVICES**

This Amendment No. 3 ("Amendment") to the Professional Services Agreement For Civil Engineering Services between RSCC Engineering from Irwindale, California, hereinafter referred to as "ENGINEER" and the City of San Marino, hereinafter referred to as "CITY" shall be effective July 1, 2016.

WHEREAS, The CITY and ENGINEER executed that certain Agreement for Civil Engineering Services on July 1, 2011; and

WHEREAS, The CITY and ENGINEER first extended that certain Agreement until June 30, 2015; and

WHEREAS, The CITY and ENGINEER extended that certain Agreement for the second renewal until June 30, 2016; and

WHEREAS, The CITY and ENGINEER is extending that certain Agreement for the third renewal until June 30, 2017 with a change to the term to be month-to-month; and

WHEREAS, CITY and ENGINEER desire to amend the Agreement under the same terms and conditions set forth herein.

NOW, THEREFORE, the parties agree as follows:

1. SECTION 2 Duration of the Agreement is amended in its entirety to read as follows:

SECTION 2.1 Term of Agreement. This Agreement is effective as of July 1, 2016 (the "Effective Date"), and shall remain in full force and effect through June 30, 2017, unless sooner terminated as provided in Section 13 of the Agreement. The new Agreement with this contract renewal is month-to-month. The rate will be based on the hourly rate, per the fee schedule, and that charges will be based on the amount of time spent on a project. If it is less than an hour, the rate will be prorated, at a 15 minute increment

2. That all other terms and conditions of that certain Agreement dated July 1, 2011 shall remain in full force and effect and are incorporated herein by reference.

IN WITNESS WHEREOF, the parties, through their respective authorized representatives, have executed this Amendment as of the date written below.

RSCC ENGINEERING

By _____
Carlos Alvarado

DATED: _____

CITY OF SAN MARINO

By _____
John Schaefer, City Manager

DATED: _____

ATTEST:

Veronica Ruiz, City Clerk

AGENDA ITEM NO. 8

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: MAY 11, 2016

SUBJECT: **CONTRACT EXTENSION WITH INTERWEST CONSULTING
GROUP FOR TRAFFIC ENGINEERING SERVICES**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

The one year contract extension with Interwest Consulting Group for Traffic Engineering Services will expire on June 30, 2016. Interwest was first granted a one-year contract on July 25, 2014. Although the City would normally grant a two-year engineering services contract for the first initial contract award, the initial contract with Interwest was only for one-year per direction from the Traffic Advisory Commission (TAC) who wanted to have the opportunity to evaluate the performance of the company because, at the time, the City was transitioning to a new Traffic Engineer.

For Fiscal Year 2015-2016, the TAC has met six times with two more meetings anticipated. During the second year of Interwest's contract, the Traffic Engineer, Terry Rodrigue, has worked on the following projects – 2015 Speed Survey on El Molino (Monterey to Huntington) / Euston (Wembley to San Marino), Monitoring, Meeting Attendance and Writing Reports and Letters, in relation to the Proposal for the 710 freeway, Review of the Speed Limit on Oak Grove Avenue (from North City Limit to Circle Drive), Stratford Road (from Oxford Road to San Marino Avenue), and Virginia Road (from Oak Grove to Rosalind Drive), and Evaluation of Traffic Concern on Shakespeare Drive South of Wallingford Road.

Other pending items for the Traffic Engineer for future TAC meetings include the following – Traffic Commissioners' Workshop, Consideration of Traffic Controls on Roanoke, Chelsea, and Old Mill, and Discussion to Re-Stripe / Re-Dot Left Turn Pocket at San Marino Avenue on the South Side of Huntington Drive to Extend Further South.

Interwest, through its Traffic Engineer, Terry Rodrigue, continues to provide satisfactory work and both staff and Commissioners are satisfied with Interwest's performance as the City's Traffic Engineer.

Under Amendment No. 1 of the Agreement, Section 5.1 states that the City and Interwest may mutually agree to renew the Agreement for a twelve month term with the same terms and conditions as set forth in the Agreement. Section 5.1 also allows for amendment to the terms, compensation or fee structure as set forth in the Agreement. If such renewal contemplates amendment, contractor must

submit the proposed amendment to the City within sixty (60) days prior to the June 30, 2016 contract expiration for Council's review and approval.

Interwest has expressed interest in renewing the contract for another twelve months, as set forth in Section 5.1 of the Agreement. Interwest is **not** requesting any changes to the terms, compensation or fee structure.

FISCAL IMPACT

The Traffic Engineering contract has been budgeted at \$38,000 under account number 101-40-4104-0000 in the Parks and Public Works Department. This has been the budgeted amount since the first contract award to Interwest Consulting Group.

For the first year of the contract, the amount paid to Interwest was lower than the budgeted amount.

For the current fiscal year, based on the invoices received-to-date, Interwest's bill for traffic engineering services will also lower than the budgeted amount.

Based on this history, \$38,000 has been budgeted for traffic engineering services for the next fiscal year. Intewest is not proposing any change to their fees for the renewal. Based on these factors, there should be sufficient funds in the budget.

RECOMMENDATION

Staff recommends the City Council approve extending the second year contract with Interwest Consulting Group through June 30, 2017. If Council concurs, the appropriate action would be:

“A motion to authorize the City Manager to extend the Agreement with Interwest Consulting Group of Huntington Beach, California through June 30, 2017 for Traffic Engineering Services.”

Attachments:

Attachment A: Amendment No. 2 Professional Services Agreement for Traffic Engineering Services

**AMENDMENT NO. 2
PROFESSIONAL SERVICES AGREEMENT FOR
TRAFFIC ENGINEERING SERVICES**

This Amendment No. 2 ("Amendment") to the Professional Services Agreement For Traffic Engineering Services between Interwest Consulting Group of Huntington Beach, California, hereinafter referred to as "TRAFFIC ENGINEER" and the City of San Marino, hereinafter referred to as "CITY" shall be effective July 1, 2016.

WHEREAS, The CITY and TRAFFIC ENGINEER executed that certain Agreement for Traffic Engineering Services on August 1, 2014; and

WHEREAS, The CITY and TRAFFIC ENGINEER extended that certain Agreement until June 30, 2016; and

WHEREAS, The CITY and TRAFFIC ENGINEER is extending that certain Agreement for the second renewal until June 30, 2017; and

WHEREAS, CITY and TRAFFIC ENGINEER desire to amend the Agreement under the same terms and conditions set forth herein.

NOW, THEREFORE, the parties agree as follows:

1. **SECTION 5** Duration of the Agreement is amended in its entirety to read as follows:

SECTION 5.1 Term. This Agreement is effective as of July 1, 2016 (the "Effective Date"), and shall remain in full force and effect through June 30, 2017, unless sooner terminated as provided in Section 19 of the Agreement. The parties may mutually agree to renew the Agreement for a twelve month term under the same terms and conditions as set forth in this Agreement. If such renewal contemplates amendment to the terms, compensation or fee structure set forth in this Agreement, the proposed terms, compensation or fee structure must be submitted to the CITY sixty (60) days prior to June 30th, for review and approval by the City Council.

2. That all other terms and conditions of that certain Agreement dated August 1, 2014 shall remain in full force and effect and are incorporated herein by reference.

IN WITNESS WHEREOF, the parties, through their respective authorized representatives, have executed this Amendment as of the date written below.

INTERWEST CONSULTING GROUP

By _____
Jim Ross
Public Works Leader

DATED: _____

CITY OF SAN MARINO

By _____
John Schaefer, City Manager

DATED: _____

ATTEST:

Veronica Ruiz, City Clerk

AGENDA ITEM NO. 9

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: CINDY COLLINS, COMMUNITY SERVICES DIRECTOR
PADDY TABER, ADMINISTRATIVE ANALYST |

DATE: MAY 11, 2016 |

SUBJECT: AWARD OF BID TRANSPORTATION SERVICES
TO STUDENT TRANSPORTATION OF AMERICA |

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

BACKGROUND

The transportation services contract is paid for with Metropolitan Transportation Authority "Proposition A" funds. Proposition A was a ½ cent sales tax measure in Los Angeles County that was approved by the voters in November 1980. One fourth of the funding goes to local programs to lesson congestion, improve local public transit, paratransit and related transportation infrastructure.

The Recreation Department for the City of San Marino currently contracts for bus services for Preschool, Daycare, Day Camp and field trips. In March 2016, City staff received a request from the vendor, Student Transportation of America (STA), for an increase of 5% to the existing contract for the 2016-17 Fiscal Year. Provisions in the contract prohibit increases above the consumer price index, which was 2.7% for transportation related services. A counteroffer of 2.7% was proposed to the vendor. The vendor rejected the counteroffer and notified the City of their intention to not renew the contract at the end of the current term, June 16, 2016.

On April 15, 2016, the City sent out a request for proposals (RFP) to local transportation companies. On April 28, 2016, the bids were opened in the City Council Chambers and the yearly proposed amounts were read aloud by staff to the members of the attending public. Ten vendors were invited to participate; only one submitted a proposal. The proposal was submitted by Student Transportation of America (STA) out of Goleta, California. STA is the current transportation services vendor for the Recreation Department and staff is satisfied with the level of services they provide. Annual costs for scheduled transportation services totaled \$102,050. While this represents an increase of \$15,000 to our current contract, it is important to note that this year's proposal included eighteen additional field trips that were not in the current contract. The contract is scalable, only charging for the field trips taken. In addition to the regularly scheduled transportation services, a rate of \$75 per hour was submitted by the vendor for transportation needs outside of the scheduled service. The proposed terms of the agreement would allow for an option to renew the contract one year at a time for a total of four additional years. Contract rate increases will continue to be subject to the annual CPI average. |

FISCAL IMPACT

| The City's Recreation transportation services are funded with the use of Metropolitan Transportation Authority Proposition A funds and there are sufficient Prop A funds for this contract. There is no fiscal impact to the General Fund. |

RECOMMENDATION

| Staff recommends that Council approve a one year agreement for scheduled transportation services with Student Transportation Services of American in an amount not to exceed \$102,050. | If Council concurs, the appropriate action would be:

“A motion to | authorizing the City Manager to execute a one (1) year agreement with Student Transportation of America for scheduled transportation services in an amount of \$102,050 utilizing Proposition A funds.” |

Attachments: | |

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

BY: LUCY GARCIA, ASSISTANT CITY MANAGER
CHRIS VOGT, INTERIM PUBLIC WORKS DIRECTOR
JASMIN ELEPANO, ADMINISTRATIVE ANALYST

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

DATE: MAY 11, 2016

SUBJECT: **HUNTINGTON DRIVE SAFE STREETS AND SAFE ROUTES TO SCHOOL
CORRIDOR IMPROVEMENT PLAN - AD HOC ADVISORY GROUP**

BACKGROUND

Earlier in Calendar Year 2013, the Traffic Advisory Commission (TAC) discussed proposed bicycle and pedestrian improvements. They also heard comments and suggestions on how to further improve safe routes to school. As the Council is aware, the Draft Bicycle and Pedestrian Plan that eventually ensued from these discussions was not formally adopted; however, the Traffic Commission strongly recommended the Council consider efforts in the future that would enhance travel/safety to and from school.

In 2014, the City was made aware of a Transportation Planning Grant for Fiscal Year (FY) 2014-2015 via the Department of Transportation (DOT) through Southern California Association of Governments (SCAG). SCAG represents six counties, 189 cities and more than 19 million residents. SCAG undertakes a variety of planning and policy initiatives to encourage a more sustainable Southern California now and in the future. Based on previous direction to look at opportunities that would enhance safe routes to school, San Marino applied for a grant (categorized under the Partnership Planning for Sustainable Transportation) with SCAG as the lead and San Marino as the sub-applicant. San Marino was not selected for the grant.

In September 2014, SCAG contacted staff to determine if the City would be interested in re-applying for the FY 2015-2016 cycle. SCAG would still be the lead applicant and the application would be for regional planning and would include several of the other cities who were not selected for the grant from the FY 2014-2015 cycle. SCAG hired a consultant, Evan Brooks of Los Angeles, to help re-write the grant application on behalf of the cities in the region that would be part of their application.

SCAG applied for the 2015-2016 Sustainable Transportation Planning Grant and the City's application was for the category Sustainable Communities. The City's application focused on roadway safety along the Huntington Drive Corridor. The title of the application was *Huntington Drive Safe Streets and Safe Routes to School Corridor Improvement Plan*. This time, SCAG's application for funding was approved (with the City included).

In his March 27, 2015 briefing, the City Manager provided information of the City's grant award. The project would be funded primarily by the grant and local in-kind matches in the form of staff time, paid by the City through the general fund at the staff's hourly rate, and for providing the facilities for planning

meetings. Under the terms of the grant, SCAG would handle all of the procurement, invoices, and participate in the monthly progress meetings. Staff would also help provide the technical leadership needed for the project.

SCAG issued an RFP on October 8, 2015 for a firm to complete the *Huntington Drive Safe Streets and Safe Routes to School Corridor Improvement Plan*. City staff was provided the opportunity to provide input on the scope of services, including safety and circulation enhancements for both motorists and pedestrians and planning documents for improved aesthetics and a sustainable community along the Huntington Drive Corridor. The aesthetics give consideration to providing a San Marino identity to the corridor.

The review and rating team of the proposals consisted of representatives from SCAG, CalTrans, and the City of San Marino.

On March 23, 2016, SCAG issued the Notice to Proceed to the selected consultant, KOA of Monterey Park, California for the development of the *Huntington Drive Safe Streets and Safe Routes to School Corridor Improvement Plan* for the City of San Marino. SCAG was also able to negotiate the contract amount with KOA for \$142,919.

A meeting with KOA was held on March 30, 2016 to go over the scope of work and project timeline. The City Manager provided this update in his weekly briefing dated April 7, 2016.

Under this grant, the City is required to provide an Ad Hoc Advisory Group that will consist of 8 to 12 representatives from service organizations, faith-based community, businesses, neighborhood leaders, youth, and other interest groups. At the April 27, 2016 meeting with SCAG, CalTrans, and KOA, it was discussed that aside from the identified representatives for the Ad Hoc Advisory Group, representatives from the Police and Fire Departments will be important.

The Ad Hoc Advisory Group will have three meetings during the different phases of the project. These meetings will be about 1½ to 2 hours. The Ad Hoc Advisory Group will assure that the City's interests are kept in mind in the development of the planning document. There will also be a community input gathering and meetings. The first community input will be gathered at the Golden Streets event on June 26, 2016. Throughout the duration and development of this important planning document, the City and the community's full input is essential. The final plan will be a planning document that will provide a vision for the City focused on roadway safety along the Huntington Drive Corridor. There is no construction involved from the execution of this grant—it is strictly a planning document.

FISCAL IMPACT

The total for the grant is \$170,456. The breakdown is as follows:

- \$143,360 – consultant fee
- \$ 18,574 – City of San Marino's in-kind match
- \$ 7,545 – SCAG's administrative cost
- \$ 977 – SCAG's local match

The fiscal impact to the City will be the local, in-kind match in the amount of \$18,574 for staff time and facility cost. Staff time will be paid from the general fund at the staff's hourly rate. City facilities will be utilized for the meetings.

RECOMMENDATION

If Council concurs, the appropriate action would be:

“A motion to proceed with the SCAG grant and direct staff to assemble the Ad Hoc Advisory Group for the *Huntington Drive Safe Streets and Safe Routes to School Corridor Improvement Plan*.”

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN SCHAEFER, CITY MANAGER

BY: ALDO CERVANTES
PLANNING AND BUILDING DIRECTOR

DATE: MAY 11, 2016

SUBJECT: **APPEAL FOR THE REQUEST TO EXTEND THE EXPIRATION DATE OF BUILDING PERMITS AND PROJECT COMPLETION DATE FOR 1001 ROSALIND ROAD, (ZHONG)**

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

REQUEST:

Conduct a hearing and consider an appeal of the Planning Commission's decision to extend the expiration date of building permits issued for a new home at 1001 Rosalind Road and the project completion date for the home. Raymond and Carrie Zhong, owners of 1001 Rosalind Road, requested an extension to the building permits' expiration date and the project completion date. The request was brought to the Planning Commission in accordance with Section 25.01.05 of the San Marino City Code. On March 23, 2016, the Planning Commission approved the request for an extension from March 23, 2016 to May 31, 2017. Mr. Christopher Norgaard, on behalf of the Jones and Lam families, owners of residential properties adjacent to 1001 Rosalind Road, filed a timely appeal of the Planning Commission's decision.

BACKGROUND:

The property is located on the west side of Rosalind Road between Orlando Road and Oak Grove Avenue and is zoned R-1 Single-Family Residential, Area District IE. It is currently unimproved and has a storm drain easement running diagonally across a portion of the property. Surrounding properties are similarly zoned and improved with single-family residences and related accessory structures.

The property is rectangular in shape and contains 67,082 square feet of land area. The topography quickly descends in grade elevation from the street to a low point where the storm drain easement is located. It then gradually rises to the rear property line and becomes steeper the closer one gets to the rear property line. Surface drainage is generally north to south. The area proposed for placement of a new residence is located 160 feet from the front property line and 78 feet from the rear property line.

The following discussion will explain the lengthy and complicated development history of 1001 Rosalind Road leading to the Planning Commission's decision on March 23, 2016.

1. Approval of the Initial Entitlements

On May 20, 2008, the Planning Commission approved Conditional Use Permit No. CUP07-30, Variances V07-10, V07-11 & DRC08-16. These pertained to the construction of a 10,911 square-foot single-family residence that exceeded the maximum height limit; a tennis court that would partially encroach in the front yard; and retaining walls exceeding five feet in height. A timely appeal of the Planning Commission's decision approving the Project was submitted by Neil Barker on behalf of Thomas F. Jones and Louise A. Jones and on July 25, 2008, the City Council denied the appeal and approved the project with the following conditions:

1. A cross section of the proposed bridge shall be submitted and reviewed by the City Engineer prior to the issuance of a building permit.
2. The following information shall be submitted to the City Engineer for review prior to the issuance of the building permit: a grading and drainage plan; a soils erosion control plan; a soils report; and a copy of the property identifying the storm drain easement.
3. The building shall be relocated 8 feet closer to the street than shown on the plans submitted for the May 28, 2008 Planning Commission meeting; and the maximum building height shall be 35 feet as measured from the datum point.

The property owners satisfied all three of the Council's conditions.

2. Approval of the Building Permit for the Home, Tennis Court, and Subterranean Garage and Administratively-Approved Extensions of this Building Permit

After plan check review and approval, the Building Director issued a building permit for the home, tennis court, and subterranean garage on August 8, 2011. The building permit was scheduled to expire 15 months later, on November 8, 2012. The property owners requested an extension of this initial expiration date. On November 6, 2012, the Building Director approved a six-month extension of the building permit to May 8, 2013. Before the permit expired, the property owners requested another extension. This time the Building director denied the extension. Accordingly, the property owners were required to obtain a new building permit in order to commence construction of their home.

The property owners did apply for a new building permit to construct their home, and on May 6, 2013, the Building Director issued a new building permit for the home. The new building permit was scheduled to expire 15 months later, on August 6, 2015.

3. Planning Commission-Approved Extensions of the Building Permit for the Home, Tennis Court, and Subterranean Garage

The property owners requested additional extensions of the building permit, which was scheduled to expire on August 6, 2015. However, the Building Director denied the request. The property owners then appealed the Building Director's decision to the Planning Commission.

On July 22, 2015, the Planning Commission considered the appeal and briefly extended the permit to its next meeting on August 26, 2015 due to the lack of detailed information regarding construction schedule, tree preservation and traffic mitigation. In addition, the Commission required the property owners to return with architectural drawings and grading plans. At the August 26, 2015 Planning Commission meeting, staff and the Planning Commission shared similar concerns as to the adequacy of the architectural drawings and grading plans provided by the property owners. Furthermore, the construction schedule provided by the

property owners did not address the Planning Commission's recommendations and the construction management plan was not adequate. Due to these concerns, the Planning Commission approved only a brief extension of the permit until the Planning Commission's meeting of October 28, 2015. In doing so, the Commission included a series of conditions, which included: cleaning up the property and submitting evidence of completion, resubmitting plans and details, and providing those plans and details to the residents within a 500 foot radius of the property. The property owners complied with the Planning Commission's conditions.

On October 28, 2015, following a detailed deliberation of the matter and public comments, the Planning Commission extended the permit for six months to April 27, 2016, subject to additional conditions. One of the conditions included a requirement that, within 15 days, the property owners obtain a one million dollar bond to protect neighboring properties from potential flooding during the grading activities.

The property owners did not obtain the bond within the required 15-day period. Because the property owners did not comply with a condition of the permit extension, staff scheduled an agenda item for the Planning Commission's meeting of January 27, 2016 to reconsider its prior approval to extend the permit until April 27, 2016. Prior to the January 27, 2016 meeting, staff sent the property owners a detailed letter describing the need for the bond. The property owners eventually secured the bond, but in a form that did not clearly protect the neighboring properties. At the January 27, 2016 Planning Commission meeting, the Planning Commission extended the permit for one month to allow the City Attorney time to review the performance bond and for staff to review options for the Planning Commission to consider the project going forward. In addition, the Planning Commission requested information as to any current violations on the property. The property owners eventually obtained a form of insurance that was acceptable to the City Attorney, and the Planning Commission again extended the permit for one month to its meeting of March 23, 2016. The grading for the house, the basement, and the subterranean garage are currently underway. In addition, several of the trees described in the landscape plan have been planted in various areas of the property.

4. Approval of the Building Permit for the Bridge, Grading, and Retaining Walls

While the building permit for the home, tennis court, and subterranean garage were still active and pending, the property owners applied for a separate permit to construct a bridge, perform grading, and construct retaining walls. The Building Director approved this building permit on April 2, 2015. It was initially scheduled to expire on January 2, 2016. Work has been performed in accordance with this building permit, and construction of the bridge is nearly complete. The Building Director extended this permit to January 27, 2016, to coincide with the permit to construct the home.

Both permits—one for the home, tennis court, and subterranean garage and one for the bridge, grading, and retaining walls—were then scheduled to expire on January 27, 2016. By aligning the expiration date of the permits, any decisions to deny or extend the permits by the Planning Commission addressed all permits for the property. The Planning Commission extended both permits to March 23, 2016.

PLANNING COMMISSION MEETING ON MARCH 23, 2015:

On March 23, 2016, the Planning Commission approved an extension of both building permits and the project completion date to May 31, 2017, subject to certain conditions that the property owners accepted:

1. The owners shall maintain general liability insurance in the amount of \$5,000,000 per occurrence, with an aggregate amount of \$5,000,000. Nothing herein shall limit the property owners' liability.

2. The project shall comply with the allowable construction work hours identified in Section 25.01.02 of the City Code. No construction vehicles may park on any public street.
3. The owners shall provide a project manager, effective immediately. One sign, visible from the street, must be posted on-site and must list the name(s) and phone number(s) of the project manager(s). The project manager shall be on-site and available during all times that construction activity is occurring. A flag man shall be on-site to direct ingress and egress of vehicle traffic to and from the site.
4. The landscape architect shall complete the final landscape plan, including details on the sizes and types of plants and trees. The applicant shall provide evidence showing reasonable steps taken to present the landscape plan to property owners within 500' of the subject property. The Landscape Plan shall be submitted to the City prior to May 27, 2016 with evidence that the neighbors were provided an opportunity to review and comment on the plans. Included with the landscape plan shall be a 3-dimensional model or rendering.
5. The project shall return to the Planning Commission every three (3) months with a complete project progress report, including pictures. The applicant shall inform the Director of Building and Planning of any anticipated delay in construction. The first status report shall be provided at the May 27, 2016, Planning Commission meeting which is two months from the March 25, 2016 meeting.
6. The penalties for non-compliance with any of the above conditions shall include financial penalties of no less than \$1,000 per violation per day and may include a revocation of all permits associated with the property.
7. If the project fails to receive a successful final inspection by May 31, 2017, a penalty shall be assessed in the amount listed below:

1st month - \$5,000

2nd month - \$10,000

3rd month - \$15,000

After the third month, each day beyond shall incur a \$1,000 penalty fee paid to the City of San Marino.

8. Any violation shall be photo documented for the record and presented to the Planning Commission during the periodic updates.

The Planning Commission also approved the inclusion of a force majeure provision that provides: "Delay in performance hereunder shall not be deemed to be default to the extent the delay is due to war, insurrection, floods, earthquakes, fires, casualties, epidemics, quarantine restrictions, unusually severe weather, strikes causing inability to secure necessary labor, materials or tools, acts of the City and any other causes beyond the control and without the fault of the property owner. An extension of time for any such cause shall be for the period of the delay and shall commence to run from the time of the commencement of the cause, but only if property owner sends written notice to the City within five days after commencement of the cause."

ANALYSIS:

Recent Improvements to the Property

Recent and on-going improvements at 1001 Rosalind Road include the comprehensive re-landscaping of the property. Mature small specimen oak trees are in the process of being replaced and planted with careful consideration taken to ensure that surrounding groundcover and irrigation placement are designed to protect such trees. As stated earlier, the bridge approved by the Planning Commission and the City Council as part of the initial project approvals is nearly complete.

The approved plans specified the removal of several trees on the property. A majority of these trees were located within the building pad of the proposed house. Although the plan included the relocation of several of these trees, the site arborist and the City arborist confirmed that the trees would not survive a relocation. In addition, several other oak trees not within the building pad were removed due to declining health. This analysis was performed by the site arborist and confirmed by the City arborist.

Landscaping and Trees

In June of 2013 a report was submitted by Terry Chesbro, Certified Arborist, regarding the 31 trees (29 were Coast Live Oaks) that were located within the building pad of the proposed new house. The trees in that area were identified during a previous Planning Commission meeting and were noted on the plans as trees that the owner was going to do their best to relocate to a new location on the property. The evaluation/report determined that the conditions of the trees and the physical location of the trees (hillside) made them poor candidates for relocation. The City Arborist, Ron Serven reviewed the report and performed a site visit to determine if Mr. Chesbro's professional opinion was accurate. After performing the site visit, Ron Serven that the trees were not suitable candidates for relocation and the trees were approved for removal

In March of 2014 a follow-up site evaluation was performed by Terry Chesbro and Rebecca, Certified Arborist, at the direction of City staff in response to potential damages to trees incurred during the previous removals and site clearance for undesirable vegetation. It was determined that some damage was done during the site work, but the extent of the damage and the possible short term and long term impact on the trees was difficult to determine. Ron Serven visited the site and observed the identified damage to the trees in question. Ron also met with Dave Saldana, Director of Planning and Building Department, to discuss the tree damage and the possible violation of the City's Tree Preservation Ordinance. Mr. Saldana and Ron agreed that the overall impact was not known due to pre-existing conditions and uncertainty as to how the trees would respond to the damage. As a result of the meetings with staff, a new landscape plan was approved for the project by the City and its City Arborist in 2014. Staff imposed strict requirements on the homeowner in moving forward:

1. Property owner is required to hire a Certified Arborist or Registered Consulting Arborist to perform a complete site survey and evaluation of all remaining trees on the property to determine what trees were to remain versus what trees were determined to be removed based on the current condition and the long-term health/safety concerns related to the trees. This was completed by Rebecca Latta.
2. Property owner is required to provide a tree protection plan for all trees that are to remain on the site to include protection within the dripline of all established trees on the property as well as protection from construction material storage and equipment access. This was provided by Rebecca Latta and reviewed and approved by Ron Serven, City Arborist.
3. Property owner is required to hire a Certified Arborist or Registered Consulting Arborist to oversee the site for the next ten years. The arborist shall ensure all requirements are followed and property's existing and new landscapes are closely monitored. The property owner hired Rebecca Latta and is contractually obligated to retain her services for the ten years. If Rebecca is removed for any reason as the site arborist all records and responsibilities of the property owner shall be transferred to an alternate arborist for the balance of the ten year obligation.

On March 14, 2016, the property owners' landscape architect organized a meeting at the Crowell Public Library to discuss the new landscaping plan (See Attached) for the project with the neighbors. A written notice was mailed to the property owner within 500 feet of the subject site on March 9, 2016. Unfortunately, none of the neighbors attended the meeting. An additional landscaping meeting was held on

April 18, 2016 to discuss the landscape plan and any potential changes. As a result of the meeting, the owner agreed to plant new trees at the rear most portion of the property adjacent to the existing Guest House at 1100 Oak Grove Avenue.

ISSUES ON APPEAL:

The City Council is presented with an appeal from the Planning Commission's decision to extend the expiration date of the project's building permits and the project completion date to May 2017. The Appellants' argue that the Planning Commission did not make the necessary findings to extend the project completion date. Section 21.01.05 of the Municipal Code authorizes an extension of the project completion date if the "project has been performed as expeditiously as reasonably possible and in a manner to reasonably accommodate the needs of persons residing in the neighborhood and that the delay in completion of construction was beyond the reasonable control of the property owner or contractor." The Appellants' contend that the project has not met this standard. They also contend that the Planning Commission's decision to include a force majeure provision in its approval could potentially extend the project indefinitely and should be omitted.

The Appellants' also argue that the 2008 entitlements for the project, including the CUP, variances, and design review approval should be revoked. However, the scope of this appeal does not include the project entitlements. The validity of the entitlements was not an issue before the Planning Commission because it was not part of the property owners' initial request. The City would have to initiate a separate permit revocation proceeding in order to seek to revoke the 2008 entitlements.

CITY COUNCIL OPTIONS:

The City Council has three options to resolve this appeal:

1. The City Council can deny the appeal and uphold the Planning Commission's decision to extend the building permits and project completion date to May 31, 2017 with the conditions approved by the Planning Commission. One such condition, as discussed above, required periodic monitoring of the construction progress. The City Council could base this decision on the fact that this is an unusual project that will take longer than normal yet at the same time provide a good monitoring system to ensure that it will not harm the neighborhood. In addition, with the completion of the bridge and access, all vehicles and construction equipment can now be stored on site and not on the street nearby.
2. The City Council can deny the appeal and uphold the Planning Commission's decision to extend the building permits and project completion date to May 31, 2017, but recommend different conditions than those approved by the Planning Commission.
3. The City Council can accept the appeal and overturn the Planning Commission's decision to extend the building permits and project completion date to May 31, 2017. This decision would mean that both of the project's building permits (the home/tennis court/garage and the bridge/grading/retaining walls) will automatically expire. The property owners could resubmit plans for plan check and then pull new permits for the project and pay the appropriate fees. None of the conditions attached to the Planning Commission's extension would apply to the new permit. The new building permit would have an expiration date of 15 months and could be extended for an additional 6 months. The Conditional Use Permit, Variances and Design Review entitlements approved as part of the project would not automatically expire along with the building permits.

RECOMMENDATION:

Staff recommends the City Council deny the appeal and uphold the Planning Commission’s decision to extend both building permits to May 31, 2017, with the following conditions as approved by the Planning Commission:

1. The owner shall maintain general liability insurance in the amount of \$5,000,000 per occurrence, with an aggregate amount of \$5,000,000. Nothing herein shall limit the property owners liability.
2. The project shall comply with the allowable construction work hours identified in Section 25.01.02 of the City Code. No construction vehicles may park on any public street.
3. The owner shall provide a project manager, effective immediately. One sign, visible from the street, must be posted on-site and must list the name(s) and phone number(s) of the project manager(s). The project manager shall be on-site and available during all times that construction activity is occurring. A flag man shall be on-site to direct ingress and egress of vehicle traffic to and from the site.
4. The landscape architect shall complete the final landscape plan, including details on the sizes and types of plants and trees. The applicant shall provide evidence showing reasonable steps taken to present the landscape plan to property owners within 500’ of the subject property. The Landscape Plan shall be submitted to the City prior to May 27, 2016 with evidence that the neighbors were provided an opportunity to review and comment on the plans. Included with the landscape plan shall be a 3-dimensional model or rendering.
5. The project shall return to the Planning Commission every three (3) months with a complete project progress report, including pictures. The applicant shall inform the Director of Building and Planning of any anticipated delay in construction. The first status report shall be provided at the May 27, 2016.
6. The penalties for non-compliance with any of the above conditions shall include financial penalties of no less than \$1,000 per violation per day and may include a revocation of all permits associated with the property.
7. If the project fails to receive a successful final inspection by May 31, 2017, a penalty shall be assessed in the amount listed below:

1st month - \$5,000

2nd month - \$10,000

3rd month - \$15,000

After the third month, each day beyond shall incur a \$1,000 penalty fee paid to the City of San Marino.

8. Delay in performance hereunder shall not be deemed to be default to the extent the delay is due to war, insurrection, floods, earthquakes, fires, casualties, epidemics, quarantine restrictions, unusually severe weather, strikes causing inability to secure necessary labor, materials or tools, acts of the City and any other causes beyond the control and without the fault of the property owner. An extension of time for any such cause shall be for the period of the delay and shall commence to run from the time of the commencement of the cause, but only if property owner sends written notice to the City within five days after commencement of the cause.
9. Any violation shall be photo documented for the record and presented to the Planning Commission during the periodic updates.

Attachments: Revised Landscape Plan
Location/Radius Map
Appeal letter dated April 5, 2016

1001 ROSALIND ROAD RESIDENCE

SAN MARINO, CA

NEIGHBORS MEETING

04.18.2016

TACK

LANDSCAPE + URBANISM

**TREE INVENTORY
PLAN COMPARISON**

ORIGINAL APPROVED PLAN *

• TOTAL EXISTING TREES	61
• TREES TO BE REMOVED	-21
• TREES TO REMAIN	40
• NEW TREES OVER 24-60" BOX	50
• REMOVED TREES TO BE RELOCATED 92" BOX (where determined feasible)	14
TOTAL TREES	100

2014 APPROVED PLAN *

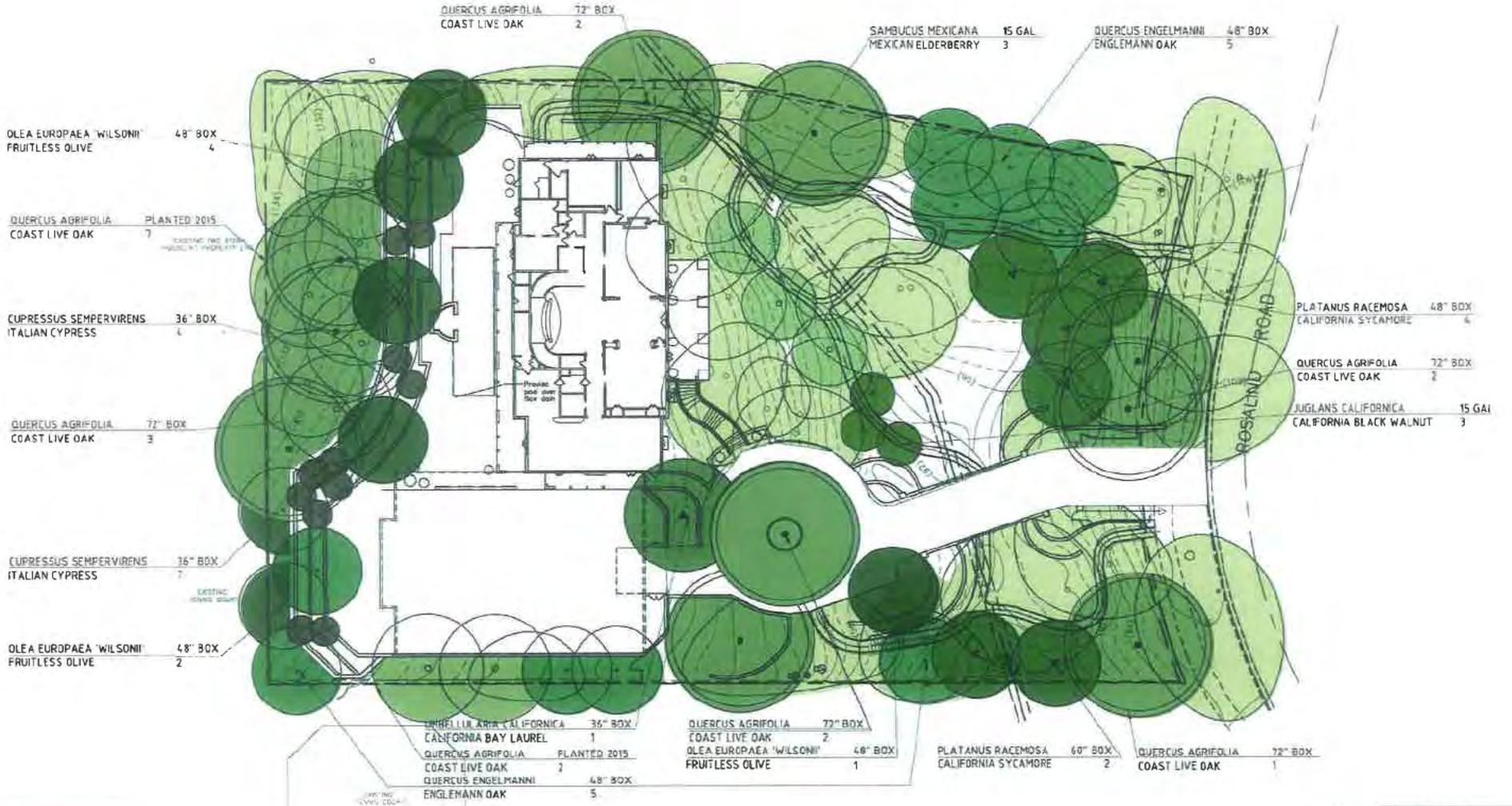
• TOTAL EXISTING TREES	68
• TREES TO BE REMOVED	-35
• TREES TO REMAIN	33
• NEW TREES OVER 24-60" BOX	47
• NEW TREE 92" BOX	1
TOTAL TREES	81

2016 PROPOSED PLAN

• TOTAL EXISTING TREES	68
• TREES TO BE REMOVED	-35
• TREES TO REMAIN	33
• NEW TREES OVER 24" BOX	14
• NEW TREES OVER 36-72" BOX	54
TOTAL TREES	101

* March 9, 2009

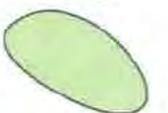
* October 18th, 2014



TREE LANDSCAPE PLAN



TREES LEGEND SYMBOL

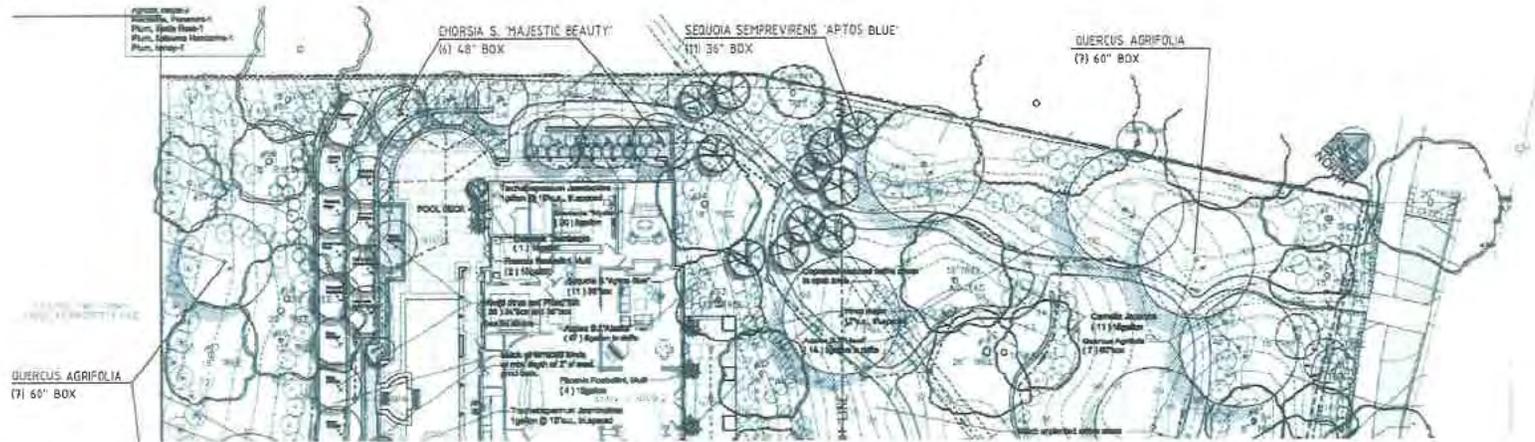
	0. QUERCUS AGRIFOLIA COAST LIVE OAK (PREVIOUSLY PLANTED)	QUANTITY 9
	1. QUERCUS AGRIFOLIA COAST LIVE OAK	10
	2. QUERCUS ENBLMANNI ENGLEMANN OAK	10
	3. UMBELLULARIA CALIFORNICA CALIFORNIA BAY LAUREL	1
	4. PLATANUS RACEMOSA CALIFORNIA SYCAMORE	6
	5. SAMBUCUS MEXICANA MEXICAN ELDERBERRY	3
	6. JUGLANS CALIFORNICA CALIFORNIA BLACK WALNUT	3
	7. OLEA EUROPAEA "WILSON" FRUITLESS OLIVE	1
	8. CUPRESSUS SEMPERVIRENS ITALIAN CYPRESS	11
	EXISTING TREE CANOPY	
<hr/>		
TOTAL NEW TREES		60

TOTAL EXISTING TREES	60
TREES TO BE REMOVED	-35
TREES TO REMAIN	33
NEW TREES OVER 36" BOX	54
<hr/>	
TOTAL LARGE TREES	87
TREES UNDER 36" BOX	6
<hr/>	
TOTAL TREES	93

2016 PROPOSED PLAN



2014 APPROVED PLAN

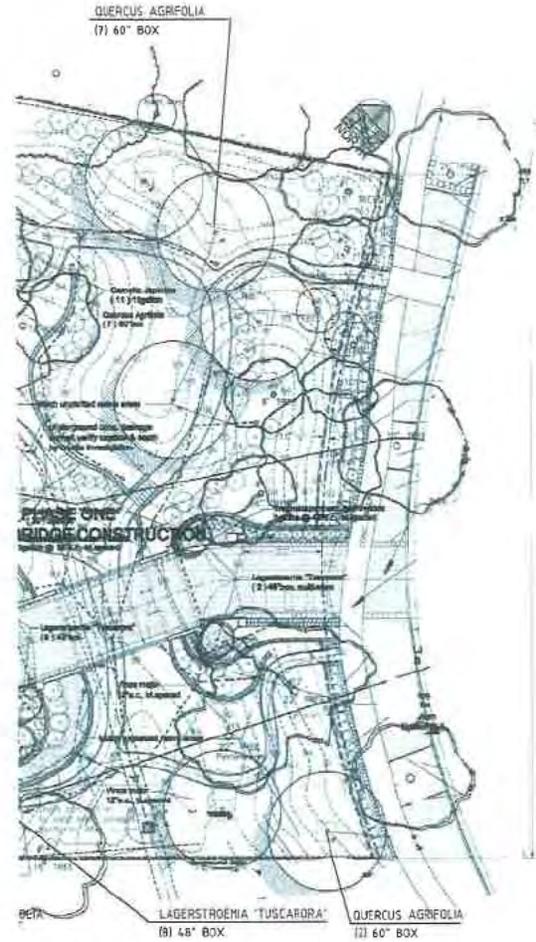


2016 PROPOSED PLAN

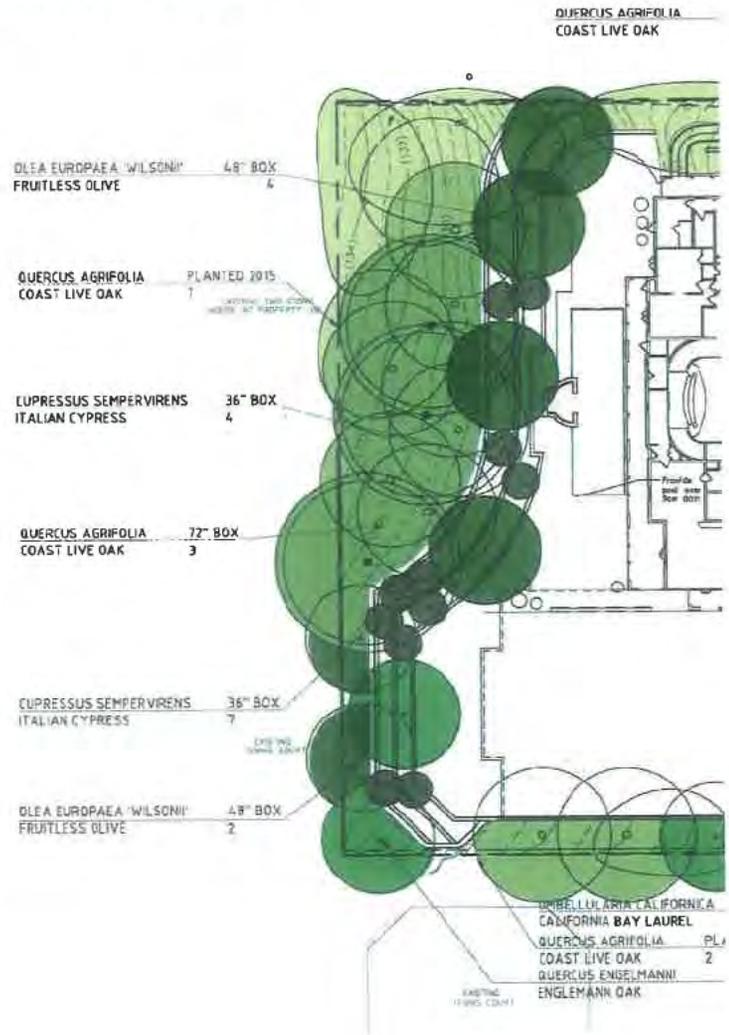


EAST PROPERTY LINE

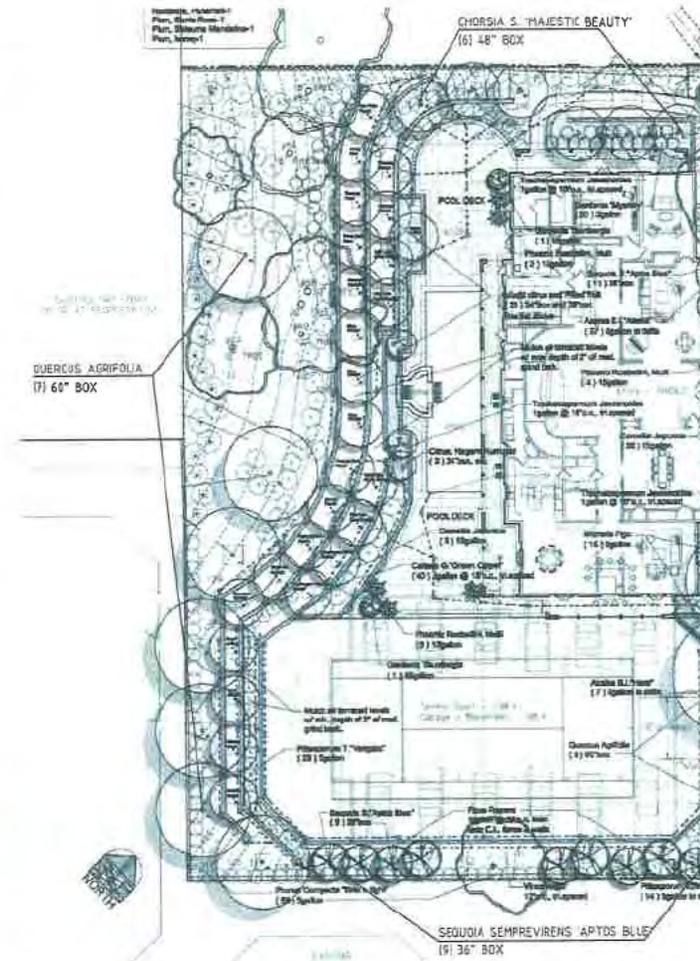
2014 APPROVED PLAN



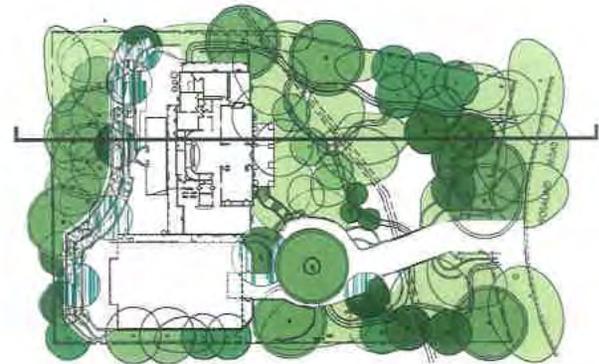
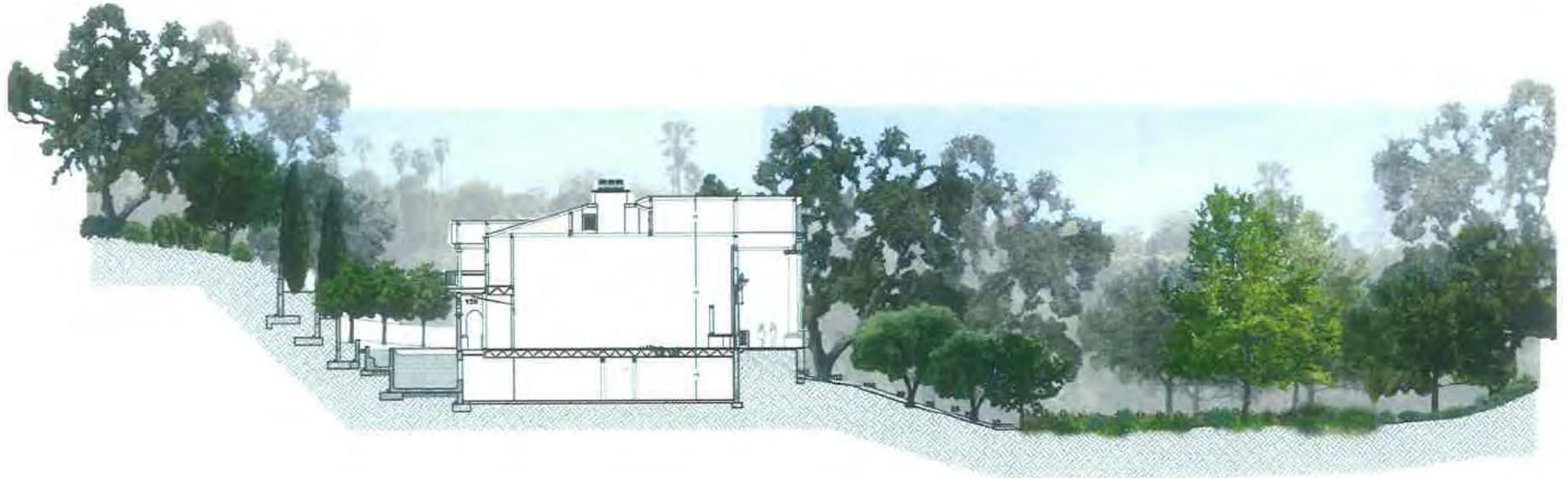
2016 PROPOSED PLAN



2014 APPROVED PLAN

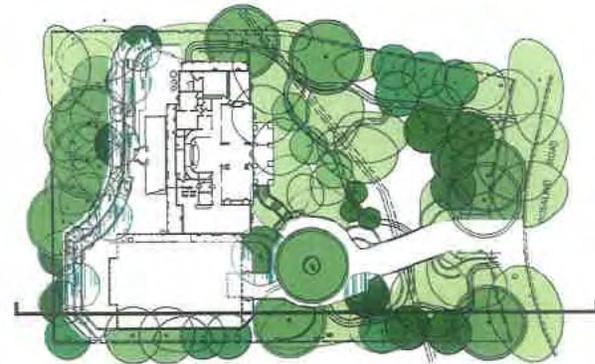


15-20 YEARS



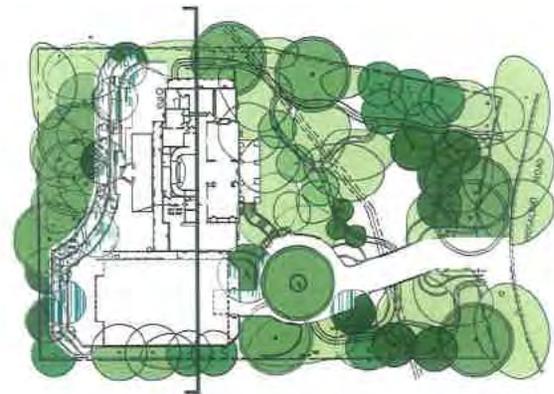
SITE SECTION A

15-20 YEARS



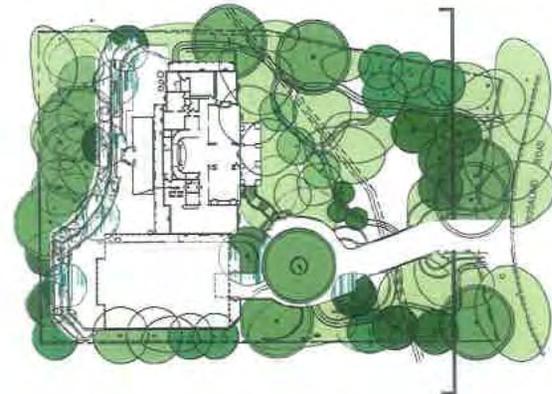
SITE SECTION B

15-20 YEARS



SITE SECTION C

15-20 YEARS



SITE SECTION C

**Law Offices of
Christopher Norgaard**

of 633 West Fifth Street, Suite 2600
Los Angeles, California 90071
Telephone: 213.223.2030
Facsimile: 213.223.2029
E-mail: cnorgaard@chrisnorgaardlaw.com

April 5, 2016

BY ELECTRONIC MAIL AND HAND DELIVERY

TO THE CITY COUNCIL OF THE CITY OF SAN MARINO

2200 Huntington Drive
San Marino, CA 91108

Ms. Veronica Ruiz
City Clerk
City of San Marino
2200 Huntington Drive
San Marino, CA 91108
Email address: vrui@cityofsanmarino.org

**Appeal of Decision of the San Marino Planning Commission regarding 1001
Rosalind Road, San Marino, California 91108
Planning Commission meeting date: March 23, 2016
Agenda item no. 7:
Request for Extension of Project Completion Date
1001 Rosalind Road, (Zhong)**

Appeal by:

Louise Jones, Thomas Jones, Jeffrey Jones, Kevin Jones
1100 Oak Grove Avenue
San Marino, CA 91108

Ronnie Lam, Shirley Lam, Tiffany Lam, Stephanie Lam
1095 Rosalind Road
San Marino, CA 91108

Dear Honorable Members of the City Council and Ms. Ruiz:

I represent Louise Jones and Thomas Jones, owners and residents of the real property located at 1100 Oak Grove Avenue, San Marino, California 91108, and Jeffrey Jones, who resides at the same address (together, the "Jones family"). I also represent Ronnie Lam and Shirley Lam, owners and residents of the real property located at 1095 Rosalind Road, San Marino, California 91108, and their daughters, Tiffany Lam and Stephanie Lam, who reside at the same address (together, the "Lam family").

The said Jones family and Lam family residential properties are adjacent to the property located at 1001 Rosalind Road, San Marino. The Jones family and Lam family hereby appeal from the decision of the San Marino Planning Commission, at its meeting on March 23, 2016, to grant an extension of the project completion date for the development project at 1001 Rosalind Road, from no later than March 23, 2016, to at least May 31, 2017, or, if certain penalty payments are made by the owners or their agents (Raymond Zhong, Carrie Zhong, Perfect Design Rosalind LLC and/or RAA Corp.), to an even later and indeterminate date.

This project was initially approved almost eight years ago, on May 28, 2008. As the City staff agenda reports have noted, “during this entire time [as of late July 2015, more than seven years after approval], there has been no construction activity on the property until the applicant obtained building permits to construct the access bridge in the front yard area” on April 2, 2015, which bridge was not completed until the second half of 2015. The project owners and contractor have consistently failed to meet conditions that the Planning Commission has imposed or attempted to impose for extension of project completion dates.

The 1001 Rosalind Road property owners and project contractor have not made any showing that would justify an extension of the project completion date under City Code Section 25.01.05 or any other provision of law. The Planning Commission did not make any finding that any of the criteria for an extension under Section 25.01.05 or any other provision had been met. Indeed, the comments by Planning Commission members during both the March 23 meeting and prior meetings indicate that the members correctly believe that those criteria have not been met.

In addition, the Conditional Use Permit, Variances and Design Review actions under which the Planning Commission allowed the extension have expired and/or should be revoked pursuant to Code Sections 23.15.08(C) (no building permit was obtained within one year after design review approval, thus becomes null and void, unless extended by DRC or Commission for one year, which did not occur here), 23.07.06 (variance or permit not used within one year after granting becomes null and void unless extended by Commission for one year, which did not occur here), and 23.07.07 (variance or conditional use permit shall cease to be of any force and effect if the use has ceased or has been suspended for a consecutive period of six (6) or more months). *See also* Section 23.07.04(B) and similar holdings in case law (Commission may revoke previously granted variance or conditional use permit if obtained by fraud; if use not being exercised; if grant has been exercised contrary to conditions or in violation of other applicable statutes, ordinances, laws or regulations; or where grant exercised so as to be a nuisance—all of which occurred here, the “fraud” being ongoing, substantial, documented removal of dirt from the site, by the truckload, after representation in initial approval that no dirt would be removed, and presentation of a Landscape Plan as integral

The City Council of the City of San Marino
Ms. Veronica Ruiz
April 5, 2016
Page 3

to approval, which the project owners now concede can not and will not be implemented).

Finally, the Planning Commission's March 23, 2016, approval of the project completion date to a potentially indeterminate date, as described above, allows an even greater and also indeterminate extension if and to the extent that construction delays occur based on a host of potential situations such as "unusually severe weather" or "someone engaging the owner or contractor in a lawsuit to stop the job site construction work and without the fault of the property owner," *i.e.*, the mere fact of a "lawsuit," irrespective of whether an injunction or restraining order actually issued, would further extend the completion date. Appellants submit that the said provision is, among other things, against public policy and, for example, might allow the owner or contractor to contend that this very appeal further extends the completion date.

Very truly yours,


Christopher Norgaard

cc: By electronic mail:
Mr. Aldo Cervantes
Director, Planning and Building Department
City of San Marino

CITY OF SAN MARINO

PLANNING COMMISSION APPEAL

(Please type or
print in ink)

Appeal Fee \$250.00
Non-Refundable

Pursuant to City Code, the City Council has the following options:

- a. Affirm the action of the Planning Commission; or
- b. Overturn the Planning Commission action; or
- c. Refer the matter back to the Planning Commission, with or without instructions for further proceedings; or
- d. Set the matter as a de novo hearing.

TO THE CITY COUNCIL OF THE CITY OF SAN MARINO:

Date of Planning Commission Meeting March 23, 2016

Date of Appeal (within 15 days) April 5, 2016

Resolution of Findings No. Agenda item 7

Appeal by Louise Jones, Thomas Jones, Jeffrey Jones, Ronnie Lam, Shirley Lam, Tiffany Lam, Stephanie Lam
(Name)

Regarding: (Agenda item no. 7) at 1001 Rosalind Road
(Case No.) (Address)

The undersigned hereby appeals from the decision of the Planning Commission, referenced above, upon the following grounds: (State reasons why you think the City Council should render a different decision than that rendered by the Planning Commission. Attach additional pages if necessary). The narrative statement and nine (9) sets of drawings (if applicable) are due at the time the appeal is filed.

Planning Commission approved extension of project completion date without any showing or finding of basis for extension under City Code (see Section 25.01.05) and based on expired and revocable CUP 07-30,

Variances V07-10, V07-11 and DRC 08-16
Dated: April 5, 2016
Christopher Norgaard, Christopher Norgaard
or by their Pot and representing
Louise Jones, et al. (see above)
Appellant Name

1100 Oak Grove Avenue, San Marino, CA 91108
Appellant Address



CITY OF SAN MARINO

FEE WORKSHEET
PLANNING AND BUILDING DEPARTMENT

PLANNING: 101-14-3312-0000

Table listing various planning fees such as Admin. Design Review, CUP Application, DRC Appeal, etc. with corresponding dollar amounts.

PLAN CHECK FEE: 101-14-3308-0000

PLAN CHECK \$

BUILDING PERMIT FEES: 101-14-3151-0000

Table listing building permit fees for Building Permit, Mechanical Permit, Electrical Permit, Plumbing Permit, and Pool/Spa Permit.

FIRE INSPECTION FEE: 103-34-3330-0000

(626) 300-0735
CERTIFICATE OF OCCUPANCY \$145.00

INSPECTION FEES: 101-14-3312-0000

(626) 300-0711
CERTIFICATE OF OCCUPANCY \$95.00
COMPLIANCE CERTIFICATE \$65.00
SPECIAL INSPECTION \$160.00

TREE FEES: 101-14-3106-0000

REMOVAL APPLICATION \$245.00
APPEAL \$255.00
ADMINISTRATIVE FEE \$

WATER VIOLATION: 209-00-3410-0000

\$100.00 x
\$200.00 x
\$500.00 x

MAP/PUBLICATION FEES: 101-14-3346-0000

MAPS
SAN MARINO STREET MAPS \$10.00 x
SEISMIC STUDY ZONE, YARD, MISC. MAPS \$5.00 x
TRACT MAPS (fee based on reproduction cost) \$

PUBLICATIONS

GENERAL PLAN, S.M. COMM. PLAN, COMM./RES. DESIGN GUIDELINES, ZONING CODE-CITY CODE CH. 23 \$20.00 x
HOUSING ELEMENT \$10.00 x
MISC. CITY DOC. COPIES \$.20 x
MISC. DOCS OR TAPES \$
TRAFFIC SPEED STUDY ZONE \$12.00 x

MISC. FEES:

Blank lines for miscellaneous fees.

ADDRESS: Appeal of 1001 Rosalind

TOTAL AMOUNT DUE: \$

**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 – EXISTING
LITIGATION PURSUANT TO GOVERNMENT CODE
SECTION 54956.9: (2 CASES)**

- 1) Natural Resources Defense Council, Inc., et al. v. State Water Resources Control Board, et al., Case No. BS156962;
- 2) City of Gardena v. Regional Water Quality Control Board, et al., Case No. 30-2016-00833722-CU-WM-CJC.

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: |VERONICA RUIZ, CITY CLERK|

DATE: |MAY 11, 2016|

SUBJECT: 2016 CITY COUNCIL MEETING CALENDAR

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

DATE	DESCRIPTION	LOCATION *	TIME
January 13, 2016	Joint Meeting with DRC	City Hall EOC	5:00 P.M.
January 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
January 20, 2016	Meeting with the Community on the Budget Process	San Marino Center – Fireside Room	7:00 P.M.
January 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
February 10, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
February 26, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
March 9, 2016	Joint Meeting with Traffic Commission	City Hall EOC	5:00 P.M.
March 9, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
March 25, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
April 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
April 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
May 2, 2016	Adjourned Regular Meeting (Budget)	Crowell Library - Barth Room	6:00 P.M.
May 11, 2016	Joint Meeting with Library Board	City Hall EOC	5:00 P.M.
May 11, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
May 27, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
June 8, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
June 24, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
July 13, 2016	Stoneman/San Marino Center Discussion	City Hall Council Chamber	5:00 P.M.
July 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
July 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
September 14, 2016	Joint Meeting with Planning Commission	City Hall EOC	5:00 P.M.
September 14, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
September 30, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
October 12, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
October 28, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
November 9, 2016	Joint Meeting with School Board	City Hall EOC	5:00 P.M.
November 9, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
December 14, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.

* Unless otherwise notified, all City Council Meetings will take place in the City Hall Council Chamber, located at 2200 Huntington Drive, San Marino, CA 91108.

** If deemed necessary, the Council may schedule additional meetings.