



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

**City Manager's Conference Room, Second Floor, City Hall
1414 Mission Street, South Pasadena, CA 91030**

Wednesday, June 1, 2016, at 6:30 p.m.

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

CALL TO ORDER: Mayor Diana Mahmud

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

PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS ONLY

(Time limit is three minutes per person)

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

CLOSED SESSION AGENDA ITEMS

A. Pending Litigation

CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION, Pursuant to
Government Code Section 54956.9 (d)(1)

Name of case: Mark Nansen, et al. v. City of South Pasadena, et al. Case No. BC543533

B. Initiation of Litigation

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

Number of Cases: 1

C. Personnel Item

PERSONNEL ITEM - Pursuant to Government Code Section 54957 (b)(1)

Performance Evaluation of City Manager

City Negotiator: Teresa L. Highsmith, City Attorney

D. Existing Litigation

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9 (d)(1):

Name of case: City of Gardena v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, et al. Orange County Superior Court Case No. BS156342

ACCOMMODATIONS



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

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

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

5/26/2016
Date

Desiree Jimenez
Desiree Jimenez,
Deputy City Clerk



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

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

Wednesday, June 1, 2016, at 7:30 p.m.

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

- CALL TO ORDER:** Mayor Diana Mahmud
- ROLL CALL:** Councilmembers Robert S. Joe; Marina Khubesrian, M.D.; Richard D. Schneider, M.D.; Mayor Pro Tem Michael A. Cacciotti; and Mayor Diana Mahmud
- INVOCATION:** Councilmember Joe
**In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.*
- PLEDGE OF ALLEGIANCE:** Christina Taylor and Marissa Starks, Girl Scouts Girl Scout Troop No. 14741
- 1. CLOSED SESSION ANNOUNCEMENTS:** A Closed Session Agenda has been posted separately

PRESENTATIONS

- Announcement of 5th Grade Winners of the Festival of Balloons 4th of July Poster Contest Depicting the Theme "100 Years of the National Park Service: Celebrating Our Urban Forest"**
- Presentation of Certificates of Appreciation to Finley Mullen, Jack Campbell, Nico Salazar, and Elaine Yang, South Pasadena High School Students, and Kelly Conte, Lead Artist, for the Completion of the El Centro Street Community Mural Project**
- Presentation of a Certificate of Appreciation to the Woman's Club of South Pasadena for Operation Cookie 2016**

5. Introduction of New City of South Pasadena Employees

- Gilbert Carrillo, Police Officer, South Pasadena Police Department
- Ryan Hang, Police Officer, South Pasadena, Police Department
- Jennifer Shimmin, Senior Management Analyst, Management Services Department
- Brian Wiley, Police Officer, South Pasadena Police Department
- Patrick Zamora, Police Officer, South Pasadena Police Department

COMMUNICATIONS

6. Councilmembers Communications

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

7. City Manager Communications

8. Reordering of and Additions to the Agenda

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

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

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

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

CONSENT CALENDAR

9. Minutes of the City Council Meeting of May 4, 2016

Recommendation

Approve the minutes of the May 4, 2016 City Council Meeting.

10. Prepaid Warrants, General City Warrants, Redevelopment Successor Agency Check Summary, and Payroll

Recommendation

Approve the City of South Pasadena Prepaid Warrants Nos. 193631 through 193686 in the amount of \$711,332.88; General City Warrants Nos. 193687 through 193841 in the amount of \$328,370.40, and Payroll, dated May 20, 2016, in the amount of \$417,253.50. Seated as the Successor Agency to the Community Redevelopment Agency, approve Payroll, dated May 20, 2016, in the amount of \$5,814.04 (included in the above totals).

11. Adoption of a Resolution Determining and Establishing an Appropriations Limit for Fiscal Year 2016-17 in Accordance with Article XIII B of the California Constitution

Recommendation

Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, determining and establishing an Appropriations Limit for Fiscal Year 2016-17 in accordance with Article XIII B of the California Constitution and Government Code Section 7910.”

PUBLIC HEARING

12. Approval of a Resolution Adopting the Fiscal Year 2016-17 Budget

Recommendation

Adopt a Resolution entitled “A Resolution the City Council of the City of South Pasadena, California, adopting the Fiscal Year 2016-17 Budget.”

13. Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District for Fiscal Year 2016-17

Recommendation

Adopt a Resolution entitled “A Resolution of the City Council of the City of South Pasadena, California, confirming the Fiscal Year 2016-17 annual levy and collection of assessments certain maintenance in an existing district pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California.”

ACTION/DISCUSSION

14. Provide Direction to Initiate the Annexation Process to the San Gabriel Valley Mosquito and Vector Control District

Recommendation

Provide direction to staff to initiate the annexation process to the San Gabriel Valley Mosquito and Vector Control District (SGVCD) and to engage the SGVCD for mosquito surveillance and control on an as-needed basis.

15. Consideration of Modifying Eligibility Requirements for City Boards, Commissions, and Committees

Recommendation

Provide direction whether to modify eligibility requirements for City of South Pasadena Boards, Commissions, and Committees.

REPORTS

16. Receive and File a Progress Report on the Renewable Energy Council, Arroyo Seco Golf Course Lease Subcommittee, and the San Pascual Stables Lease Subcommittee

Recommendation

Receive and file the status update on the Renewable Energy Council, Arroyo Seco Golf Course Lease Subcommittee, and San Pascual Stables Lease Subcommittee.

COUNCILMEMBERS COMMUNICATIONS (continued)

ADJOURNMENT

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

June 15, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.
July 6, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.
July 20, 2016	Regular City Council Meeting	Council Chamber	7:30 p.m.

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

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

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

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

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

ACCOMMODATIONS

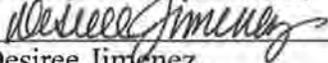


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I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, as required by law.

5/20/2016

Date


Desiree Jimenez,
Deputy City Clerk

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THE CITY OF SOUTH PASADENA EXPRESSES

APPRECIATION



The Woman's Club of South Pasadena

Operation Cookie 2016

In appreciation of a longstanding and invaluable selfless volunteer contribution for the packaging and delivery of cookies in decorative containers to hospitalized, homeless, and special needs veterans in time for Memorial Day 2016 throughout the South Pasadena community



Dated this 1st day of June, 2016

Diana Mahmud, Mayor

Evelyn G. Zneimer, City Clerk

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Wednesday, May 4, 2016
Minutes of the Regular Meeting of the
Joint City Council/Redevelopment Successor Agency

CALL TO ORDER

A Regular Meeting of the South Pasadena Joint City Council/Redevelopment Successor Agency was called to order by Mayor Mahmud on Wednesday, May 4, 2016, at 7:45 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

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

Absent: None.

City Staff

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

INVOCATION

Councilmember Schneider gave the invocation.

PLEDGE OF ALLEGIANCE

Councilmember Schneider led the Pledge of Allegiance.

CLOSED SESSION ANNOUNCEMENTS

1. Closed Session Announcements

The Regular Closed Session of the City Council of May 4, 2016, was called to order by Mayor Mahmud at 6:30 p.m., with all Councilmembers present.

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

A. CONFERENCE WITH LABOR NEGOTIATOR, Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators regarding labor negotiations with Unrepresented Management Employees

City Negotiators: City Manager Sergio Gonzalez and Teresa L. Highsmith City Attorney

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

Number of Cases: 1

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9 (d)(1):

Name of case: City of Gardena. v. Los Angeles Regional Water Quality Control Board and State Water Resources Control Board, et al. Orange County Superior Court Case No. BS156342

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION, Pursuant to Government Code Section 54956.9 (d)(1):

Name of case: Mark Nansen, et al. v. City of South Pasadena, et al. Case No. BC543533

City Attorney Highsmith reported that City Council provided direction to staff regarding the agendaized Closed Session Items, but did not take any reportable action.

PRESENTATIONS

2. **Presentation of a Proclamation declaring May 2016, as “Preservation Month” in the City of South Pasadena**

Mayor Mahmud presented a Proclamation to Larry McGrail, on behalf of the South Pasadena Preservation Foundation, declaring May 2016 as “Preservation Month” in the City of South Pasadena.

3. **Presentation of a Proclamation declaring May 1-7, 2016, as “Municipal Clerks Week” in the City of South Pasadena**

Mayor Mahmud presented a Proclamation to Evelyn Zneimer, City Clerk, and Anthony Mejia, Chief Deputy City Clerk, declaring May 1-7, 2016, as “Municipal Clerks Week” in the City of South Pasadena. Chief Deputy City Clerk Mejia commended Deputy City Clerk Jimenez for obtaining her designation as a Certified Municipal Clerk.

4. Presentation of a Proclamation declaring May 15-21, 2016, as “Public Works Week” in the City of South Pasadena

Mayor Mahmud presented a Proclamation to Kristine Courdy, Anteneh Tesfaye, Francois Brard, Gonzalo Maravilla, and Felipe Morales, representing the Public Works Department, declaring May 15-21, 2016, as “Public Works Week” in the City of South Pasadena.

COMMISSION APPOINTMENTS

5. Commission Appointments

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Appoint Ellen Wood to the Finance Commission for a full three-year term ending December 31, 2018.
2. Appoint Robert M. Ettinger to the Public Safety Commission for a partial term ending December 31, 2018.
3. Appoint Herb Shon to the Senior Citizen Commission for a partial term ending December 31, 2016.

COMMUNICATIONS

6. Councilmembers Communications

Councilmember Joe commended the Community Emergency Response Team (CERT) for their willingness to assist with the Amgen Tour of California; noted that a CERT refresher class will be held on May 14, 2016; requested that City Council agendize consideration of allocating \$100 of his discretionary funds for the Community Emergency Response Team (CERT) Luncheon, seconded by Councilmember Schneider.

Councilmember Khubesrian requested that City Council agendize consideration of allocating \$2,000 of her discretionary funds to the SPACE Arts Center for a public art project, seconded by Mayor Pro Tem Cacciotti; reported on her attendance at the City Council and South Pasadena Unified School District (SPUSD) Ad Hoc Committee Meeting which discussed lessons learned from the Mission Place Project; noted that SPUSD will soon be discussing the possibility of submitting a bond measure to the residents.

Councilmember Schneider requested that City Council agendize consideration of allocating \$2,000 of his discretionary funds to the SPACE Arts Center for a public art project, seconded by Councilmember Khubesrian; requested that the City Council direct staff to evaluate the City of San Diego’s pledge to be 100% sustainable energy and return to City Council for discussion, seconded by Mayor Pro Tem Cacciotti.

Mayor Pro Tem Cacciotti commended staff for hosting “Doggie Day with Cats too,” noting the success of the event; advised that he has received complaints regarding short-term rentals and requested that City Council agendaize discussion regarding the possibility of regulating short-term rentals, seconded by Councilmember Khubesrian; requested that City Council direct staff to draft a letter to Metro regarding the need to address overcrowding on the Gold Line and the timing of the at-grade crossing arms, seconded by Councilmember Khubesrian; encouraged residents to participate in the “626 CicLAvia” event on June 6, 2016.

Mayor Mahmud commended the Youth Commission for hosting the Senior Citizen Prom and “Doggie Day with Cats too,” noting that the events were well-attended and successful; spoke on her attendance at the Animal Commission’s “Be Kind to Animals” Recognition Ceremony, noting that approximately 100 children and parents participated in the event; encouraged residents to participate in the Chamber of Commerce’s Eclectic Music Festival on May 14, 2016; requested that City Council agendaize a status report from the Arroyo Seco Golf Course Subcommittee, Renewable Energy Council, and San Pascual Stables Subcommittee, seconded by Mayor Pro Tem Cacciotti.

7. City Manager Communications

City Manager Gonzalez announced that Chief Deputy City Clerk Mejia received the City Clerk Award of Distinction from the City Clerks Association of California; noted that South Pasadena will be hosting the second stage of the Amgen Tour of California on May 16, 2016.

8. Reordering of and Additions to the Agenda

None.

PUBLIC COMMENTS

Steve Mouradian, South Pasadena resident, voiced concerns regarding the lack of parking for residents on Brent Avenue, between Hope Street and Grevelia Street; noted that employees of Bristol Farms are told to park on Brent Avenue; stated that he has attempted to work with Bristol Farms management to resolve the issue but the problem persists; suggested that Brent Avenue should become a parking district.

Mayor Mahmud requested that City Manager Gonzalez and Police Chief Miller contact Mr. Mouradian to further discuss his concerns.

Anita Arnell, South Pasadena resident, advised that she received a \$48 parking violation when dropping off books at the library; stated that she was only one minute over the parking time limit; opined that the parking violation fee is exorbitantly high and that City Council should take action to reduce the fee.

Mary Ferrero, South Pasadena resident, spoke on the need for the City to install traffic calming devices on Fremont Avenue; stated that residents on Fremont Avenue have difficulty leaving their driveway during rush hours and that during non-rush hours drivers are speeding on Fremont Avenue.

Mayor Mahmud requested that the Police Department place a portable speed feedback sign on Fremont Street.

Ron Rosen, South Pasadena resident, spoke on his experience riding the train from Staples Center back to South Pasadena; voiced disappointment that the trains were running slow, noting that it took him over two hours to return home; requested that City Council forward his concerns to the Metro Authority.

Anne Bagasao, South Pasadena resident, urged City Council to be proactive in addressing resident concerns regarding short-term rentals; voiced concerns related to potential impacts on public safety, noise, and neighborhood stability.

Dollie Chapman, South Pasadena resident, stated that residents on Fremont Avenue wait 3-5 minutes to leave their driveways, due to the heavy traffic; urged City Council to prioritize Fremont Avenue for traffic relief measures.

Mary Edmiston, South Pasadena resident, thanked Mayor Pro Tem Cacciotti for bring the matter of short-term rentals to the City Council's attention for future discussion.

Xiuhong (Lisa) Li, South Pasadena resident, voiced concern that short-term rentals are a threat to public safety and residents' quality of life.

CONSENT CALENDAR

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the Consent Calendar Item Nos. 10 through 17, with Item Nos. 11, 13, 14, and 18 pulled for separate consideration.

9. Prepaid Warrants, General City Warrants, Redevelopment Successor Agency Check Summary, and Payroll

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve the City of South Pasadena Prepaid Warrants Nos. 193243 through 193278 in the amount of \$678,230.26; General City Warrants Nos. 193279 through 193436 in the amount of \$714,680.13, and Payroll, dated April 22, 2016, in the amount of \$424,430.76. Seated as the Successor Agency to the Community Redevelopment Agency, approve Payroll, dated April 22, 2016, in the amount of \$5,972.35 (included in the above totals).

10. Adoption of a Resolution Approving Submittal of the Arroyo Seco Bicycle and Pedestrian Trail Project Application for Grant Funds for the Los Angeles County Metropolitan Transportation Authority (Metro) ExpressLanes Net Toll Revenue Re-Investment Grant Program

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Adopt Resolution No. 7460 entitled "A Resolution of the City Council of the City of South Pasadena, California, approving the Arroyo Seco Bicycle and Pedestrian Trail Project application for grant funds for the Los Angeles County Metropolitan Transportation Authority ExpressLanes Net Toll Revenue Re-Investment Grant Program."
2. Authorize the City Manager to sign all documents related to the grant for the Arroyo Seco Bicycle and Pedestrian Trail.

12. Authorization to Enter into an Agreement with General Pump Company, Inc. to Provide Redevelopment and Testing Services for the Wilson Well #2 Project

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to authorize the City Manager to execute an agreement with General Pump Company, Inc., for a not-to-exceed amount of \$159,960 to provide redevelopment and testing services required to bring Wilson Well #2 back into service.

15. Acceptance of Project Completion and Authorization to File a Notice of Completion for the El Centro Street Improvement Project Phase I and Phase II, and Authorization to Release Retention Payment in the Amount of \$59,760 to Vido Samarzich, Inc.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Accept the project improvements as complete and authorize the issuance of a Notice of Completion for the El Centro Street Improvement Project Phase I and II.
2. Authorize payment of the retention to Vido Samarzich, Inc., in the amount of \$59,760.

16. Adoption of a Resolution Approving the Fiscal Year 2016-17 Engineer's Report Declaring the City's Intention to Provide for an Annual Levy and Collection of Assessments and Setting a Date and Time for a Public Hearing for the FY 2016-17 Lighting and Landscaping Maintenance District

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to:

1. Adopt Resolution No. 7461 entitled "A Resolution of the City Council of the City of South Pasadena, California, declaring its intention to provide an annual levy and collection of assessments for certain maintenance in an existing district, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California and setting a time and place for a Public Hearing."
2. Schedule the Public Hearing for the FY 2016-17 Lighting and Landscaping Maintenance District for June 1, 2016, at 7:30 p.m.

17. Approval of Contract Amendment with Toro Enterprises, Inc., for Construction of the Arroyo Seco Golf Course Sanitary Sewer Lift Station and Force Main Project

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to approve, and authorize the City Manager to execute, the first amendment to the contract with Toro Enterprises, Inc., in the amount of \$76,155 (for a new total of \$496,005) for additional work required as a result of unforeseen conditions encountered during construction for the Arroyo Seco Golf Course Sanitary Sewer Lift Station and Force Main Project.

ITEM REMOVED FROM THE CONSENT CALENDAR FOR DISCUSSION

11. Second Reading and Adoption of an Ordinance Amending Chapter 19 (Motor Vehicles and Traffic) Section 19.55-4 Parking Permit Required During Certain Hours in City-owned and Operated Facility

Linda Krausen, South Pasadena resident, questioned and received clarification that the parking permit hours at the Mission-Meridian Village Parking Garage will be adjusted to allow other users to park in the garage starting at noon.

MOTION BY MAYOR PRO TEM CACCIOTTI, SECOND BY COUNCILMEMBER JOE, CARRIED 5-0, to adopt Ordinance No. 2295 entitled "An Ordinance of the City Council of the City of South Pasadena, California, amending Division 1 (Generally) of Article III (Stopping, Standing and Parking) of Chapter 19 (Motor Vehicles and Traffic) Section 19.55-4 (Parking Permit required during certain hours in City-owned and operated facility) of the South Pasadena Municipal Code relating hours of parking in the Mission-Meridian Village Public Parking Garage," and waive further reading.

13. Approval of Contract Amendment with Engineering Resources of Southern California for Additional Inspection and Construction Management Services for El Centro Street Improvement Project Phase I and Phase II

In response to City Council inquiry, Public Works Director Toor explained that project contingency funds are pooled together each fiscal year; advised that a previously approved scope of work addition, for an unrelated project, drew down the contingency pool by approximately \$250,000, which is now necessitating an additional allocation from the General Fund Undesignated Reserve.

During the course of discussion, City Council questioned whether the Engineer's estimates are too low and resulting in higher change orders and contingency costs; requested that the Public Works Department reconcile the Engineer's estimate to actual bids submitted to determine whether the project remains financially feasible.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve, and authorize the City Manager to execute, the first amendment to the contract with Engineering Resources of Southern California, Inc., in the amount of \$31,478 (for a new total of \$110,178) for additional Inspection and Construction Management Services for the El Centro Street Improvement Project Phase I and Phase II."

14. Approval of a Contract Amendment with Vido Samarzich, Inc., for Construction of the El Centro Street Improvement Project Phase I and Phase II

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to:

1. Authorize the City Manager to execute the first amendment to the contract with Vido Samarzich, Inc., in the amount of \$147,845 (for a new total of \$1,196,410) for the El Centro Street Improvement Project Phase I and Phase II as a result of unforeseen conditions encountered during construction.
2. Appropriate the amount of \$60,000 from General Fund Reserves to Account No. 101-9000-9203-9203 to fund additional street improvement related work.
3. Appropriate the amount of \$87,845 from the Water Fund Reserves to Account No. 500-9000-9300-9300 to fund additional water improvement related work.

18. Award a Contract to Ortco, Inc. in the Amount of \$83,674.61 for the Playground Surfacing for Garfield Park and Orange Grove Park

Councilmember Khubesrian recommended that City Council reconsider its decision to replace the unitary rubberized surfacing with engineered wood chips, noting that the sand play area would be severely reduced or removed as a result; pointed out that toddlers and parents enjoy the sand play area and would be disappointed if the area were removed.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR MAHMUD, CARRIED 5-0, to not award the contract and direct staff to move forward with replacing the unitary rubberized surfacing for Garfield Parks and Orange Grove Park.

ACTION/DISCUSSION

19. First Reading and Introduction of an Ordinance Prohibiting the use of Inflatable Structures and Other Carnival Devices in City Parks

Community Services Director Pautsch presented the staff report and responded to City Council inquiries.

Mayor Mahmud opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to introduce Ordinance No. 2296 entitled "An Ordinance of the City Council of the City of South Pasadena, California, adding a new Section 21.25 ("Carnival Devices") to Chapter 21 ("Parks") of the South Pasadena Municipal Code to regulate the use of carnival devices," and waive further reading.

20. Direction Regarding a Possible Increase in the Park Impact Fee

Community Services Director Pautsch narrated a PowerPoint presentation entitled "Park Impact Fee" and responded to City Council inquiries.

Mayor Mahmud opened and closed the Public Comment period, there being no one desiring to speak on this item.

City Council discussion ensued relative to whether an automatic annual adjustment should be included in the Park Impact Fee; whether rate increases should be phased in over the course of several years; the growing need for recreational amenities for families, particularly near multi-family housing units; whether increasing the Park Impact Fee would negatively impact future large-scale developments.

Following discussion, it was agreed by City Council that staff should return to the City Council in two years to review the Park Impact Fee for additional consideration.

MOTION BY COUNCILMEMBER JOE, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to direct staff to move forward with increasing the Park Impact Fee by 30% (\$7.65 per square foot) and maintain existing exemptions and reduced rates for senior affordable housing.

21. Receive and File of the South Pasadena Public Library Operations Study, Final Report, April 12, 2016

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

Mayor Mahmud opened and closed the Public Comment period, there being no one desiring to speak on this item.

MOTION BY COUNCILMEMBER SCHNEIDER, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 5-0, to approve the “South Pasadena Public Library Operations Study, Final Report, April 12, 2016” and direct staff to provide the City Council with updates periodically in regards to the implementation of the recommendations.

22. Discussion regarding Appropriateness of Staff Recommendations on Appeals to City Council

City Manager Gonzalez presented the staff report and responded to City Council inquiries.

Councilmember Schneider pointed out that staff provides its recommendation to the applicable Commission before that matter is appealed to the City Council; suggested that upon appeal, staff should remain neutral on the matter and advise City Council on the discussion that transpired rather than presenting its recommendation; noted that if staff were to remain neutral during appeals, it would insulate staff from contentious community issues and accusations of favoring a particular appellant.

Mayor Mahmud opened the Public Comment period.

Linda Krausen, South Pasadena resident, spoke in opposition to staff providing recommendations on appeals to the City Council; opined that appellants expect to receive an impartial hearing before City Council, stating that staff’s recommendation may have significant influence on the City Council’s decision.

Ron Rosen, South Pasadena resident, opined that staff should not provide a recommendation on appeals to the City Council; suggested that Commissioners be invited to participate in the public hearing, not subject to public comment time limitations.

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

In response to City Council inquiry, Planning and Building Director Watkins advised that staff, on occasion, has modified its recommendations following the Commission’s public hearing based upon new information that was obtained during the hearing.

Councilmember Khubesrian spoke in support of staff providing a recommendation on appeals to City Council, noting that staff is positioned to provide contextual history on the matter; pointed out that appeals before City Council are considered “de novo” and that new evidence and testimony are introduced which may impact staff’s original recommendation.

Mayor Mahmud opined that the City Council would be at a disadvantage if staff, which has a working knowledge of the City’s Codes, was unable to inform City Council that the Commission may have made a mistake in applying the City’s Codes on a particular project.

Following discussion, MOTION BY COUNCILMEMBER KHUBESRIAN, SECOND BY MAYOR PRO TEM CACCIOTTI, CARRIED 4-1 (COUNCILMEMBER SCHNEIDER VOTING NO), to:

1. Maintain the current practice of staff providing recommendations on appeals to the City Council.
2. Request that staff include details regarding dissenting votes/opinions from that of the Commission majority.

ADJOURNMENT

Mayor Mahmud adjourned the Joint City Council/Redevelopment Successor Agency meeting at 10:20 p.m.

Evelyn G. Zneimer
City Clerk

Diana Mahmud
Mayor

Minutes approved by the South Pasadena City Council on June 1, 2016.

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City of South Pasadena/ Redevelopment Successor Agency Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: David Batt, Finance Director 
SUBJECT: **Approval of Prepaid Warrants in the Amount of \$711,672.68
General City Warrants in the Amount of \$330,120.40 and Payroll
in the Amount of \$423,067.54**

Recommendation

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

Fiscal Impact

Prepaid Warrants:

Warrant # 193631 – 193686 \$ 711,332.88

General City Warrants:

Warrant # 193687 – 193841 \$ 328,370.40

Payroll 05-20-16 \$ 417,253.50

RSA:

Prepaid Warrants \$ 339.80

General City Warrants \$ 1,750.00

Payroll 05-20-16 \$ 5,814.04

Total \$ 1,464,860.62

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Approval of Warrants
June 1, 2016
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 05-20-16
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

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

Fund No.	Date 06.01.16 Amounts		
	Prepaid	Written	Payroll
101	112,438.54	183,202.75	221,346.43
103		5,890.52	
105	3,886.86	724.77	
205	2,175.04	3,788.29	5,624.82
207	655.67	4,571.01	11,202.72
210	1,183.50	81.80	19,183.46
211			
215	50,367.20	888.06	11,174.17
217			
218			
220			
223			
226		1,866.50	
228			
230	1,944.94	1,366.69	14,689.70
232		1,442.58	
233			
238			
245			
248			
249		62,350.95	
255		385.90	
260			
270			
272			
273			
274			
275	1,279.95		
277		4,995.61	
280			
295		1,120.00	
310		950.00	345.76
500	294,719.09	54,744.97	60,149.82
550			
700	242,682.09		73,536.62
927			
Column Totals	711,332.88	328,370.40	417,253.50
City Report Totals		1,456,956.78	

Fund No.	Amounts		
	Prepaid	Written	Payroll
227	339.80	1,750.00	5,814.04
Column Totals	339.80	1,750.00	5,814.04
RSA Report Totals		7,903.84	

	Amounts		
	Prepaid	Written	Payroll
Grand Report Total	711,672.68	330,120.40	423,067.54
		1,464,860.62	

Diana Mahmud, Mayor


David Batt, Finance Director

**ATTACHMENT 2
Prepaid Warrant List**

Voided Checks	
189813	\$16.00
189942	\$726.00
190830	\$462.50
191307	\$778.34
191522	\$229.42
191540	\$75.00
191566	\$900.00
192057	\$2,535.00
192311	\$1,551.67
192417	\$106.40
192607	\$179.20
193045	\$30.00
193484	\$635.84
193630	\$96.00
193625	\$1,023.21
193626	\$35,830.00
193628	\$4,544.49
193629	\$665.40

Accounts Payable

Check Detail

User: mfestejo
 Printed: 05/25/2016 - 2:38PM



Check Number	Check Date	Amount
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ADGI6410 - Access Display Group Inc. Line Item Account

193631 05/12/2016

Inv Order# 541154

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Bulletin Board for Demonstration Garden @ Community Garden	275-6010-6410-8170-000	896.70
05/06/2016	Bulletin Board for Demonstration Garden @ Community Garden	101-0000-0000-2700-000	-61.83

Inv Order# 541154 Total 834.87

193631 Total: 834.87

ADGI6410 - Access Display Group Inc. Total:

834.87

ATGC8530 - Acorn Technology Corp. Line Item Account

193663 05/19/2016

Inv 21478

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	602.50

Inv 21478 Total 602.50

Inv 21478-1359

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	6,300.00

Inv 21478-1359 Total 6,300.00

Inv 21478-1360

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	500-6010-6711-8020-000	50.00

Inv 21478-1360 Total 50.00

Inv 21478-1361

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	30.00

Inv 21478-1361 Total 30.00

Inv 21478-1362

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
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Check Number	Check Date		Amount
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	1,037.50
Inv 21478-1362 Total			1,037.50
Inv 21478-1364			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	340.00
Inv 21478-1364 Total			340.00
Inv 21478-1365			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	52.50
Inv 21478-1365 Total			52.50
Inv 21478-1366			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	30.00
Inv 21478-1366 Total			30.00
Inv 21478-1368			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	205-8030-8025-8020-000	1,292.50
Inv 21478-1368 Total			1,292.50
Inv 21478-1369			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	125.00
Inv 21478-1369 Total			125.00
Inv 21478-1370			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	162.50
Inv 21478-1370 Total			162.50
Inv 21478-1371			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	987.50
Inv 21478-1371 Total			987.50
Inv 21478-1372			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	467.50
Inv 21478-1372 Total			467.50

Check Number	Check Date		Amount
Inv	21478-1373		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16	101-3010-3032-8170-000	8,182.50
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	2,832.50
Inv 21478-1373 Total			11,015.00
Inv	21478-1374		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	627.50
Inv 21478-1374 Total			627.50
Inv	21478-1375		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	800.00
Inv 21478-1375 Total			800.00
Inv	21478CREDIT		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	IT Monthly Svcs 3/16 CREDIT	101-3010-3032-8170-000	-1,092.50
Inv 21478CREDIT Total			-1,092.50
Inv	21478-PD		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/01/2016	PD IT Monthly Svcs 3/16	101-4010-4011-8170-000	742.50
Inv 21478-PD Total			742.50
193663 Total:			23,570.00
ATGC8530 - Acorn Technology Corp. Total:			23,570.00
AME0229 - Ameritas Line Item Account			
193648	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Vision Ins Jun-16	700-0000-0000-2268-000	3,348.48
Inv P/R/E 5/15/16 Total			3,348.48
193648 Total:			3,348.48
AME0229 - Ameritas Total:			3,348.48
AT&T5006 - AT & T U-Verse Line Item Account			
193632	05/12/2016		

Check Number	Check Date		Amount
Inv	130464796		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/17/2016	U-Verse 3/18-4/17/16	500-6010-6710-8150-000	71.40
Inv 130464796 Total			71.40
193632 Total:			71.40
AT&T5006 - AT & T U-Verse Total:			71.40
AT&T5011 - AT&T Line Item Account			
193664	05/19/2016		
Inv	065 081-5011		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2016	4/13-5/12/16	101-3010-3032-8150-000	147.68
Inv 065 081-5011 Total			147.68
193664 Total:			147.68
AT&T5011 - AT&T Total:			147.68
.4011 - AT&T --Cingular Wireless Line Item Account			
193633	05/12/2016		
Inv	287258938988X04		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2016	PW Cell Phones 3/20-4/19/16	500-6010-6711-8020-000	155.27
04/19/2016	PW Cell Phones 3/20-4/19/16	500-6010-6710-8020-000	110.92
04/19/2016	PW Cell Phones 3/20-4/19/16	101-3010-3032-8150-000	526.61
Inv 287258938988X04 Total			792.80
193633 Total:			792.80
CIN4011 - AT&T --Cingular Wireless Total:			792.80
ATH0292 - Athens Disposal Company Line Item Account			
193634	05/12/2016		
Inv	April 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Yard Waste Fees 4/16	500-0000-0000-5525-000	11,269.06
Inv April 2016 Total			11,269.06
Inv	April 2016*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Low Income Fees 4/16	101-0000-0000-4210-001	1,023.22

Check Number	Check Date		Amount
		Inv April 2016* Total	1,023.22
		Inv May 2016	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Estimate Rubbish Fees 5/16	500-0000-0000-5360-000	275,775.26
		Inv May 2016 Total	275,775.26
		Inv May 2016*	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Estimate Recycling Fees 5/16	500-0000-0000-5360-000	1,987.66
		Inv May 2016* Total	1,987.66
		193634 Total:	290,055.20
		ATH0292 - Athens Disposal Company Total:	290,055.20
		CAL0627 - CA Franchise Tax Board Line Item Account	
193649	05/19/2016		
		Inv P/R/E 5/15/16	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Garnishment	700-0000-0000-2264-000	100.00
		Inv P/R/E 5/15/16 Total	100.00
		193649 Total:	100.00
		CAL0627 - CA Franchise Tax Board Total:	100.00
		CALI8020 - CA Science Center Foundation Line Item Account	
193665	05/19/2016		
		Inv Res.# 507699	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/20/2016	2016 Summer Camp Med -Deposit 6/20/16 Resv.# 507699	101-8030-8032-8268-000	25.00
		Inv Res.# 507699 Total	25.00
		193665 Total:	25.00
		CALI8020 - CA Science Center Foundation Total:	25.00
		CSD3010 - Ca. State Disbursement Unit Line Item Account	
193650	05/19/2016		
		Inv P/R/E 5/15/16	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Garnishment	700-0000-0000-2264-000	400.50

Check Number	Check Date		Amount
		Inv P/R/E 5/15/16 Total	400.50
		193650 Total:	400.50
		CSD3010 - Ca. State Disbursement Unit Total:	400.50
		STA5680 - CAL PERS 457 PLAN Line Item Account	
193651	05/19/2016		
		Inv P/R/E 5/15/16	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		05/17/2016 Loan Pmt 700-0000-0000-2260-000	43.25
		Inv P/R/E 5/15/16 Total	43.25
		Inv P/R/E 5/15/16*	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		05/17/2016 Deferred Comp 700-0000-0000-2260-000	3,883.36
		Inv P/R/E 5/15/16* Total	3,883.36
		193651 Total:	3,926.61
		STA5680 - CAL PERS 457 PLAN Total:	3,926.61
		CDW5246 - CDW Government Inc Line Item Account	
193666	05/19/2016		
		Inv BWP4538	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		01/29/2016 Cisco Routers 105-3010-3032-8530-000	3,886.86
		Inv BWP4538 Total	3,886.86
		193666 Total:	3,886.86
		CDW5246 - CDW Government Inc Total:	3,886.86
		CHA1111 - Chan, Anthony Line Item Account	
193652	05/19/2016		
		Inv P/R/E 5/15/16	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
		05/17/2016 Movie Detail 5/4/16 101-0000-0000-2910-200	700.00
		Inv P/R/E 5/15/16 Total	700.00
		193652 Total:	700.00

Check Number	Check Date		Amount
CHA1111 - Chan, Anthony Total:			700.00
SOU5402 - City of South Pasadena PD Petty Cash Line Item Account			
193667	05/19/2016		
Inv	5/18/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Reimb. Petty Cash	101-4010-4011-8010-000	0.98
05/18/2016	Reimb. Petty Cash	101-4010-4011-8090-000	108.48
05/18/2016	Reimb. Petty Cash	101-4010-4011-8000-000	15.24
05/18/2016	Reimb. Petty Cash	101-4010-4011-8020-000	22.77
Inv 5/18/16 Total			147.47
193667 Total:			147.47
SOU5402 - City of South Pasadena PD Petty Cash Total:			147.47
SOU5454 - City of South Pasadena-City Clerk Line Item Account			
193668	05/19/2016		
Inv	5/12/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Reimb. Petty Cash	101-1020-1021-8020-000	37.02
05/12/2016	Reimb. Petty Cash	101-1010-1011-8090-000	106.52
05/12/2016	Reimb. Petty Cash	101-1020-1021-8090-000	106.03
05/12/2016	Reimb. Petty Cash	101-1020-1021-8010-000	17.95
Inv 5/12/16 Total			267.52
193668 Total:			267.52
SOU5454 - City of South Pasadena-City Clerk Total:			267.52
SOU5400 - City of South Pasadena-Fin.PettyCash Line Item Account			
193635	05/12/2016		
Inv	5/11/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Reimb. Petty Cash	101-2010-2013-8010-000	16.35
05/11/2016	Reimb. Petty Cash	101-2010-2011-8020-000	32.61
05/11/2016	Reimb. Petty Cash	101-6010-6011-8060-000	137.20
05/11/2016	Reimb. Petty Cash	101-3010-3011-8010-000	46.95
05/11/2016	Reimb. Petty Cash	101-2010-2021-8090-000	26.89
05/11/2016	Reimb. Petty Cash	101-6010-2015-8090-000	5.00
05/11/2016	Reimb. Petty Cash	101-2010-2013-8000-000	21.12
05/11/2016	Reimb. Petty Cash	101-2010-2011-8090-000	21.00
05/11/2016	Reimb. Petty Cash	101-2010-2013-8020-000	111.78
05/11/2016	Reimb. Petty Cash	101-2010-2013-8090-000	108.08
05/11/2016	Reimb. Petty Cash	101-2010-2013-8200-000	16.17
05/11/2016	Reimb. Petty Cash	101-4010-4011-8200-000	3.78
05/11/2016	Reimb. Petty Cash	101-1010-1011-8090-000	73.95

Check Number	Check Date	Amount
Inv 5/11/16 Total		620.88

193635 Total: 620.88

SOU5400 - City of South Pasadena-Fin.PettyCash Total: 620.88

PCYD6010 - City of South Pasadena-Yard Line Item Account

193669 05/19/2016

Inv 5/18/16

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Reimb. Petty Cash	230-6010-6116-8020-000	7.12
05/18/2016	Reimb. Petty Cash	500-6010-6711-8020-000	68.46
05/18/2016	Reimb. Petty Cash	500-6010-6711-8070-000	8.42
05/18/2016	Reimb. Petty Cash	210-6010-6501-8020-000	3.24
05/18/2016	Reimb. Petty Cash	500-6010-6710-8070-000	87.79

Inv 5/18/16 Total 175.03

193669 Total: 175.03

PCYD6010 - City of South Pasadena-Yard Total: 175.03

VP2010 - Colantuono,Highsmith & Whatley,PC Line Item Account

193670 05/19/2016

Inv 30874

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 General	101-2010-2501-8160-000	9,613.68

Inv 30874 Total 9,613.68

Inv 30875

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Labor & Employment	101-2010-2013-8160-000	188.00

Inv 30875 Total 188.00

Inv 30876

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Misc. Litigation	101-2010-2501-8160-000	4,911.50

Inv 30876 Total 4,911.50

Inv 30877

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Downtown Project	101-0000-0000-2990-013	470.00

Inv 30877 Total 470.00

Check Number	Check Date		Amount
Inv 30878			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Special Projects	101-2010-2501-8160-000	1,339.50
Inv 30878 Total			1,339.50
Inv 30879			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Gardena v. RWQCB	101-2010-2501-8160-000	1,526.50
Inv 30879 Total			1,526.50
Inv 30880			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Legal Svcs 4/16 Water & Utilities	101-2010-2501-8160-000	141.00
Inv 30880 Total			141.00
193670 Total:			18,190.18
CHWP2010 - Colantuono, Highsmith & Whatley, PC Total:			18,190.18
CPR0551 - CPRS District XIII Line Item Account			
193671	05/19/2016		
Inv 5/21/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	2016 CPRS Sum Recreation Leader Training 5/21/16-22 StaffMent	101-8030-8032-8268-000	330.00
Inv 5/21/16 Total			330.00
193671 Total:			330.00
CPR0551 - CPRS District XIII Total:			330.00
CRE1111 - Creek, Michael Line Item Account			
193653	05/19/2016		
Inv P/R/E 5/15/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Movie Detail 5/4/16	101-0000-0000-2910-200	700.00
Inv P/R/E 5/15/16 Total			700.00
193653 Total:			700.00
CRE1111 - Creek, Michael Total:			700.00
DEL0771 - Delta Dental Line Item Account			

Check Number	Check Date		Amount
193672	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	Dental Ins. Jun-16	700-0000-0000-2267-000	10,942.73
Inv P/R/E 5/15/16 Total			10,942.73
193672 Total:			10,942.73
DEL0771 - Delta Dental Total:			10,942.73
CAL0616 - E. D. D. Line Item Account			
193654	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	State w/h Tax	700-0000-0000-2220-000	17,713.25
Inv P/R/E 5/15/16 Total			17,713.25
193654 Total:			17,713.25
0616 - E. D. D. Total:			17,713.25
EEDT3010 - Employment Development Dept. Line Item Account			
193636	05/12/2016		
Inv	944-0884-6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Unemployment Insurance 1/1-3/31/16	101-8030-8032-7122-000	4,050.00
Inv 944-0884-6 Total			4,050.00
193636 Total:			4,050.00
EEDT3010 - Employment Development Dept. Total:			4,050.00
FLPS2992 - Float Pasadena Line Item Account			
193673	05/19/2016		
Inv	20160501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2016	Amgen Tour of CA - Sandwiches for Tour	101-0000-0000-2992-005	890.00
Inv 20160501 Total			890.00
573 Total:			890.00
FLPS2992 - Float Pasadena Total:			890.00

Check Number	Check Date		Amount
AGRN4011 - Giron, Aaron Line Item Account			
193655	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Movie Detail 5/4/16	101-0000-0000-2910-200	1,120.00
Inv P/R/E 5/15/16 Total			1,120.00
193655 Total:			1,120.00
AGRN4011 - Giron, Aaron Total:			1,120.00
HOM1515 - Home Depot Credit Services Line Item Account			
193674	05/19/2016		
Inv	120184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Supplies	101-6010-6601-8120-000	57.88
Inv 120184 Total			57.88
Inv	1214545		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Supplies	101-6010-6601-8120-000	281.22
Inv 1214545 Total			281.22
Inv	1214546		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Supplies	215-6010-6115-8020-000	249.61
Inv 1214546 Total			249.61
Inv	2214497		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	Supplies	101-6010-6410-8020-000	127.30
Inv 2214497 Total			127.30
Inv	4109339		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2016	Supplies	101-5010-5011-8025-000	27.09
Inv 4109339 Total			27.09
Inv	4134184		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2016	Supplies	101-5010-5011-8025-000	57.48
Inv 4134184 Total			57.48

Check Number	Check Date		Amount
Inv	4134185		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2016	Supplies	101-5010-5011-8020-000	5.29
Inv 4134185 Total			5.29
Inv	4193680		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/24/2016	Supplies CREDIT	101-5010-5011-8025-000	-30.40
Inv 4193680 Total			-30.40
Inv	56388		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/25/2016	Supplies	101-6010-6601-8120-000	183.20
Inv 56388 Total			183.20
Inv	565502		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Supplies	101-6010-6410-8020-000	158.62
Inv 565502 Total			158.62
193674 Total:			1,117.29
HOM1515 - Home Depot Credit Services Total:			1,117.29
ICM1610 - ICMA Line Item Account			
193656	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Deferred Comp	700-0000-0000-2260-000	5,400.55
Inv P/R/E 5/15/16 Total			5,400.55
193656 Total:			5,400.55
ICM1610 - ICMA Total:			5,400.55
ICAN8090 - Independent Cities Association Line Item Account			
193675	05/19/2016		
Inv	2015-47		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2015	Membership Dues FY 2015-2016	101-1010-1011-8060-000	1,075.00
Inv 2015-47 Total			1,075.00

Check Number	Check Date		Amount
Inv	2016-47		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/15/2016	Membership Dues FY 2016-2017	101-1010-1011-8060-000	1,075.00
Inv 2016-47 Total			1,075.00
193675 Total:			2,150.00
ICAN8090 - Independent Cities Association Total:			2,150.00
KLSR8032 - Kidz Love Soccer Line Item Account			
193676	05/19/2016		
Inv	Winter 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Soccer Classes	101-8030-8032-8267-000	1,439.10
Inv Winter 2016 Total			1,439.10
193676 Total:			1,439.10
KLSR8032 - Kidz Love Soccer Total:			1,439.10
KOGI2013 - Kogi Group Corporation Line Item Account			
193637	05/12/2016		
Inv	05.17.16 ML (D)		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	2016 Employee Appreciation Lunch 5/17/16 Catering Svcs Additional	101-2010-2013-8020-000	601.68
Inv 05.17.16 ML (D) Total			601.68
193637 Total:			601.68
KOGI2013 - Kogi Group Corporation Total:			601.68
LCCA2010 - League of CA Cities Line Item Account			
193677	05/19/2016		
Inv	2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	Membership-Diana Mahmud	101-1010-1011-8060-000	100.00
Inv 2016 Total			100.00
193677 Total:			100.00
LCCA2010 - League of CA Cities Total:			100.00

Check Number	Check Date		Amount
RI8090 - Lee Ko, Mariam Line Item Account			
338	05/12/2016		
Inv	5/12/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Reimb. 2016 Employee Appreciation Lunch Supplies	101-2010-2013-8020-000	120.69
Inv 5/12/16 Total			120.69
193638 Total:			120.69
MARI8090 - Lee Ko, Mariam Total:			120.69
LTFL6410 - Little Free Library Line Item Account			
193639	05/12/2016		
Inv	Order# 20191		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Little Library for the Demonstration Garden	101-0000-0000-2700-000	-24.30
05/05/2016	Little Library for the Demonstration Garden	275-6010-6410-8170-000	383.25
Inv Order# 20191 Total			358.95
193639 Total:			358.95
LTFL6410 - Little Free Library Total:			358.95
LUN1111 - Lunnon, Joseph Line Item Account			
193657	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Movie Detail 5/4/16	101-0000-0000-2910-200	700.00
Inv P/R/E 5/15/16 Total			700.00
193657 Total:			700.00
LUN1111 - Lunnon, Joseph Total:			700.00
MMJA4011 - Mejia, Michael Line Item Account			
193658	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Movie Detail 5/4/16	101-0000-0000-2910-200	700.00
Inv P/R/E 5/15/16 Total			700.00
193658 Total:			700.00

Check Number	Check Date		Amount
MMJA4011 - Mejia, Michael Total:			700.00
MREG1400 - Merrimac Energy Group Line Item Account			
193678	05/19/2016		
Inv	2160934		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/06/2016	Fuel for City Vehicles	101-7010-7101-8100-000	122.76
04/06/2016	Fuel for City Vehicles	101-2010-2011-8100-000	122.76
04/06/2016	Fuel for City Vehicles	101-4010-4011-8105-000	5,278.61
04/06/2016	Fuel for City Vehicles	101-6010-6011-8100-000	122.76
04/06/2016	Fuel for City Vehicles	101-5010-5011-8100-000	491.03
Inv 2160934 Total			6,137.92
193678 Total:			6,137.92
MREG1400 - Merrimac Energy Group Total:			6,137.92
MMCY2013 - Mother Moo Creamery Line Item Account			
193640	05/12/2016		
Inv	221321		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	2016EmployeeAppreciationLunch5/17/16CateringSvcsAdditional(4	101-2010-2013-8020-000	200.00
Inv 221321 Total			200.00
193640 Total:			200.00
MMCY2013 - Mother Moo Creamery Total:			200.00
VRMZ7000 - Munoz, Valerie Line Item Account			
193659	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Garnishment	700-0000-0000-2264-000	950.00
Inv P/R/E 5/15/16 Total			950.00
193659 Total:			950.00
VRMZ7000 - Munoz, Valerie Total:			950.00
ONPS4011 - OnSite Printer Services Line Item Account			
193641	05/12/2016		
Inv	5048		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	HP Printer Repair & Maint. Svcs	101-2010-2011-8110-000	232.91

Check Number	Check Date		Amount
Inv 5048 Total			232.91
193641 Total:			232.91
ONPS4011 - OnSite Printer Services Total:			232.91
OSHS6101 - Orchard Business/SYNCB Line Item Account			
193679	05/19/2016		
Inv 031586			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2016	Supplies	215-6010-6115-8020-000	110.01
Inv 031586 Total			110.01
Inv 033897			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2016	Supplies	101-6010-6601-8120-000	178.50
Inv 033897 Total			178.50
Inv 044036			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2016	Supplies	101-6010-6601-8120-000	28.94
Inv 044036 Total			28.94
Inv 045831			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/18/2016	Supplies	210-6010-6501-8020-000	227.86
Inv 045831 Total			227.86
Inv 056139			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2016	Supplies	101-5010-5011-8020-000	23.74
Inv 056139 Total			23.74
Inv 060599			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Supplies	101-8030-8032-8264-000	7.11
Inv 060599 Total			7.11
Inv 155518			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/07/2016	Supplies	101-6010-6601-8120-000	55.85
Inv 155518 Total			55.85

Check Number	Check Date		Amount
193679	Total:		632.01
OSHS6101 - Orchard Business/SYNCB Total:			632.01
PER4290 - Pers Health Insurance Line Item Account			
193660	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Health Ins Jun-16	230-6010-6116-7131-000	1,426.22
05/17/2016	Health Ins Jun-16	500-6010-6711-7131-000	2,311.62
05/17/2016	Health Ins Jun-16	101-3010-3041-7131-000	37,742.02
05/17/2016	Health Ins Jun-16	210-6010-6501-7131-000	952.40
05/17/2016	Health Ins Jun-16	227-7200-7210-7131-000	339.80
05/17/2016	Health Ins Jun-16	500-6010-6710-7131-000	2,311.62
05/17/2016	Health Ins Jun-16	205-2010-2210-7131-000	818.40
05/17/2016	Health Ins Jun-16	700-0000-0000-2262-000	112,404.53
05/17/2016	Health Ins Jun-16	215-6010-6310-7131-000	1,301.77
05/17/2016	Health Ins Jun-16	207-2010-2260-7131-000	655.67
Inv P/R/E 5/15/16	Total		160,264.05
193660	Total:		160,264.05
PER4290 - Pers Health Insurance Total:			160,264.05
PER4770 - Pers Retirement Line Item Account			
193661	05/19/2016		
Inv	P/R/E 5/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Retirement Svc Period 5/2-5/15/16	700-0000-0000-2240-000	84,700.54
Inv P/R/E 5/15/16	Total		84,700.54
193661	Total:		84,700.54
PER4770 - Pers Retirement Total:			84,700.54
SOU5401 - PETTY CASH - Sr. Center Line Item Account			
193642	05/12/2016		
Inv	5/10/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Reimb. Petty Cash	101-0000-0000-2994-001	57.52
05/10/2016	Reimb. Petty Cash	101-8030-8031-8020-000	10.00
05/10/2016	Reimb. Petty Cash	101-8030-8021-8020-000	260.56
Inv 5/10/16	Total		328.08

Check Number	Check Date		Amount
642 Total:			328.08
SOU5401 - PETTY CASH - Sr. Center Total:			328.08
PBGF8031 - Pitney Bowes Global Fin. Svc LLC Line Item Account			
193643	05/12/2016		
Inv	3100142076		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Postage Meter Lease 1/30-4/29/16	101-8030-8032-8300-000	64.13
04/30/2016	Postage Meter Lease 1/30-4/29/16	101-8030-8031-8300-000	64.13
04/30/2016	Postage Meter Lease 1/30-4/29/16	205-8030-8025-8300-000	64.14
04/30/2016	Postage Meter Lease 1/30-4/29/16	101-8030-8021-8300-000	64.13
Inv 3100142076 Total			256.53
193643 Total:			256.53
PBGF8031 - Pitney Bowes Global Fin. Svc LLC Total:			256.53
SGCM2011 - S.G.V City Manager's Assn. Line Item Account			
193680	05/19/2016		
Inv	6/15/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Annual Spring Workshop 6/15/16-Sergio Gonzalez	101-2010-2011-8090-000	40.00
Inv 6/15/16 Total			40.00
Inv	6/15/16*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Annual Spring Workshop 6/15/16-Lucy Demirjian	101-2010-2011-8090-000	40.00
Inv 6/15/16* Total			40.00
Inv	6/15/16A		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Annual Spring Workshop 6/15/16-Sheila Pautsch	101-8030-8031-8090-000	60.00
Inv 6/15/16A Total			60.00
Inv	6/15/16B		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Annual Spring Workshop 6/15/16-David Watkins	101-7010-7101-8090-000	60.00
Inv 6/15/16B Total			60.00
Inv	6/15/16C		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Annual Spring Workshop 6/15/16-Art Miller	101-4010-4011-8090-000	60.00

Check Number	Check Date		Amount
		Inv 6/15/16C Total	60.00
		193680 Total:	260.00
		SGCM2011 - S.G.V City Manager's Assn. Total:	260.00
		SOU9986 - S.P.Unified School District Line Item Account	
193644	05/12/2016	Inv SPHS16065	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/05/2016	SPUSD Staff for 5/14/16 Dispatchers Exam Facilities	101-2010-2013-8020-000 62.50
		Inv SPHS16065 Total	62.50
		193644 Total:	62.50
		SOU9986 - S.P.Unified School District Total:	62.50
		SOU6666 - So. CA Edison Co. Line Item Account	
193645	05/12/2016	Inv 3-008-8091-11	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/07/2016	4/1-5/1/16	215-6010-6201-8140-000 3,409.40
		Inv 3-008-8091-11 Total	3,409.40
		Inv 3-008-8091-12	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/07/2016	4/1-5/1/16	215-6010-6115-8140-000 765.36
		Inv 3-008-8091-12 Total	765.36
		Inv 3-008-8091-13	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/07/2016	4/1-5/1/16	215-6010-6201-8140-000 7,892.34
		Inv 3-008-8091-13 Total	7,892.34
		Inv 3-008-8091-14	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/07/2016	4/1-5/1/16	215-6010-6201-8140-000 11.68
		Inv 3-008-8091-14 Total	11.68
		Inv 3-008-8091-16	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/07/2016	4/6-5/5/16	215-6010-6201-8140-000 114.08
		Inv 3-008-8091-16 Total	114.08

Check Number	Check Date		Amount
Inv	3-008-8091-17		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	51.83
Inv 3-008-8091-17 Total			51.83
Inv	3-008-8091-18		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	48.76
Inv 3-008-8091-18 Total			48.76
Inv	3-008-8091-19		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	43.87
Inv 3-008-8091-19 Total			43.87
Inv	3-008-8091-20		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	59.39
Inv 3-008-8091-20 Total			59.39
Inv	3-008-8091-21		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	70.26
Inv 3-008-8091-21 Total			70.26
Inv	3-008-8091-22		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	42.67
Inv 3-008-8091-22 Total			42.67
Inv	3-008-8091-23		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	66.25
Inv 3-008-8091-23 Total			66.25
Inv	3-008-8091-24		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	64.98
Inv 3-008-8091-24 Total			64.98
Inv	3-008-8436-55		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/07/2016	4/6-5/5/16	215-6010-6201-8140-000	111.46
Inv 3-008-8436-55 Total			111.46
Inv 3-025-4910-19			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6115-8140-000	99.51
Inv 3-025-4910-19 Total			99.51
Inv 3-026-6343-40			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	4/6-5/5/16	215-6010-6115-8140-000	23.97
Inv 3-026-6343-40 Total			23.97
193645 Total:			12,875.81
SOU6666 - So. CA Edison Co. Total:			12,875.81
TIM4011 - Time Warner Cable Line Item Account			
193646	05/12/2016		
Inv 008 0224964			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2016	Internet Upgrade 5/8-6/7/16	101-3010-3032-8150-000	349.01
Inv 008 0224964 Total			349.01
193646 Total:			349.01
19368J	05/19/2016		
Inv 008 0012179			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	PD Cable Svcs 5/16-6/15/16	101-4010-4011-8110-000	193.37
Inv 008 0012179 Total			193.37
Inv 008 0251967			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/22/2016	1102 Oxley St. 5/22-6/21/16	101-8030-8021-8110-000	188.81
Inv 008 0251967 Total			188.81
Inv 008 0269985			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	City Hall 2nd Modern Svcs 5/17-6/16/16 CREDIT	101-3010-3032-8150-000	-12.48
Inv 008 0269985 Total			-12.48

Check Number	Check Date		Amount
Inv 008 0311688			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	1100 Oxleyl Ethernet Fiber 5/11-6/10/16	101-3010-3032-8180-000	1,232.57
Inv 008 0311688 Total			1,232.57
Inv 008 0311704			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Yard Ethernet Fiber 5/11-6/10/16	101-3010-3032-8180-000	1,232.57
Inv 008 0311704 Total			1,232.57
Inv 008 0311712			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	City Hall Ethernet Fiber 5/11-6/10/16	101-3010-3032-8180-000	923.73
Inv 008 0311712 Total			923.73
193681 Total:			3,758.57
TIM4011 - Time Warner Cable Total:			4,107.58
VERW6711 - Verizon Wireless Line Item Account			
647 05/12/2016			
Inv 9764307288			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/23/2016	Mobile Broadband 3/24-4/23/16	101-3010-3032-8150-000	16.03
Inv 9764307288 Total			16.03
193647 Total:			16.03
VERW6711 - Verizon Wireless Total:			16.03
ING1680 - Voya Financial Line Item Account			
193662 05/19/2016			
Inv P/R/E 5/15/16			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Deferred Comp	700-0000-0000-2260-000	2,794.90
Inv P/R/E 5/15/16 Total			2,794.90
193662 Total:			2,794.90
1680 - Voya Financial Total:			2,794.90
VUL6601 - Vulcan Materials Co. & Affiliates Line Item Account			

Check Number	Check Date		Amount
193682	05/19/2016		
Inv	71109087		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Cold Mix	230-6010-6116-8020-000	511.60
04/27/2016	Cold Mix	500-6010-6710-8020-000	511.61
Inv 71109087 Total			1,023.21
193682 Total:			1,023.21
VUL6601 - Vulcan Materials Co. & Affiliates Total:			1,023.21
WES4152 - West Coast Arborists, Inc. Line Item Account			
193683	05/19/2016		
Inv	113842		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/15/2016	EmergTreeRemovals-2058Stratford-Uprooted & 1336Elm Park-Haz	215-6010-6310-8180-000	1,179.00
Inv 113842 Total			1,179.00
Inv	114820		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2016	Citywide Tree Vacancy Planting Svcs 4/1-15/16	215-6010-6310-8181-000	6,575.00
04/15/2016	Phase 2 -Tree Trimming Svcs 4/1-15/16	215-6010-6310-8180-000	2,035.00
04/15/2016	Tree Trimming & Removal Svcs 4/1-15/16	215-6010-6310-8180-000	3,191.00
04/15/2016	Citywide Tree Vacancy Planting Svcs 4/1-15/16	215-6010-6310-8170-000	10,000.00
04/15/2016	Grid Pruning Svcs 4/1-15/16	215-6010-6310-8180-000	12,850.00
Inv 114820 Total			34,651.00
193683 Total:			35,830.00
WES4152 - West Coast Arborists, Inc. Total:			35,830.00
WIT6353 - Wittman Enterprises LLC Line Item Account			
193684	05/19/2016		
Inv	1603059		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Paramedic Payment March 2016	101-0000-0000-5290-001	4,544.49
Inv 1603059 Total			4,544.49
193684 Total:			4,544.49
WIT6353 - Wittman Enterprises LLC Total:			4,544.49
WON6410 - Wondries Toyota Line Item Account			
193685	05/19/2016		

Check Number	Check Date		Amount
Inv	997424		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/03/2016	Mgmt Svcs Prius 103 Vehicle Maint.	101-2010-2011-8100-000	665.40
Inv 997424 Total			665.40
193685 Total:			665.40
WON6410 - Wondries Toyota Total:			665.40
RSBY2013 - Yudin, Rosenberg Line Item Account			
193686	05/19/2016		
Inv	1604-2200001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2016	Forrey Case-Work Performed 4/16	101-2010-2013-8160-000	96.00
Inv 1604-2200001 Total			96.00
193686 Total:			96.00
RSBY2013 - Yudin, Rosenberg Total:			96.00
Total:			711,672.68

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ATTACHMENT 3
General City Warrant List

Accounts Payable

Check Detail

User: mfestejo
 Printed: 05/25/2016 - 2:05PM



Check Number	Check Date		Amount
ALH0179 - Alhambra Car Wash Line Item Account			
193687	06/01/2016		
Inv	April 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	PD Car Washes 4/16	101-4010-4011-8100-000	363.00
Inv April 2016 Total			363.00
193687 Total:			363.00
ALH0179 - Alhambra Car Wash Total:			363.00
ASOM8032 - Alhambra School of Music Line Item Account			
193688	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Guitar Classes	101-8030-8032-8267-000	409.60
Inv Spring 2016 Total			409.60
193688 Total:			409.60
ASOM8032 - Alhambra School of Music Total:			409.60
AIS0107 - Alliant Insurance Svcs, Inc. Line Item Account			
193689	06/01/2016		
Inv	1/1-3/31/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Special Events Reporting 1/1-3/31/16	101-0000-0000-2970-001	2,010.00
Inv 1/1-3/31/16 Total			2,010.00
193689 Total:			2,010.00
AIS0107 - Alliant Insurance Svcs, Inc. Total:			2,010.00
AMZN8030 - Amazon/SYNCB Line Item Account			
193690	06/01/2016		

Check Number	Check Date		Amount
Inv 000411209736			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2016	Comm. Svcs Dept. Supplies	205-8030-8025-8020-000	136.00
Inv 000411209736 Total			136.00
Inv 053930095419			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2016	Comm. Svcs Dept. Supplies	101-8030-8021-8110-000	34.38
Inv 053930095419 Total			34.38
Inv 053937030420			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2016	Comm. Svcs Dept. Supplies	101-8030-8032-8020-000	34.87
Inv 053937030420 Total			34.87
193690 Total:			205.25
AMZN8030 - Amazon/SYNCB Total:			205.25
LOAN8267 - Andrews, Loretta Line Item Account			
591 06/01/2016			
Inv Spring 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Hawaiian Dance Classes	101-8030-8032-8267-000	1,612.00
Inv Spring 2016 Total			1,612.00
193691 Total:			1,612.00
LOAN8267 - Andrews, Loretta Total:			1,612.00
ARA0260 - Aramark Uniform Services Line Item Account			
193692 06/01/2016			
Inv 531534429			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Uniform Svcs	101-6010-6601-8132-000	22.00
05/12/2016	Uniform Svcs	230-6010-6116-8132-000	20.00
05/12/2016	Uniform Svcs	210-6010-6501-8132-000	9.00
05/12/2016	Uniform Svcs	215-6010-6201-8132-000	11.87
05/12/2016	Uniform Svcs	215-6010-6310-8132-000	11.00
05/12/2016	Uniform Svcs	500-6010-6710-8132-000	25.00
05/12/2016	Uniform Svcs	500-6010-6711-8132-000	19.00
Inv 531534429 Total			117.87

Check Number Check Date Amount

Inv 5315511568

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	Uniform Svcs	230-6010-6116-8132-000	74.09
05/19/2016	Uniform Svcs	101-6010-6601-8132-000	22.00
05/19/2016	Uniform Svcs	215-6010-6310-8132-000	11.00
05/19/2016	Uniform Svcs	215-6010-6201-8132-000	11.87
05/19/2016	Uniform Svcs	210-6010-6501-8132-000	9.00
05/19/2016	Uniform Svcs	500-6010-6710-8132-000	25.00
05/19/2016	Uniform Svcs	500-6010-6711-8132-000	19.00

Inv 5315511568 Total 171.96

193692 Total: 289.83

ARA0260 - Aramark Uniform Services Total: 289.83

ARTI6601 - Artic Mechanical Inc. Line Item Account

193693 06/01/2016

Inv 140741-975

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/19/2016	A/C Preventative Maint. Svcs- @ PD & FD	101-6010-6601-8120-000	240.00

Inv 140741-975 Total 240.00

Inv 140741-978

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/21/2016	A/C Preventative Maint. Svcs- @ Yard	101-6010-6601-8120-000	200.00

Inv 140741-978 Total 200.00

Inv 140749-804

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	A/C Svcs - HVAC Repair @ FD	101-6010-6601-8120-000	197.27

Inv 140749-804 Total 197.27

Inv C10691-100

<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	Camp Med A/C Unit Installation	101-6010-6601-8520-000	1,516.68
05/19/2016	Camp Med A/C Unit Installation	101-8030-8032-8120-000	7,000.00
05/19/2016	Camp Med A/C Unit Installation	101-8030-8032-8180-000	2,441.32

Inv C10691-100 Total 10,958.00

193693 Total: 11,595.27

ARTI6601 - Artic Mechanical Inc. Total: 11,595.27

RBAS3012 - Asher, Robert Line Item Account

193694 06/01/2016

Check Number	Check Date		Amount
Inv	5/9/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Refund Rebates	500-3010-3012-8032-000	1,000.00
Inv 5/9/16 Total			1,000.00
193694 Total:			1,000.00
RBAS3012 - Asher, Robert Total:			1,000.00
ATW7779 - Atwater, Teresa Line Item Account			
193695	06/01/2016		
Inv	R70735		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R70735 Total			40.00
193695 Total:			40.00
ATW7779 - Atwater, Teresa Total:			40.00
11011 - Aztlan Athletics Line Item Account			
193696	06/01/2016		
Inv	626.12		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	626 Golden Street Festival	249-2010-2011-8170-000	10,600.00
Inv 626.12 Total			10,600.00
193696 Total:			10,600.00
AZTL1011 - Aztlan Athletics Total:			10,600.00
AZBB5270 - Babb, Alicia Zetina Line Item Account			
193697	06/01/2016		
Inv	R70620		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Reimb. Cancelled Park Rsvp	101-0000-0000-5270-005	27.50
Inv R70620 Total			27.50
193697 Total:			27.50
AZBB5270 - Babb, Alicia Zetina Total:			27.50

Check Number	Check Date		Amount
BNZL8032 - Banzali, Yvonne Line Item Account			
193698	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Instructor Pet First Aid/CPR Class	101-8030-8032-8267-000	195.00
Inv Spring 2016 Total			195.00
193698 Total:			195.00
BNZL8032 - Banzali, Yvonne Total:			195.00
BRMR8267 - BRIT West Soccer Line Item Account			
193699	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Soccer Classes	101-8030-8032-8267-000	5,617.95
Inv Spring 2016 Total			5,617.95
193699 Total:			5,617.95
BRMR8267 - BRIT West Soccer Total:			5,617.95
CAL5236 - CA Linen Services Line Item Account			
193700	06/01/2016		
Inv	1276017		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	FD Dept. Supplies	101-5010-5011-8020-000	122.94
Inv 1276017 Total			122.94
Inv	1278368		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2016	FD Dept. Supplies	101-5010-5011-8020-000	118.11
Inv 1278368 Total			118.11
193700 Total:			241.05
CAL5236 - CA Linen Services Total:			241.05
CAME2015 - CA Maintenance & Environmental Line Item Account			
193701	06/01/2016		
Inv	23198		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	UST Tank Monthly Inspection 4/16	101-6010-6601-8120-000	100.00

Check Number	Check Date		Amount
Inv 23198 Total			100.00
Inv 23199			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Monthly Fuel Tank Inspection	101-6010-6011-8100-000	2.00
04/28/2016	Monthly Fuel Tank Inspection	101-7010-7101-8100-000	2.00
04/28/2016	Monthly Fuel Tank Inspection	101-4010-4011-8105-000	86.00
04/28/2016	Monthly Fuel Tank Inspection	101-2010-2011-8100-000	2.00
04/28/2016	Monthly Fuel Tank Inspection	101-5010-5011-8100-000	8.00
Inv 23199 Total			100.00
Inv 23214			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	UST Tank Annual Inspection	101-6010-6601-8120-000	493.71
Inv 23214 Total			493.71
Inv 23215			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Performed Annual Fuel Monitor Certification	101-7010-7101-8100-000	9.87
04/28/2016	Performed Annual Fuel Monitor Certification	101-2010-2011-8100-000	9.87
04/28/2016	Performed Annual Fuel Monitor Certification	101-6010-6011-8100-000	9.87
04/28/2016	Performed Annual Fuel Monitor Certification	101-4010-4011-8105-000	424.60
04/28/2016	Performed Annual Fuel Monitor Certification	101-5010-5011-8100-000	39.50
Inv 23215 Total			493.71
193701 Total:			1,187.42
CAME2015 - CA Maintenance & Environmental Total:			1,187.42
CPC4011 - CA Police Chiefs Ass'n Line Item Account			
193702	06/01/2016		
Inv 4739			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Membership Dues	101-4010-4011-8060-000	662.00
Inv 4739 Total			662.00
193702 Total:			662.00
CPC4011 - CA Police Chiefs Ass'n Total:			662.00
CAB4011 - Caltronics Business Systems Line Item Account			
193703	06/01/2016		
Inv 2001510			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	PD Toner Shipping	101-4010-4011-8110-000	15.00

Check Number	Check Date		Amount
Inv 2001510	Total		15.00
Inv 2012855			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Library Copier Toner Shipping	101-8010-8011-8110-000	15.00
Inv 2012855	Total		15.00
193703	Total:		30.00
CAB4011 - Caltronics Business Systems Total:			30.00
CAN0607 - Cantu Graphics Line Item Account			
193704	06/01/2016		
Inv 1101			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Sr.Center Newsletter Printing	101-8030-8021-8020-000	549.36
Inv 1101	Total		549.36
193704	Total:		549.36
CAN0607 - Cantu Graphics Total:			549.36
CWNC2501 - Carl Warren & Company Line Item Account			
193705	06/01/2016		
Inv 10-0000642			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Liability Claims Administration Fee 1/27-4/27/16	103-2010-2501-8020-000	5,890.52
Inv 10-0000642	Total		5,890.52
193705	Total:		5,890.52
CWNC2501 - Carl Warren & Company Total:			5,890.52
CAT0700 - Catering Systems Inc. Line Item Account			
193706	06/01/2016		
Inv 3927			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Sr. Center Meals w/4/25-29/16	101-8030-8021-8180-000	1,049.18
Inv 3927	Total		1,049.18
Inv 3928			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Sr. Center Meals w/ 5/2-6/16	101-8030-8021-8180-000	1,514.30

Check Number	Check Date		Amount
Inv 3928		Total	1,514.30
193706		Total:	2,563.48
CAT0700 - Catering Systems Inc. Total:			2,563.48
CAVI2915 - Caviar Line Item Account			
193707	06/01/2016		
Inv	Caviar		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Refund Filming Deposit	101-0000-0000-2915-200	17.50
05/10/2016	Refund Filming Deposit	101-0000-0000-2910-200	17.50
Inv Caviar	Total		35.00
193707		Total:	35.00
CAVI2915 - Caviar Total:			35.00
CBE5011 - CBE Los Angeles Line Item Account			
193708	06/01/2016		
Inv	1781687		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Copier Overages 4/5-5/4/16	101-7010-7101-8110-000	350.26
05/05/2016	Copier Overages 4/5-5/4/16	101-3010-3011-8110-000	175.12
05/05/2016	Copier Overages 4/5-5/4/16	500-3010-3012-8110-000	175.13
Inv 1781687	Total		700.51
Inv	1784731		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/20/2016	FD Copier Overages 4/20-5/19/16	101-5010-5011-8020-000	56.96
Inv 1784731	Total		56.96
Inv	IN1782571		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Copier Toner Shipping	101-7010-7101-8000-000	21.83
Inv IN1782571	Total		21.83
193708		Total:	779.30
5011 - CBE Los Angeles Total:			779.30
CDW5246 - CDW Government Inc Line Item Account			
193709	06/01/2016		

Check Number	Check Date		Amount
Inv	CWD2308		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Shadowprotect Software	101-0000-0000-2700-000	-59.84
04/28/2016	Shadowprotect Software	105-3010-3032-8530-000	724.77
Inv CWD2308 Total			664.93
193709 Total:			664.93
CDW5246 - CDW Government Inc Total:			664.93
CBSE6010 - Cell Business Equipment Line Item Account			
193710	06/01/2016		
Inv	50074116		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	Yard Copier 5/16	210-6010-6501-8020-000	41.87
05/07/2016	Yard Copier 5/16	101-6010-6410-8020-000	41.87
05/07/2016	Yard Copier 5/16	230-6010-6116-8020-000	41.87
05/07/2016	Yard Copier 5/16	101-6010-6601-8020-000	41.88
05/07/2016	Yard Copier 5/16	500-6010-6711-8020-000	41.88
05/07/2016	Yard Copier 5/16	500-6010-6710-8020-000	41.88
Inv 50074116 Total			251.25
193710 Total:			251.25
CBSE6010 - Cell Business Equipment Total:			251.25
CHA7788 - Chan, Benjamin Line Item Account			
193711	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Instructor Tai Chi Classes	101-8030-8032-8267-000	214.50
Inv Spring 2016 Total			214.50
193711 Total:			214.50
CHA7788 - Chan, Benjamin Total:			214.50
CHAG8032 - Chang, Emily Line Item Account			
193712	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Kindermusik Classes	101-8030-8032-8267-000	210.60
Inv Spring 2016 Total			210.60

Check Number	Check Date		Amount
712 Total:			210.60
CHAG8032 - Chang, Emily Total:			210.60
CHUN8032 - Chung, Sam Line Item Account			
193713	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Karate Class	101-8030-8032-8267-000	52.00
Inv Spring 2016 Total			52.00
193713 Total:			52.00
CHUN8032 - Chung, Sam Total:			52.00
CITTF000 - CIT Technology Financial Services, Inc. Line Item Account			
193714	06/01/2016		
Inv	28582941		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/15/2016	Copier Lease	500-3010-3012-8110-000	150.07
05/15/2016	Copier Lease	101-7010-7101-8110-000	300.15
05/15/2016	Copier Lease	101-3010-3011-8110-000	150.08
Inv 28582941 Total			600.30
193714 Total:			600.30
CITTF000 - CIT Technology Financial Services, Inc. Total:			600.30
CLCF2011 - City of La Canada Flintridge Line Item Account			
193715	06/01/2016		
Inv	FY 15-16 Dues		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Arroyo Verdugo Cities Annual Membership 15-16	101-1010-1011-8060-000	2,002.35
Inv FY 15-16 Dues Total			2,002.35
193715 Total:			2,002.35
CLCF2011 - City of La Canada Flintridge Total:			2,002.35
CPBS2021 - Community Partners & Bike SGV Line Item Account			
716	06/01/2016		
Inv	20160501		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
05/19/2016	626 Golden Street Festival	249-2010-2011-8170-000	23,576.00
Inv 20160501 Total			23,576.00
193716 Total:			23,576.00
CPBS2021 - Community Partners & Bike SGV Total:			23,576.00
CON9152 - Control Automation Design Inc Line Item Account			
193717	06/01/2016		
Inv 16-023			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2016	Wilson/Grand Rsvr Workstations & Monitors	500-6010-6711-8170-000	2,439.55
Inv 16-023 Total			2,439.55
193717 Total:			2,439.55
CON9152 - Control Automation Design Inc Total:			2,439.55
COO0695 - Cook Fire Extinguisher Co Line Item Account			
193718	06/01/2016		
Inv 18076			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	FD Annual Svc on All Fire Extinguishers	101-5010-5011-8110-000	236.50
Inv 18076 Total			236.50
193718 Total:			236.50
COO0695 - Cook Fire Extinguisher Co Total:			236.50
CORE6011 - CoreLogic Information Solutions, Inc. Line Item Account			
193719	06/01/2016		
Inv 81689020			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	PW Realquest.com Svcs 4/16	101-6010-6011-8020-000	300.00
Inv 81689020 Total			300.00
193719 Total:			300.00
CORE6011 - CoreLogic Information Solutions, Inc. Total:			300.00
COR7788 - Cornforth, Darren Line Item Account			
193720	06/01/2016		

Check Number	Check Date		Amount
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Tennis Classes	101-8030-8032-8267-000	682.50
Inv Spring 2016 Total:			682.50
193720 Total:			682.50
COR7788 - Cornforth, Darren Total:			682.50
CRDA1021 - Corodata Records Management Line Item Account			
193721	06/01/2016		
Inv	RS4236032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Off-Side Records Management Svcs 4/16	101-1020-1021-8170-000	160.61
Inv RS4236032 Total			160.61
193721 Total:			160.61
CRDA1021 - Corodata Records Management Total:			160.61
HL6710 - County of Los Angeles Line Item Account			
193722	06/01/2016		
Inv	AR0242836		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/16/2016	Cross Connection Backflow Device Program Fees	500-6010-6710-8020-000	2,077.00
Inv AR0242836 Total			2,077.00
193722 Total:			2,077.00
DPHL6710 - County of Los Angeles Total:			2,077.00
DSP0755 - D & S Printing Line Item Account			
193723	06/01/2016		
Inv	9621		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Eclectic Music Festival Posters	101-8010-8011-8050-000	109.00
Inv 9621 Total			109.00
193723 Total:			109.00
DSP0755 - D & S Printing Total:			109.00

Check Number	Check Date		Amount
DAYO8710 - Day One Line Item Account			
193724	06/01/2016		
Inv	626002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	626 Golden Street Festival	249-2010-2011-8170-000	17,843.55
Inv 626002 Total			17,843.55
193724 Total:			17,843.55
DAYO8710 - Day One Total:			17,843.55
DLFS8300 - De Lage Landen Line Item Account			
193725	06/01/2016		
Inv	49957756		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2016	City Hall 2nd Floor Copier Lease 5/15-6/14/16	101-6010-6011-8300-000	127.58
05/02/2016	City Hall 2nd Floor Copier Lease 5/15-6/14/16	101-1020-1021-8300-000	127.58
05/02/2016	City Hall 2nd Floor Copier Lease 5/15-6/14/16	101-3010-3032-8300-000	127.58
Inv 49957756 Total			382.74
193725 Total:			382.74
DLFS8300 - De Lage Landen Total:			382.74
ANDG5270 - Delgado, Anna Line Item Account			
193726	06/01/2016		
Inv	R70736		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R70736 Total			40.00
193726 Total:			40.00
ANDG5270 - Delgado, Anna Total:			40.00
DEM0777 - Demco Line Item Account			
193727	06/01/2016		
Inv	5861598		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	497.47
Inv 5861598 Total			497.47
193727 Total:			497.47

Check Number	Check Date		Amount
DEM0777 - Demco Total:			497.47
DFMA1022 - DFM Associates Line Item Account			
193728	06/01/2016		
Inv	2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	2016 CA Election Code Books for CDCC & DCC	101-1020-1022-8020-000	136.53
Inv 2016 Total			136.53
193728 Total:			136.53
DFMA1022 - DFM Associates Total:			136.53
DIG0800 - Digital Telecommunications Corp Line Item Account			
193729	06/01/2016		
Inv	24190		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Telephone Line Svcs 5/16	101-3010-3041-8150-000	787.30
Inv 24190 Total			787.30
193729 Total:			787.30
DIG0800 - Digital Telecommunications Corp Total:			787.30
DDLPS010 - Dr. Detail Ph.D Line Item Account			
193730	06/01/2016		
Inv	00042		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Comm. Room Carpet Spot Cleaning	101-8010-8011-8120-000	75.00
Inv 00042 Total			75.00
Inv	00043		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	City Prius #103 Detail Cleaning	205-8030-8025-8100-000	140.00
Inv 00043 Total			140.00
Inv	00044		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Clean Carpets from Water Damage	101-8030-8021-8120-000	285.00
Inv 00044 Total			285.00

Check Number	Check Date		Amount
193730 Total:			500.00
DDL8010 - Dr. Detail Ph.D Total:			500.00
DUB0187 - DuBois, Andrew Line Item Account			
193731	06/01/2016		
Inv	5/10-11/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	38.14
Inv 5/10-11/16 Total			38.14
Inv	5/9/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	51.20
Inv 5/9/16 Total			51.20
193731 Total:			89.34
DUB0187 - DuBois, Andrew Total:			89.34
DUNN9257 - Dunn Edwards Paints Line Item Account			
193732	06/01/2016		
Inv	2170006478		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Traffic Signal Cabinet Paint	215-6010-6115-8020-000	88.30
Inv 2170006478 Total			88.30
193732 Total:			88.30
DUNN9257 - Dunn Edwards Paints Total:			88.30
MYDR5270 - Duray, Mary Line Item Account			
193733	06/01/2016		
Inv	R69272		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R69272 Total			40.00
193733 Total:			40.00
MYDR5270 - Duray, Mary Total:			40.00

Check Number	Check Date		Amount
BC4011 - E.G. Brennan & Co. Corp. Line Item Account			
734	06/01/2016		
Inv	000046402		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	PD Shredder Svc & Oil	101-4010-4011-8110-000	25.36
Inv 000046402 Total			25.36
193734 Total:			25.36
EGBC4011 - E.G. Brennan & Co. Corp. Total:			25.36
JNES5270 - Eisen, Joanne Line Item Account			
193735	06/01/2016		
Inv	R69316		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R69316 Total			40.00
193735 Total:			40.00
JNES5270 - Eisen, Joanne Total:			40.00
ELL1017 - Ellen's Silkscreening Line Item Account			
193736	06/01/2016		
Inv	59389		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Yard Safety Orange Shirts for Temp Staff	230-6010-6116-8020-000	211.90
Inv 59389 Total			211.90
Inv	59417		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Dial A Ride Uniform Vests & Jackets	205-8030-8025-8132-000	423.06
Inv 59417 Total			423.06
Inv	S59731		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/23/2016	Camp Med Summer Volunteer T-Shirts	101-8030-8032-8268-000	291.03
Inv S59731 Total			291.03
193736 Total:			925.99
ELL1017 - Ellen's Silkscreening Total:			925.99

EMPI5011 - Empire Cleaning Supply Line Item Account

193737	06/01/2016		
Inv 876255			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	FD Dept. Cleaning Supplies	101-5010-5011-8020-000	341.14
Inv 876255 Total			341.14
Inv 876255-1			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	FD Dept. Supplies	101-5010-5011-8020-000	86.44
Inv 876255-1 Total			86.44
Inv 876275			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	FD Dept. Cleaning Supplies	101-5010-5011-8020-000	406.83
Inv 876275 Total			406.83
193737 Total:			834.41

EMPI5011 - Empire Cleaning Supply Total:

834.41

EURO6710 - Eurofins Eaton Analytical Line Item Account

193738	06/01/2016		
Inv L0259770			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/12/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	127.00
Inv L0259770 Total			127.00
Inv L0260052			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0260052 Total			85.00
Inv L0260053			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/14/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	255.00
Inv L0260053 Total			255.00
Inv L0260232			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	30.00
Inv L0260232 Total			30.00

Check Number	Check Date		Amount
Inv	L0262015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	85.00
Inv L0262015 Total			85.00
Inv	L0262032		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	117.00
Inv L0262032 Total			117.00
Inv	L0262295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Water Sample Lab Svcs	500-6010-6711-8170-000	10.00
Inv L0262295 Total			10.00
193738 Total:			709.00
EURO6710 - Eurofins Eaton Analytical Total:			709.00
J1109 - Federal Express Line Item Account			
193739	06/01/2016		
Inv	5-408-10708		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Comm. Svcs Overnight Shipping	101-8030-8031-8020-000	23.08
Inv 5-408-10708 Total			23.08
193739 Total:			23.08
FED1109 - Federal Express Total:			23.08
NDFX5270 - Felix, Nadia Line Item Account			
193740	06/01/2016		
Inv	R70621		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Sum 16 Camp Med	101-0000-0000-5270-001	125.00
Inv R70621 Total			125.00
193740 Total:			125.00
NDFX5270 - Felix, Nadia Total:			125.00

Check Number	Check Date		Amount
FWWS1400 - Ferguson Waterworks #1083 Line Item Account			
193741	06/01/2016		
Inv	0545184-2		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2016	Water Dept. Fittings Inventory	500-0000-0000-1400-000	594.35
Inv 0545184-2 Total			594.35
193741 Total:			594.35
FWWS1400 - Ferguson Waterworks #1083 Total:			594.35
GAL7788 - Gale, Donna Line Item Account			
193742	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Dance Classes	101-8030-8032-8267-000	2,565.00
Inv Spring 2016 Total			2,565.00
193742 Total:			2,565.00
GAL7788 - Gale, Donna Total:			2,565.00
GECA8000 - GE Capital Line Item Account			
193743	06/01/2016		
Inv	64785187		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/08/2016	Copier Lease	101-3010-3032-8300-000	396.76
Inv 64785187 Total			396.76
193743 Total:			396.76
GECA8000 - GE Capital Total:			396.76
GLMT8267 - Gilmartin, Kristin Line Item Account			
193744	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Intro to Baseball Classes	101-8030-8032-8267-000	672.75
Inv Spring 2016 Total			672.75
193744 Total:			672.75

Check Number	Check Date		Amount
MT8267 - Gilmartin, Kristin Total:			672.75
GSOT2015 - Golden State Overnight Line Item Account			
193745	06/01/2016		
Inv	3042444		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2016	PW Overnight Shipping	101-6010-6011-8010-000	9.99
Inv 3042444 Total			9.99
Inv	3050861		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/15/2016	PW Overnight Shipping	101-6010-6011-8010-000	6.08
Inv 3050861 Total			6.08
Inv	3059961		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	PW Overnight Shipping	101-6010-6011-8010-000	6.08
Inv 3059961 Total			6.08
193745 Total:			22.15
GSOT2015 - Golden State Overnight Total:			22.15
ANGY8030 - Grady, Anthony Q. Line Item Account			
193746	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Jiu-Jitsu Classes	101-8030-8032-8267-000	321.75
Inv Spring 2016 Total			321.75
193746 Total:			321.75
ANGY8030 - Grady, Anthony Q. Total:			321.75
GRA1244 - Graffiti Control Systems Line Item Account			
193747	06/01/2016		
Inv	SPAS0416		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Graffiti Removal Svcs 4/16	101-6010-6410-8262-000	607.60
Inv SPAS0416 Total			607.60
193747 Total:			607.60

Check Number	Check Date		Amount
GRA1244 - Graffiti Control Systems Total:			607.60
GREA6116 - Great Match Consulting Line Item Account			
193748	06/01/2016		
Inv	1690003290		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	Sidewalk Repairs Project -Temp. Employees w/e 4/24/16	101-9000-9287-9287-000	2,469.60
Inv	1690003290 Total		2,469.60
Inv	1690003295		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Sidewalk Repairs Project -Temp. Employees w/e 5/1/16	101-9000-9287-9287-000	2,469.60
Inv	1690003295 Total		2,469.60
Inv	1690003302		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Sidewalk Repairs Project -Temp. Employees w/e 5/8/16	101-9000-9287-9287-000	1,646.40
Inv	1690003302 Total		1,646.40
Inv	1690003303		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Temp Workers w/e 5/8/16	230-6010-6116-8180-000	823.20
Inv	1690003303 Total		823.20
193748 Total:			7,408.80
GREA6116 - Great Match Consulting Total:			7,408.80
HATC8025 - Halls Auto Tech Center Line Item Account			
193749	06/01/2016		
Inv	9409		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Van 74; 45 Day, Wheel Chair Inspection, A/C Compressor, NewTin	205-8030-8025-8100-000	1,466.23
Inv	9409 Total		1,466.23
Inv	9424		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Van 75- 45 Day, Wheel Chair Inspection Svcs	205-8030-8025-8100-000	275.00
Inv	9424 Total		275.00
193749 Total:			1,741.23

Check Number	Check Date		Amount
FC8025 - Halls Auto Tech Center Total:			1,741.23
HRSB8032 - Hanger 18 South Bay Line Item Account			
193750	06/01/2016		
Inv	1965139		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Sum Camp Med Middle School Field Trip 6/14/16 Deposit	101-8030-8032-8268-000	410.00
Inv 1965139 Total			410.00
193750 Total:			410.00
HRSB8032 - Hanger 18 South Bay Total:			410.00
HARW8030 - Harwood, Haley Line Item Account			
193751	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Instructor Bellydancing Class	101-8030-8032-8267-000	145.60
Inv Spring 2016 Total			145.60
193751 Total:			145.60
HARW8030 - Harwood, Haley Total:			145.60
HEN6201 - Henry's Towing Line Item Account			
193752	06/01/2016		
Inv	2337		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Tow Svc Bus 75 from Sr.Center to Halls Auto Shop	205-8030-8025-8100-000	68.00
Inv 2337 Total			68.00
193752 Total:			68.00
HEN6201 - Henry's Towing Total:			68.00
SMHR2992 - Hernandez, Sam Line Item Account			
193753	06/01/2016		
Inv	5/17/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Reimb. Food Items & Packaging for Amgen Tour of CA	101-0000-0000-2992-005	480.41
Inv 5/17/16 Total			480.41

Check Number	Check Date		Amount
193753 Total:			480.41
SMHR2992 - Hernandez, Sam Total:			480.41
HIW6710 - Hi-Way Safety Inc Line Item Account			
193754	06/01/2016		
Inv	44738		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Traffic Signals- Pedestrian Crosswalk Signs	215-6010-6115-8020-000	667.63
Inv 44738 Total			667.63
193754 Total:			667.63
HIW6710 - Hi-Way Safety Inc Total:			667.63
HTWN2910 - Hutton & Wilson Line Item Account			
193755	06/01/2016		
Inv	Re: SZURPICKI		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	Reimb. Subpoena Deposit-Cancelled Officer Wise 4/18/16 DMW	101-0000-0000-2910-002	275.00
Inv Re: SZURPICKI Total			275.00
193755 Total:			275.00
HTWN2910 - Hutton & Wilson Total:			275.00
IBRO2920 - Ibrao, James Line Item Account			
193756	06/01/2016		
Inv	R67840		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2000	Refund WMB Deposit Rental 4/29/16	101-0000-0000-2920-000	500.00
Inv R67840 Total			500.00
193756 Total:			500.00
IBRO2920 - Ibrao, James Total:			500.00
LACI4011 - Internal Affairs Connections Inc. Line Item Account			
193757	06/01/2016		
Inv	05-SPPD-4BI-16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Background Investigation Fees	101-4010-4011-8170-000	4,400.00

Check Number	Check Date		Amount
		Inv 05-SPPD-4BI-16 Total	4,400.00
193757 Total:			4,400.00
IACI4011 - Internal Affairs Connections Inc. Total:			4,400.00
IPCUS010 - IPC USA Inc. Line Item Account			
193758	06/01/2016		
		Inv 12264	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Fuel for City Vehicles	101-5010-5011-8100-000	411.00
05/11/2016	Fuel for City Vehicles	101-2010-2011-8100-000	102.75
05/11/2016	Fuel for City Vehicles	101-6010-6011-8100-000	102.75
05/11/2016	Fuel for City Vehicles	101-4010-4011-8105-000	4,418.30
05/11/2016	Fuel for City Vehicles	101-7010-7101-8100-000	102.75
Inv 12264 Total			5,137.55
193758 Total:			5,137.55
IPCUS010 - IPC USA Inc. Total:			5,137.55
HCC8025 - Irwindale Industrial Clinic Line Item Account			
193759	06/01/2016		
		Inv 279976-663763	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	DOT Physical for J. Navarro & Y. De Leon	205-8030-8025-8020-000	100.00
Inv 279976-663763 Total			100.00
193759 Total:			100.00
HCC8025 - Irwindale Industrial Clinic Total:			100.00
SAUJ8267 - Jacobs, Saul Line Item Account			
193760	06/01/2016		
		Inv 6/27/16	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	Sr. Center Lecture Presentation 6/27/16	101-8030-8021-8264-000	200.00
Inv 6/27/16 Total			200.00
193760 Total:			200.00
SAUJ8267 - Jacobs, Saul Total:			200.00

Check Number	Check Date		Amount
KAR1897 - Karbelnig, Dr. Alan Line Item Account			
193761	06/01/2016		
Inv	5/4/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	PD Psychological Evaluation	101-4010-4011-8170-000	300.00
Inv 5/4/16 Total			300.00
193761 Total:			300.00
KAR1897 - Karbelnig, Dr. Alan Total:			300.00
FBKZ8032 - Katz, Fariba Line Item Account			
193762	05/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Instructor Yoga Classes	101-8030-8032-8267-000	156.00
Inv Spring 2016 Total			156.00
193762 Total:			156.00
FBKZ8032 - Katz, Fariba Total:			156.00
KEN7788 - Kennedy/Jenks Consultants Line Item Account			
193763	06/01/2016		
Inv	101128		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Const. Engineering Svcs 4/16	500-9000-9266-9266-000	32,381.02
Inv 101128 Total			32,381.02
193763 Total:			32,381.02
KEN7788 - Kennedy/Jenks Consultants Total:			32,381.02
AMKY5200 - Khashayar, Amir Hesam Line Item Account			
193764	06/01/2016		
Inv	385266		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Refund Busn License Application - Cancellation	101-0000-0000-4400-000	96.00
05/11/2016	Refund Busn License Application - Cancellation	101-0000-0000-5200-002	10.00
05/11/2016	Refund Busn License Application - Cancellation	101-0000-0000-4405-000	1.00
Inv 385266 Total			107.00
193764 Total:			107.00

Check Number	Check Date		Amount
AMKY5200 - Khashayar, Amir Hesam Total:			107.00
KLSR8032 - Kidz Love Soccer Line Item Account			
193765	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Soccer Classes	101-8030-8032-8267-000	1,696.71
Inv Spring 2016 Total			1,696.71
193765 Total:			1,696.71
KLSR8032 - Kidz Love Soccer Total:			1,696.71
KOAC6010 - KOA Line Item Account			
193766	06/01/2016		
Inv	0000006		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Const. Mgmt & Inspect. Svcs-AirroyoLiftStation 5/16	295-9000-9395-9395-000	1,120.00
Inv 0000006 Total			1,120.00
Inv	JB53100x6		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	HSIP Crosswalks Engineering Designs 4/4-5/1/16	207-6010-6011-8170-000	555.07
05/05/2016	HSIP Crosswalks Engineering Designs 4/4-5/1/16	277-6010-6011-8170-000	4,995.61
Inv JB53100x6 Total			5,550.68
193766 Total:			6,670.68
KOAC6010 - KOA Total:			6,670.68
LATS8010 - L.A. Times Line Item Account			
193767	06/01/2016		
Inv	10004495887		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	LA Times Subscription	101-8010-8011-8030-000	7.47
Inv 10004495887 Total			7.47
193767 Total:			7.47
LATS8010 - L.A. Times Total:			7.47
LTAP5500 - L.A.C. M. T. A. Line Item Account			

Check Number	Check Date		Amount
193768	06/01/2016		
Inv	800063752		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	MTA Tap/Metro Passes 4/16	205-0000-0000-5500-000	590.00
05/10/2016	MTA Tap/Metro Passes 4/16	205-2010-2210-8250-000	590.00
Inv 800063752 Total			1,180.00
193768 Total:			1,180.00
LTAP5500 - L.A.C. M. T. A. Total:			1,180.00
LAW6711 - Lawn Mower Corner Line Item Account			
193769	06/01/2016		
Inv	1414		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Maint. Svc on Concrete Cutter	500-6010-6710-8110-000	83.95
Inv 1414 Total			83.95
193769 Total:			83.95
LAW6711 - Lawn Mower Corner Total:			83.95
LMAP8031 - Legacy Mobile Apps Line Item Account			
193770	06/01/2016		
Inv	056		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Community Svcs Mobile App	101-8030-8031-8180-000	750.00
Inv 056 Total			750.00
193770 Total:			750.00
LMAP8031 - Legacy Mobile Apps Total:			750.00
EPLS5270 - Leis, Ellen Palm Line Item Account			
193771	06/01/2016		
Inv	R70615		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Dropped Horsemanship Class	101-0000-0000-5270-002	120.00
Inv R70615 Total			120.00
193771 Total:			120.00

Check Number	Check Date		Amount
S5270 - Leis, Ellen Palm Total:			120.00
NLEM8010 - Lem, Nancy Line Item Account			
193772	06/01/2016		
Inv	050716		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Program Booklet Volunteer Recognition Lunch	101-8010-8011-8040-000	200.00
Inv 050716 Total			200.00
Inv	050716*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Design Poster 2016 Eclectic Music Festival	101-8010-8011-8040-000	100.00
Inv 050716* Total			100.00
193772 Total:			300.00
NLEM8010 - Lem, Nancy Total:			300.00
ISKL8032 - Lien, Isaak Line Item Account			
193773	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Anime Classes	101-8030-8032-8267-000	842.40
Inv Spring 2016 Total			842.40
193773 Total:			842.40
ISKL8032 - Lien, Isaak Total:			842.40
MACK8267 - Mack, Johnny Line Item Account			
193774	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Get Fit w/ Johnny Classes	101-8030-8032-8267-000	364.00
Inv Spring 2016 Total			364.00
193774 Total:			364.00
MACK8267 - Mack, Johnny Total:			364.00
MZ8032 - Martinez, Alma Line Item Account			
193775	06/01/2016		

Check Number	Check Date		Amount
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Instructor Zumba Class	101-8030-8032-8267-000	182.00
05/20/2016	Instructor Zumba Class	101-8030-8032-8267-000	110.50
Inv Spring 2016 Total			292.50
193775 Total:			292.50
AMMZ8032 - Martinez, Alma Total:			292.50
MTRC5270 - Mataric, Maja Line Item Account			
193776	06/01/2016		
Inv	R70644		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Cooking Class	101-0000-0000-5270-002	100.00
Inv R70644 Total			100.00
193776 Total:			100.00
MTRC5270 - Mataric, Maja Total:			100.00
MBII9190 - Michael Baker International Inc. Line Item Account			
193777	06/01/2016		
Inv	942262		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Prep. Environmental Documents SP Dog Park Project	232-6010-6417-8170-000	970.93
Inv 942262 Total			970.93
193777 Total:			970.93
MBII9190 - Michael Baker International Inc. Total:			970.93
ROO4900 - Mike Roos & Company Line Item Account			
193778	06/01/2016		
Inv	5160C		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Strategic Planning & Consulting Svcs 4/16	101-2010-2021-8170-000	3,000.00
Inv 5160C Total			3,000.00
193778 Total:			3,000.00
ROO4900 - Mike Roos & Company Total:			3,000.00

Check Number	Check Date		Amount
.S4011 - Mission Framing Line Item Account			
193779	06/01/2016		
Inv	4/26/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	2015 Volunteer Recognition Proclamation Frame	101-8010-8011-8020-000	152.60
Inv 4/26/16 Total			152.60
Inv	5/17/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Nameplate for Gus Grimley	101-8010-8011-8020-000	56.68
Inv 5/17/16 Total			56.68
193779 Total:			209.28
MISS4011 - Mission Framing Total:			209.28
MMV9126 - Mission-Meridian Village Line Item Account			
193780	06/01/2016		
Inv	COM001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	POA Dues-Hospital/Utility 3/16, 4/16 & 5/16	226-2010-2029-8060-000	1,866.50
Inv COM001 Total			1,866.50
Inv	COM002		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	POA Dues-Parking/Utility 3/16, 4/16 & 5/16	207-2010-2260-8061-000	4,015.94
Inv COM002 Total			4,015.94
193780 Total:			5,882.44
MMV9126 - Mission-Meridian Village Total:			5,882.44
MOR2900 - Morrow & Holman Plumbing Inc Line Item Account			
193781	06/01/2016		
Inv	P-8814		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Orange Grove Camp Med Plumbing Line Repairs	101-6010-6601-8120-000	489.16
Inv P-8814 Total			489.16
Inv	P-8858		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	PD Shredding Room Drain Clearing	101-6010-6601-8120-000	235.00

Check Number	Check Date		Amount
		Inv P-8858 Total	235.00
		193781 Total:	724.16
		MOR2900 - Morrow & Holman Plumbing Inc Total:	724.16
		NBIS2011 - Nancy Bond Insurance Services Line Item Account	
193782	06/01/2016		
		Inv 5231	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	626 Golden Street Festival - Insurance for Event	249-2010-2011-8020-000	10,331.40
		Inv 5231 Total	10,331.40
		193782 Total:	10,331.40
		NBIS2011 - Nancy Bond Insurance Services Total:	10,331.40
		NGSI6010 - Natural Gas Systems Inc. Line Item Account	
193783	06/01/2016		
		Inv 3278 Credit	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/26/2016	Maint. CREDIT	101-6010-6601-8180-000	-53.25
		Inv 3278 Credit Total	-53.25
		Inv 4190 R	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/27/2016	Replace 3-Way Valve Post #9	101-6010-6601-8180-000	305.63
		Inv 4190 R Total	305.63
		Inv 4206	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2016	Monthly Maint. 4/16	101-6010-6601-8180-000	375.00
		Inv 4206 Total	375.00
		193783 Total:	627.38
		NGSI6010 - Natural Gas Systems Inc. Total:	627.38
		NIMO9203 - Ninya & Moore Line Item Account	
193784	06/01/2016		
		Inv 195806	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
01/20/2016	Geotechnical & Material Testing Svcs 12/15	500-9000-9266-9266-000	3,809.00

Check Number	Check Date		Amount
Inv 195806 Total			3,809.00
Inv 196470			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/23/2016	Geotechnical & Material Testing Svcs 1/16	500-9000-9266-9266-000	5,060.25
Inv 196470 Total			5,060.25
Inv 198338			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Geotechnical & Material Testing Svcs 4/16	500-9000-9266-9266-000	2,087.00
Inv 198338 Total			2,087.00
193784 Total:			10,956.25
NIMO9203 - Ninya & Moore Total:			10,956.25
OREI6711 - O' Reilly Automotive Inc. Line Item Account			
193785	06/01/2016		
Inv 3213-386173			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2016	Water Dept. Vehicle Maint. Supplies	101-6010-6410-8100-000	35.03
Inv 3213-386173 Total			35.03
193785 Total:			35.03
OREI6711 - O' Reilly Automotive Inc. Total:			35.03
OCL8011 - OCLC Inc. Line Item Account			
193786	06/01/2016		
Inv 0000459499			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Computer Cataloguing Svcs	101-8010-8011-8110-000	1,507.60
Inv 0000459499 Total			1,507.60
193786 Total:			1,507.60
OCL8011 - OCLC Inc. Total:			1,507.60
ONYX9222 - Onyx Architects Line Item Account			
787	06/01/2016		
Inv 21385			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	

Check Number	Check Date		Amount
04/04/2016	Additional Work for Council Chambers Renovation 3/16	255-9000-9222-9222-200	385.90
Inv 21385 Total			385.90
193787 Total:			385.90
ONYX9222 - Onyx Architects Total:			385.90
OVD8011 - OverDrive Inc. Line Item Account			
193788	06/01/2016		
Inv 114815015006005			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Books	101-8010-8011-8080-000	1,343.64
Inv 114815015006005 Total			1,343.64
Inv 114816165122005			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/01/2016	Books	101-8010-8011-8080-000	65.00
Inv 114816165122005 Total			65.00
193788 Total:			1,408.64
OVD8011 - OverDrive Inc. Total:			1,408.64
PAC5699 - Pacific Parking Systems Inc Line Item Account			
193789	06/01/2016		
Inv 13300			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	PD 3 Boxes fo Waffle Bill Cleaning Cards	101-4010-4011-8110-000	208.11
Inv 13300 Total			208.11
193789 Total:			208.11
PAC5699 - Pacific Parking Systems Inc Total:			208.11
PTC12992 - Pacific Traffic Control Inc. Line Item Account			
193790	06/01/2016		
Inv 9729			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	Traffic Control Plans for Arngen Tour of CA	101-0000-0000-2992-005	400.00
Inv 9729 Total			400.00
193790 Total:			400.00

Check Number	Check Date		Amount
PTCI2992 - Pacific Traffic Control Inc. Total:			400.00
PAL1111 - Palmieri, Michael Line Item Account			
193791	06/01/2016		
Inv	5/9/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Reimb. PD Training Expense	101-4010-4011-8210-000	51.20
Inv 5/9/16 Total			51.20
193791 Total:			51.20
PAL1111 - Palmieri, Michael Total:			51.20
PAR8032 - Parada, Thomas Line Item Account			
193792	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Basketball Classes	101-8030-8032-8267-000	715.00
Inv Spring 2016 Total			715.00
193792 Total:			715.00
PAR8032 - Parada, Thomas Total:			715.00
VRPK5270 - Parks, Virginia Line Item Account			
193793	06/01/2016		
Inv	R70618		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Horsemanship Classes	101-0000-0000-5270-002	270.00
Inv R70618 Total			270.00
193793 Total:			270.00
VRPK5270 - Parks, Virginia Total:			270.00
PAS8032 - Pasadena Ice Skating Center Line Item Account			
193794	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Ice Skating Classes	101-8030-8032-8267-000	420.00
Inv Spring 2016 Total			420.00

Check Number	Check Date		Amount
193794	Total:		420.00
PAS8032 - Pasadena Ice Skating Center Total:			420.00
MED8031 - Patterson Medical Supply Inc. Line Item Account			
193795	06/01/2016		
Inv	42081082		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Camp Med First Aid Kit Supplies # 23288925-01	101-8030-8032-8268-000	1,105.34
Inv 42081082	Total		1,105.34
193795	Total:		1,105.34
MED8031 - Patterson Medical Supply Inc. Total:			1,105.34
PAY7788 - Payke Gymnastics Line Item Account			
193796	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Gymnastics Classes	101-8030-8032-8267-000	1,406.40
Inv Spring 2016	Total		1,406.40
193796	Total:		1,406.40
PAY7788 - Payke Gymnastics Total:			1,406.40
MOPE4460 - Perez, Monica Line Item Account			
193797	06/01/2016		
Inv	R70731		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	Refund Cancelled Park Gazebo Rsvp	101-0000-0000-5270-005	27.50
Inv R70731	Total		27.50
193797	Total:		27.50
MOPE4460 - Perez, Monica Total:			27.50
PCRI7101 - Personal Court Reporters Inc. Line Item Account			
193798	06/01/2016		
Inv	69853		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Transcribing Svcs SP CC Mtg 5/4/16	101-7010-7101-8170-000	570.00

Check Number	Check Date		Amount
Inv 69853	Total		570.00
193798	Total:		570.00
PCRI7101 - Personal Court Reporters Inc. Total:			570.00
PCSL8264 - Phat Cat Swinger LLC Line Item Account			
193799	06/01/2016		
Inv	6/12/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Concert in the Park Band 6/12/16	101-8030-8032-8264-000	1,200.00
Inv 6/12/16	Total		1,200.00
193799	Total:		1,200.00
PCSL8264 - Phat Cat Swinger LLC Total:			1,200.00
PLU4589 - Plumbing Wholesale Outlet Inc Line Item Account			
193800	06/01/2016		
Inv	S100086983.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	PD Water Strainer for A/C Unit	101-6010-6601-8120-000	34.10
Inv S100086983.001	Total		34.10
Inv	S100094130.001		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Water Heater Supplies	101-6010-6601-8120-000	121.77
Inv S100094130.001	Total		121.77
193800	Total:		155.87
PLU4589 - Plumbing Wholesale Outlet Inc Total:			155.87
POS5265 - Post Alarm Systems Line Item Account			
193801	06/01/2016		
Inv	869420		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Camp Med Fire Monitoring Svc 6/16	101-8030-8032-8180-000	46.45
Inv 869420	Total		46.45
193801	Total:		46.45

Check Number	Check Date		Amount
POS5265 - Post Alarm Systems Total:			46.45
RED8995 - Red Wing Shoe Store Line Item Account			
193802	06/01/2016		
Inv	0000002-015		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Safety Shoes-Victor Magana	500-6010-6711-8134-000	223.00
Inv 0000002-015 Total			223.00
Inv	0000002-015*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Safety Shoes-Eddie Munoz	230-6010-6116-8134-000	158.02
Inv 0000002-015* Total			158.02
193802 Total:			381.02
RED8995 - Red Wing Shoe Store Total:			381.02
ROS2021 - Rossmann and Moore, LLP Line Item Account			
193803	06/01/2016		
Inv	April 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Legal Svcs- 710 Fwy Extension 4/16	101-2010-2021-8160-000	2,408.00
Inv April 2016 Total			2,408.00
193803 Total:			2,408.00
ROS2021 - Rossmann and Moore, LLP Total:			2,408.00
BENR8021 - Rushing, Ben Line Item Account			
193804	06/01/2016		
Inv	6/9/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/18/2016	Sr.Center Healthy Aging Health Fair Entertainment 6/9/16	101-8030-8021-8020-000	150.00
Inv 6/9/16 Total			150.00
193804 Total:			150.00
BENR8021 - Rushing, Ben Total:			150.00
SOU5250 - S.P.Review Line Item Account			
193805	06/01/2016		

Check Number	Check Date		Amount
Inv 4667			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
02/18/2016	Swr Rehabilitation & Replacements Ads	310-6010-6501-8020-000	950.00
Inv 4667 Total			950.00
Inv 4850			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2016	Used Oil & Recycling Storm Drain Ads	101-6010-2015-8172-000	126.00
Inv 4850 Total			126.00
Inv 4941			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Negative Declaration - Dog Park Ads	101-6010-6011-8040-000	56.00
Inv 4941 Total			56.00
Inv 4942			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Public Notice - ZCA Valet Parking	101-7010-7101-8040-000	68.00
Inv 4942 Total			68.00
Inv 4962			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/12/2016	Public Notice- Ordinance # 2295 MMVPG	101-1020-1021-8040-000	84.00
Inv 4962 Total			84.00
Inv 5038			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/19/2016	COSP Budget for FY 16-17 Ads	101-3010-3011-8020-000	48.00
Inv 5038 Total			48.00
193805 Total:			1,332.00
SOU5250 - S.P,Review Total:			1,332.00
SAN8032 - San Pascual Stables Line Item Account			
193806	06/01/2016		
Inv Spring 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Horsemanship Classes	101-8030-8032-8267-000	1,296.00
Inv Spring 2016 Total			1,296.00
193806 Total:			1,296.00

Check Number	Check Date		Amount
SAN8032 - San Pascual Stables Total:			1,296.00
SCF1400 - SC Fuels Line Item Account			
193807	06/01/2016		
Inv	0593573		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Yard Unleaded & Clear Diesel Fuel	101-0000-0000-1400-000	3,970.55
Inv 0593573 Total			3,970.55
193807 Total:			3,970.55
SCF1400 - SC Fuels Total:			3,970.55
SCMG8031 - SCMGA Line Item Account			
193808	06/01/2016		
Inv	2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	2016 Membership-Sheila Pautsch	101-8030-8031-8020-000	50.00
Inv 2016 Total			50.00
193808 Total:			50.00
SCMG8031 - SCMGA Total:			50.00
SHCO5011 - Shields, Harper & Co. Line Item Account			
193809	06/01/2016		
Inv	701000		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	FD Equipment Maint	101-5010-5011-8110-000	142.64
Inv 701000 Total			142.64
193809 Total:			142.64
SHCO5011 - Shields, Harper & Co. Total:			142.64
SHO7777 - Showcases Line Item Account			
193810	06/01/2016		
Inv	292621		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	296.48
04/26/2016	Tech. Svcs Supplies	101-0000-0000-2700-000	-22.81
Inv 292621 Total			273.67

Check Number	Check Date		Amount
Inv	292622		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	Tech. Svcs Supplies	101-8010-8011-8020-000	408.92
04/26/2016	Tech. Svcs Supplies	101-0000-0000-2700-000	-31.46
Inv 292622 Total			377.46
193810 Total:			651.13
SHO7777 - Showcases Total:			651.13
SMWL2990 - Shute, Mihaly & Weinberger LLP Line Item Account			
193811	06/01/2016		
Inv	248742		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Legal Svcs 710 Fwy Extension DEIR/EIS 3/16	101-0000-0000-2990-015	8,671.97
Inv 248742 Total			8,671.97
193811 Total:			8,671.97
SMWL2990 - Shute, Mihaly & Weinberger LLP Total:			8,671.97
SPEF2920 - South Pasadena Educational Foundation Line Item Account			
193812	06/01/2016		
Inv	R70612		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Refund WMB Deposit Rental 4/28/16	101-0000-0000-2920-000	500.00
Inv R70612 Total			500.00
193812 Total:			500.00
SPEF2920 - South Pasadena Educational Foundation Total:			500.00
SPAC1011 - SPACE Line Item Account			
193813	06/01/2016		
Inv	5/14/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Collaborative Community Project	101-1010-1011-8021-000	4,000.00
Inv 5/14/16 Total			4,000.00
193813 Total:			4,000.00

Check Number	Check Date		Amount
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SPAC1011 - SPACE Total:	4,000.00
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STA5219 - Staples Business Advantage Line Item Account

193814	06/01/2016		
Inv	3299661583		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/16/2016	Recreation Office Supplies	101-8030-8032-8000-000	94.35
Inv 3299661583 Total			94.35
Inv	3300173487		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/23/2016	Library Office Supplies	101-8010-8011-8000-000	256.25
Inv 3300173487 Total			256.25
Inv	3300173498		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/23/2016	Library Office Supplies	101-8010-8011-8000-000	32.36
Inv 3300173498 Total			32.36
Inv	3300557713		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Sr. Center Office Supplies	101-8030-8021-8020-000	120.21
04/28/2016	Sr. Center Office Supplies	101-8030-8021-8000-000	30.35
Inv 3300557713 Total			150.56
Inv	3300630334		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Library Office Supplies	101-8010-8011-8000-000	101.22
Inv 3300630334 Total			101.22
Inv	3300630335		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Recreation Office Supplies	101-8030-8032-8000-000	77.39
Inv 3300630335 Total			77.39
Inv	3300630336		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/29/2016	Yard Office Supplies	500-6010-6710-8000-000	382.02
04/29/2016	Yard Office Supplies	101-6010-6410-8000-000	54.99
Inv 3300630336 Total			437.01
Inv	3301057248		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/30/2016	Library Office Supplies	101-8010-8011-8000-000	15.25

Check Number	Check Date		Amount
Inv 3301057248		Total	15.25
Inv 3301626838			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Library Office Supplies	101-8010-8011-8000-000	27.68
Inv 3301626838		Total	27.68
Inv 3301626839			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Library Office Supplies	101-8010-8011-8000-000	20.37
Inv 3301626839		Total	20.37
Inv 3301626840			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Library Office Supplies	101-8010-8011-8000-000	7.62
Inv 3301626840		Total	7.62
Inv 3301697658			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Sr. Center Office Supplies	101-8030-8021-8000-000	172.41
Inv 3301697658		Total	172.41
Inv 3301697659			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/05/2016	Sr. Center Office Supplies	101-8030-8031-8000-000	147.14
05/05/2016	Sr. Center Office Supplies	101-8030-8021-8000-000	147.15
Inv 3301697659		Total	294.29
Inv 3301940128			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/07/2016	Yard Office Supplies	210-6010-6501-8020-000	21.93
05/07/2016	Yard Office Supplies	230-6010-6116-8020-000	21.94
05/07/2016	Yard Office Supplies	500-6010-6710-8000-000	8.18
05/07/2016	Yard Office Supplies	101-6010-6410-8000-000	34.89
05/07/2016	Yard Office Supplies	215-6010-6201-8000-000	22.19
Inv 3301940128		Total	109.13
193814		Total:	1,795.89
STA5219 - Staples Business Advantage		Total:	1,795.89
SM1020 - Studio Spectrum Line Item Account			
193815	06/01/2016		

Check Number	Check Date		Amount
Inv 18368			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	AV Svcs 4/16	101-1020-1021-8170-000	3,725.00
Inv 18368 Total			3,725.00
193815 Total:			3,725.00
STSM1020 - Studio Spectrum Total:			3,725.00
SSSS8267 - Super Soccer Stars Line Item Account			
193816	06/01/2016		
Inv Spring 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Kick & Play Classes	101-8030-8032-8267-000	249.60
Inv Spring 2016 Total			249.60
193816 Total:			249.60
SSSS8267 - Super Soccer Stars Total:			249.60
SCRR4010 - Superior Court of CA, County of LA Line Item Account			
193817	06/01/2016		
Inv April 2016			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Court Fees 4/16	101-0000-0000-4610-000	12,317.00
Inv April 2016 Total			12,317.00
193817 Total:			12,317.00
SCRR4010 - Superior Court of CA, County of LA Total:			12,317.00
SPWS8020 - SupplyWorks Line Item Account			
193818	06/01/2016		
Inv 366607711			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Janitorial Supplies	101-6010-6601-8120-000	471.65
Inv 366607711 Total			471.65
Inv 366607729			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Garfield & Arroyo Park Supplies	232-6010-6417-8020-000	471.65
Inv 366607729 Total			471.65

Check Number	Check Date		Amount
Inv	366607737		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Citywide janitorial Supplies	101-6010-6601-8120-000	287.68
Inv 366607737 Total			287.68
Inv	366607745		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Orange Gove Park Supplies	101-6010-6601-8120-000	287.68
Inv 366607745 Total			287.68
Inv	366740041		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Library Janitorial Supplies	101-8010-8011-8120-000	345.40
Inv 366740041 Total			345.40
193818 Total:			1,864.06
SPWS8020 - SupplyWorks Total:			1,864.06
JR8032 - Swords Fencing Studio Line Item Account			
193819	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	Instructor Fencing Classes	101-8030-8032-8267-000	467.35
Inv Spring 2016 Total			467.35
193819 Total:			467.35
SWOR8032 - Swords Fencing Studio Total:			467.35
TAHZ8267 - Tahmizian, Marina Line Item Account			
193820	06/01/2016		
Inv	Spring 2016		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/11/2016	Instructor Piano Classes	101-8030-8032-8267-000	1,170.00
Inv Spring 2016 Total			1,170.00
193820 Total:			1,170.00
TAHZ8267 - Tahmizian, Marina Total:			1,170.00

Check Number	Check Date		Amount
RKTS8257 - Thomas, Rick Line Item Account			
193821	06/01/2016		
Inv	4/22/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/06/2016	Reimb. Refreshments for Volunteer Recognition & Conf. Expense	101-8010-8011-8257-000	80.27
Inv 4/22/16 Total			80.27
			<hr/>
193821 Total:			80.27
			<hr/>
RKTS8257 - Thomas, Rick Total:			80.27
DNTMS270 - Thompson, Diana Line Item Account			
193822	06/01/2016		
Inv	R70740		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R70740 Total			40.00
			<hr/>
193822 Total:			40.00
			<hr/>
DNTMS270 - Thompson, Diana Total:			40.00
LRTV5270 - Tovalin, Laurie Line Item Account			
193823	06/01/2016		
Inv	R70741		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/16/2016	Refund Cancelled Yoga Class	101-0000-0000-5270-002	40.00
Inv R70741 Total			40.00
			<hr/>
193823 Total:			40.00
			<hr/>
LRTV5270 - Tovalin, Laurie Total:			40.00
TRA5998 - Transtech Engineers Inc. Line Item Account			
193824	06/01/2016		
Inv	20161452		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2016	Bldg & Plan Check Svcs 3/16	101-7010-7101-8180-000	19,445.64
Inv 20161452 Total			19,445.64
			<hr/>
Inv 20161453			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/31/2016	Bldg & Plan Check Svcs Plan Review Svcs 3/16	101-7010-7101-8180-000	29,731.05

Check Number	Check Date		Amount
		Inv 20161453 Total	29,731.05
		193824 Total:	49,176.69
		TRA5998 - Transtech Engineers Inc. Total:	49,176.69
		TTDC8267 - Twinkle Toes Dance Company Line Item Account	
193825	06/01/2016	Inv Spring 2016	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/11/2016	Instructor Ballet Class	101-8030-8032-8267-000 128.00
		Inv Spring 2016 Total	128.00
		193825 Total:	128.00
		TTDC8267 - Twinkle Toes Dance Company Total:	128.00
		UCL6115 - UCLA Center for Prehospital Care Line Item Account	
193826	06/01/2016	Inv 1508	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/01/2016	FD Paramedic Training	101-5010-5011-8170-000 1,893.98
		Inv 1508 Total	1,893.98
		193826 Total:	1,893.98
		UCL6115 - UCLA Center for Prehospital Care Total:	1,893.98
		UQMS8010 - Unique Mgmt Svcs Inc. Line Item Account	
193827	06/01/2016	Inv 426986	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	
	05/01/2016	Recovering Agency Svcs 4/16	101-8010-8011-8180-000 205.85
		Inv 426986 Total	205.85
		193827 Total:	205.85
		UQMS8010 - Unique Mgmt Svcs Inc. Total:	205.85
		R4707 - United Site Services, Inc. Line Item Account	
828	06/01/2016	Inv 114-4003857	
		<u>Line Item Date</u> <u>Line Item Description</u> <u>Line Item Account</u>	

Check Number	Check Date		Amount
05/10/2016	Portable Toilet Svcs Nelson Field 5/3-30/16	101-8030-8032-8180-000	256.72
	Inv 114-4003857 Total		256.72
193828 Total:			256.72
POR4707 - United Site Services, Inc. Total:			256.72
URBA3011 - Urban Futures Inc. Line Item Account			
193829	06/01/2016		
Inv	CD-2016-27		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Cont. Disclosure 2013 Water Rev. Refunding Bonds	500-6010-6712-8333-000	1,850.00
	Inv CD-2016-27 Total		1,850.00
Inv	CD-2016-27*		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Cont. Disclosure 2009 Water Rev. Bonds	500-6010-6712-8333-000	1,200.00
	Inv CD-2016-27* Total		1,200.00
Inv	CD-2016-28		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/17/2016	Cont. Disclosure Dwtm Revitalization Tax Bond FY 14-15	227-7200-7210-8170-000	1,750.00
	Inv CD-2016-28 Total		1,750.00
193829 Total:			4,800.00
URBA3011 - Urban Futures Inc. Total:			4,800.00
RCVZ5270 - Valenzuela, Rachel Line Item Account			
193830	06/01/2016		
Inv	R70733		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	Refund Cancelled Pary Gazebo	101-0000-0000-5270-005	27.50
	Inv R70733 Total		27.50
193830 Total:			27.50
RCVZ5270 - Valenzuela, Rachel Total:			27.50
VPSI407 - Valley Power Systems Inc. Line Item Account			
193831	06/01/2016		

Check Number	Check Date		Amount
Inv	124057		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	FD Emergency Repairs Made on E-81	101-5010-5011-8100-000	3,716.92
Inv 124057 Total			3,716.92
193831 Total:			3,716.92
VPSI407 - Valley Power Systems Inc. Total:			3,716.92
NTVB3012 - Veby, Natalia Line Item Account			
193832	06/01/2016		
Inv	5/9/16		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Refund Rebates	500-3010-3012-8032-000	300.00
Inv 5/9/16 Total			300.00
193832 Total:			300.00
NTVB3012 - Veby, Natalia Total:			300.00
AW6711 - Verizon Wireless Line Item Account			
193833	06/01/2016		
Inv	9764458766		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/26/2016	PD Air Cards 3/27-4/26/16	101-3010-3032-8150-000	1,102.29
Inv 9764458766 Total			1,102.29
193833 Total:			1,102.29
VERW6711 - Verizon Wireless Total:			1,102.29
VEWI8020 - Vision Electric Wholesale Inc. Line Item Account			
193834	06/01/2016		
Inv	23456		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Street Lighting Cell Switch	215-6010-6115-8020-000	64.20
Inv 23456 Total			64.20
Inv	23513		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/04/2016	Electrical Svc Disconnect Circuit Breakers, Conduit	101-6010-6601-8120-000	143.74
Inv 23513 Total			143.74

Check Number	Check Date		Amount
193834 Total:			207.94
VEWI8020 - Vision Electric Wholesale Inc. Total:			207.94
VIPI3032 - Vision Technology Solutions Line Item Account			
193835	06/01/2016		
Inv 32545			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/02/2016	Web Hosting 5/16	101-3010-3032-8180-000	231.52
Inv 32545 Total			231.52
193835 Total:			231.52
VIPI3032 - Vision Technology Solutions Total:			231.52
VRAR8022 - VR Auto Repair Line Item Account			
193836	06/01/2016		
Inv 162315			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
03/30/2016	PD Unit# 1112 Tire Change	101-4010-4011-8100-000	25.00
Inv 162315 Total			25.00
Inv 162319			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/22/2016	PD Unit# 1112 Tire Change	101-4010-4011-8100-000	25.00
Inv 162319 Total			25.00
193836 Total:			50.00
VRAR8022 - VR Auto Repair Total:			50.00
WES6711 - Western Water Works Support Ctr. Line Item Account			
193837	06/01/2016		
Inv 416757-00			
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
04/28/2016	Materials to Fix Fire Hydrants @ Milan & Spruce	500-6010-6710-8020-000	43.69
Inv 416757-00 Total			43.69
193837 Total:			43.69
WES6711 - Western Water Works Support Ctr. Total:			43.69

Check Number	Check Date		Amount
38011 - Weston Woods Studios Line Item Account			
193838	06/01/2016		
Inv	13128752		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	DVD's	101-8010-8011-8080-000	470.56
Inv 13128752 Total			470.56
Inv	13128753		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/10/2016	DVD's	101-8010-8011-8080-000	211.64
Inv 13128753 Total			211.64
193838 Total:			682.20
WES8011 - Weston Woods Studios Total:			682.20
WIT6353 - Wittman Enterprises LLC Line Item Account			
193839	06/01/2016		
Inv	1604059		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/13/2016	Paramedic Payment April 2016	101-0000-0000-5290-001	3,878.07
Inv 1604059 Total			3,878.07
193839 Total:			3,878.07
WIT6353 - Wittman Enterprises LLC Total:			3,878.07
YTI1023 - Y Tire Sales Line Item Account			
193840	06/01/2016		
Inv	001140		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	New Tire for Unit# 612	101-6010-6601-8100-000	362.83
Inv 001140 Total			362.83
Inv	001141		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Tire Repair Unit# 30	101-6010-6601-8100-000	15.67
Inv 001141 Total			15.67
Inv	001144		
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>	
05/09/2016	Flat Repairs for Unit# 350	230-6010-6116-8100-000	15.67

Check Number	Check Date	Amount
Inv 001144	Total	15.67
193840	Total:	394.17
YTI1023 - Y Tire Sales	Total:	394.17
EZNI5440 - Zneimer, Evelyn Line Item Account		
193841	06/01/2016	
Inv	5/17/16	
<u>Line Item Date</u>	<u>Line Item Description</u>	<u>Line Item Account</u>
05/17/2016	Reimb. Sandwiches for Amgen Tour of CA	101-0000-0000-2992-005
Inv 5/17/16	Total	472.50
193841	Total:	472.50
EZNI5440 - Zneimer, Evelyn	Total:	472.50
Total:		330,120.40

ATTACHMENT 4
Payroll 05-20-16

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 05.20.16

Account Number	Account Name	06.01.16
101-0000-0000-1010-000	General Fund - Payroll cash	569,194.25
	Other Withholding Payables	\$ 347,847.82
101-0000-0000-1010-000	Net General Fund - Payroll Cash	221,346.43
	Insurance Adjustment	-
205-0000-0000-1010-000	Prop A - Payroll Cash	5,624.82
207-0000-0000-1010-000	Prop C - Payroll Cash	11,202.72
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	19,183.46
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	11,174.17
227-0000-0000-1010-000	CRA - Payroll Cash	5,814.04
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	14,689.70
274-0000-0000-1010-000	Homeland Security Grant	-
310-0000-0000-1010-000	Sewer Capital Projects Fund	345.76
500-0000-0000-1010-000	Water Fund - Payroll Cash	60,149.82
700-0000-0000-2210-000	Internal Revenue Service	57,093.08
700-0000-0000-2230-000	Internal Revenue Service	16,443.54
Total Checks & Direct Deposits		423,067.54
Checks		21,479.40
Direct Deposits		328,051.52
I.R.S Payments		73,536.62
		<u>423,067.54</u>
To 700		675,899.34
Other PR Payable		347,847.82
ACH Payable		<u>328,051.52</u>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

Agency Warrants **06.01.16**

<u>Vendor</u>	<u>Invoice #</u>	<u>Check #</u>	<u>Department</u>	<u>Description</u>	<u>Amount</u>
City of South Pasadena	P/R/E 05/15/16	ACH	227.0000.0000.1010.000	Payroll PE 05.15.16	\$ 5,814.04
Urban Futures Inc.	CD-2016-28	193829	227.7200.7210.8170.000	Cont. Disclosure Dwtn Revitalization	\$ 1,750.00
Pers Health Insurance	P/R/E 05/15/16	193660	227.7200.7210.7131.000	Health Ins Jun-16	\$ 339.80

RSA Report Total

\$ 7,903.84

Diana Mahmud, Agency Chair

Evelyn G. Zneimer, Agency Secretary


David Balt, Agency Treasurer

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SA*
FROM: David Batt, Finance Director *B*
SUBJECT: **Adoption of a Resolution Determining and Establishing an Appropriations Limit for Fiscal Year 2016-17 in Accordance with Article XIII B of the California Constitution**

Recommendation

It is recommended that the City Council adopt a resolution setting the City of South Pasadena's (City) Fiscal Year 2016-17 appropriations limit.

Fiscal Impact

None.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The "Gann Initiative" (established by 1979's Proposition 4) restricts the amount of tax-generated monies government entities can spend in a given fiscal year. Incorporated into Article XIII B of the State Constitution, the Gann Appropriations Limit specifies that appropriations funded by taxes may be increased annually by the higher of the change in California per capita income or nonresidential assessed valuation due to new construction *and* the change in South Pasadena population or Los Angeles County population.

Analysis

The data used to calculate the City's Fiscal Year (FY) 2016-17 Limit are the change in California per capita income, 5.37%, and Los Angeles County population growth, 0.85%. The application of these growth factors to the City's FY 2015-16 Appropriations Limit produces the City's FY 2016-17 limit of \$24,088,864.

For FY 2016-17, the appropriations subject to the limit are \$3,144,221 below the legally mandated limit. At this time, it is recommended the City Council adopt the proposed resolution setting the City's Appropriation Limit for FY 2016-17. The City will continue to closely monitor revenues during this fiscal year to determine if the actual revenues will exceed the Limit. Should

Resolution Establishing Appropriations Limit

June 1, 2016

Page 2 of 2

the revenues from the proceeds of taxes exceed the legal Limit, alternatives for recalculations and/or a return of excess proceeds will need to be considered at that time.

The City's independent auditors perform a limited review of the calculation as part of their annual audit. Per the State Constitution, the independent auditors are only required to review the annual calculation of the Limit itself (Attachment 2, Exhibit A, Section I - Appropriation Limit). The City is responsible for the allocation of proceeds of taxes versus non-proceeds of taxes subject to the Limit (Attachment 2, Exhibit B).

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachments:

1. Resolution Establishing an Appropriations Limit for FY 2016-17
2. Gann Appropriations Limit Calculation (Exhibits A, B, C, D)

ATTACHMENT 1
Resolution Establishing an Appropriations Limit
for FY 2016-17

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DETERMINING AND ESTABLISHING AN APPROPRIATIONS
LIMIT FOR FISCAL YEAR 2016-17 IN ACCORDANCE WITH
ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION AND
GOVERNMENT CODE SECTION 7910**

WHEREAS, Article XIII B was added to the Constitution of the State of California at the Special Statewide election held November 6, 1979 (commonly known as Proposition 4); and

WHEREAS, Government Code Section 7910 was added to Chapter 12.05 by Statute at the Regular Session of the California Legislature; and

WHEREAS, Proposition 111, which, among other things, provides new annual adjustment formulas for the Appropriations Limit, was approved by the voters in June, 1990; and

WHEREAS, The League of California Cities and the State of California Department of Finance have published population and per capita income growth indexes, as well as guidelines for the uniform application of Proposition 111; and

WHEREAS, Government Code Section 7910 requires the governing body of each local jurisdiction to adopt, by resolution, its Appropriation Limit; and

WHEREAS, said Appropriations Limit must be adhered to in preparing and adopting the City of South Pasadena's (City) annual Budget.

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

SECTION 1. In compliance with Article XIII B of the Constitution of the State of California, and Government Code Section 7910, the City hereby establishes the City's Appropriation Limit for the Fiscal Year (FY) 2016-17 to be \$24,088,864.

SECTION 2. In the computation of such limits, the City selected population factors for Los Angeles County, rather than those for South Pasadena, for use in FY 2016-17.

SECTION 3. In regard to the cost-of-living factors used in the computation of the Appropriations Limit, the City used the change in California per capita income, rather than the change in assessed valuation due to new nonresidential construction.

SECTION 4. Said Appropriation Limit shall be adhered to in the City's FY 2016-17 Budget.

SECTION 5. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 1st day of June, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 1st day of June, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Gann Appropriations Limit Calculation
(Exhibits A, B, C, D)

Exhibit A
South Pasadena
Appropriations (Gann) Limit Calculation
Fiscal Year 2016-17

I Appropriation Limit

Prior Year, 2015-16 Adopted Limit		\$22,668,534
Adjustment Factors:		
Change in California Per Capita Income (Note 1)	1.0537	
Change in L.A. County Population (Note 2)	<u>1.0085</u>	<u>1.06265645</u>
Current Year, 2016-17 Appropriation Limit		\$24,088,864

II Appropriations Subject to Limit

Projected 2016-17 Revenues, All City Funds		\$41,483,780
Less: Non-Proceeds of Taxes (See Exhibit B)		(20,224,097)
Less: Exclusions (See Exhibit C)		<u>(315,040)</u>
Total City Appropriations Subject to Limit		\$20,944,643

III Amount Over/(Under) Limit (I - II) (\$3,144,221)

IV Total City Appropriations as a % of Limit 86.95%

Note 1: Change in California per capita income, 5.37%, exceeds the change in assessed valuation due to nonresidential new construction, 0.53% (provided by HdL).

Note 2: County of Los Angeles population growth, 0.85%, exceeds South Pasadena population growth, 0.38%. Total City population as of January 1, 2016 is 26,028.

Exhibit B

Non-Proceeds of Taxes

Fiscal Year 2016-17

	<u>Proceeds of Taxes</u>	<u>Nonproceeds of Taxes</u>	<u>Total</u>
101 General Fund			
Property Tax	10,585,264		10,585,264
Library Special Tax	306,000		306,000
Sales Tax	2,276,667		2,276,667
PSAF Sales Tax (Exempted by Statute)		249,000	249,000
Business License Tax	400,000		400,000
Utility Users Tax	3,500,000		3,500,000
Property Tax - VLF/Swap	2,611,723		2,611,723
Franchise Fees		884,000	884,000
Real Property Transfer Tax	120,000		120,000
Licenses/Permits		604,900	604,900
Fines/Penalties		366,000	366,000
Rentals		455,585	455,585
State, Federal & Local Reimb/Grants		15,000	15,000
Fees & Charges		2,413,500	2,413,500
Workers' Comp. Reimbursement		20,000	20,000
Liability Reimbursement		20,000	20,000
Reimbursement - Sewer/Water		483,382	483,382
Recycling		80,000	80,000
Other Revenues		106,000	106,000
Total General Fund	19,799,654	5,697,367	25,497,021
Other Funds			
205 Local Transit (Prop A)	479,568	21,000	500,568
207 Local Transit (Prop C)	397,789	35,000	432,789
210 Sewer (Enterprise Fund)		1,405,000	1,405,000
215 Lighting and Landscape Maintenance		895,000	895,000
217 PEG Fees		24,000	24,000
218 Clean Air (AB2766)		32,000	32,000
220 Parking and Business Improve. Tax	155,000		155,000
226 Mission Meridian Parking Garage		3,960	3,960
230 State Gas Tax (Applied to State's Limit)		542,811	542,811
232 County Park Bond		0	0
233 Measure R	298,320		298,320
238 MSRC Grant Fund		0	0
245 Bike & Pedestrian (SB821)		17,053	17,053
248 BTA Grants		224,000	224,000
255 Capital Growth		32,000	32,000
260 CDBG		135,413	135,413
272 State COPS Grants		100,000	100,000
274 Homeland Security Grant		0	0
275 Park Impact Fees		30,000	30,000
295 Arroyo Seco Golf Course (Enterprise)		1,231,943	1,231,943
310 Sewer Capital Projects (Enterprise)		0	0
500 Water (Enterprise Fund)		9,436,000	9,436,000
927 Redevelopment Obligations Trust Fund		234,702	234,702
Total Other Funds	1,330,677	14,399,882	15,730,559
Subtotal All Funds	21,130,331	20,097,249	41,227,580
Interest Earnings	129,352	126,848	256,200
Total All Funds	21,259,683	20,224,097	41,483,780

Exhibit C
Excluded Costs
Fiscal Year 2016-17

Category	Amount
Federal Mandates	
Social Security/Medicare	210,040
Non-Incidental Overtime - FLSA	105,000
	<hr/>
	315,040
Qualified Debt Service	
Debt Service - Fire Truck	0
	<hr/>
	0
Total Excluded Costs	315,040

Exhibit D Interest Earnings Fiscal Year 2016-17

Category	Amount
Non-Interest Tax Proceeds	21,130,331
Exclusions	(315,040)
	<hr/>
	20,815,291
Total Non-Interest Budget	41,227,580
Tax Proceeds as Percent of Budget	50.49%
Interest Earnings	256,200
Amount of Interest Earned from Taxes	129,352
Amount of Interest Earned from Non-Taxes	126,848

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

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *JA*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Approval of a Resolution Adopting the Fiscal Year 2016-17 Budget**

Recommendation

It is recommended that the City Council approve the attached resolution adopting the City of South Pasadena's (City) Proposed Fiscal Year 2016-17 Budget.

Fiscal Impact

The proposed Budget for the Fiscal Year commencing on July 1, 2016, contains revenues and transfers in from other funds totaling \$61.0 million, and expenditures and transfers out to other funds totaling \$68.2 million. Included in this total are the Public Financing Authority (PFA) proposed revenues and transfers in of \$3.4 million and expenditures and transfers out of \$11.9 million. Out of the total proposed appropriations, \$39.0 million is for operating expenses, \$13.7 million is for capital improvement projects, and \$15.5 million is for interfund transfers.

Commission Review and Recommendation

On April 13, 2016, the Public Works Commission reviewed the proposed Capital Improvement Program.

Background

The Fiscal Year (FY) 2016-17 budget process began with the Community Forum on Budget and Priorities on March 12, 2016, followed by numerous meetings between the Department Heads and the City Manager. On April 27, 2016, the City Council held a Budget Study Session and the draft Budget was presented at the May 18, 2016 City Council Meeting and included presentations on department supplemental requests, the Capital Improvement Program (CIP), and reserve levels. The City Council directed staff to prepare a proposed Budget based on these discussions.

Analysis

For FY 2016-17, General Fund revenues are projected to be \$25.6 million and General Fund expenditures are proposed to be \$25.2 million leaving a net operational balance of \$392,329. These expenditures include an operational transfer of \$1,559,000 to create and capitalize a new Capital Projects Fund entitled the Street Improvements Program Fund (SIPF). A transfer of \$180,000 for sidewalks from the General Fund Sidewalk Improvements Designated Reserve will also be made to the SIPF. Street and sidewalk projects originally budgeted in the General Fund will be re-budgeted into the SIPF. An additional transfer of \$1,536,001 from the General Fund Undesignated

Reserve will be made to capitalize the Facilities & Equipment Replacement Fund. The Undesignated Fund balance at the end of the FY 2016-17 is projected to be \$6.8 million, which represent 26.7% of revenues.

FY 2016-17 General Fund – Proposed Revenues, Expenditures, and Reserves

Description	06/30/16 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	06/30/17 Year End Fund Balance
General Fund					
Revenues & Expenditures					
Operating		25,601,021	23,613,632	1,987,389	
Capital		-	-	-	
interfund Transfers		-	3,311,061	(3,311,061)	
Reserves					
Undesignated/Unreserved	8,532,059				6,833,387
Arroyo Golf Course / Bike Trail	1,100,000				1,100,000
Legal Reserve	500,000				500,000
Maint. Yard/Comm. Center	600,000				600,000
Renewable Energy Sources Reserve	300,000				350,000
Retiree Pension Reserve	500,000				500,000
Retiree Medical Reserve	500,000				500,000
Emergency Operations Center	200,000				300,000
Library Expansion	150,000				200,00
Tree Replacement / Management	150,000				-
Sidewalk Improvements	180,000				-
CalTrans Vacant Lot Purchases	750,000				750,000
Monterey Rd. Improvements	500,000				-
General Plan / MSSP Reserve	-				205,000
Storm Water	-				300,000
Library Park Drainage	-				500,000
General Fund Total	13,962,059	25,601,021	26,924,693	(1,323,672)	12,638,387

Street Capital Improvement Projects (CIP)

For FY 2016-17, the proposed Budget commits \$2,926,000 for the CIP. This total includes \$1,559,000 towards street improvements and \$180,000 for sidewalk improvements from the SIFP, \$746,000 from the Measure R Fund, \$380,000 from the Transportation Enhancement Fund, and \$61,000 from the Gold Line Mediation Fund.

General Fund Balance Policy

The Government Accounting Standards Board has issued Statement No. 54 (“GASB 54”) which clarifies the existing governmental fund types, and provides a hierarchy of components of fund balance based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The three former components - reserved, designated, and undesignated, have been replaced with the following five categories:

- 1) Nonspendable Fund Balance - That portion of fund balance that includes amounts that cannot be spent because they are either not in a spendable form, e.g., inventories, or legally or contractually required to be maintained intact, e.g., endowment principal.

Resolution Adopting the FY 2016-17 Budget

June 1, 2016

Page 3 of 3

2) Restricted Fund Balance - That portion of fund balance that reflects constraints placed on the use of resources that are either a) externally imposed by creditors (e.g., debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

3) Committed Fund Balance - That portion of fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority, e.g., by ordinance or resolution, and remain binding unless removed in the same manner.

4) Assigned Fund Balance - That portion of fund balance that includes amounts that are constrained by the government's intent to be used for specific purposes, but that are neither restricted nor committed. Such intent may be expressed by the City Council or by an official authorized by the City Council, e.g., the City Manager or Finance Director, to assign amounts for specific purposes.

5) Unassigned Fund Balance. That portion of fund balance that includes amounts that do not fall into one of the above four categories.

In accordance with GASB 54, the following reservations of General Fund Balance are designated as Committed:

Arroyo Seco Golf Course / Bike Trail	\$1,100,000
Legal Reserve	\$ 500,000
Maintenance Yard / Community Ctr.	\$ 600,000
Renewable Energy Sources	\$ 350,000
Retiree Pension Benefits	\$ 500,000
Retiree Health Benefits	\$ 500,000
Emergency Operations Center	\$ 300,000
Library Expansion	\$ 200,000
CalTrans Vacant Lot Purchases	\$ 750,000
General Plan / MSSP	\$ 205,000
Storm Water	\$ 300,000
Library Park Drainage	\$ 500,000

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

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

Attachments:

1. Resolution Adopting the FY 2016-17 Budget
2. Proposed FY 2016-17 Operating and Capital Budget

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ATTACHMENT 1
Resolution Adopting the FY 2016-17 Budget

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING THE FISCAL YEAR 2016-17 BUDGET**

WHEREAS, the City Manager has submitted to the City Council a proposed Budget for the Fiscal Year 2016-17 and said Budget has been considered in public sessions on April 27, 2016, May 18, 2016, and June 1, 2016.

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

SECTION 1. That the Budget proposed by the City Manager, by reference, for the Fiscal Year commencing on July 1, 2016, with proposed revenues and transfers in from other funds totaling \$61,024,141, and expenditures and transfers out to other funds totaling \$68,236,574, is hereby approved, adopted and appropriated.

SECTION 2. The fund appropriations set forth shall be the maximum expenditures authorized for those funds.

SECTION 3. The City Council does hereby authorize and approve the commitment of General Fund Balance for the following specific purposes: Arroyo Golf Course/Bike Trail, Legal Services, Maintenance Yard/Community Center, Renewable Energy Sources, Retiree Pension Benefits, Retiree Health Benefits, Emergency Operations Center, Library Expansion, CalTrans Vacant Lot Purchases, General Plan/Mission St. Specific Plan, Storm Water, and Library Park Drainage, and that committed amounts cannot be used for any other purpose unless the City Council removes or changes the specific use through the same formal action taken to establish the commitment.

SECTION 4. The City Council does hereby authorize and approve the number and classification of employees in the respective functions, departments and/or activities as set forth in the Fiscal Year 2016-17 Budget.

SECTION 5. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 1st day of June, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 1st day of June, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

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ATTACHMENT 2
Proposed FY 2016-17 Operating and Capital
Budget

**City of South Pasadena
California**



**Proposed Budget
For the 2016/17 Fiscal Year**

Mayor
Diana Mahmud

Mayor Pro Tempore
Michael A. Cacciotti

Councilmember
Robert S. Joe

Councilmember
Marina Khubesrian, M.D.

Councilmember
Richard D. Schneider, M.D.

City Clerk
Evelyn G. Zneimer

City Treasurer
Gary Pia

City Manager
Sergio Gonzalez

Population 26,028

FY 2015/16 Fund Balance

Fund	Description	07/01/15 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	06/30/16 Year End Fund Balance
101	General Fund					
	Revenues & Expenditures					
	Operating		25,951,945	21,454,665	4,497,280	
	Capital			2,518,968	(2,518,968)	
	Transfers/Interfund Loans		-	684,000	(684,000)	
	Reserves					
	Undesignated	7,137,747				8,227,059
	Arroyo Golf Course / Bike Trail	1,100,000				1,100,000
	Legal Reserve	500,000				500,000
	Maint. Yard / Comm. Ctr	600,000				600,000
	Renewable Energy Sources Reserve	300,000				300,000
	Retiree Pension Reserve	500,000				500,000
	Retiree Medical Reserve	500,000				500,000
	Emergency Operations Center	100,000				200,000
	Library Expansion	150,000				150,000
	Tree Replacement / Management	150,000				150,000
	Sidewalk Improvements	280,000				180,000
	CalTrans Vacant Lot Purchases	750,000				750,000
	Monterey Rd. Improvements	500,000				500,000
	General Plan / MSSP Reserve					205,000
		-				
101	General Fund Total	12,567,747	25,951,945	24,657,633	1,294,312	13,862,059
103	Insurance Fund	289,433	35,567	35,000	567	290,000
104	Street Improvements Program	-	-	-	-	-
105	Facilities & Equip. Replacement	461,472	500,000	527,215	(27,215)	434,257
201	MTA Pedestrian Improvement	(29,951)	-	-	-	(29,951)
205	Prop "A"	564,092	496,488	376,419	120,069	684,161
207	Prop "C"	341,329	431,422	321,918	109,504	450,833
208	TEA/Metro	374,155	3,900	-	3,900	378,055
210	Sewer	452,054	1,425,948	808,370	617,578	1,069,632
211	CTC Traffic Improvement	(89)	89	-	89	-
215	Street Light & Landscape	181,383	892,025	963,790	(71,765)	109,618
217	Public, Educ. & Gov't. Fund	80,301	24,000	-	24,000	104,301
218	Clean Air Act	114,252	33,430	-	33,430	147,682
220	Business Improvement Tax	115,981	155,000	138,000	17,000	132,981
223	Gold Line Mitigation Fund	60,381	-	-	-	60,381
226	Mission Meridian Public Garage	(287,111)	1,155	17,875	(16,720)	(303,831)
228	Housing Authority	18,299	8,948	-	8,948	27,247
230	State Gas Tax	914,239	654,508	548,990	105,518	1,019,757
232	County Park Bond	(149,009)	111,898	14,190	97,708	(51,301)
233	Measure R	694,209	298,535	550,064	(251,529)	442,680
238	MSRC Grant	(90,539)	90,539	-	90,539	-
245	Bike & Pedestrian Paths	-	-	-	-	-
248	BTA Grants	-	10,000	10,000	-	-
249	Golden Streets Grant	-	393,600	393,600	-	-
255	Capital Growth	202,758	53,900	23,911	29,989	232,747
260	CDBG	362	107,388	103,750	3,638	4,000
270	Asset Forfeiture	16,772	150	16,922	(16,772)	-
272	Police Grants - State (COPS)	95,879	115,818	45,000	70,818	166,697
273	Police Subventions - CLEEP	5,181	45	5,226	(5,181)	-
274	Homeland Security Grant	(15,923)	15,923	-	15,923	-
275	Park Impact Fees	393,276	90,000	16,005	73,995	467,271
280	Public Library Funds Grant	6,445	-	6,445	(6,445)	-
295	Arroyo Seco Golf Course	882,229	1,126,326	1,415,985	(289,659)	592,570
310	Sewer Capital Projects	54,755	662,798	717,553	(54,755)	-
500	Water	6,939,242	17,969,709	17,978,358	(8,649)	6,930,593
550	Public Financing Authority	23,335,223	3,381,313	12,311,313	(8,930,000)	14,405,223
927	Redev. Obligations Trust Fund	36,272	368,657	404,929	(36,272)	-
	City Total	48,625,099	55,411,024	62,408,461	(6,997,437)	41,627,662
227	Successor Agency to CRA	1,127,412	417,735	381,333	36,402	1,163,814
	Successor Agency Total	1,127,412	417,735	381,333	36,402	1,163,814
	TOTAL CITY & CRA	49,752,511	55,828,759	62,789,794	(6,961,035)	42,791,475

FY 2016/17 Fund Balance

Fund	Description	06/30/16 Fund Balance	Year End Revenues	Year End Expenditures	Revenues Minus Expenses	6/30/17 Year End Fund Balance
101	General Fund					
	Revenues & Expenditures					
	Operating		25,622,021	23,634,632	1,987,389	
	Capital			-		
	Transfers/Interfund Loans		-	3,311,061	(3,311,061)	
	Reserves					
	Undesignated	8,227,059				6,833,387
	Arroyo Golf Course / Bike Trail	1,100,000				1,100,000
	Legal Reserve	500,000				500,000
	Maint. Yard / Comm. Ctr	600,000				600,000
	Renewable Energy Sources Reserve	300,000				350,000
	Retiree Pension Reserve	500,000				500,000
	Retiree Medical Reserve	500,000				500,000
	Emergency Operations Center	300,000				300,000
	Library Expansion	150,000				200,000
	Tree Replacement / Management	150,000				-
	Sidewalk Improvements	180,000				-
	CalTrans Vacant Lot Purchases	750,000				750,000
	Monterey Rd. Improvements	500,000				-
	General Plan / MSSP Reserve	205,000				205,000
	Storm Water					300,000
	Library Park Drainage					500,000
101	General Fund Total	13,962,059	25,622,021	26,945,693	(1,323,672)	12,638,387
103	Insurance Fund	290,000	60,000	60,000	-	290,000
104	Street Improvements Program	-	1,739,000	1,739,000	-	-
105	Facilities & Equip. Replacement	434,257	1,536,061	1,587,000	(50,939)	383,318
201	MTA Pedestrian Improvement	(29,951)	-	-	-	(29,951)
205	Prop "A"	684,161	506,568	666,745	(160,177)	523,984
207	Prop "C"	450,833	436,789	749,770	(312,981)	137,852
208	TEA/Metro	378,055	2,000	380,000	(378,000)	55
210	Sewer	1,069,632	1,423,000	1,142,237	280,763	1,350,395
211	CTC Traffic Improvement	-	-	-	-	-
215	Street Light & Landscape	109,618	895,000	1,213,685	(318,685)	(209,066)
217	Public, Educ. & Gov't. Fund	104,301	24,000	-	24,000	128,301
218	Clean Air Act	147,682	33,200	40,000	(6,800)	140,882
220	Business Improvement Tax	132,981	155,000	138,000	17,000	149,981
223	Gold Line Mitigation Fund	60,381	-	60,381	(60,381)	-
226	Mission Meridian Public Garage	(303,831)	3,960	26,000	(22,040)	(325,871)
228	Housing Authority	27,247	8,998	-	8,998	36,245
230	State Gas Tax	1,019,757	550,811	808,225	(257,414)	762,343
232	County Park Bond	(51,301)	-	3,900	(3,900)	(55,201)
233	Measure R	442,680	303,320	746,000	(442,680)	-
238	MSRC Grant	-	-	-	-	-
245	Bike & Pedestrian Paths	-	17,053	17,053	-	-
248	BTA Grants	-	224,000	224,000	-	-
249	Golden Streets Grant	-	-	-	-	-
255	Capital Growth	232,747	33,500	-	33,500	266,247
260	CDBG	4,000	135,413	135,413	-	4,000
270	Asset Forfeiture	-	-	-	-	-
272	Police Grants - State (COPS)	166,697	101,500	75,000	26,500	193,197
273	Police Subventions - CLEEP	-	-	-	-	-
274	Homeland Security Grant	-	-	-	-	-
275	Park Impact Fees	467,271	30,000	220,000	(190,000)	277,271
280	Public Library Funds Grant	-	-	-	-	-
295	Arroyo Seco Golf Course	592,570	1,235,943	1,006,578	229,365	821,935
310	Sewer Capital Projects	-	4,003,000	3,000	4,000,000	4,000,000
500	Water	6,930,593	18,116,000	17,865,891	250,109	7,180,703
550	Public Financing Authority	14,405,223	3,358,600	11,913,600	(8,555,000)	5,850,223
927	Redev. Obligations Trust Fund	-	234,702	234,702	-	-
	City Total	41,727,662	60,789,439	68,001,872	(7,212,433)	34,515,228
227	Successor Agency to CRA	1,163,814	234,702	234,702	-	1,163,814
	Successor Agency Total	1,163,814	234,702	234,702	-	1,163,814
	TOTAL CITY & CRA	42,891,475	61,024,141	68,236,574	(7,212,433)	35,679,042

Revenue Detail

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
4000-000	Property Tax - Current Secured	8,211,281	8,389,757	8,791,225	9,234,000	9,391,601	9,817,264
4010-000	Property Tax - Unsecured	334,355	347,536	360,840	343,000	360,000	345,000
4020-000	Property Tax - Prior Years	(12,718)	(16,427)	(16,958)	-	(10,000)	-
4030-000	Property Tax - Int & Pen	58,365	57,410	44,325	45,500	40,000	40,000
4040-000	Highway Rental	113,393	126,027	129,862	126,150	131,986	132,000
4050-000	Homeowners Exemption	68,328	63,955	65,423	68,000	66,000	66,000
4060-000	Supplemental - Sec/Unsec	137,666	229,649	246,382	121,200	195,000	185,000
5002-000	Motor Vehicle In Lieu Adj.	2,163,934	2,264,678	2,368,975	2,487,898	2,498,600	2,611,723
Property Tax		11,074,604	11,462,586	11,990,074	12,425,748	12,673,187	13,196,987
4150-000	Library Special Tax	231,880	231,667	232,388	230,000	230,000	306,000
Assessments & Special Taxes		231,880	231,667	232,388	230,000	230,000	306,000
4200-000	Sales & Use Tax	1,458,805	1,578,206	1,597,717	2,005,995	1,899,476	2,276,667
4200-001	Sales Tax "In Lieu"	497,619	510,445	541,455	276,005	436,739	-
4201-000	PSAF - Prop 172 Sales Tax	251,273	262,130	275,325	249,000	249,000	249,000
Sales Tax		2,207,696	2,350,781	2,414,498	2,531,000	2,585,215	2,525,667
4230-001	Utility Tax - Water	552,167	626,249	615,133	590,000	608,000	620,000
4230-002	Utility Tax - Electric	1,264,113	1,213,785	1,312,071	1,400,000	1,400,000	1,400,000
4230-003	Utility Tax - Gas	372,752	358,715	347,058	360,000	360,000	360,000
4230-004	Utility Tax - Telephone	1,122,180	1,059,754	744,390	1,100,000	750,000	750,000
4230-006	Utility Tax - Cable	251,003	228,272	404,565	210,000	370,000	370,000
Utility Users Tax		3,562,216	3,486,776	3,423,217	3,660,000	3,488,000	3,500,000
4210-001	Franchise - Refuse	363,964	361,673	415,079	360,000	425,000	420,000
4210-002	Franchise - Cable TV	300,014	282,382	298,666	280,000	300,000	300,000
4210-003	Franchise - Electric	91,419	94,654	98,131	94,000	99,680	98,000
4210-004	Franchise - Gas	55,245	66,286	66,456	65,000	56,316	66,000
4220-000	Real Property Transfer	130,716	127,745	146,567	120,000	120,000	120,000
Other Taxes		941,358	932,740	1,024,898	919,000	1,000,996	1,004,000
4400-000	Business License	351,400	361,074	372,130	400,000	372,000	400,000
4420-000	Bus Lic Penalties & Trans	12,037	12,861	13,561	12,000	12,000	12,000
4430-000	Animal Licenses	4,046	-	-	-	-	-
4440-000	Tobacco Retail Permit	1,476	1,200	1,440	1,500	1,440	1,440
4445-000	Filming Permits	106,285	116,464	116,290	109,500	118,000	116,000
4460-000	Parking Permits	434,781	405,140	464,379	425,000	450,000	440,000
4465-001	Fire Permits	1,840	3,005	3,025	2,100	2,900	2,500
4470-002	Street / Curb Permits	13,146	16,058	25,975	15,000	28,000	20,000
4470-004	Street Closure Permits	6,107	4,753	2,457	4,500	6,050	4,500
4470-005	Newsrack Permits	1,920	220	820	220	680	460
4480-000	FOG Wastewater Permit	17,217	13,043	10,703	16,000	8,500	8,000
Licenses & Permits		950,256	933,816	1,010,779	985,820	999,570	1,004,900
4600-000	Vehicle Code Fines	103,722	90,338	73,383	62,000	68,800	65,000
4610-000	Parking Citations	410,752	312,652	267,840	265,000	310,000	296,000
4620-000	Other Court Fines	9,155	9,758	6,362	5,000	14,800	5,000
Fines & Forfeitures		523,629	412,748	347,585	332,000	393,600	366,000
4800-000	Interest Income	19,494	26,886	48,309	70,000	115,000	125,000
4802-000	Gain / Loss on Investments	-	-	3,360	-	3,000	-
4805-000	Unrealized Gain / Loss	471	(744)	(6,459)	-	-	-
4815-000	Chamber Farmers Mkt Cap Impr	(65)	3,246	3,683	3,000	3,500	3,500
4820-000	Rental - Stables	55,711	52,037	52,511	53,000	53,000	55,000
4825-000	Rental - Tennis	35,790	39,000	39,000	39,120	39,120	39,120
4830-001	Rental - Cellular Site	-	-	-	21,564	-	-
4830-002	Rental - Cell Phone Site	39,815	37,891	39,028	42,000	39,702	39,702
4830-003	Rental - Cell Site - AT&T	28,561	29,418	30,301	29,500	30,748	30,748
4830-004	Cell Phone - CW/Bilcke	32,024	32,985	33,974	33,650	34,708	35,277
4830-005	Cell Phone - Verizon - San Pascual	18,064	24,687	25,427	-	25,804	25,804
4830-006	Cell Phone - Cingular OG	27,754	28,591	29,448	29,300	29,300	29,860
4830-009	Cell Phone - Metro PCS	32,402	34,022	35,723	34,000	34,000	37,268
4830-010	Cell Phone - Verizon - MH	-	-	-	-	30,158	21,564

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
4835-000	Rental - TWC	6,000	6,000	1,516	3,000	-	-
4840-000	Rental - War Memorial Building	65,124	72,209	86,882	65,000	65,000	45,992
4850-000	Rental - Eddie Park	6,772	6,375	3,633	3,500	3,500	3,000
4860-000	Rental - Library Comm Room	36,240	24,310	27,290	20,000	20,000	20,000
4885-000	Rental - Sr Citizen Ctr	3,653	3,150	2,648	3,000	3,000	2,000
4890-000	Rental - Farmer's Market	4,523	4,870	5,892	4,000	8,500	8,500
4891-000	Rental - Orange Grove	1,460	1,950	1,400	1,500	1,500	5,000
4892-000	Rental - Misc	32,043	42,150	38,550	20,000	44,000	40,000
4893-000	Rental - Batting Cages	7,502	11,900	16,056	10,000	10,000	10,000
4894-000	Rental - Youth House	3,243	2,908	2,705	3,250	3,250	3,250
Use of Money & Property		456,581	483,839	520,879	488,384	596,790	580,585
5000-000	Motor Vehicle In Lieu	10,980	-	16,845	-	10,561	-
5020-000	State Reimb - Police Training	22,505	9,572	12,471	12,000	1,050	10,000
5030-000	State Mandated Cost	6,734	5,594	356,398	5,000	22,980	5,000
5071-003	Miscellaneous Grants	7,186	117,095	35,153	-	72,310	-
5071-005	Non-Federal Grants - Pub. Works	-	142,040	-	-	29,302	-
5073-001	Grants-Police	13,489	7,869	12,912	-	-	-
5073-002	Grants-Fire	-	8,426	5,954	-	-	-
Revenue From Other Agencies		60,893	290,596	439,733	17,000	136,203	15,000
5150-001	Business License App Fee	16,058	15,032	14,057	12,000	15,000	15,000
4405-000	Business License SB1186 Fee	1,003	1,811	1,845	1,700	2,200	2,000
5150-002	Non Sufficient Fund Chg	1,215	189	243	200	200	200
Current Services-Finance		18,276	17,032	16,145	13,900	17,400	17,200
5200-001	Community Development Misc Fee	2,945	-	870	250	175	250
5200-002	Planning Fees	89,708	115,392	134,395	135,000	109,000	135,000
5200-003	Plan Check	143,847	294,594	234,024	180,000	195,000	180,000
5200-004	Building Permits	299,089	309,544	539,993	320,000	403,000	320,000
5200-007	Administrative Citations	900	300	1,100	1,000	900	1,000
Current Services-Planning & Building		536,488	719,829	910,382	636,250	708,075	636,250
5220-001	Engineering Fees - Misc	39,790	54,877	53,982	30,000	75,000	30,000
5220-002	Engineering Plan Check	9,040	32,623	4,075	9,000	1,600	9,000
5221-000	Public Works Plan Check Fees	-	-	1,200	-	-	-
5223-000	NPDES	96,785	132,570	123,988	130,000	124,000	124,000
Current Services-Public Works		145,615	220,070	183,244	169,000	200,600	163,000
5230-001	Police Special Svcs	4,495	4,755	3,081	5,000	5,000	5,000
5230-004	Vehicle Impound Fees	29,801	26,961	22,725	30,000	20,000	20,000
5230-005	Police Svcs - Filming	198,684	234,990	196,858	200,000	200,000	200,000
5230-006	Patch Sales	5	-	-	-	-	-
5280-001	Animal Control Fees	1,588	1,713	1,253	1,000	1,075	1,000
Current Services-Police		234,574	268,419	223,916	236,000	226,075	226,000
5260-002	Library Fines	62,815	78,264	67,666	70,000	60,000	62,000
5260-003	Library Replacements	4,510	9,194	5,339	5,000	5,500	5,000
Current Services-Library		67,326	87,458	73,004	75,000	65,500	67,000
5265-002	Sr. Citizens Classes	16,184	13,959	14,143	14,000	14,200	17,000
5265-003	Sr. Citizens Membership	9,612	9,907	10,026	11,000	11,000	10,000
5265-004	Sr. Citizens Bus Trips	-	2,700	3,733	7,660	7,660	8,200
5265-005	Snr. Citizens Center Programs	3	1,373	1,860	1,500	1,500	1,800
5265-006	Bingo - Coffee - Med. I.D.	1,648	1,874	1,425	2,000	2,000	1,800
5270-001	Camp Med Fees	288,645	316,524	312,582	300,000	260,000	305,000
5270-002	Recreation Classes	191,042	199,345	204,294	175,000	160,000	185,000
5270-003	Special Events	9,261	4,890	5,082	4,500	8,720	9,250
5270-004	MTA Bus Pass - General	(114)	-	(1,190)	-	-	-
5270-005	Park/Field Reservations	39,909	42,154	38,648	32,000	35,500	38,000
5270-007	Adult Sports	4,200	1,244	855	-	370	-
5270-008	Concerts in the Park	15,599	10,749	12,949	13,000	12,000	13,000
Current Services-Community Services		575,989	604,718	604,407	560,660	512,950	589,050

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
5289-001	Fire Dept - Filing	119,310	148,305	164,863	120,000	130,000	120,000
5289-002	Fire Dept - Plan Check	62,616	44,825	19,491	18,000	15,000	18,000
5290-001	Paramedic Fees	423,411	495,671	525,660	380,000	360,000	380,000
5300-000	Paramedic Subscriptions	22,560	22,905	22,745	22,000	22,000	22,000
5302-000	Tri-City Reimbursements	-	-	230,267	168,000	175,000	175,000
5305-001	Fire Miscellaneous	2,283	(3)	-	-	300	-
Current-Services-Fire		630,180	711,703	963,026	708,000	702,300	715,000
Current-Services-ALL		2,208,447	2,629,229	2,974,124	2,398,810	2,432,900	2,413,500
5400-000	Sale of Property	8,825	7,027	1,177	7,000	7,000	7,000
5420-000	Workers Comp Reimb	66,477	208,049	122,953	20,000	23,490	20,000
5425-000	Gen. Liability Insurance Reimb	1,839	7,070	2,646	20,000	120,741	20,000
5430-000	Damage to City Property	-	-	1,973	-	-	-
5440-000	Candidate Filing Fee	-	1,927	200	-	684	-
5450-000	Commissions	1,989	54	-	-	-	-
5460-000	Recycling Revenue	93,227	118,815	67,252	100,000	75,000	80,000
5460-001	Recycling Container	-	-	7,067	-	14,469	-
5490-000	Cash Over/Short Fin.	19	(25)	(5)	-	-	-
5490-001	Over/Short - Library	(28)	(8)	-	-	-	-
5490-002	Over/Short - Police	(5)	(22)	(10)	-	-	-
5490-003	Over/Short - Sr. Ctr & Rec	1	(4)	(2)	-	-	-
5490-004	Over Short - Senior Center	(14)	(98)	7	-	-	-
5490-005	Cash Over/Short - Clerk	(10)	-	-	-	-	-
5501-001	Donations - Misc	86	101	666	-	-	-
5501-003	Donations - Senior Meals	15,413	19,041	10,223	15,000	12,000	25,000
5501-005	Donations - Library	-	-	(44)	-	125	-
5505-000	Miscellaneous	75,499	276,409	135,786	70,000	735,000	70,000
5505-001	Duplication Fees	3,660	4,654	3,877	5,000	3,500	4,000
5550-000	Prior Year Adjustment	(2,600)	2,132	(1,792)	-	(81,680)	-
Other Revenue		264,379	645,121	351,974	237,000	910,329	226,000
5610-000	Reimbursement-Sewer Fund	69,022	69,022	69,022	69,022	69,022	69,022
5620-000	Reimbursement-LLD Fund	83,596	-	-	-	-	-
5630-000	Reimbursement-CRA Fund	27,484	27,484	-	21,773	21,773	-
5640-000	Reimbursement-Water Fund	414,362	389,361	389,361	414,360	414,360	414,360
Reimbursements From Other Funds		594,463	485,867	458,383	505,155	505,155	483,382
9911-000	Transfers from Other Fund	1,712	-	-	-	-	-
Transfers In		1,712	-	-	-	-	-
101 - GENERAL FUND TOTAL		23,078,115	24,345,766	25,188,530	24,729,917	25,951,945	25,622,021
9911-000	Transfers from Other Fund	-	-	303,640	50,900	30,000	60,000
Transfers In		-	-	303,640	50,900	30,000	60,000
103 - INSURANCE FUND TOTAL		-	-	303,640	50,900	30,000	60,000
9911-000	Transfers from Other Fund	-	-	-	-	-	1,739,000
Transfers In		-	-	-	-	-	1,739,000
104 - STREET IMPROVEMENTS PROGRAM		-	-	-	-	-	1,739,000
9911-000	Transfers from Other Fund	672,000	32,000	146,000	500,000	500,000	1,536,061
Transfers In		672,000	32,000	146,000	500,000	500,000	1,536,061
105 - FACILITIES & EQUIP REPLACEMENT		672,000	32,000	146,000	500,000	500,000	1,536,061
5077-004	MTA Grant - Pedestrian Imp	195,500	30,000	-	-	-	-
9911-000	Transfers from Other Fund	46,346	168,371	172,497	-	-	-
Revenue From Other Agencies		241,846	198,371	172,497	-	-	-
201 - MTA PEDESTRIAN IMPROVEMENT		241,846	198,371	172,497	-	-	-
5036-002	State Grant - Traffic Improve	1,454,479	-	-	-	-	-
9911-000	Transfers from Other Fund	420,146	-	-	-	-	-
Revenue From Other Agencies		1,874,625	-	-	-	-	-
204 - TRAFFIC IMPROVEMENT TOTAL		1,874,625	-	-	-	-	-

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
4200-000	Sales & Use Tax	399,925	438,840	457,288	469,698	469,698	479,568
	Sales Tax	399,925	438,840	457,288	469,698	469,698	479,568
4800-000	Interest Income	268	883	1,913	1,200	5,600	6,000
4802-000	Gain / Loss on Investments	-	-	139	-	190	-
4805-000	Unrealized Gain / Loss	83	(61)	(257)	-	-	-
	Use of Money & Property	351	822	1,794	1,200	5,790	6,000
5266-000	Dial - A - Ride Charges	5,099	3,722	4,922	5,000	5,000	5,000
	Charges for Current Services	5,099	3,722	4,922	5,000	5,000	5,000
5500-000	MTA Bus Pass - Senior	(430)	(49)	852	1,000	1,000	1,000
5504-000	Prop A - NTD Disc. Incentive	16,845	18,092	16,967	15,000	15,000	15,000
5505-000	Miscellaneous	-	-	3,720	-	-	-
5550-000	Prior Year Adjustment	400	-	48	-	-	-
	Other Revenue	16,815	18,043	21,586	16,000	16,000	16,000
	205 - LOCAL TRANSIT RETURN "A"	422,190	461,426	485,591	491,898	496,488	506,568
4200-000	Sales & Use Tax	332,283	363,409	378,782	389,602	389,602	397,789
	Sales Tax	332,283	363,409	378,782	389,602	389,602	397,789
4800-000	Interest Income	604	537	1,226	800	3,700	4,000
4802-000	Gain / Loss on Investments	-	-	87	-	120	-
4805-000	Unrealized Gain / Loss	29	(45)	(61)	-	-	-
	Use of Money & Property	633	492	1,253	800	3,820	4,000
4460-001	Parking Revenue	-	-	34,915	20,000	38,000	35,000
	Charges for Current Services	-	-	34,915	20,000	38,000	35,000
5550-000	Prior Year Adjustment	200	-	-	-	-	-
	Other Revenue	200	-	-	-	-	-
	207 - LOCAL TRANSIT RETURN "C"	333,116	363,901	414,949	410,402	431,422	436,789
4800-000	Interest Income	-	-	1,198	1,000	3,800	2,000
4802-000	Gain / Loss on Investments	-	-	84	-	100	-
4805-000	Unrealized Gain / Loss	-	-	(430)	-	-	-
	Use of Money & Property	-	-	853	1,000	3,900	2,000
5077-041	MTA Grant - Ped. Improv. - LTF	-	-	373,302	-	-	-
	Revenue From Other Agencies	-	-	373,302	-	-	-
	208 - TEA/MIETRO TOTAL	-	-	374,155	1,000	3,900	2,000
4800-000	Interest Income	1,339	2,754	5,541	3,500	16,000	18,000
4802-000	Gain / Loss on Investments	-	-	422	-	560	-
4805-000	Unrealized Gain / Loss	233	(177)	(124)	-	-	-
	Use of Money & Property	1,572	2,576	5,839	3,500	16,560	18,000
5310-000	Sewer Service Charges	1,123,853	1,250,871	1,347,965	1,300,000	1,400,000	1,400,000
5315-000	Penalty - Sewer	3,990	5,811	5,267	4,000	5,200	5,000
5335-000	Capacity Charges	-	-	-	-	4,188	-
	Charges for Current Services	1,127,842	1,256,682	1,353,231	1,304,000	1,409,388	1,405,000
5550-000	Prior Year Adjustment	-	-	60	-	-	-
	Other Revenue	-	-	60	-	-	-
	210 - SEWER TOTAL	1,129,415	1,259,258	1,359,131	1,307,500	1,425,948	1,423,000
5071-006	Federal Grant - Rogan HR 5394	116	103	61	-	89	-
	Revenue From Other Agencies	116	103	61	-	89	-
5550-000	Prior Year Adjustment	93,947	-	-	-	-	-
	Other Revenue	93,947	103	61	-	89	-
	211 - CTC TRAFFIC IMPROVEMENT	94,063	103	61	-	89	-

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
4100-000	Street Light Assessments	905,459	896,465	895,798	885,000	888,000	890,000
Assessments & Special Taxes		905,459	896,465	895,798	885,000	888,000	890,000
5425-000	Gen. Liability Insurance Reimb	-	-	1,495	-	-	-
5430-000	Damage to City Property	15,883	8,575	10,870	10,000	2,940	5,000
5501-012	Donations - Tree Dedications	17,970	12,455	1,735	-	1,085	-
5550-000	Prior Year Adjustment	-	-	208	-	-	-
Other Revenue		33,853	21,030	14,308	10,000	4,025	5,000
215 - STREET LIGHT & LANDSCAPE		939,312	917,496	910,105	895,000	892,025	895,000
5071-012	CA Safe Routes Grant	174,152	-	-	-	-	-
Revenue From Other Agencies		174,152	-	-	-	-	-
216 - SAFE ROUTES TO SCHOOL TOTAL		174,152	-	-	-	-	-
5250-000	PEG Fees	20,321	20,991	25,173	20,000	24,000	24,000
Revenue From Other Agencies		20,321	20,991	25,173	20,000	24,000	24,000
217 - PUBLIC, EDUC., & GOV'T. TOTAL		20,321	20,991	25,173	20,000	24,000	24,000
4800-000	Interest Income	462	455	362	600	1,050	1,200
4802-000	Gain / Loss on Investments	-	-	27	-	380	-
4805-000	Unrealized Gain / Loss	69	(27)	(27)	-	-	-
Use of Money & Property		531	428	363	600	1,430	1,200
5082-000	AB 2766 (SCAQMD) Fees	31,033	31,929	32,272	30,000	32,000	32,000
Revenue From Other Agencies		31,033	31,929	32,272	30,000	32,000	32,000
5550-000	Prior Year Adjustment	-	-	-	-	-	-
Other Revenue		-	-	-	-	-	-
218 - CLEAN AIR ACT TOTAL		31,563	32,357	32,635	30,600	33,430	33,200
5412-000	Business Improvment Tax	111,976	114,870	119,454	105,000	115,000	115,000
5412-001	BIT - Filming Permits	39,834	43,689	43,591	35,000	40,000	40,000
Other Revenue		151,810	158,559	163,045	140,000	155,000	155,000
220 - BUSINESS IMPROVEMENT TAX TOT:		151,810	158,559	163,045	140,000	155,000	155,000
9911-000	Transfers from Other Fund	27,237	120,749	-	-	-	-
Transfers In		27,237	120,749	-	-	-	-
223 - GOLD LINE MITIGATION FUND TOTA		27,237	120,749	-	-	-	-
9911-000	Transfers from Other Fund	3,259	-	-	-	-	-
Transfers In		3,259	-	-	-	-	-
225 - MISSION OAKS PARKING TOTAL		3,259	-	-	-	-	-
4875-000	Rental - MMV Parking	-	-	-	-	1,155	3,960
Use of Money & Property		-	-	-	-	1,155	3,960
226 - MISSION MERIDIAN PUBLIC GARAGE		-	-	-	-	1,155	3,960
4000-000	Property Tax - Current Secured	(955,824)	-	-	-	-	-
Property Tax		(955,824)	-	-	-	-	-
4800-000	Interest Income	2,636	2,211	2,399	1,400	3,200	1,600
4880-000	Rental - Nursery Property	18,000	18,300	12,075	12,000	12,000	12,000
Use of Money & Property		20,636	20,511	14,474	13,400	15,200	13,600
5550-000	Prior Year Adjustment	-	-	-	-	10,239	-
Other Revenue		-	-	-	-	10,239	-
9911-000	Transfers from Other Fund	982,026	254,227	642,838	368,657	392,296	221,102
Transfers In		982,026	254,227	642,838	368,657	392,296	221,102
227 - SA-CRA TOTAL		46,838	274,739	657,312	382,057	417,735	234,702

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
4800-000	Interest Income	-	15	64	80	200	250
4802-000	Gain / Loss on Investments	-	-	5	-	-	-
4805-000	Unrealized Gain / Loss	-	(1)	(10)	-	-	-
4810-000	Rental - Arroyo House	729	8,019	9,477	8,748	8,748	8,748
Use of Money & Property		729	8,033	9,536	8,828	8,948	8,998
228 - HOUSING AUTHORITY TOTAL		729	8,033	9,536	8,828	8,948	8,998
4800-000	Interest Income	2,574	2,388	3,240	3,000	7,500	8,000
4802-000	Gain / Loss on Investments	-	-	240	-	260	-
4805-000	Unrealized Gain / Loss	378	(142)	260	-	-	-
Use of Money & Property		2,951	2,246	3,740	3,000	7,760	8,000
5038-000	State Gas Tax - 2103	203,328	357,482	275,225	117,819	122,059	61,734
5039-000	State Gas Tax - 2105	111,980	174,496	154,187	148,607	158,564	163,474
5040-000	State Gas Tax - 2106	82,553	84,565	95,698	81,416	82,103	84,593
5050-000	State Gas Tax - 2107	183,495	186,685	198,554	203,173	219,939	227,010
5060-000	State Gas Tax - 2107.5	6,000	6,000	12,000	6,000	6,000	6,000
Revenue From Other Agencies		587,356	809,228	735,663	557,015	588,665	542,811
5550-000	Prior Year Adjustment	-	-	(79,956)	-	-	-
Other Revenue		-	-	(79,956)	-	-	-
9911-000	Transfers from Other Fund	-	-	-	-	58,083	-
Transfers In		-	-	-	-	58,083	-
230 - STATE GAS TAX TOTAL		590,307	811,474	659,447	560,015	654,508	550,811
5084-008	County Park Bond - Maint	-	-	-	-	111,898	-
Revenue From Other Agencies		-	-	-	-	111,898	-
232 - COUNTY PARK BOND TOTAL		-	-	-	-	111,898	-
4200-000	Sales & Use Tax	248,497	271,655	284,546	292,205	292,205	298,320
Sales Tax		248,497	271,655	284,546	292,205	292,205	298,320
4800-000	Interest Income	1,546	1,825	2,639	2,500	6,100	5,000
4802-000	Gain / Loss on Investments	-	-	174	-	230	-
4805-000	Unrealized Gain / Loss	123	(122)	(272)	-	-	-
Use of Money & Property		1,669	1,703	2,541	2,500	6,330	5,000
233 - MEASURE R TOTAL		250,166	273,358	287,087	294,705	298,535	303,320
5071-014	MSRC Grant	-	125,930	-	-	-	-
Revenue From Other Agencies		-	125,930	-	-	-	-
9911-000	Transfers from Other Fund	-	100,000	90,000	90,539	90,539	-
Transfers In		-	100,000	90,000	90,539	90,539	-
238 - MSRC GRANT TOTAL		-	225,930	90,000	90,539	90,539	-
4800-000	Interest Income	16	-	-	-	-	-
4802-000	Gain / Loss on Investments	-	-	-	-	-	-
4805-000	Unrealized Gain / Loss	(7)	-	-	-	-	-
Use of Money & Property		9	-	-	-	-	-
5035-000	SB 821 State Grants	14,897	14,818	89,519	16,586	-	17,053
Revenue From Other Agencies		14,897	14,818	89,519	16,586	-	17,053
5550-000	Prior Year Adjustment	(1,039)	-	-	-	-	-
Other Revenue		(1,039)	-	-	-	-	-
9911-000	Transfers from Other Fund	-	-	-	-	-	-
Transfers In		-	-	-	-	-	-
245 - BIKE & PEDESTRIAN PATHS TOTAL		13,867	14,818	89,519	16,586	-	17,053
9911-000	Transfers from Other Fund	-	391	-	-	-	-
Transfers In		-	391	-	-	-	-
247 - SGVCOG GRANT TOTAL		-	391	-	-	-	-

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
5071-017	Mission St. Bikeway-BTA Grant	-	-	-	-	10,000	224,000
5071-018	Bicycle Parking-BTA Grant	-	-	-	-	-	-
Revenue From Other Agencies		-	-	-	-	10,000	224,000
248 - BTA GRANTS TOTAL		-	-	-	-	10,000	224,000
5071-045	MSRC Grant - Golden Streets	-	-	-	-	-	-
5077-045	Metro Grant - Golden Streets	-	-	-	-	393,600	-
Revenue From Other Agencies		-	-	-	-	393,600	-
249 - GOLDEN STREETS GRANT TOTAL		-	-	-	-	393,600	-
5070-002	ARRA Infrastructure Grant	466,398	-	-	-	-	-
Revenue From Other Agencies		466,398	-	-	-	-	-
9911-000	Transfers from Other Fund	5,676	-	-	-	-	-
Transfers In		5,676	-	-	-	-	-
250 - ARRA INFRASTRUCTURE GRANT TO		472,074	-	-	-	-	-
4800-000	Interest Income	195	250	667	300	1,850	1,500
4802-000	Gain / Loss on Investments	-	-	55	-	50	-
4805-000	Unrealized Gain / Loss	42	(17)	(39)	-	-	-
Use of Money & Property		237	233	684	300	1,900	1,500
5215-000	Growth Requirement - Residen	33,106	27,353	39,856	30,000	50,000	30,000
5216-000	Growth Requirement - Comm/Indus	2,267	2,588	97,127	2,000	2,000	2,000
Charges for Current Services		35,373	29,941	136,983	32,000	52,000	32,000
255 - CAPITAL GROWTH TOTAL		35,610	30,174	137,667	32,300	53,900	33,500
5075-032	Sr. Program - D99575	15,890	18,446	18,503	-	18,222	10,500
5075-049	ADA Sidewalk Repairs	110,248	116,431	106,324	-	64,166	103,913
5075-050	ADA Access Ramps	43,345	-	-	-	-	-
5075-054	Energy Efficiency Program	4,905	-	-	-	-	-
Revenue From Other Agencies		174,388	134,877	124,827	-	82,388	114,413
5501-003	Donations - Senior Meals	13,884	12,421	21,613	-	25,000	21,000
Other Revenue		13,884	12,421	21,613	-	25,000	21,000
260 - CDBG TOTAL		188,272	147,298	146,440	-	107,388	135,413
4800-000	Interest Income	80	68	73	40	150	-
4802-000	Gain / Loss on Investments	-	-	5	-	-	-
4805-000	Unrealized Gain / Loss	11	(4)	7	-	-	-
Use of Money & Property		92	64	85	40	150	-
5075-001	Asset Forfeiture - DOJ	-	-	-	-	-	-
Revenue From Other Agencies		-	-	-	-	-	-
270 - ASSET FORFEITURE TOTAL		92	64	85	40	150	-
4800-000	Interest Income	434	370	408	500	1,200	1,500
4802-000	Gain / Loss on Investments	-	-	29	-	-	-
4805-000	Unrealized Gain / Loss	(19)	(24)	12	-	-	-
Use of Money & Property		415	347	448	500	1,200	1,500
5005-000	State Grant - COPS (AB3229)	100,000	100,000	106,230	100,000	114,618	100,000
Revenue From Other Agencies		100,000	100,000	106,230	100,000	114,618	100,000
272 - POLICE GRANTS - STATE TOTAL		100,415	100,347	106,678	100,500	115,818	101,500
4800-000	Interest Income	19	16	20	15	45	-
4802-000	Gain / Loss on Investments	-	-	1	-	-	-
4805-000	Unrealized Gain / Loss	3	(1)	(1)	-	-	-
Use of Money & Property		22	15	20	15	45	-
273 - POLICE SUBVENTIONS - CLEP TOT.		22	15	20	15	45	-
5036-000	Homeland Security Grant	173,218	189,747	47,500	-	15,923	-
Revenue From Other Agencies		173,218	189,747	47,500	-	15,923	-
274 - HOMELAND SECURITY GRANT TOTAL		173,218	189,747	47,500	-	15,923	-

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
5200-008	Park Impact Fees	63,995	49,557	307,786	30,000	90,000	30,000
Charges for Current Services		63,995	49,557	307,786	30,000	90,000	30,000
275 - PARK IMPACT FEE		63,995	49,557	307,786	30,000	90,000	30,000
5071-015	Historic Preservation Grant	-	-	15,000	-	-	-
Revenue From Other Agencies		-	-	15,000	-	-	-
276 - HISTORIC PRESERVATION GRANT		-	-	15,000	-	-	-
4800-000	Interest Income	-	-	711	250	4,000	4,000
4802-000	Gain / Loss on Investments	-	-	95	-	100	-
4805-000	Unrealized Gain / Loss	-	-	(876)	-	-	-
Use of Money & Property		-	-	(69)	250	4,100	4,000
5275-001	Green Fees / Mini Golf	607,464	685,346	597,539	630,000	615,000	619,970
5275-002	Range	338,005	357,635	335,826	344,675	276,772	333,125
5275-003	Golf Shop	47,654	48,273	51,143	47,693	55,454	58,990
5275-004	Food	61,103	59,587	88,711	90,957	101,000	166,858
5275-005	Filming	28,600	46,206	60,343	52,000	74,000	53,000
Charges for Current Services		1,082,825	1,197,047	1,133,562	1,165,325	1,122,226	1,231,943
295-ARROYO SECO GOLF COURSE		1,082,825	1,197,047	1,133,493	1,165,575	1,126,326	1,235,943
4800-000	Interest Income	1,056	83	103	250	100	-
4802-000	Gain / Loss on Investments	-	-	2	-	-	-
4805-000	Unrealized Gain / Loss	(239)	1	307	-	-	-
Use of Money & Property		817	83	413	250	100	-
5586-000	Loan Proceeds	-	527,283	-	6,000,000	482,698	4,000,000
Revenue From Other Agencies		-	527,283	-	6,000,000	482,698	4,000,000
9911-000	Transfers from Other Fund	94,245	250,000	250,000	180,000	180,000	3,000
Transfers In		94,245	250,000	250,000	180,000	180,000	3,000
310 - SEWER CAPITAL PROJECTS TOTAL		95,062	777,366	250,413	6,180,250	662,798	4,003,000
4800-000	Interest Income	30,462	27,054	34,880	40,000	73,000	80,000
4802-000	Gain / Loss on Investments	-	-	2,269	-	2,000	-
4805-000	Unrealized Gain / Loss	5,155	(1,337)	849	-	-	-
Use of Money & Property		35,618	25,718	37,999	40,000	75,000	80,000
5320-000	Water Sales	4,549,289	8,582,618	8,437,693	8,780,000	8,350,000	8,925,000
5325-000	Standby Service Charge	3,069,713	-	-	-	14,000	14,000
5327-000	Efficiency Fee	243,990	248,596	221,584	240,000	200,000	220,000
5330-000	Private Fire Service	29,547	32,027	35,598	35,000	35,000	35,000
5335-000	Capacity Charges	-	-	-	-	43,537	-
Charges for Current Services		7,892,539	8,863,241	8,694,876	9,055,000	8,642,537	9,194,000
5360-000	Rubbish Clearing	(72,406)	-	(11,430)	-	-	-
5370-000	Penalty - Water/Rubbish	52,471	79,857	62,000	55,000	60,000	60,000
5430-000	Damage to City Property	-	7,029	4,695	-	10,172	-
5505-000	Miscellaneous	657	150	30	-	-	-
5510-000	Misc Service Revenue	5,315	2,964	3,375	3,000	3,000	3,000
5518-000	Energy Rebates	20,574	-	-	-	-	-
5525-000	Yard Waste	(41,065)	-	-	-	-	-
5530-000	Rubbish Billing Fees	124,319	162,274	105,867	120,000	112,000	112,000
5540-000	Service Fees	12,436	66,923	25,693	20,000	20,000	20,000
5550-000	Prior Year Adjustment	(72,246)	(66,363)	(47,194)	-	-	-
5560-000	Sewer Billing Fees	33,837	38,687	41,690	41,000	47,000	47,000
Other Revenue		63,891	291,520	184,725	239,000	252,172	242,000
9911-000	Transfers from Other Fund	5,029,153	7,312,524	6,360,379	10,600,000	9,000,000	8,600,000
Transfers In		5,029,153	7,312,524	6,360,379	10,600,000	9,000,000	8,600,000
500 - WATER TOTAL		13,021,201	16,493,002	15,277,978	19,934,000	17,969,709	18,116,000

Revenue Detail

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
4800-000	Interest Income	-	-	-	40,000	70,000	45,000
4802-000	Gain / Loss on Investments	-	-	(11,974)	-	-	-
Use of Money & Property		-	-	(11,974)	40,000	70,000	45,000
9911-000	Transfers from Other Fund	2,149,800	2,870,788	2,832,561	2,758,025	2,759,325	2,760,013
9912-000	Transfers from Other Fund	179,176	518,558	536,819	556,588	551,988	553,587
Transfers In		2,328,976	3,389,346	3,369,381	3,314,613	3,311,313	3,313,600
550 - PUBLIC FINANCING TOTAL		2,328,976	3,389,346	3,357,407	3,354,613	3,381,313	3,358,600
4000-000	Property Tax - Current Secured	428,406	425,493	350,398	368,657	368,657	234,702
Property Tax		428,406	425,493	350,398	368,657	368,657	234,702
927 - REDEV. OBLIGATIONS TOTAL		428,406	425,493	350,398	368,657	368,657	234,702
CITYWIDE TOTAL		48,085,100	52,319,176	52,499,276	61,095,897	55,823,192	61,024,141

Expenditure Summary by Fund

Category/Fund	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Wages & Benefits	13,992,815	14,176,094	15,193,994	16,053,582	15,888,538	17,543,465
Operations & Maintenance	6,502,646	5,155,136	5,632,485	5,668,220	5,456,376	5,924,567
Capital Outlay	143,112	188,551	50,422	112,293	109,751	166,600
Transfer Out	984,062	406,598	596,137	640,539	684,000	3,311,061
Capital Projects	942,191	2,841,547	2,473,270	2,189,500	2,518,968	-
101 - General Fund Total	22,564,826	22,767,927	23,946,308	24,664,133	24,657,633	26,945,693
Operations & Maintenance	-	-	14,207	50,900	35,000	60,000
103 - Insurance Fund Total	-	-	14,207	50,900	35,000	60,000
Capital Projects	-	-	-	-	-	1,739,000
104 - Street Improvements Program Total	-	-	-	-	-	1,739,000
Operations & Maintenance	-	-	-	-	-	210,000
Capital Outlay	-	-	158,022	545,729	523,115	795,000
Capital Projects	92,552	-	137,954	-	4,100	582,000
105 - Facilities & Equip. Replacement Total	92,552	-	295,976	545,729	527,215	1,587,000
Wages & Benefits	185,980	190,905	150,442	234,428	156,039	271,020
Operations & Maintenance	10,034	78,964	78,181	101,950	90,380	215,725
Capital Outlay	-	9,158	59,100	130,000	130,000	90,000
Capital Projects	-	-	-	-	-	90,000
205 - Prop "A" Total	196,014	279,027	287,723	466,378	376,419	666,745
Wages & Benefits	234,828	139,193	185,652	269,984	224,692	249,770
Operations & Maintenance	94,742	31,701	27,287	46,469	33,241	-
Capital Outlay	51,721	-	-	60,000	33,985	-
Capital Projects	160,000	95,356	81,089	30,000	30,000	500,000
207 - Prop "C" Total	541,291	266,250	294,028	406,453	321,918	749,770
Transfer Out	8,692	-	-	-	-	-
Capital Projects	-	-	-	-	-	380,000
208 - TEA/Metro Total	8,692	-	-	-	-	380,000
Transfer Out	-	14,913	-	-	-	-
209 - MTA Gold Line Betterments Grant	-	14,913	-	-	-	-
Wages & Benefits	323,009	333,046	312,642	351,380	422,259	453,415
Operations & Maintenance	297,527	201,080	148,805	269,055	204,611	265,822
Capital Outlay	-	3,563	128	200,000	-	420,000
Other Expenses	77,161	89,036	103,420	-	-	-
Transfer Out	94,245	250,000	264,500	194,500	181,500	3,000
Capital Projects	21,685	8,345	2,107	-	-	-
210 - Sewer Total	813,627	885,070	831,602	1,014,935	808,370	1,142,237

Expenditure Summary by Fund

Category/Fund	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Wages & Benefits	188	103	266	-	-	-
Transfer Out	181,910	-	-	-	-	-
211 - CTC Traffic Improvement Total	182,098	103	266	-	-	-
Wages & Benefits	149,061	150,254	275,926	273,191	285,313	176,135
Operations & Maintenance	822,692	621,925	601,732	754,415	655,477	811,550
Capital Outlay	18,345	18,329	18,490	50,000	20,000	220,000
Transfer Out	-	-	29,000	-	3,000	6,000
215 - Street Light & Landscape Total	990,097	790,508	925,148	1,077,606	963,790	1,213,685
Wages & Benefits	-	300	510	-	-	-
Operations & Maintenance	-	-	-	2,000	-	-
Capital Outlay	-	96,598	(81)	40,000	-	40,000
218 - Clean Air Act Total	-	96,899	429	42,000	-	40,000
Operations & Maintenance	153,211	131,842	163,500	137,500	138,000	138,000
220 - Business Improvement Tax Total	153,211	131,842	163,500	137,500	138,000	138,000
Capital Projects	52,499	244,791	-	-	-	60,381
223 - Gold Line Mitigation Fund Total	52,499	244,791	-	-	-	60,381
Operations & Maintenance	30,985	28,668	30,382	26,000	17,875	26,000
226 - Mission Meridian Public Garage	30,985	28,668	30,382	26,000	17,875	26,000
Wages & Benefits	194,027	164,873	212,470	152,802	154,970	-
Operations & Maintenance	261,031	188,268	104,510	224,855	226,363	234,702
227 - Successor Agency to CRA Total	455,058	353,141	316,980	377,657	381,333	234,702
Transfer Out	-	-	27,381	-	-	-
228 - Housing Authority Total	-	-	27,381	-	-	-
Transfer Out	484,567	-	-	-	-	-
229 - Successor Agency to CRA Hsng	484,567	-	-	-	-	-
Wages & Benefits	307,307	378,804	445,441	387,762	355,530	450,375
Operations & Maintenance	258,896	147,657	172,267	197,850	193,460	197,850
Capital Outlay	23,962	29,661	95,741	160,000	-	160,000
230 - State Gas Tax Total	590,165	556,122	713,449	745,612	548,990	808,225
Operations & Maintenance	23,949	19,090	23,977	-	14,190	3,900
232 - County Park Bond Total	23,949	19,090	23,977	-	14,190	3,900
Capital Projects	390,322	27,318	295,968	788,000	550,064	746,000
233 - Measure R Total	390,322	27,318	295,968	788,000	550,064	746,000

Expenditure Summary by Fund

Category/Fund	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Capital Projects	-	125,930	-	-	-	-
238 - MSRC Grant Total	-	125,930	-	-	-	-
Capital Projects	14,906	14,818	89,519	-	-	17,053
245 - Bike & Pedestrian Paths Total	14,906	14,818	89,519	-	-	17,053
Operations & Maintenance	-	-	-	-	10,000	44,000
Capital Projects	-	-	-	-	-	180,000
248 - BTA Grants Total	-	-	-	-	10,000	224,000
Operations & Maintenance	-	-	-	-	393,600	-
249 - Golden Streets Grant Total	-	-	-	-	393,600	-
Capital Projects	-	-	31,931	-	23,911	-
255 - Capital Growth Total	-	-	31,931	-	23,911	-
Operations & Maintenance	34,679	30,866	39,314	-	39,222	31,500
Capital Projects	150,811	116,432	106,764	-	64,528	103,913
260 - CDBG Total	185,490	147,298	146,078	-	103,750	135,413
Capital Outlay	-	-	4,639	-	16,922	-
270 - Asset Forfeiture Total	-	-	4,639	-	16,922	-
Operations & Maintenance	4,500	22,896	19,045	-	-	-
Capital Outlay	161,445	75,653	89,333	-	45,000	75,000
272 - Police Grants - State (COPS)	165,945	98,549	108,378	-	45,000	75,000
Wages & Benefits	-	-	4,202	-	-	-
Operations & Maintenance	-	957	-	-	-	-
Capital Outlay	131,487	166,328	47,500	-	-	-
274 - Homeland Security Grant	131,487	167,285	51,702	-	-	-
Operations & Maintenance	11,500	13,007	67,178	-	10,000	20,000
Capital Outlay	130,323	-	-	-	-	-
Capital Projects	-	-	-	200,000	6,005	200,000
275 - Park Impact Fees Total	141,823	13,007	67,178	200,000	16,005	220,000
Operations & Maintenance	-	15,000	-	-	-	-
276 - Historic Preservation Grant	-	15,000	-	-	-	-
Operations & Maintenance	-	-	-	-	16,556	-
277 - HSIP Grant Total	-	-	-	-	16,556	-

Expenditure Summary by Fund

Category/Fund	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Operations & Maintenance	-	-	-	6,445	6,445	-
280 - Public Library Funds Grant Total	-	-	-	6,445	6,445	-
Wages & Benefits	521,316	524,297	549,605	-	-	-
Operations & Maintenance	367,614	405,958	369,156	983,353	965,985	1,006,578
Other Expenses	-	-	4,896	-	-	-
Transfer Out	-	-	-	-	50,000	-
Capital Projects	-	-	-	-	400,000	-
295 - Arroyo Seco Golf Course Total	888,930	930,255	923,657	983,353	1,415,985	1,006,578
Wages & Benefits	-	-	6,061	-	10,353	-
Operations & Maintenance	84,760	305,982	386,833	2,000	257,200	3,000
Capital Projects	34,657	57,550	-	6,000,000	450,000	-
310 - Sewer Capital Projects Total	119,417	363,532	392,894	6,002,000	717,553	3,000
Wages & Benefits	1,456,474	1,348,284	1,365,980	1,545,147	1,563,092	1,605,931
Operations & Maintenance	3,763,002	4,072,147	2,973,237	3,807,770	2,887,683	3,634,360
Capital Outlay	32,114	1,275	21,381	160,000	120,505	197,000
Other Expenses	125,171	129,420	336,785	-	-	-
Transfer Out	2,328,976	3,389,346	3,441,881	3,314,613	3,322,113	3,328,600
Capital Projects	426,141	178,974	5,296	12,925,000	10,084,965	9,100,000
500 - Water Total	8,131,878	9,119,446	8,144,560	21,752,530	17,978,358	17,865,891
Operations & Maintenance	260,654	8,050	(8,317)	3,311,313	3,311,313	3,313,600
Transfer Out	5,029,153	7,312,524	6,360,379	10,600,000	9,000,000	8,600,000
550 - Public Financing Authority Total	5,289,807	7,320,574	6,352,062	13,911,313	12,311,313	11,913,600
Transfer Out	497,459	254,227	615,456	368,657	368,657	234,702
927 - Redev. Oblig. Retirement Total	497,459	254,227	615,456	368,657	368,657	234,702
Wages & Benefits	17,365,005	17,406,152	18,703,191	19,268,277	19,060,786	20,750,110
Operations & Maintenance	12,982,421	11,479,194	10,843,779	15,590,095	14,962,977	16,141,154
Capital Outlay	692,510	589,117	544,675	1,458,022	1,004,504	2,163,600
Other Expenses	202,332	218,455	445,101	-	-	-
Transfer Out	9,610,776	11,627,609	11,334,734	15,118,309	13,609,270	15,483,363
Capital Projects	2,285,763	3,711,061	3,223,898	22,132,500	14,132,541	13,698,347
CITYWIDE TOTAL	43,138,807	45,031,588	45,095,378	73,567,201	62,770,078	68,236,574

General Fund Expenditures

General Fund Analysis

Revenue Category	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Property Taxes	11,074,604	11,462,586	11,990,074	12,425,748	12,673,187	13,196,987
Sales Taxes	2,207,696	2,350,781	2,414,498	2,531,000	2,585,215	2,525,667
Utility Users Taxes	3,562,216	3,486,776	3,423,217	3,660,000	3,488,000	3,500,000
Franchise Fees	810,642	804,995	878,331	799,000	880,996	884,000
License & Permits	950,256	933,816	1,010,779	985,820	999,570	1,004,900
Fines & Forfeitures	523,629	412,748	347,585	332,000	393,600	366,000
Use of Money & Property	456,581	483,839	520,879	488,384	596,790	580,585
Other Agencies	60,893	290,596	439,733	17,000	136,203	15,000
Current Services	2,208,447	2,629,229	2,974,124	2,398,810	2,432,900	2,413,500
All Other Revenues	1,223,150	1,490,400	1,189,312	1,092,155	1,765,484	1,135,382
Total GF Revenues	23,078,115	24,345,766	25,188,530	24,729,917	25,951,945	25,622,021

Department/Program Exp	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
City Council	43,375	48,059	51,726	63,143	54,591	65,775
Management Services						
City Manager	878,794	851,169	830,416	809,637	733,130	955,009
City Clerk	283,674	337,626	366,552	428,550	406,111	443,824
Elections	311	49,214	1,287	124,550	68,810	3,600
Human Resources	287,113	289,468	247,364	171,275	103,300	171,300
Transportation Planning	110,201	71,322	222,373	187,300	164,945	187,000
Legal Services	314,304	421,647	255,007	255,000	255,000	265,000
Information Systems	-	215,122	302,807	410,597	377,200	490,990
Finance						
Finance	384,312	519,086	653,960	653,370	601,498	724,891
Information System	262,354	-	-	-	-	-
City Treasurer	9,201	9,229	9,291	9,290	9,300	9,452
Non-Dept./Overhead	2,765,420	1,214,766	852,559	823,956	878,115	833,460
Police	6,963,840	6,891,989	7,198,511	7,774,979	7,777,160	8,295,102
Fire						
Fire	3,894,732	3,694,504	4,467,061	4,538,570	4,623,023	4,996,470
Emergency Services	-	-	-	25,000	25,000	25,000
Public Works						
Environmental Services	75,613	121,010	148,512	279,853	232,343	307,658
Administration & Engineering	260,747	275,720	423,981	482,680	459,927	515,878
Park Maintenance	390,490	416,123	367,340	462,654	464,022	513,703
Facilities Maintenance	426,937	675,147	660,346	639,495	642,565	695,155
Planning & Building	898,710	911,870	1,093,878	956,927	982,925	1,101,334
Library	1,436,922	1,498,617	1,533,840	1,574,832	1,457,917	1,706,156
Community Services						
Senior Services	249,370	282,651	297,272	254,357	246,849	346,296
Community Services	195,175	213,437	279,225	290,177	278,392	301,925
Recreation and Youth Services	506,976	512,005	613,593	617,903	612,542	679,655
Capital Projects	942,192	2,841,547	2,473,270	2,189,500	2,518,968	-
Misc/Transfers Out	984,062	406,598	596,137	640,539	684,000	1,595,060
Total GF Expenses	22,564,826	22,767,927	23,946,308	24,664,133	24,657,633	25,229,692

Transfer out from Designated Reserve to SIPF for sidewalk improvements 180,000

Transfer out from Undesignated Reserve to Facilities and Equipment Replacement Fund 1,536,001
Total General Fund Expenses **26,945,693**

Capital Improvement Projects

CIP	CIP Description	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
9000	CIP for Budgeting	-	179,237	68,703	-	10,000	-
9158	Arroyo Pedestrian Paths	142,040	75	-	-	-	-
9181	Removal/Replacement Tree Program	-	-	191,011	-	-	-
9185	Community Garden	-	-	35,443	-	14,000	-
9190	Dog Park	-	-	-	-	-	-
9203	Street Repairs	-	6,195	150,087	2,000,000	2,000,000	-
9226	FD Locker Room Improvements	-	-	6,148	-	-	-
9227	FD Restroom Improvements	-	-	15,136	-	-	-
9229	PD Locker/Restroom Improvements	-	-	2,276	-	31,858	-
9238	City Hall HVAC	3,990	-	11,363	-	-	-
9258	War Memorial Waterproofing/Rehab	-	-	37,429	-	35,870	-
9264	Sidewalk Repairs	11,341	-	-	-	-	-
9269	War Memorial Bldg. HVAC	-	-	-	36,000	15,810	-
9270	OG Park Bleachers	-	-	-	7,500	7,484	-
9272	OG Rec Center Capital Improv.	-	-	14,482	-	-	-
9284	Traffic Signal Battery Backups	-	-	18,328	-	-	-
9287	Sidewalk, Curb & Gutter Imprvm	41,222	127,864	153,643	-	5,270	-
9304	Library Repair Storm Drain	-	-	-	10,000	-	-
9307	CNG Fueling Station (MSRC)	-	126,749	-	-	-	-
9312	Library Park Re-grading	-	-	-	8,000	-	-
9313	Library Comm. Room AV System	-	-	-	50,000	50,000	-
9314	Library Electrical Repairs	-	-	10,142	-	-	-
9316	Library Stair Carpeting	-	-	368	-	44,650	-
9319	Library Maintenance - Painting	-	-	96	-	34,035	-
9320	Library ADA Ramp Comm. Room	-	-	-	6,000	-	-
9323	Library Elevator Replacement	-	39,414	-	-	-	-
9324	Library Flood Repairs	-	-	-	-	188,400	-
9325	Merrell Gage Art Restoration	6,920	764	-	-	-	-
9326	Iron Works Museum Ext. Painting	-	-	-	72,000	72,000	-
9333	Senior Center Kitchen Fixtures	-	-	10,608	-	-	-
9335	Garfield Park Tennis Lights	-	-	23,966	-	-	-
9337	Garfield Park Electrical Panel	-	-	6,000	-	-	-
9340	Foothill St. Improvements	-	5,129	313,318	-	-	-
9341	San Pasqual Ave. Improvements	-	4,055	324,022	-	-	-
9354	Monterey Road Improvements	7,781	1,253	-	-	-	-
9358	Hawthorne St. Improvements	-	43,805	405,059	-	-	-
9365	Gino's Abatement/Demolition	-	-	156	-	-	-
9374	Park Ave Improvements	15,026	222,717	1,497	-	-	-
9376	Indiana Ave Improvements	(140)	-	-	-	-	-
9377	Pasadena Ave Improvements	89,317	-	-	-	-	-
9381	Raymond Lane Street Improvement	115,751	-	-	-	-	-
9382	Marmion Way Street Improvement	248,316	-	-	-	-	-
9383	Orange Grove Street Improvement	-	5,654	347,293	-	1,690	-
9384	Mountain View Street Improvement	133,268	-	-	-	-	-
9386	Hanscom Dr Street Improvement	18,582	1,191,858	-	-	-	-
9390	Mission St. Improvements	2,279	41,856	320,004	-	-	-
9391	Moffat St Improvements	14,876	144,140	2,724	-	-	-
9392	Mound Ave Improvements	12,278	183,876	-	-	-	-
9393	Oxley St Improvements	15,530	219,860	1,641	-	-	-
9394	Rollin St Improvements	40,059	297,046	2,327	-	-	-
9401	2011 Windstorm	23,758	-	-	-	-	-
<CAPITAL PROJECTS>		942,192	2,841,547	2,473,270	2,189,500	2,511,067	-
101 - GENERAL FUND TOTAL		942,192	2,841,547	2,473,270	2,189,500	2,511,067	-

Capital Improvement Projects

CIP	CIP Description	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
9203	Street Repairs	-	-	-	-	-	1,559,000
9287	Sidewalk, Curb & Gutter Imprvm	-	-	-	-	-	180,000
<CAPITAL PROJECTS>		-	-	-	-	-	1,739,000
104 - STREET IMPROVEMENTS PROGRAM		-	-	-	-	-	1,739,000
9034	Eddie Park House	-	-	-	-	-	75,000
9041	Skate Park Fence & Painting	-	-	-	-	-	10,000
9223	Civic Center Roof Project	-	-	-	-	-	92,000
9224	City Hall Elevator Upgrade	-	-	-	-	-	55,000
9229	PD Locker/Restroom Improvements	-	-	-	-	-	60,000
9230	FD Improvements	-	-	-	-	-	35,000
9257	War Mem. Bldg. Capital Replace	56,181	-	-	-	-	-
9258	War Memorial Waterproofing/Rehab	-	-	-	-	-	200,000
9262	Arroyo Park Imprv. - Const.	-	-	123,271	-	-	15,000
9321	Library Comm. Room Repainting	-	-	-	-	-	20,000
9327	Iron Works Museum Roof	-	-	-	-	-	20,000
9331	War Memorial Furniture	9,520	-	-	-	-	-
9332	War Memorial Doors	10,537	-	-	-	-	-
9333	Senior Center Kitchen Fixtures	7,490	-	-	-	-	-
9334	Senior Center Doors	4,685	-	-	-	-	-
9336	Orange Grove Security System	4,140	-	-	-	-	-
9383	Orange Grove Street Improvement	-	-	14,683	-	4,100	-
<CAPITAL PROJECTS>		92,552	-	137,954	-	4,100	582,000
105 - FACILITIES & EQUIP. REPLACEMENT		92,552	-	137,954	-	4,100	582,000
9220	Bus Stop Improvement Program	-	-	-	-	-	90,000
<CAPITAL PROJECTS>		-	-	-	-	-	90,000
205 - PROP "A" TOTAL		-	-	-	-	-	90,000
9160	Arroyo Seco Bike & Pedestrian Trail	-	-	-	-	-	500,000
9220	Bus Stop Improvement Program	-	-	-	30,000	30,000	-
9377	Pasadena Ave Improvements	160,000	-	-	-	-	-
9390	Mission St. Improvements	-	95,356	81,089	-	-	-
<CAPITAL PROJECTS>		160,000	95,356	81,089	30,000	30,000	500,000
207 - PROP "C" TOTAL		160,000	95,356	81,089	30,000	30,000	500,000
9000	CIP for Budgeting	-	-	-	-	-	380,000
<CAPITAL PROJECTS>		-	-	-	-	-	380,000
208 - TEA/METRO TOTAL		-	-	-	-	-	380,000
9254	Asset Management Software	1,699	8,945	2,107	-	-	-
9375	Citywide Sewer Video Phase III	19,986	-	-	-	-	-
9392	Mound Ave Improvements	-	(600)	-	-	-	-
<CAPITAL PROJECTS>		21,685	8,345	2,107	-	-	-
210 - SEWER TOTAL		21,685	8,345	2,107	-	-	-
9288	Gold Line Mitigations	52,499	244,791	-	-	-	60,381
<CAPITAL PROJECTS>		52,499	244,791	-	-	-	60,381
223 - GOLD LINE MITIGATION FUND		52,499	244,791	-	-	-	60,381
9000	CIP for Budgeting	-	-	-	292,000	-	-
9354	Monterey Road Improvements	-	-	-	496,000	550,064	746,000
9358	Hawthorne St. Improvements	-	-	295,968	-	-	-
9377	Pasadena Ave Improvements	133,402	-	-	-	-	-
9385	Via Del Rey Street Improvement	253,672	-	-	-	-	-
9390	Mission St. Improvements	3,247	27,318	-	-	-	-
<CAPITAL PROJECTS>		390,322	27,318	295,968	788,000	550,064	746,000
233 - MEASURE R TOTAL		390,322	27,318	295,968	788,000	550,064	746,000

Capital Improvement Projects

CIP	CIP Description	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
9307	CNG Fueling Station (MSRC)	-	125,930	-	-	-	-
	<CAPITAL PROJECTS>	-	125,930	-	-	-	-
238	- MSRC GRANT TOTAL	-	125,930	-	-	-	-
9220	Bus Stop Improvement Program	14,906	-	-	-	-	-
9264	Sidewalk Repairs	-	14,818	89,519	-	-	-
9387	Bikeway Improvement	-	-	-	-	-	17,053
	<CAPITAL PROJECTS>	14,906	14,818	89,519	-	-	17,053
245	- BIKE & PEDESTRIAN PATHS	14,906	14,818	89,519	-	-	17,053
9387	Bikeway Improvement	-	-	-	-	-	180,000
248	- BTA GRANTS TOTAL	-	-	-	-	-	180,000
9222	City Council Chambers Design	-	-	31,931	-	23,911	-
	<CAPITAL PROJECTS>	-	-	31,931	-	23,911	-
255	- CAPITAL GROWTH TOTAL	-	-	31,931	-	23,911	-
9253	ADA Sidewalk Access Ramps	40,563	-	-	-	-	-
9264	Sidewalk Repairs	110,248	116,431	106,764	-	64,528	103,913
	<TRANSFER OUT>	150,811	116,431	106,764	-	64,528	103,913
260	- CDBG TOTAL	150,811	116,431	106,764	-	64,528	103,913
9190	Dog Park	-	-	-	200,000	6,005	200,000
	<CAPITAL PROJECTS>	-	-	-	200,000	6,005	200,000
275	- PARK IMPACT FEES TOTAL	-	-	-	200,000	6,005	200,000
9395	Arroyo Seco Sewer Lift Station	-	-	-	-	400,000	-
	<CAPITAL PROJECTS>	-	-	-	-	400,000	-
295	- ARROYO SECO GOLF COURSE	-	-	-	-	400,000	-
9379	Citywide Sewer Video	-	57,550	-	-	-	-
9390	Mission St. Improvements	34,657	-	-	-	-	-
9399	Citywide Sewer Rehab	-	-	-	6,000,000	450,000	-
	<CAPITAL PROJECTS>	34,657	57,550	-	6,000,000	450,000	-
310	- SEWER CAPITAL PROJECTS	34,657	57,550	-	6,000,000	450,000	-
9071	Water Telemetry System	-	-	-	150,000	-	-
9155	Raymond Tank/Bilicke Tank	-	-	-	50,000	-	-
9241	Wilson Well #2 / #4 Rehab	-	-	-	750,000	1,965	-
9252	Design of Garfield Reservoir	-	-	-	-	-	-
9255	Design of Wilson Reservoir	-	-	-	-	-	-
9265	Wilson Reservoir Construction	95,688	178,974	-	100,000	-	-
9266	Garfield Reservoir	-	-	-	10,000,000	9,000,000	8,600,000
9268	Westside Reservoir Roof	-	-	-	-	-	-
9289	Graves Well Rehabilitation	-	-	-	500,000	133,000	-
9295	Water Services	-	-	-	50,000	-	-
9296	Meter Replacement Program	-	-	-	50,000	-	-
9297	Automated Meter Reading	-	-	-	500,000	-	-
9298	Water System Hydraulic Model	8,494	-	-	25,000	-	-
9300	Annual Water Main Repairs	280,762	-	-	750,000	950,000	500,000
9390	Mission St. Improvements	-	-	-	-	-	-
9396	Emergency Water Line Repairs	41,197	-	5,296	-	-	-
	<CAPITAL PROJECTS>	426,141	178,974	5,296	12,925,000	10,084,965	9,100,000
500	- WATER TOTAL	426,141	178,974	5,296	12,925,000	10,084,965	9,100,000
GRAND TOTAL		2,285,763	3,711,061	3,223,898	22,132,500	14,124,640	13,698,347

CITY COUNCIL
Department Summary

EXPENDITURE SUMMARY	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Wages & Benefits	23,212	22,908	23,336	24,043	24,342	24,025
Operations & Maintenance	20,163	25,151	28,390	39,100	30,249	41,750
Total Expenses by Category	43,375	48,059	51,726	63,143	54,591	65,775
[101-1011] City Council	43,375	48,059	51,726	63,143	54,591	65,775
Total Expenses by Program	43,375	48,059	51,726	63,143	54,591	65,775

CITY COUNCIL

Department Description and Authorized Positions

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

The City Council is the elected legislative body of the City. The City Council consists of a Mayor and four Councilmembers, each elected at large for four overlapping terms. The City Council represents the City's citizens, analyzes and approves all laws and policies, authorizes all expenditures through the budget, and directs the administration of the City government through the City Manager.

CITY COUNCIL

Budget Detail

101-1011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7010	Salaries - Temp / Part	22,320	21,840	21,949	22,800	22,800	22,800
7110	Workers Compensation	568	751	1,092	912	1,211	894
7170	FICA - Medicare	324	317	295	331	331	331
	<WAGES & BENEFITS>	23,212	22,908	23,336	24,043	24,342	24,025
8000	Office Supplies	-	-	-	-	49	-
8010	Postage	27	42	84	100	200	250
8020	Special Department Expense	1,099	2,234	3,251	4,000	3,000	4,000
8021	Discretionary Fund Program	4,017	5,171	7,599	20,000	10,000	20,000
8040	Advertising	-	-	1,075	-	-	-
8060	Dues & Memberships	-	1,795	16,381	2,000	4,000	4,500
8090	Conference & Meeting Expense	13,015	14,158	-	13,000	13,000	13,000
8150	Telephone	2,005	1,751	-	-	-	-
	<OPERATIONS & MAINTENANCE>	20,163	25,151	28,390	39,100	30,249	41,750
[101-1011] City Council Total		43,375	48,059	51,726	63,143	54,591	65,775

CITY COUNCIL

Budget Detail

101-1011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides funds for monthly stipend for members of the City Council. Elected South Pasadena officials are paid a \$300 monthly stipend. Includes cell phone allowance. City Council members are subject to Medicare withholding and Workers Compensation coverage provided by the City.

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postage meter charges and postage for mailing City Council mail (\$250).
- 8020 Special Department Expense
Provides funds (\$500) for annual Image Awards and associated costs. Provides funds for City Council business cards, promotional items, badges, plaques, nameplates, supplies, calendars, photography (\$2,000). Provides funds for proclamation and certificate supplies (\$500). Provides funds for special requests for City Council meetings and unanticipated department expenses incurred to fulfill requests by City Councilmembers (\$1,000).
- 8021 Discretionary Fund Program
Provides \$4,000 in discretionary funds for each Councilmember per City Council action (\$20,000 total).
- 8060 Dues/Memberships/Subscriptions
Provides funds for memberships in organizations (\$500), includes membership dues for the Independent Cities Association (\$1,500) and San Gabriel Valley Economic Partnership (\$2,500).
- 8090 Conference and Meeting Expense
Provides funds for City Council to attend conferences and meetings, including parking and mileage (\$2,500). Provides funds for meals for regular and special City Council meetings, receptions, and budget sessions (\$3,200). Provides funds for strategic planning sessions: logistics, refreshments, supplies, recording and all other expenses except cost of professional consultant (\$5,000). Provides funds for travel and business meals for meetings with key officials, strategists, special counsel, and others (\$2,000). Provides funds for purchase of meeting-related presentation materials, accessories, and supplies for tablets and related devices (\$300).

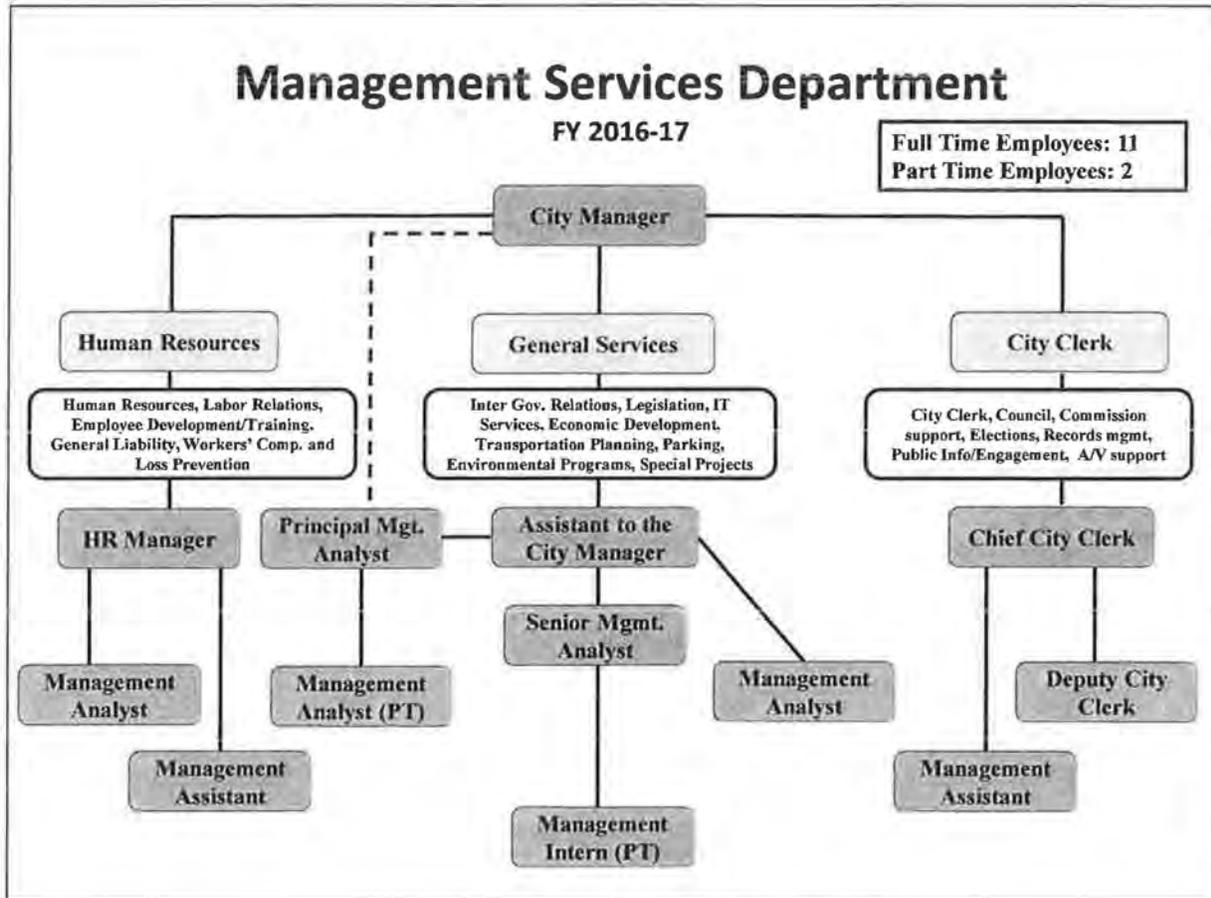
MANAGEMENT SERVICES

Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	1,029,694	1,048,371	1,071,503	1,038,437	1,392,191	1,256,483
Operations & Maintenance	1,025,760	1,340,795	1,362,579	1,561,272	1,308,680	1,470,640
Capital Outlay	3,326	103,914	52,713	259,329	217,829	97,600
Total Expenses by Category	2,058,780	2,493,080	2,486,795	2,859,038	2,918,700	2,824,723
[101-2011] City Manager	878,794	851,169	830,416	809,637	733,130	955,009
[101-1021] City Clerk	283,674	337,626	366,552	428,550	406,111	443,824
[101-1022] Elections	311	49,214	1,287	124,550	68,810	3,600
[101-2013] Human Resources	287,113	289,468	247,364	171,275	103,300	171,300
[101-2021] Transportation Planning	110,201	71,322	222,373	187,300	164,945	187,000
[101-2501] Legal Services	314,304	421,647	255,007	255,000	255,000	265,000
[101-3032] Information Services	-	215,122	302,807	410,597	377,200	490,990
[103-2501] Insurance Fund	-	-	14,207	50,900	35,000	60,000
[105-3032] Facilities & Equipment Replacement	-	-	52,205	215,729	215,729	-
[211-2011] CTC Traffic Improvement	188	103	266	-	-	-
[218-2270] Clean Air Act	-	96,899	429	42,000	-	40,000
[220-2301] Community Promotion	153,211	131,842	163,500	137,500	138,000	138,000
[226-2029] Mission Meridian Public Garage	30,985	28,669	30,382	26,000	17,875	26,000
[248-2011] BTA	-	-	-	-	10,000	44,000
[249-2011] Golden Street	-	-	-	-	393,600	-
Total Expenses by Program	2,058,780	2,493,080	2,486,795	2,859,038	2,918,700	2,824,723

City Manager	1
Assistant to the City Manager	1
Chief City Clerk	1
Human Resources Manager	1
Principal Management Analyst	1
Senior Management Analyst	1
Management Analyst	2
Deputy City Clerk	1
Management Assistant	2
Total	11

MANAGEMENT SERVICES
Department Description and Authorized Positions



The City Manager is appointed by the City Council and serves as the Chief Administrative Officer, ensuring that the policies of the Mayor and City Council are executed effectively and efficiently. Specific areas of responsibility include oversight of seven operating departments, public information and public engagement, following up on citizen concerns, providing recommendations to promote organizational efficiency and overseeing the development and presentation of the annual budget. Functional areas within the Management Services Department are:

General Services:	Transportation, Parking, Legislative Affairs, Environmental Services, Economic Development, Information Technology and Special Projects
Human Resources:	Human Resources Management, Recruitment, Employee Training, Risk Management and Labor Relations
City Clerk:	Records Management, Elections, Public Information/Engagement, Boards, Commissions, and City Council Support, Audio Visual Support

The General Services Division coordinates intergovernmental relations with local, regional, State, and Federal public agencies on issues facing the City. This Office also serves as the prime liaison between City administration, community groups, and citizens. Other duties include researching policy options and making recommendations to the City Council regarding proposed policy and operational matters, including legislation, information technology, transportation planning, and economic development. The Senior Management Analyst implements water conservation and environmental programs throughout the community.

The Human Resources Division is responsible for employee recruitment and retention programs, including policies and procedures, hiring, training, employee help desk and compliance issues. In addition, this Division is responsible for labor relations and coordination of the City's risk management program, including overseeing general liabilities claims and monitoring claims for settlement.

The City Clerk's Division performs duties of the City Clerk's Office as stipulated in the California Government Code and the South Pasadena Municipal Code (SPMC), and focuses primarily on the proceedings and activities of the City Council. This includes production and retention of City Council Meeting minutes, ordinances, resolutions. The Division coordinates the Mayor's schedule, organizes special meetings and events, and provides administrative support to the City Council. The Division oversees records management and document imaging, codification, and commission functions, and ensures the continuity of such audiovisual operations as broadcasting and web streaming of public meetings. The Division oversees City elections and serves as the Filing Official for political campaign, Statements of Economic Interest, and other legally required filings. The Division is responsible for public engagement and the distribution of public documents under the California Public Records Act.

CITY MANAGER

Budget Detail

101-2011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	541,394	539,385	577,304	501,924	477,600	587,564
7010	Salaries - Temp / Part	82,095	36,022	25,685	40,000	41,800	60,000
7020	Overtime	2,296	1,696	4,613	2,500	3,400	2,500
7070	Leave Buyback	10,219	23,883	6,207	6,000	6,000	6,000
7100	Retirement	108,900	82,370	88,354	88,917	90,000	115,568
7108	Deferred Compensation	4,291	3,597	4,094	6,406	4,600	8,592
7110	Workers Compensation	7,510	12,109	17,876	10,348	1,500	24,114
7120	Disability Insurance	-	4,688	-	-	-	-
7122	Unemployment Insurance	-	11,929	-	-	-	-
7130	Group Health Insurance	39,713	41,769	42,789	37,820	40,480	41,594
7140	Vision Insurance	1,259	1,237	1,320	1,272	1,230	1,385
7150	Dental Insurance	4,001	3,624	3,862	4,770	4,350	5,193
7160	Life Insurance	550	541	606	986	570	1,073
7170	FICA - Medicare	8,857	8,658	8,702	7,894	7,850	9,426
7180	Car/Uniform Allowance	-	4,800	4,400	4,800	6,000	6,000
	<WAGES & BENEFITS>	811,087	776,308	785,812	713,637	685,380	869,009
8000	Office Supplies	4,894	6,213	2,875	5,000	4,000	5,000
8010	Postage	641	1,489	291	1,500	500	1,500
8020	Special Department Expense	7,276	2,315	2,422	4,500	2,000	4,500
8050	Printing/Duplicating	180	208	1,170	1,000	1,000	1,000
8060	Dues & Memberships	3,937	4,297	7,508	1,500	1,750	2,000
8090	Conference & Meeting Expense	9,083	10,539	7,242	12,000	9,000	12,000
8100	Vehicle Maintenance	4,710	1,828	1,693	3,500	2,000	3,000
8110	Equipment Maintenance	2,116	1,415	375	1,000	500	1,000
8150	Telephone	654	812	76	-	-	-
8170	Professional Services	26,217	34,123	15,465	50,000	15,000	40,000
8180	Contract Services	902	1,237	546	4,000	4,000	4,000
8200	Training Expense	5	49	245	2,000	2,000	2,000
8272	CM Emergency	3,769	5,825	1,461	10,000	3,000	10,000
8300	Lease Payment	1,994	2,753	3,235	-	3,000	-
	<OPERATIONS & MAINTENANCE>	66,378	73,102	44,604	96,000	47,750	86,000
8530	Computer Equipment	1,329	1,759	-	-	-	-
	<CAPITAL OUTLAY>	1,329	1,759	-	-	-	-
[101-2011] City Manager Total		878,794	851,169	830,416	809,637	733,130	955,009

CITY MANAGER

Budget Detail

101-2011

HUMAN RESOURCES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the City Manager, Assistant to the City Manager, Human Resources Manager, Principal Management Analyst, Management Analysts, Management Assistant and a portion of the Senior Management Analyst. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for non-salaried part-time employees.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of copy paper (\$1,000) and ordinary office supplies for the Management Services and Public Works (admin) Departments (\$4,000).
- 8010 Postage
Provides funds for postal expenses for City mailings, including public notice mailings, and legal printing of notices (\$1,500).
- 8020 Special Department Expense
Provides funds for miscellaneous department supplies and services not considered office supplies (\$2,500), including beverage and kitchen equipment and supplies (\$2,000).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials, including City information brochures (\$500), stationery and business cards (\$500).
- 8060 Dues, Memberships, and Subscriptions
Provides funds for San Gabriel Valley City Manager's Association dues, International City Manager's Association dues, California City Management Foundation dues, Municipal Management Association of Southern California, and subscriptions to newspapers and professional publications (\$2,000).
- 8090 Conference and Meeting Expense
Provides funds to attend professional and training meetings, conference registrations including the League of California Cities Annual Conference, League of California Cities City Manager's Department Meeting, Municipal Management Association of Southern California Annual Conference (\$12,000).
- 8100 Vehicle Maintenance and Operations
Provides funds for fuel, repair and maintenance of City-owned vehicles (\$3,000).

- 8110 Equipment Maintenance
Provides funds for repair, maintenance, unexpected replacement and upgrade of equipment including postage machine, fax machine and other equipment (\$1,000). (Workstation hardware/software upgrades now in IS budget).
- 8170 Professional Services
Provides funds for consultant services, such as Strategic Planning Consultant for team building, operational studies and other professional services (\$40,000).
- 8180 Contract Services
Provides funds for contract services related to City Manager's Office operations, Constant Contact citywide email marketing tool (\$1,000), maintenance of the City's portion of the Mission District Loft parking and Property Owners' Association dues (\$3,000).
- 8200 Training
Provides funds for employee training program (\$2,000).
- 8272 City Manager Emergency Fund
Permits the City Manager to respond swiftly to emergency and unanticipated needs in any operational area of the City (\$10,000).

CITY CLERK

Budget Detail

101-1021

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	160,621	195,557	196,644	241,049	197,000	249,218
7010	Salaries - Temp / Part	7,168	5,102	21,316	5,000	36,000	5,000
7020	Overtime	638	2,899	3,775	2,000	3,000	2,000
7070	Leave Buyback	938	14,430	6,797	3,000	3,000	3,000
7100	Retirement	29,861	26,463	26,190	37,348	34,500	41,490
7108	Deferred Compensation	808	1,138	842	1,160	775	1,172
7110	Workers Compensation	1,610	2,775	4,503	3,756	5,400	9,936
7130	Group Health Insurance	12,925	18,451	18,822	23,580	17,800	23,580
7140	Vision Insurance	291	389	417	720	480	720
7150	Dental Insurance	923	1,041	1,793	2,700	1,220	2,700
7160	Life Insurance	135	169	314	558	216	558
7170	FICA - Medicare	2,445	3,245	3,502	3,929	3,820	4,100
	<WAGES & BENEFITS>	218,362	271,660	284,915	324,800	303,211	343,474
8000	Office Supplies	490	386	1,057	1,000	1,050	1,750
8010	Postage	148	296	306	200	350	500
8020	Special Department Expense	3,789	2,574	1,685	3,500	3,500	3,500
8040	Advertising	1,053	2,985	3,374	2,200	2,500	4,000
8050	Printing/Duplicating	-	-	-	200	100	200
8060	Dues & Memberships	2,786	7,717	390	1,500	1,500	1,500
8070	Mileage/Auto Allowance	195	178	208	150	400	300
8090	Conference & Meeting Expense	794	2,100	3,695	3,000	3,000	4,000
8110	Equipment Maintenance	4,489	3,402	233	2,000	2,000	2,000
8150	Telephone	1,940	1,143	-	-	-	-
8170	Professional Services	43,525	35,503	66,643	78,000	78,000	-
8180	Contract Services	-	-	-	-	-	74,000
8200	Training Expense	2,112	1,961	595	5,000	5,000	5,000
8300	Lease Payment	1,994	2,753	3,234	3,400	3,400	-
	<OPERATIONS & MAINTENANCE>	63,315	60,996	81,420	100,150	100,800	96,750
8520	Machinery & Equipment	1,997	209	217	3,600	2,100	3,600
8530	Computer Equipment	-	4,761	-	-	-	-
	<CAPITAL OUTLAY>	1,997	4,970	217	3,600	2,100	3,600
101-1021 City Clerk Total		283,674	337,626	366,552	428,550	406,111	443,824

CITY CLERK

Budget Detail

101-1021

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides compensation for full-time Chief City Clerk, Deputy City Clerk, and Management Assistant.
- 7010 Temp/Part Time Salaries
Provides funding for stipend for elected City Clerk (\$3,600) and compensation for part-time staff to perform required duties (\$1,400).
- 7020 Overtime
Provides compensation for staff when required to work overtime, primarily to provide City Council packet and meeting support (\$2,000).

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of City Clerk's Office specific office supplies (\$1,750).
- 8010 Postage
Provides funds for postal expenses for postage meter charges; and mailings to respond to public records requests, mail related to Fair Political Practices Commission filings, and other correspondence (\$500).
- 8020 Special Department Expense
Provides funds for special department supplies and services to include special office supplies, printer cartridges and supplies, City pins, training materials, stationery, business cards, special events and receptions, City Council reorganization, advisory body training materials, and unanticipated department expenses incurred to fulfill requests by management/elected officials (\$3,500).
- 8040 Advertising
Provides funds for advisory body recruitment (\$1,800), publication of ordinances, ordinance summaries, and miscellaneous notices or display advertising not included in budgets of other departments (\$2,200).
- 8050 Printing and Duplication
Provides funds for printing and duplication of documents by a duplication service company for offsite agenda packet printing or for special projects (\$200).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees in city clerk organizations, subscriptions, books and publications, and funds for notary public-related membership, insurance, and expenses (\$1,500).

- 8070 Mileage Reimbursement
Provides for mileage reimbursement when private vehicle is used to conduct City business (\$300).
- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses for three staff members and City Clerk to attend City Clerk meetings, conferences, and pertinent seminars (\$4,000).
- 8110 Equipment Maintenance
Provides funds for repair, upgrades, and maintenance of equipment, e.g., color printer, postage meter, and teleconference equipment. Includes funds for audiovisual supplies and equipment for maintenance, refurbishing, and repair (\$2,000).
- 8180 Contract Service
Provides funds for audiovisual technical services for broadcasting and web streaming City Council and Planning Commission meetings, and for managing two cable channels' programming (\$36,000); additional funding for service calls, special cable channel programming, and enhancements to audiovisual services (\$2,000). Provides funds for document scanning services (\$15,000) and City-wide records management services (\$7,500). Provides funds for municipal codification services in print and on website with contingency funding if more than one code update is necessary or if new ordinances are extremely lengthy (\$6,000); additional funding for out-of-the-ordinary changes to municipal code such as adopting new building and related codes (\$1,000). Provides funds for professional minute preparation as needed during the election (\$3,000). Provides funds for automated Form 700 filing software system (\$3,500).
- 8200 Training Expense
Provides funds for training and workshops, including mandatory training for commissioners (\$500) and City Clerk's division staff, including City Clerk training, Notary Public, Brown Act, or related seminars (\$4,500).

CAPITAL OUTLAY

- 8520 Machinery and Equipment
Includes funds for replacement and/or purchase of audiovisual and computer equipment in the event of unanticipated failure, including audio recording device and software, pc tablets, overhead projection equipment, and broadcasting equipment (\$3,600).

ELECTIONS

Budget Detail

101-1022

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8010	Postage	-	-	-	50	10	-
8020	Special Department Expense	68	152	470	1,000	1,000	1,000
8040	Advertising	315	1,213	865	3,200	2,800	1,600
8070	Mileage/Auto Allowance	-	-	-	100	-	-
8090	Conference & Meeting Expense	-	-	-	200	-	-
8170	Professional Services	(72)	47,849	(48)	120,000	65,000	1,000
<OPERATIONS & MAINTENANCE>		311	49,214	1,287	124,550	68,810	3,600
[101-1022] Elections Total		311	49,214	1,287	124,550	68,810	3,600

ELECTIONS

Budget Detail

101-1022

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for special department supplies and materials related to the election and voter outreach program (\$1,000).

- 8040 Advertising
Provides for funding for the voter outreach program (\$1,600).

- 8170 Professional Services
Provides funding for translation of election notices and election consulting services from the firm Martin & Chapman (\$1,000).

HUMAN RESOURCES

Budget Detail

101-2013

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8010	Postage	879	167	323	300	400	300
8020	Special Department Expense	10,501	10,069	10,638	12,500	10,500	12,000
8040	Advertising	5,275	5,761	6,226	6,000	5,000	6,000
8050	Printing/Duplicating	606	821	275	1,000	800	1,100
8060	Dues & Memberships	3,580	2,957	3,557	3,950	3,500	3,900
8090	Conference & Meeting Expense	3,756	3,714	10,918	12,325	6,000	11,300
8110	Equipment Maintenance	173	233	304	200	100	200
8160	Legal Service	224,589	215,591	185,136	100,000	50,000	100,000
8170	Professional Services	34,038	49,541	28,197	29,000	25,000	30,500
8200	Training Expense	3,716	614	1,790	6,000	2,000	6,000
<OPERATIONS & MAINTENANCE>		287,113	289,468	247,364	171,275	103,300	171,300
101-2013 Human Resources Total		287,113	289,468	247,364	171,275	103,300	171,300

HUMAN RESOURCES

Budget Detail

101-2013

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to personnel activities (\$300).
- 8020 Special Department Expense
Provides funds for special department expenses including holiday celebration (\$6,000) and employee appreciation luncheon (\$1,500), city employee identification cards, recruitment expenses, flu shots and employee wellness program (\$4,500).
- 8040 Advertising
Provides funds for employment advertisement in the San Gabriel Valley Newspaper Group (\$4,500), other advertisement outlets and other recruitments (\$1,500).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of new employee handbooks and purchase of annual Employment Law update posters (\$1,100).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership in the Liebert, Cassidy & Whitmore San Gabriel Valley Employee Relations Consortium, Southern California Public Management Association – Human Resources (SCPMA-HR), California Public Employers Labor Relations Association (CALPELRA), Public Agency Risk Managers Association (PARMA), Municipal Management Association of Southern California (MMASC) and subscriptions, books and publications of professional organizations (\$3,900).
- 8090 Conference and Meeting Expense
Provides funds for Liebert, Cassidy & Whitmore San Gabriel Valley Employee Relations Consortium training meetings and Annual Employment Law Update Conference, Risk Management Conference and Human Resources Academy, CALPELRA Annual Conference, PARMA Annual Conference, NeoGov Annual Training & Conference and the SCPMA-HR Annual Conference (\$11,300).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of postage machine (\$200).
- 8160 Legal Services
Provides funds for labor attorney services including services for labor contract negotiations, employee grievances, application of Personnel Rules and Regulations and administrative policies and other legal requirements governing employee relations, and updating and revision of the Personnel Rules and Regulations and administrative policies (\$100,000).

- 8170 Professional Services
Provides funds for pre-employment physicals, medical and psychological examinations (\$5,650), background checks/investigations (\$1,800), Department of Justice and Personnel investigations (\$10,000), Employee Assistance Program services (\$4,200), NeoGov License Renewal for Insight and Performance Evaluation Modules (\$7,000), Supplemental Insurance Plan (TASC) administration fee (\$350); and testing materials for recruitments (\$1,500).
- 8200 Employee Training
Provides funds for skills enhancement and safety and educational workshops as well as mandatory training for all City staff, including materials to host such training sessions, duplication of handouts and other related expenses (\$6,000).

TRANSPORTATION PLANNING

Budget Detail

101-2021

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7010	Salaries - Temp / Part	49	-	-	-	-	-
7100	Retirement	7	-	-	-	-	-
7170	FICA - Medicare	1	-	-	-	-	-
	<WAGES & BENEFITS>	57	-	-	-	-	-
8010	Postage	178	178	2,162	1,800	350	1,500
8020	Special Department Expense	654	-	-	-	30	-
8050	Printing/Duplicating	2,968	241	4,437	2,000	65	2,000
8060	Dues & Memberships	2,077	200	-	1,000	-	1,000
8090	Conference & Meeting Expense	3,423	146	1,835	2,500	2,500	2,500
8150	Telephone	366	209	-	-	-	-
8160	Legal Service	44,076	34,348	81,946	80,000	82,000	80,000
8170	Professional Services	55,386	36,000	131,993	100,000	80,000	100,000
8180	Contract Services	1,017	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	110,144	71,322	222,373	187,300	164,945	187,000
101-2021 Transportation Planning Total		110,201	71,322	222,373	187,300	164,945	187,000

TRANSPORTATION PLANNING

Budget Detail

101-2021

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to transportation projects and public noticing of transportation projects (\$1,500).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials related to transportation planning (\$2,000).
- 8060 Dues and Membership
Provides funds for membership in professional transportation and land use organizations, such as American Planning Association, Urban Land Institute, Urban Forum and others. (\$1,000).
- 8090 Conference and Meeting Expense
Provides funds for staff and City Council to attend meetings to advocate the City's anti-710 Freeway extension position, as well as other transportation related conferences and meetings (\$2,500).
- 8160 Legal Services
Provides for special legal counsel related to the 710 Freeway (\$60,000). Also provides for other transportation-related legal services (\$20,000).
- 8170 Professional Services
Provides funds for consultant services and other services related to transportation on behalf of the City, 5-Cities Alliance, Connected Communities Coalition, and other partners (\$100,000).

LEGAL SERVICES

Budget Detail

101-2501

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8160	Legal Service	312,804	421,647	255,007	255,000	255,000	265,000
8161	Settlements	1,500	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	314,304	421,647	255,007	255,000	255,000	265,000
[101-2501]	Legal Services Total	314,304	421,647	255,007	255,000	255,000	265,000

LEGAL SERVICES

Budget Detail

101-2501

OPERATIONS & MAINTENANCE

8160 Legal Services

Provides funds for contract City Attorney for a variety of services: attend meetings, including the City Council meetings and sessions, and to provide legal advice to City Council, City Manager, and staff (\$255,000). City mediation services (\$10,000).

INFORMATION SERVICES

Budget Detail

101-3032

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8020	Special Department Expense	767	4,079	747	1,000	1,000	1,000
8060	Dues & Memberships	-	-	130	500	-	200
8110	Equipment Maintenance	56,575	45,450	2,636	10,000	200	2,000
8150	Telephone	7,021	5,477	89,306	90,000	90,000	114,000
8170	Professional Services	163,926	144,275	144,081	171,000	171,000	178,790
8180	Contract Services	34,065	15,254	65,535	112,697	112,000	107,500
8300	Lease Payment	-	-	-	25,400	3,000	33,500
<OPERATIONS & MAINTENANCE>		262,354	214,535	302,435	410,597	377,200	436,990
8530	Computer Equipment	-	587	372	-	-	54,000
<CAPITAL OUTLAY>		-	587	372	-	-	54,000
101-3032 Information Services Total		262,354	215,122	302,807	410,597	377,200	490,990

INFORMATION SERVICES

Budget Detail

101-3032

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for miscellaneous computer equipment and peripherals (\$1,000).
- 8060 Dues & Memberships
Provides funds for membership in the Municipal Information Systems Association of California (MISAC) and other relevant memberships or subscriptions (\$200).
- 8110 Equipment Maintenance
Provides funds for printer repair and replacement (\$2,000).
- 8150 Telephone
Consolidates City-wide land lines, iPad cellular accounts, internet service at City Hall, and cable television service at City Hall (\$114,000). Staff will research options and costs for updating City's telephone system, with options to be presented in FY16-17.
- 8170 Professional Services
Provides funds for Citywide network system consulting services provided by Acorn Technology Corporation for all departments. Annual cost is based on hourly requirements for service (\$178,790). In FY 16-17, Management Services Department staff will develop administrative policies and procedures for IT governance throughout the City.
- 8180 Contract Services
Implements a long-term approach to ensure reliable network connections throughout all City facilities through Time Warner Cable (\$44,000), Citywide notification system Blackboard Connect (\$15,000), Laserfiche (\$3,200), GFI Spam Filter (\$5,000), Anti-Virus (\$7,800) Springbrook (\$27,000), Vision Internet website hosting services (\$2,900) and miscellaneous contract services (\$2,600).
- 8300 Lease Payment
Consolidates copier leases from across the organization to increase efficiency and locate cost-savings throughout the organization. Monthly lease payments, maintenance and related costs for citywide copier fleet (\$33,500).

CAPITAL OUTLAY

- 8530 Computer Equipment
Citywide personal computer/work station replacements (\$45,000) and mobile device replacements (\$9,000).

INSURANCE FUND

Budget Detail

103-2501

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	-	-	1,291	900	10,000	10,000
8161	Settlements	-	-	12,916	50,000	25,000	50,000
	<OPERATIONS & MAINTENANCE>	-	-	14,207	50,900	35,000	60,000
103 -	INSURANCE FUND TOTAL	-	-	14,207	50,900	35,000	60,000

INSURANCE FUND

Budget Detail

103-2501

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for special department expenses (\$10,000).

- 8161 Settlements
General liability settlements based upon actuarial data as part of the City's insurance coverage through the California State Association of Counties Excess Insurance Authority (CSAC-EIA) (\$50,000).

FACILITIES & EQUIPMENT REPLACEMENT FUND

Budget Detail

105-3032

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8530	Computer Equipment	-	-	52,205	215,729	215,729	-
105	FACILITIES & EQUIP. REPLACEMENT	-	-	52,205	215,729	215,729	-

CTC TRAFFIC IMPROVEMENT

Budget Detail

211-2270

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	131	103	237	-	-	-
7100	Retirement	22	-	11	-	-	-
7110	Workers Compensation	1	-	1	-	-	-
7130	Group Health Insurance	29	-	15	-	-	-
7140	Vision Insurance	1	-	-	-	-	-
7150	Dental Insurance	3	-	1	-	-	-
7170	FICA - Medicare	2	-	1	-	-	-
	<WAGES & BENEFITS>	188	103	266	-	-	-
[211-2011]	City Manager Total	188	103	266	-	-	-
211 -	CTC TRAFFIC IMPROVEMENT TOTAL	188	103	266	-	-	-

CLEAN AIR ACT - AB 2766

Budget Detail

218-2270

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7080	Rideshare	-	289	466	-	-	-
7108	Deferred Compensation	-	-	1	-	-	-
7110	Workers Compensation	-	7	24	-	-	-
7130	Group Health Insurance	-	-	7	-	-	-
7150	Dental Insurance	-	-	1	-	-	-
7160	Life Insurance	-	1	1	-	-	-
7170	FICA - Medicare	-	4	10	-	-	-
	<WAGES & BENEFITS>	-	300	510	-	-	-
8261	Rideshare	-	-	-	2,000	-	-
	<OPERATIONS & MAINTENANCE>	-	-	-	2,000	-	-
8540	Automotive Equipment	-	96,598	(81)	40,000	-	40,000
	<CAPITAL OUTLAY>	-	96,598	(81)	40,000	-	40,000
218-2270	Clean Air Act Total	-	96,899	429	42,000	-	40,000
218	CLEAN AIR ACT TOTAL	-	96,899	429	42,000	-	40,000

CLEAN AIR ACT - AB 2766

Budget Detail

218-2270

CAPITAL OUTLAY

- 8540 Automotive Equipment
Provides funds to purchase a hybrid vehicle for the Public Works Department (\$40,000).

COMMUNITY PROMOTION

Budget Detail

220-2301

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	30,211	1,673	-	-	-	-
8185	Chamber of Commerce	120,500	120,500	148,500	135,000	135,500	135,500
8254	Rose Parade Float	2,500	2,500	-	-	-	-
8255	Public Events Promotion	-	7,169	15,000	2,500	2,500	2,500
<OPERATIONS & MAINTENANCE>		153,211	131,842	163,500	137,500	138,000	138,000
220-2301 Community Promotion Total		153,211	131,842	163,500	137,500	138,000	138,000
220 - BUSINESS IMPROVEMENT TAX		153,211	131,842	163,500	137,500	138,000	138,000

COMMUNITY PROMOTION

Budget Detail

220-2301

OPERATIONS & MAINTENANCE

- 8185 Chamber of Commerce
Funds are allocated by contract with the South Pasadena Chamber of Commerce. These funds include an allocation to the South Pasadena Tournament of Roses (\$135,500).
- 8255 Public Events Promotion
Provides funds to support the Public Safety Open House in conjunction with South Pasadena Tournament of Roses' Cruz'n for Roses Classic Car Show (\$2,500).

MISSION MERIDIAN PUBLIC GARAGE

Budget Detail

226-2029

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	3,687	1,371	643	500	2,500	500
8060	Dues & Memberships	27,298	27,298	25,023	10,000	15,000	10,000
8120	Building Maintenance	-	-	4,716	-	-	-
8140	Utilities	-	-	-	5,500	-	5,500
8170	Professional Services	-	-	-	10,000	375	10,000
<OPERATIONS & MAINTENANCE>		30,985	28,669	30,382	26,000	17,875	26,000
[226-2029] Mission Meridian Public Garage		30,985	28,669	30,382	26,000	17,875	26,000
226 - MISSION MERIDIAN PUBLIC GARAGE		30,985	28,669	30,382	26,000	17,875	26,000

MISSION MERIDIAN PUBLIC GARAGE

Budget Detail

226-2029

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides additional funds for supplies and maintenance of the Mission Meridian Parking Garage (\$500).

- 8060 Property Owners' Association (POA) Dues
Provides funds for a portion of the Mission Meridian Parking Garage's POA dues (\$10,000).

- 8140 Utilities
Provides funds for a portion of the Mission Meridian Parking Garage's payment of Utilities (\$5,500).

- 8170 Professional Services
Provides funds for consultant services and other services related to parking (\$10,000).

BTA GRANT

Budget Detail

248-2011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8170	Professional Services	-	-	-	-	10,000	44,000
	<OPERATIONS & MAINTENANCE>	-	-	-	-	10,000	44,000
248	BTA GRANTS TOTAL	-	-	-	-	10,000	44,000

BTA GRANT

Budget Detail

248-2011

OPERATIONS & MAINTENANCE

8170 Professional Services

Provides funds from Caltrans' Bicycle Transportation Account program for additional bicycle parking throughout the City and a sharrow on Mission Street (\$44,000).

GOLDEN STREETS GRANT

Budget Detail

249-2011

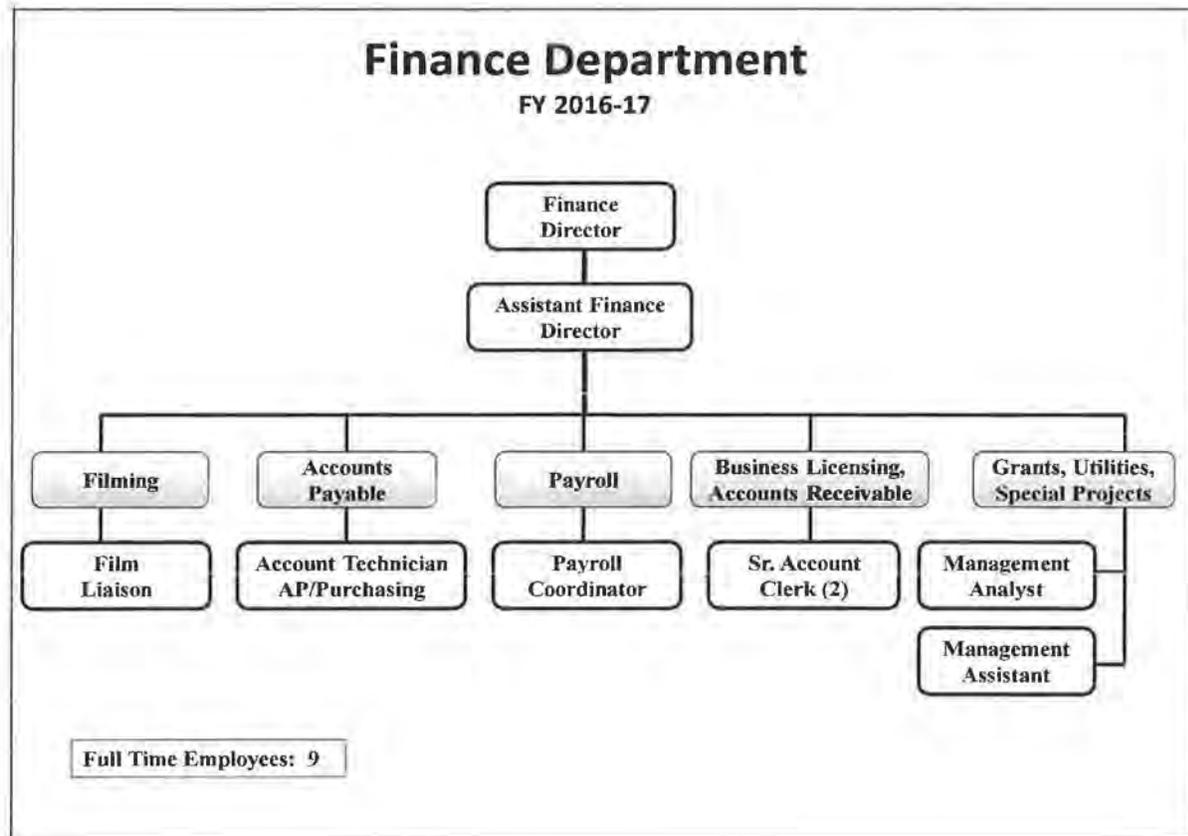
Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8170	Professional Services	-	-	-	-	393,600	-
	<OPERATIONS & MAINTENANCE>	-	-	-	-	393,600	-
249-2011 City Manager Total		-	-	-	-	393,600	-
249 - GOLDEN STREETS GRANT TOTAL		-	-	-	-	393,600	-

FINANCE
Department Summary

EXPENDITURE SUMMARY	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Wages & Benefits	1,022,125	890,274	1,255,938	1,390,364	1,320,226	1,479,985
Operations & Maintenance	3,160,166	1,568,028	1,154,337	1,157,868	1,057,167	1,101,395
Capital Outlay	-	1,673	-	-	-	-
Total Expenses by Category	4,182,291	2,459,975	2,410,275	2,548,232	2,377,393	2,581,380
[101-3011] Finance	384,312	519,086	653,960	653,370	601,498	724,891
[101-3032] Information Services	262,354	-	-	-	-	-
[500-3012] Utility Billing	770,206	726,122	903,756	1,070,906	897,780	1,023,029
[101-3041] Non-Dept/Overhead	2,765,420	1,214,766	852,559	823,956	878,115	833,460
Total Expenses by Program	4,182,291	2,459,975	2,410,275	2,548,232	2,377,393	2,581,380

Finance Director	1
Assistant Finance Director	1
Management Analyst	1
Payroll Coordinator	1
Filming Liaison	1
Accounting Technician	1
Management Assistant	1
Senior Account Clerk	2
Total	9

FINANCE
Department Description and Authorized Positions



The Finance Department accounts for all City and Agency expenditures, administers business licensing, manages several competitive grants in collaboration with other departments, prepares the biweekly payroll, prepares payment of all obligations for review and approval by the City Council, and sends out approved check warrants. In conjunction with, and subject to the independent certification of the City/Agency independent audit firm, the Department prepares the City's Comprehensive Annual Financial Report (CAFR). The Department also prepares annual reports for the State Controller and other State and Federal agencies. Under the direction of the City Manager, the Department prepares the City's annual budget.

The Finance Department oversees the utility billing function for the City's approximately 7,000 accounts for all water, refuse and sewer fees. The Department works with the City Treasurer and the Finance Committee with respect to the various financial issues the City needs to consider. As required by the Government Code, monthly investment reports are provided to the City Council summarizing investment holdings and rates of return on investments. The Department also manages the film permitting process.

FINANCE

Budget Detail

101-3011

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	192,098	269,232	418,413	449,001	379,200	486,233
7010	Salaries - Temp / Part	14,950	-	-	-	-	-
7020	Overtime	1,505	942	6,889	1,000	1,200	1,000
7040	Holiday	-	-	43	-	-	-
7070	Leave Buyback	8,384	4,664	13,967	3,200	5,316	5,500
7100	Retirement	37,389	39,079	56,853	72,415	67,360	82,841
7108	Deferred Compensation	378	194	667	710	740	1,216
7110	Workers Compensation	2,093	3,464	8,648	6,739	8,930	19,069
7120	Disability Insurance	852	-	1,685	-	-	-
7130	Group Health Insurance	24,599	35,877	43,657	37,120	41,660	40,123
7140	Vision Insurance	803	1,061	1,163	1,546	1,340	1,630
7150	Dental Insurance	2,921	3,927	4,394	5,796	4,600	6,111
7160	Life Insurance	334	485	633	1,198	600	1,263
7170	FICA - Medicare	2,753	3,373	5,797	6,510	5,330	7,050
	<WAGES & BENEFITS>	289,058	362,297	562,809	585,235	516,276	652,036
8000	Office Supplies	4,733	4,977	5,781	2,500	3,400	3,000
8010	Postage	4,488	5,527	5,759	5,500	5,500	5,500
8020	Special Department Expense	16,127	17,968	41,895	20,000	35,000	22,730
8050	Printing/Duplicating	2,235	1,797	3,761	2,300	2,300	2,300
8060	Dues & Memberships	1,389	745	1,055	745	1,045	745
8070	Mileage/Auto Allowance	57	111	104	100	59	100
8090	Conference & Meeting Expense	2,661	2,764	3,387	1,800	1,600	2,480
8110	Equipment Maintenance	5,128	4,148	3,872	1,600	3,300	1,600
8150	Telephone	1,191	228	38	-	-	-
8170	Professional Services	57,206	116,796	24,909	33,000	33,000	27,400
8180	Contract Services	-	-	-	-	-	6,500
8200	Training Expense	39	55	590	590	18	500
	<OPERATIONS & MAINTENANCE>	95,253	155,116	91,151	68,135	85,222	72,855
8530	Computer Equipment	-	1,673	-	-	-	-
	<CAPITAL OUTLAY>	-	1,673	-	-	-	-
[101-3011] Finance Total		384,312	519,086	653,960	653,370	601,498	724,891

FINANCE

Budget Detail

101-3011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides the partial compensation for the Finance Director, Assistant Finance Director, Management Analyst, Payroll Coordinator, Film Liasion, Management Assistant, Accounting Technician, and Senior Account Clerks. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of miscellaneous supplies (\$3,000).
- 8010 Postage
Provides funds for postal expenses for mailing information, purchase orders, checks, business licenses, and miscellaneous Department mailings (\$5,500).
- 8020 Special Department Expense
The procurement of computer, printer, and copier supplies (\$3,000). Departmental forms including W-2s and 1099s, business license reminder notices, business stickers, department cash receipts, envelopes, warrants, and purchase orders (\$6,000). Allocation of credit card charges and bank analysis fees (\$10,000), funding for compilation of the CAFR statistical section, and application costs for the GFOA CAFR award program (\$1,130). Annual PERS accounting actuarials (\$2,600).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of draft and final budget (\$1,800) and other miscellaneous information intended for public distribution from the Finance Department (\$500).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership in the California Society of Municipal Finance Officers Association (CSMFO, \$220), the Government Finance Officers Association (GFOA, \$225), and Film Liaisons in California (FLICS, \$300).
- 8070 Mileage Reimbursement
Provides funds for mileage reimbursement for Film Liaison's use of private vehicle to conduct City business. Reimbursement is at current IRS reimbursement rate (\$100).

- 8090 Conference and Meeting Expense
Provides funds for attendance at luncheon meetings of the San Gabriel Valley Chapter of the California Society of Municipal Finance Officers (CSMFO) for Director and Assistant Director (\$480), 50% share of the annual CSMFO conference for the Finance Director (\$1,000), and annual Diehl Evans tax seminar for the Director, Assistant Director and Payroll Coordinator (\$1,000). Actual attendance costs will be determined by location and date.
- 8110 Equipment Maintenance
Provides funds for postage machine lease/maintenance allocation (\$550), credit card processor (\$200), postage meter (\$200), typewriters, currency counter, and calculators (\$650).
- 8170 Professional Services
Provides funds for share of annual GASB 34 infrastructure asset valuation (\$2,800). Sales tax and property tax audits (\$14,600), and other financial services (\$10,000).
- 8180 Contract Services
Provides funds for OpenGov contract (\$6,500).
- 8200 Employee Training
Provides funds for department training opportunities (\$500).

UTILITY BILLING

Budget Detail

500-3012

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	167,989	53,266	197,289	273,475	219,800	250,236
7010	Salaries - Temp / Part	14,771	-	5,458	-	21,000	21,000
7020	Overtime	1,354	97	195	-	2,800	195
7070	Leave Buyback	22,730	1,651	325	-	8,700	-
7100	Retirement	36,270	8,657	23,839	39,081	36,900	37,705
7108	Deferred Compensation	548	177	774	1,621	1,250	1,716
7110	Workers Compensation	2,318	800	3,881	6,534	6,140	10,435
7120	Disability Insurance	284	-	198	-	-	-
7130	Group Health Insurance	20,339	5,534	15,748	21,462	19,300	19,133
7140	Vision Insurance	479	175	436	722	590	650
7150	Dental Insurance	1,932	461	1,201	2,709	2,050	2,439
7160	Life Insurance	300	79	202	560	280	504
7170	FICA - Medicare	2,399	825	3,090	3,965	5,140	3,935
	<WAGES & BENEFITS>	271,714	71,723	252,636	350,129	323,950	347,949
8000	Office Supplies	-	-	-	-	50	-
8010	Postage	21,221	6	110	100	300	300
8020	Special Department Expense	116,050	143,266	147,334	75,000	106,000	120,500
8032	Water Efficiency Fee Projects	-	4,392	94,219	207,897	40,000	100,000
8060	Dues & Memberships	515	-	55	-	-	-
8090	Conference & Meeting Expense	1,882	-	2,222	1,500	500	1,500
8110	Equipment Maintenance	17,835	15,510	15,341	24,000	15,000	13,900
8170	Professional Services	235,048	424,245	324,149	319,800	320,000	337,400
8180	Contract Services	-	-	-	-	-	9,000
8200	Training Expense	-	-	710	500	-	500
8350	Bad Debt Expense	13,961	-	-	-	-	-
8400	Overhead Allocation	91,981	66,980	66,980	91,980	91,980	91,980
	<OPERATIONS & MAINTENANCE>	498,492	654,400	651,120	720,777	573,830	675,080
[500-3012] Utility Billing Total		770,206	726,122	903,756	1,070,906	897,780	1,023,029

UTILITY BILLING

Budget Detail

500-3012

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides the partial compensation for the Finance Director, Assistant Finance Director, Payroll Coordinator, Management Assistant, Accounting Technician, Senior Account Clerk, and Senior Management Analyst. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Temp/Part-time
Provides for compensation for the Water Conservation Management Intern.

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for postal expenses related to water billing services and inserts (\$300).
- 8020 Special Department Expense
Provides funds for payment of allocation of credit card charges and bank analysis fees (\$120,000), and for miscellaneous department supplies and services (\$500).
- 8032 Water Efficiency Fee Projects
Provides funds for water conservation and efficiency programs (\$100,000).
- 8090 Conference and Meeting Expense
Share of annual CSMFO conference for the Finance Director (\$1,000) and meeting expenses for the Water Conservation Specialist (\$500).
- 8110 Equipment Maintenance
Provides funds for postage machine and copier lease/maintenance allocation (\$2,000), the RemitPlus remote deposit hardware and software (\$1,300) and maintenance costs for Springbrook Software (Finance/Utility Billing systems \$10,600).
- 8170 Professional Services
Provides (\$312,000) toward contractual support service with Global Water, the company that provides the Finance Department's utility billing processing. Also provides forty-percent share of annual city audit services, (\$14,200), a share of the GASB 34 infrastructure assets valuation with Community Economic Solutions (\$1,200), and a share of Morgan Stanley/Western Asset investment management services (\$10,000).
- 8180 Contract Services
Provides funds for share of bank armored courier services (\$9,000).
- 8200 Training
Provides funds for training seminars for Finance Department staff (\$500).
- 8400 Overhead Allocation
Charges for administrative services provided by the General Fund (\$91,980).

NON-DEPARTMENTAL/OVERHEAD

Budget Detail

101-3041

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7131	Retiree Health Insurance	461,353	456,254	440,493	455,000	480,000	480,000
	<WAGES & BENEFITS>	461,353	456,254	440,493	455,000	480,000	480,000
8020	Special Department Expense	437	7,897	208	-	-	-
8060	Dues & Memberships	21,396	23,868	22,738	22,740	22,602	23,080
8150	Telephone	25,751	24,851	14,921	12,000	9,240	-
8170	Professional Services	25,138	23,900	37,315	30,000	42,200	53,380
8180	Contract Services	-	-	-	-	-	11,000
8191	Liability & Surety Bonds	2,047,015	491,428	151,805	117,908	134,700	136,000
8300	Lease Payment	61,308	61,308	61,308	61,308	61,309	-
8335	Property Tax Admin. Fee	122,515	125,260	123,771	125,000	128,064	130,000
8350	Bad Debt Expense	506	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	2,304,066	758,512	412,066	368,956	398,115	353,460
[101-3041] Non-Dept/Overhead Total		2,765,420	1,214,766	852,559	\$23,956	\$78,115	833,460

NON-DEPARTMENTAL/OVERHEAD

Budget Detail

101-3041

PERSONNEL SERVICES

- 7131 Retirees Health Insurance
It is the City's obligation to fund retiree health benefits, as called for in each of the respective employee memorandums of understanding (\$480,000).

OPERATIONS & MAINTENANCE

- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for City memberships in League of California Cities (\$10,120), League of California Cities-LA County (\$1,150), LAFCO (\$1,260), the San Gabriel Valley Council of Governments (\$9,240), and the Southern CA Association of Governments (\$1,310).
- 8170 Professional Services
Provides funds for independent accounting services, including interim audits and preparation of annual Financial Report (CAFR) (\$21,380), a share of Morgan Stanley/Western Asset investment management services (\$20,000), and deferred compensation consulting/compliance services (\$12,000).
- 8180 Contract Services
Provides funds for share of bank armored courier services (\$11,000).
- 8191 Liability & Surety Bonds
General fund share of commercial liability insurance, automobile liability insurance for City vehicles, environmental liability insurance, and property insurance on City-owned facilities and buildings/contents, and surety and commercial crime bonds provide for City insurance protection for employees and officials. Total is \$226,900. (Portions are allocated 25% to the Water Fund, 5% to the Sewer Fund, and 10% to the Lighting and Landscaping Maintenance District Fund).
- 8335 Property Tax Admin Fee
LA County Fee for property tax calculation and administration (\$130,000).

PUBLIC FINANCING AUTHORITY BOND DEBT SERVICE
Budget Detail 550-6712

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8232	Debt Service - Fees	2,500	5,000	5,000	2,500	2,500	2,500
8320	Issuance Cost Expense	253,762	-	(18,617)	-	-	-
8330	Debt Service - Principal - 2009	-	-	-	765,000	765,000	790,000
8331	Debt Service - Interest - 2009	-	-	-	1,990,575	1,990,575	1,966,263
8333	Debt Service-Professional Svc	4,392	3,050	5,300	3,050	3,050	3,050
8340	Debt Service - Principal - 2013	-	-	-	330,000	330,000	340,000
8341	Debt Service - Interest - 2013	-	-	-	220,188	220,188	211,787
<OPERATIONS & MAINTENANCE>		260,654	8,050	(8,317)	3,311,313	3,311,313	3,313,600
550-6712 Bond Debt Service Total		260,654	8,050	(8,317)	3,311,313	3,311,313	3,313,600
550 - PUBLIC FINANCING AUTHORITY		260,654	8,050	(8,317)	3,311,313	3,311,313	3,313,600

<h2 style="margin: 0;">CITY TREASURER</h2> <h3 style="margin: 0;">Department Summary</h3>

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	9,201	9,229	9,291	9,290	9,300	9,452
Total Expenses by Category	9,201	9,229	9,291	9,290	9,300	9,452
 [101-3021] City Treasurer	 9,201	 9,229	 9,291	 9,290	 9,300	 9,452
Total Expenses by Program	9,201	9,229	9,291	9,290	9,300	9,452

CITY TREASURER

Department Description and Authorized Positions

City Treasurer	1
Total	1

The City Treasurer is an elected position and is responsible for the management and oversight of the City's idle cash and its investments upon order of the City Council. The Treasurer receives and safely keeps City funds, provides overall investment management and strategy, administers the City's banking relationships, reports periodically to the City Council and the City's Finance Committee, and submits an annual investment policy to the City Council.

CITY TREASURER

Budget Detail

101-3021

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7010	Salaries - Temp / Part	8,472	8,472	8,541	8,472	8,472	8,472
7110	Workers Compensation	81	109	156	170	180	332
7170	FICA - Medicare	648	648	594	648	648	648
	<WAGES & BENEFITS>	9,201	9,229	9,291	9,290	9,300	9,452
101-3021	City Treasurer Total	9,201	9,229	9,291	9,290	9,300	9,452

CITY TREASURER

Budget Detail

101-3021

PERSONNEL SERVICES

7010 Salaries – Temp/Part Time

Provides funds for monthly stipend of elected City Treasurer. The Treasurer's stipend is authorized by Government Code and City Resolution.

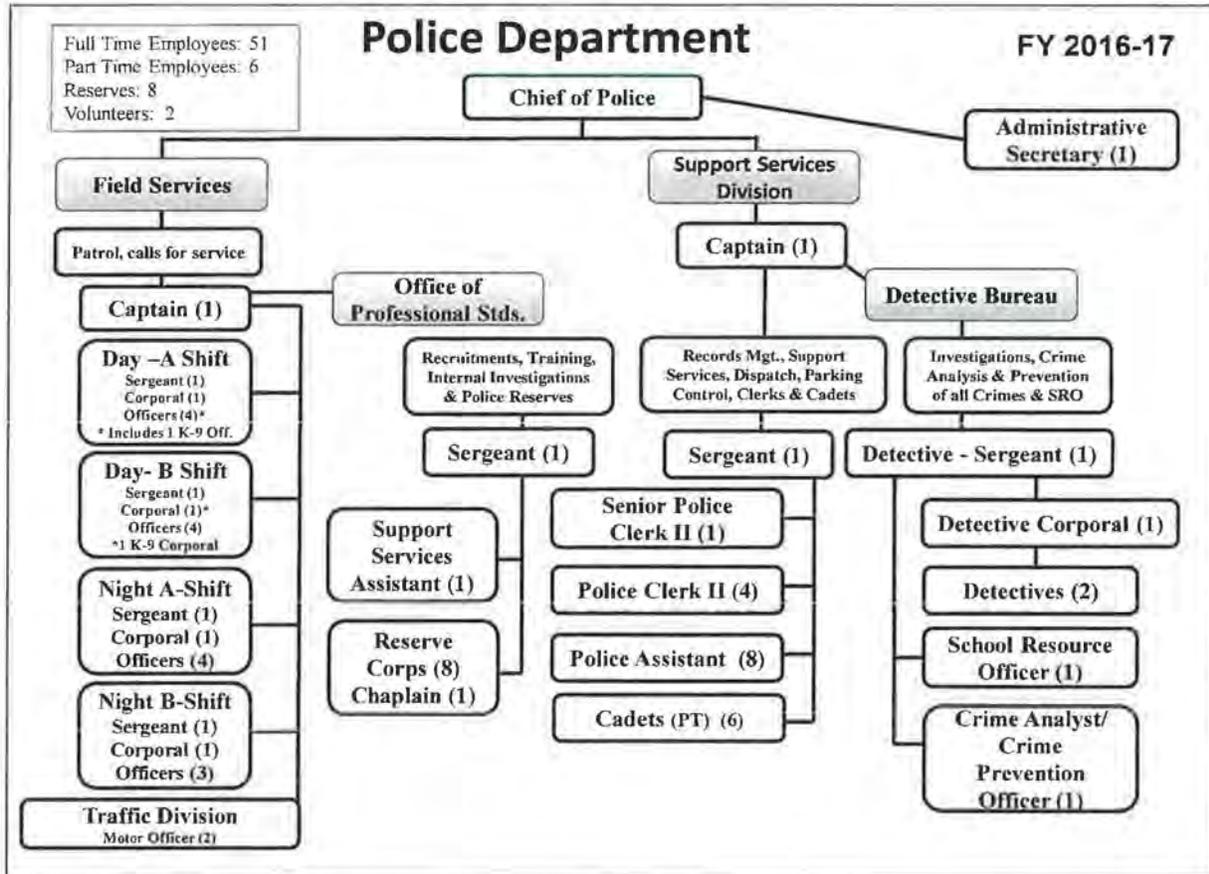
POLICE Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	6,024,915	5,948,160	6,358,858	6,981,286	6,886,964	7,299,161
Operations & Maintenance	848,171	873,562	857,981	792,000	880,576	995,941
Capital Outlay	370,821	336,101	248,006	81,693	134,154	170,000
Total Expenses by Category	7,243,907	7,157,823	7,464,845	7,854,979	7,901,694	8,465,102
[101-4011] Police	6,963,840	6,891,989	7,198,511	7,774,979	7,777,160	8,295,102
[105-4011] Facilities & Equipment Replacement	-	-	105,817	80,000	57,386	95,000
[270-4015] Police Asset Forfeiture	-	-	4,639	-	16,922	-
[272-4018] Police State Grant - AB 3229	165,945	98,549	108,378	-	45,000	75,000
[273-4019] Police Grant	-	-	-	-	5,226	-
[274-4019] Police Grant	114,122	167,285	47,500	-	-	-
Total Expenses by Program	7,243,907	7,157,823	7,464,845	7,854,979	7,901,694	8,465,102

Police Chief	1
Police Captain	2
Police Sergeant	7
Corporal	5
Police Officer	21
Support Services Assistant	1
Senior Police Clerk	1
Police Clerk II	4
Police Assistant	8
Administrative Secretary	1
Total	51

POLICE

Department Description and Authorized Positions



The South Pasadena Police Department is comprised of 36 sworn officers, including captains, sergeants, corporals and chief of police, 15 full-time non-sworn personnel and additional part-time non-sworn personnel including police cadets and crossing guards. The department is augmented with an additional 8 reserve officers and a volunteer chaplain.

The Police Department provides a full range of law enforcement and crime deterrence services. Services include street patrol, traffic patrol, crime investigation and analysis, parking enforcement, and a community crime prevention program. Support services for sworn officers include training, records, property evidence, dispatch center, and administrative support.

Field Services	Detective Bureau	Administrative Support Unit
Internal Affairs	Investigations	Dispatch Center
Reserve Program	Case filings with District Attorney	Records
Recruitment	Warrant Service	Parking Enforcement Contract
Backgrounds	Crime Analysis	Crossing Guard Contract
Projects	Crime Prevention	Fleet Management
Emergency Operations	School Programs	Facilities Management
Area C Mutual Aid	Parolee/Probation Compliance Checks	Information Technology
	Sex/Arson/Narcotic/Gang Registrations	Projects
	Arson Investigations	Property/Evidence
		Court Liaison

POLICE

Budget Detail

101-4011

Acct	Tsk	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	000	Salaries - Permanent	3,427,824	3,456,965	3,668,850	4,210,487	3,920,000	4,247,815
7010	000	Salaries - Temp / Part	199,286	128,224	117,399	180,000	145,448	112,200
7020	000	Overtime	366,880	444,519	608,357	400,000	606,353	400,000
7040	000	Holiday	117,611	124,641	136,015	105,000	157,022	120,000
7045	000	Overtime - Special Detail	206,637	226,463	206,028	210,000	210,000	210,000
7050	000	Overtime - DUI Checkpoint	9,563	15,400	8,761	-	-	-
7060	000	IOD - Safety	86,779	163,075	118,621	-	-	-
7070	000	Leave Buyback	98,030	57,987	80,405	60,000	60,822	61,000
7100	000	Retirement	968,648	748,777	773,185	1,111,905	1,030,000	1,251,636
7108	000	Deferred Compensation	4,657	2,899	3,279	4,100	4,600	4,485
7110	000	Workers Compensation	88,702	120,480	200,874	156,996	226,400	360,168
7120	000	Disability Insurance	3,454	-	6,220	-	73,550	-
7122	000	Unemployment Insurance	3,247	13,778	4,308	-	3,000	-
7130	000	Group Health Insurance	286,779	289,333	268,804	354,240	288,800	345,760
7140	000	Vision Insurance	9,660	9,743	8,925	12,480	9,800	12,240
7150	000	Dental Insurance	33,384	32,622	29,458	46,800	30,200	45,000
7160	000	Life Insurance	4,878	4,887	4,977	10,248	4,580	10,050
7170	000	FICA - Medicare	65,255	64,744	70,334	74,030	62,000	73,805
7180	000	Car/Uniform Allowance	43,642	43,621	44,058	45,000	54,389	45,000
<WAGES & BENEFITS>			6,024,915	5,948,160	6,358,858	6,981,286	6,886,964	7,299,161
8000	000	Office Supplies	23,887	29,267	33,687	22,000	35,070	25,000
8010	000	Postage	5,674	4,759	6,148	4,000	4,121	4,000
8020	000	Special Department Expense	88,114	82,871	117,570	72,000	90,173	72,500
8034	000	K9 Expenses	-	73	5,922	6,500	2,657	6,500
8035	000	Narco K9 Expenses	-	3,829	4,731	12,000	-	12,000
8040	000	Advertising	-	-	96	-	-	-
8050	000	Printing/Duplicating	2,505	2,861	4,831	3,000	6,271	6,000
8060	000	Dues & Memberships	3,307	3,442	3,931	2,000	3,366	2,000
8090	000	Conference & Meeting Expense	3,563	12,443	5,762	7,000	7,000	9,000
8100	000	Vehicle Maintenance	208,388	157,335	83,918	95,000	95,000	95,000
8105	000	Fuel	-	-	66,499	55,000	55,000	55,000
8110	000	Equipment Maintenance	25,128	20,689	49,613	18,000	23,929	18,000
8120	000	Building Maintenance	9,309	8,893	14,065	10,000	22,144	-
8134	000	Safety Clothing/Equipment	13,734	24,498	20,268	21,500	26,798	33,500
8150	000	Telephone	20,870	34,448	5,892	-	-	-
8155	000	Rental/Lease	690	-	-	-	-	-
8170	000	Professional Services	98,408	128,853	105,140	94,000	139,047	143,000
8180	000	Contract Services	297,769	292,425	255,961	330,000	330,000	474,441
8200	000	Training Expense	17,543	26,190	38,654	20,000	20,000	20,000
8210	000	Training Expense	24,781	17,792	16,248	20,000	20,000	20,000
<OPERATIONS & MAINTENANCE>			843,671	850,667	838,936	792,000	880,576	995,941
8520	000	Machinery & Equipment	6,803	-	717	1,693	200	-
8522	000	DUI Checkpoint Equipment	2,480	-	-	-	-	-
8530	000	Computer Equipment	14,493	9,744	-	-	-	-
8540	000	Automotive Equipment	71,479	83,418	-	-	9,420	-
<CAPITAL OUTLAY>			95,254	93,163	717	1,693	9,620	-
101-4011 Police Total			6,963,840	6,891,989	7,198,511	7,774,979	7,777,160	8,295,102

POLICE

Budget Detail

101-4011

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides salaries for all full-time, permanent sworn, and civilian employees.
- 7010 Salaries – Temporary/Seasonal/Part-Time
Provides compensation for seasonal, temporary, and other non-salaried part-time employees. Part-time employees include Police Cadets.
- 7020 Overtime
Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, court appearances and court on-call status during off-duty hours, and overtime required to fill minimal staffing requirements. Efforts will be made through negotiated agreements with the police officers' association to reduce nonessential overtime costs, however, overtime due to burglary suppression efforts will continue. The use of reserve officers whenever possible has kept these costs down.
- 7040 Holiday
Covers overtime compensation for employees required to work on Holidays.
- 7045 Overtime – Filming Detail
Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of Police report forms; Detective and Records case file folders; office stationery; miscellaneous office supplies (\$25,000).
- 8010 Postage
Provides funds for Police Department postal expenses (\$4,000).
- 8020 Special Department Expense
Provides for department supplies and services to include: Fingerprint supplies, emergency flares, and handheld radio batteries (\$5,000); expenses for Police Reserve Officers such as uniform maintenance and reimbursement, court reimbursement, and training for Reserves (\$7,500); Festival of Balloons expenses including radio, repeater, and message board rentals (\$1,000); lethal and less lethal weapons, training supplies including ammunition and range maintenance and repairs (\$25,000); Department of Justice Fingerprint checks (\$4,000); Live-Scan (\$3,500); community education programs (Teen Academy, Coffee with a Cop, Women's Self Defense, Citizen's Academy, Crime

- Prevention Materials and miscellaneous supplies, equipment, and reimbursements (\$26,500).
- 8034 K-9
Provides for training, equipment, maintenance and veterinarian costs (\$6,500).
- 8035 Narco K9 Expenses
Provides for training, equipment, maintenance and veterinarian costs (\$12,000). This is a contract with the South Pasadena Unified School District, which provides for reimbursement of expenses.
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials such as crime prevention brochures (\$3,000); and parking and traffic citations, and parking permits (\$3,000).
- 8060 Dues, Memberships, Subscriptions and Books
Fund provides for both memberships and training material. Includes memberships for the Los Angeles County Police Chiefs Association (\$350); the California Police Chiefs Association (\$600); the San Gabriel Valley Police Chiefs Association (\$180); the International Association of Chiefs of Police Chiefs (\$120); California Association of Property and Evidence (\$45); International Association for Property and Evidence Investigators (\$50); California Background Investigators Association (\$45); and the California Public Parking Association (\$250); subscription to the Pasadena Star News (\$240); and subscription service for various legal codes including Penal Code and Vehicle Code (\$120).
- 8090 Conference and Meeting Expenses
Provides funds for management training, conferences, transportation, and meeting expenses. This includes providing refreshments for local community and professional meetings of organizations such as the San Gabriel Valley Intelligence meetings and staff meetings (\$2,500). Funds are allocated for the Chief of Police to attend certain annual professional meetings and conferences, including the annual conferences for the California Police Chiefs Association (\$1,900); the Los Angeles County Police Chiefs Association (\$600); and for other personnel to attend miscellaneous meetings and conferences (\$4,000).
- 8100 Vehicle Maintenance and Operations
Provides funds for the maintenance, repairs, and operational costs for the Police vehicle fleet, routine maintenance and repairs (\$60,000); collision repairs (\$5,000); tires (\$6,000); vehicle washes (\$4,000); and maintenance and repairs of emergency equipment and vehicle computers (\$20,000).
- 8105 Fuel
Provides funds for fueling of patrol vehicles (\$55,000).
- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of City-owned equipment, excluding police vehicles. This includes maintenance, calibration and repair of radar units; and maintenance and repair of office machines, police radios, video cameras, and other equipment (\$18,000).

- 8134 Safety Equipment and Supplies
Provides for the purchase of safety equipment and supplies for both sworn and civilian personnel, including uniforms for new employees (\$4,800); ballistic body armor (\$20,000); flashlights (\$500); and other safety equipment and supplies (\$8,200).
- 8170 Professional Services
Provides for outside services/retainers for specific needs such as: Arrestee blood alcohol tests (\$1,500); sexual assault and victim exams (\$1,500); arrestee medical treatment (\$13,500); office computer and server maintenance (\$45,000); medical, psychological, and background exams for employee candidates (\$10,000); Pasadena Police Department crime scene evidence technician (\$14,500); fingerprint tracing service (\$8,000).
- 8180 Contract Services
Funds contracts that are provided for services such as: Pasadena Humane Society (\$122,686); Inter-Con Security parking enforcement (\$138,564); All City Management Crossing Guards (\$138,726); inmate housing fees for Alhambra and Pasadena Police Departments (\$28,000); ICS Glendale (\$27,940); CAD/RMS technical support (\$9,785); Foothill Air Support Team (\$27,889); predictive policing (\$29,851).
- 8200 Training Expense
Provides funds for training courses and training materials for Police Department employees that is not reimbursable by P.O.S.T. (\$20,000).
- 8210 P.O.S.T. Training Expense
Provides for training courses and training materials required of police officers to retain or obtain P.O.S.T. certification. A portion of the training is P.O.S.T. reimbursable and goes back into the general fund (\$20,000)

POLICE

Budget Detail

105-4011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8540	Automotive Equipment	-	-	105,817	80,000	57,386	95,000
	<CAPITAL OUTLAY>	-	-	105,817	80,000	57,386	95,000
105	- FACILITIES & EQUIP. REPLACEMENT	-	-	105,817	80,000	57,386	95,000

Budget Detail

POLICE

105-4011

OPERATIONS & MAINTENANCE

8540 Automotive Equipment

Provide funds for the purchase of two police vehicles (\$95,000).

POLICE

Budget Detail

270-4015

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8520	Machinery & Equipment		-	4,639	-	16,922	-
	<CAPITAL OUTLAY>	-	-	4,639	-	16,922	-
270 - ASSET FORFEITURE TOTAL		-	-	4,639	-	16,922	-

POLICE

Budget Detail

272-4018

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8180	Contract Services	-	12,496	14,560	-	-	-
8200	Training Expense	4,500	10,400	4,485	-	-	-
	<OPERATIONS & MAINTENANCE>	4,500	22,896	19,045	-	-	-
8520	Machinery & Equipment	161,445	75,653	81,632	-	45,000	75,000
8540	Automotive Equipment		-	7,701	-	-	-
	<CAPITAL OUTLAY>	161,445	75,653	89,333	-	45,000	75,000
[272-4018]	Police State Grant - AB 3229	165,945	98,549	108,378	-	45,000	75,000
272	- POLICE GRANTS - STATE (COPS)	165,945	98,549	108,378	-	45,000	75,000

POLICE

Budget Detail

272-4018

OPERATIONS & MAINTENANCE

8520 Machinery & Equipment

Provides funds for police equipment. This includes safety/tactical/medical equipment for frontline police officers, and technology solutions which includes, but not limited to, related software and hardware.

POLICE

Budget Detail

273-4019

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8520	Machinery & Equipment	-	-	-	-	5,226	-
	<CAPITAL OUTLAY>	-	-	-	-	5,226	-
[273-4019] Police Grant Total		-	-	-	-	5,226	-
273 - POLICE SUBVENTIONS - CLEEP		-	-	-	-	5,226	-

POLICE

Budget Detail

274-4019

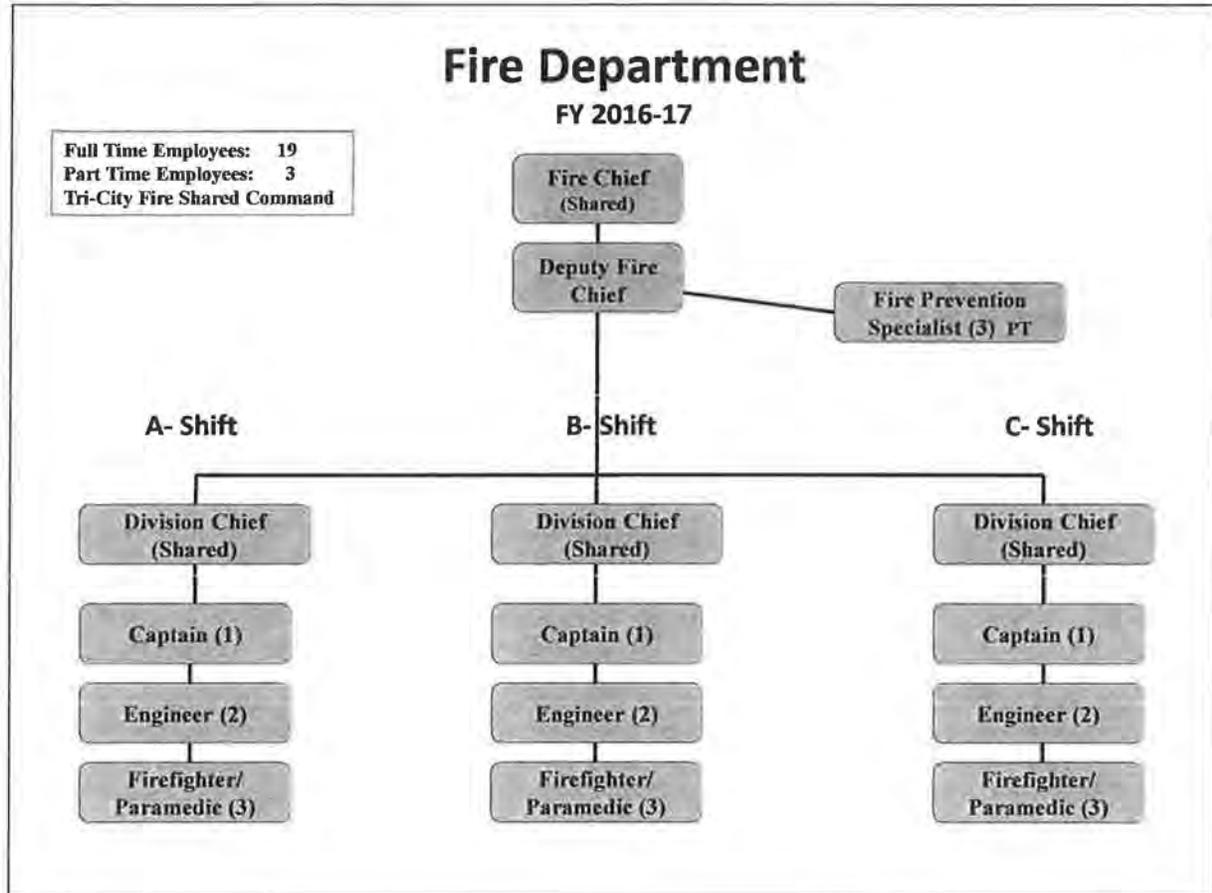
Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8090	Conference & Meeting Expense	-	957	-	-	-	-
	<OPERATIONS & MAINTENANCE>	-	957	-	-	-	-
8520	Machinery & Equipment	114,122	166,328	47,500	-	-	-
	<CAPITAL OUTLAY>	114,122	166,328	47,500	-	-	-
274-4019	Police Grant Total	114,122	167,285	47,500	-	-	-
274 -	HOMELAND SECURITY GRANT	114,122	167,285	47,500	-	-	-

FIRE
Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	3,618,260	3,356,308	3,455,487	3,551,370	3,705,945	4,051,970
Operations & Maintenance	274,400	325,160	979,294	915,200	854,047	930,500
Capital Outlay	19,437	13,036	36,482	347,000	338,031	739,000
Total Expenses by Category	3,912,096	3,694,504	4,471,263	4,813,570	4,898,023	5,721,470
[101-5011] Fire	3,894,732	3,694,504	4,467,061	4,538,570	4,623,023	4,996,470
[101-5012] Emergency Preparedness	-	-	-	25,000	25,000	25,000
[105-5011] Facilities Equipment & Replacement	-	-	-	250,000	250,000	700,000
[274-5019] Fire Grant	17,365	-	4,202	-	-	-
Total Expenses by Program	3,912,096	3,694,504	4,471,263	4,813,570	4,898,023	5,721,470

Deputy Fire Chief	1
Fire Captain	3
Fire Engineer	6
Firefighter/Paramedic	9
Total	19

FIRE
Department Description and Authorized Positions



The Fire Department provides for the protection of life, property, and the environment from the adverse effects of fires, medical emergencies, and hazardous conditions through progressive resource deployment. The Department offers Fire prevention programs and community education activities. The Fire Department provides emergency fire and life safety response services around the clock every day of the year.

FIRE

Budget Detail

101-5011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	1,687,631	1,502,919	1,485,211	1,802,296	1,690,000	1,859,847
7010	Salaries - Temp / Part	52,788	41,729	48,858	60,000	55,000	60,000
7020	Overtime	533,324	547,203	570,949	360,000	450,000	490,000
7030	Overtime - FLSA	104,494	97,926	91,996	105,000	108,000	110,000
7040	Holiday	69,794	62,528	58,494	64,000	64,000	64,000
7045	Overtime - Special Detail	122,040	140,685	171,703	120,000	160,000	140,000
7060	IOD - Safety	47,231	100,354	109,616	-	40,000	-
7065	Fitness	8,600	6,000	6,200	9,000	9,000	9,000
7070	Leave Buyback	120,465	106,016	77,507	65,000	75,000	75,000
7100	Retirement	526,883	381,879	376,647	546,643	542,000	607,432
7108	Deferred Compensation	-	356	1,443	1,420	1,500	1,570
7110	Workers Compensation	140,730	178,300	274,358	200,903	313,400	414,931
7122	Unemployment Insurance	-	(137)	-	-	-	-
7130	Group Health Insurance	141,667	129,276	114,925	142,500	130,600	142,500
7140	Vision Insurance	4,229	3,767	3,463	4,560	4,100	4,560
7150	Dental Insurance	14,882	13,131	12,410	17,100	13,500	17,100
7160	Life Insurance	2,016	1,800	1,872	3,534	1,830	3,534
7170	FICA - Medicare	28,398	29,568	32,989	36,414	35,740	39,496
7180	Car/Uniform Allowance	13,088	13,008	12,644	13,000	12,275	13,000
	<WAGES & BENEFITS>	3,618,260	3,356,308	3,451,285	3,551,370	3,705,945	4,051,970
8000	Office Supplies	3,469	3,846	4,153	3,700	4,250	3,700
8010	Postage	649	708	820	1,000	850	1,000
8020	Special Department Expense	27,203	42,029	44,022	42,200	42,000	43,000
8025	Medical Supplies	26,639	21,863	25,464	24,000	22,500	24,000
8026	Hazardous Materials	-	-	1,973	2,000	2,018	2,000
8040	Advertising	-	40	-	-	-	-
8050	Printing/Duplicating	536	909	1,119	1,000	900	1,000
8060	Dues & Memberships	680	65	665	800	423	800
8080	Books & Periodicals	499	1,886	1,996	2,000	1,500	2,000
8090	Conference & Meeting Expense	46	277	527	500	500	500
8100	Vehicle Maintenance	56,309	48,329	45,820	43,000	44,700	50,000
8110	Equipment Maintenance	11,287	7,440	12,313	11,000	10,800	11,000
8120	Building Maintenance	5,015	3,797	11,844	10,000	10,140	10,000
8132	Uniform Expense/Cleaning	-	-	500	500	490	500
8134	Safety Clothing/Equipment	14,538	14,967	15,653	27,000	27,000	27,000
8150	Telephone	6,955	8,025	329	-	450	-
8170	Professional Services	23,177	61,006	24,584	30,000	28,200	32,000
8180	Contract Services	94,145	107,066	106,143	117,500	121,322	123,000
8183	Contract Services - Tri-City	-	-	671,695	580,000	515,000	580,000
8200	Training Expense	3,255	2,905	9,674	9,000	11,004	9,000
	<OPERATIONS & MAINTENANCE>	274,400	325,160	979,294	905,200	844,047	920,500
8520	Machinery & Equipment	-	9,552	36,232	82,000	73,031	24,000
8530	Computer Equipment	2,072	3,484	250	-	-	-
	<CAPITAL OUTLAY>	2,072	13,036	36,482	82,000	73,031	24,000
	101-5011 Fire Total	3,894,732	3,694,504	4,467,061	4,538,570	4,623,023	4,996,470

FIRE

Budget Detail

101-5011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides funds for fire administration, command/suppression personnel, and support staff.
- 7010 Part-Time Salaries
Provides funds for three part-time employees to perform fire prevention services and secretarial duties.
- 7020 Overtime
Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, and overtime required to fill minimal staffing requirements.
- 7040 Holiday
Covers overtime compensation for employees required to work on Holidays.
- 7045 Overtime – Filming Detail
Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of departmental office supplies, stationary, and miscellaneous equipment (\$2,300); toner (\$800) and copy paper (\$600).
- 8010 Postage
Provides funds for department and Public Safety Commission bulk mailing and postal expense (\$1,000).
- 8020 Special Department Supplies
Provides funds for extraordinary department supplies and services including damaged or unanticipated operating supplies, materials (\$11,000); or non-safety orientated equipment (\$3,200); cleaning supplies (\$4,000); linen services (\$7,000); department identification cards (\$300); Emergency Preparedness (\$4,000); expenses for the Public Safety Fair (\$1,000); and miscellaneous supplies, equipment, and reimbursement that does not fall within one of the other accounts (\$8,500). Replacement and upgrades to department PCs, printers, and computer software; Firehouse Software (\$4,000).

- 8025 Paramedic and Emergency Medical Services and Supplies
Provides funds for purchasing expendable medical supplies and equipment utilized during the delivery of paramedic and emergency medical services (\$14,000). Expendable medical supplies include oxygen, intravenous fluids, and non-reusable medical devices, defibrillator pads, and required pharmaceuticals (\$8,000); and other medical supplies (\$2,000).
- 8026 Hazardous Materials
Provides funding for the purchase of hazardous materials inspection and compliance materials (\$1,700) to maintain the department's Participating Agency inspections status. Notices (\$300).
- 8050 Printing and Duplicating
Provides for printing and duplication of fire prevention and brush abatement literature, public education materials, and disaster preparedness documentation, printing Inspection Notices, Brush Violation Notices (\$600), and business cards (\$400).
- 8060 Dues and Membership
Provides funds for membership in the California and International Fire Chiefs Associations, Foothill Fire Chiefs and Training Officers Association, Regional Arson Strike Team, L.A. Area Fire Marshalls Association, National Fire Protection Association (\$800).
- 8080 Books and Training Materials
Provides funds to purchase fire codes, training manuals, educational videos/software, and professional development literature (\$2,000).
- 8090 Meeting and Conference Expense
Provides funds for conference attendance, meeting expenses, and transportation. Includes funding local meeting expenses, California Fire Chiefs annual meeting, and the Fire Chief Conference (\$500).
- 8100 Vehicle Maintenance
Provides funding to cover the operating expenses, repairs, and preventive maintenance of all department vehicles (\$31,000). Includes funds to purchase fuels, oil, tires, and make unanticipated repairs to damaged vehicles and firefighting apparatus (\$19,000).
- 8110 Equipment Maintenance
Provides funds for the maintenance, repair, or replacement of department rescue saws, hydraulic extrication equipment, lighting equipment, technical rescue tools, and related emergency response equipment (\$9,600); and annual ladder testing (\$1,400).
- 8120 Building Maintenance
Provides funds for cleaning supplies, maintenance, and minor repair of the fire station facility and repair to apparatus doors (\$5,000). Includes routine repair and maintenance costs related to the HVAC (\$4,000), and gasoline and diesel fuel distribution system (\$1,000).

- 8132 Uniform Expense and Cleaning
Provides funds for the cleaning, maintenance, and repairs of mandated firefighter safety clothing (\$500).
- 8134 Safety Clothing and Equipment
Provides funds to purchase and maintain Cal OSHA mandated personal protective equipment, self-contained breathing apparatus, and chemical protective suits (\$15,000). Provides funds to purchase safety turn out gear (\$12,000).
- 8170 Professional Services
Provides funds for contract services that provide mandated medical continuing education for paramedics and firefighters, emergency medical services program quality assurance, employee medical monitoring including bi-annual physicals, new employee physicals, communicable disease prevention training, Cal OSHA mandated respiratory protection annual testing and photocopy machine service (\$32,000).
- 8180 Contract Services
Provides funds for comprehensive fire dispatching and emergency radio communications services from the Verdugo Dispatch Center (\$123,000).
- 8183 Contract Services – Tri-City
Provides funds for comprehensive shared Fire Command Staff with the cities of San Marino and San Gabriel (\$580,000).
- 8200 Training Expense
Provides funds for mandated and specialized training necessary for the maintenance of technical firefighting, rescue skills, and paramedic recertification. Includes training for Department managers and supervisors in leadership and safety compliance issues. (\$4,000). Includes use of multi-agency Training Tower (\$5,000).

OPERATIONS & MAINTENANCE

- 8520 Machinery & Equipment
Provides funds to purchase new Self Contained Breathing Apparatus (SCBA) to replace current models (\$24,000).

EMERGENCY PREPAREDNESS

Budget Detail

101-5012

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	-	-	-	10,000	10,000	10,000
	<OPERATIONS & MAINTENANCE>	-	-	-	10,000	10,000	10,000
8520	Machinery & Equipment	-	-	-	15,000	15,000	15,000
	<CAPITAL OUTLAY>	-	-	-	15,000	15,000	15,000
[101-5012] Emergency Preparedness Total		-	-	-	25,000	25,000	25,000

EMERGENCY PREPAREDNESS

Budget Detail

101-5012

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for operational items such as the EOP, Disaster Mitigation Plan, EOC supplies and operations and disaster preparedness supplies (\$10,000).
- 8520 Machinery and Equipment
Provide funds for CERT training, operations and equipment (\$15,000).

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-5011

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8540	Automotive Equipment	-	-	-	250,000	250,000	700,000
105 -	FACILITIES & EQUIP. REPLACEMENT	-	-	-	250,000	250,000	700,000

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-5011

CAPITAL OUTLAY

- 8540 Automotive Equipment
Provides funds for the purchase of a fire engine (\$700,000).

HOMELAND SECURITY GRANT

Budget Detail

274-5019

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7050	Overtime	-	-	3,563	-	-	-
7110	Workers Compensation	-	-	383	-	-	-
7130	Group Health Insurance	-	-	175	-	-	-
7140	Vision Insurance	-	-	5	-	-	-
7150	Dental Insurance	-	-	25	-	-	-
7170	FICA - Medicare	-	-	51	-	-	-
	<WAGES & BENEFITS>	-	-	4,202	-	-	-
8520	Machinery & Equipment	17,365	-	-	-	-	-
	<CAPITAL OUTLAY>	17,365	-	-	-	-	-
[274-5019] Fire Grant Total		17,365	-	4,202	-	-	-

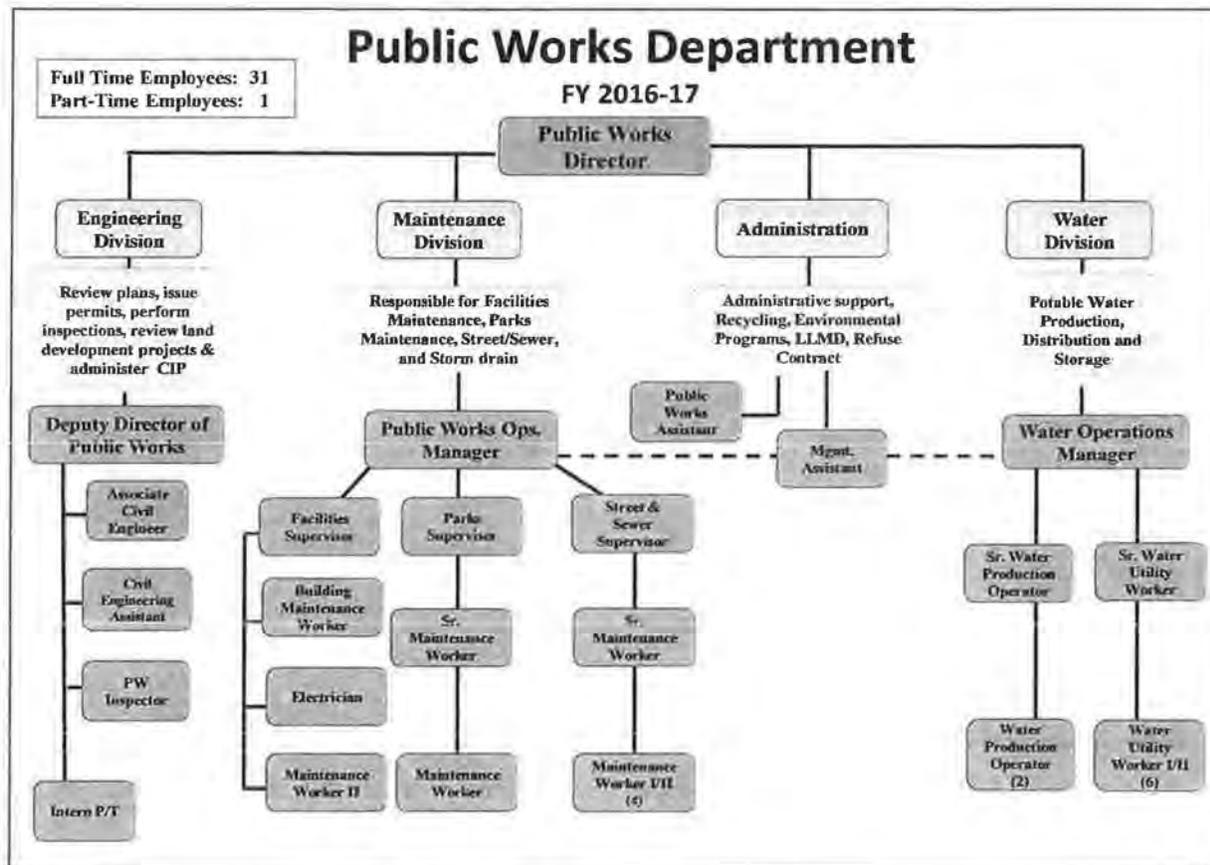
PUBLIC WORKS Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	2,356,651	2,813,637	2,949,227	3,052,914	3,148,496	3,331,670
Operations & Maintenance	5,152,778	5,154,864	4,442,393	5,317,433	4,607,145	5,247,032
Capital Outlay	103,296	117,593	148,213	580,000	150,505	1,027,000
Other Expenses	-	-	15,395	-	-	-
Total Expenses by Category	7,612,726	8,086,094	7,555,228	8,950,347	7,906,146	9,605,702
[101-6015] Environmental Services	75,613	121,010	148,512	279,853	232,343	307,658
[101-6011] PW Admin & Engineering	260,748	275,720	423,981	482,680	459,927	515,878
[101-6410] Park Maintenance	390,490	416,123	367,340	462,654	464,022	513,703
[101-6601] Facilities Maintenance	426,937	675,147	660,346	639,495	642,565	695,155
[207-6011] PW Admin & Engineering	-	-	-	-	1,840	-
[210-6501] Sewer Operations	620,537	537,690	461,575	820,435	626,870	1,139,237
[215-6115] Traffic Signals	142,569	107,855	119,406	182,100	140,900	180,900
[215-6118] Sidewalk Maintenance	10,002	-	-	10,000	10,000	10,000
[215-6201] Street Lighting	313,883	280,868	204,541	281,465	248,577	309,800
[215-6310] Street Trees	458,072	338,137	508,678	540,041	517,813	642,985
[215-6416] Median Strips	65,571	63,647	63,523	64,000	43,500	64,000
[230-6116] Street Maintenance	590,165	556,122	713,449	745,612	548,990	808,225
[232-6310] Street Trees	-	-	8,390	-	-	-
[232-6417] Prop "A" Park Maintenance	23,949	19,090	15,587	-	14,190	3,900
[310-6501] Sewer Operations	-	-	387,663	-	264,553	-
[500-6710] Water Distribution	1,155,818	1,277,956	975,179	1,314,078	1,015,410	1,295,271
[500-6711] Water Production	3,078,371	3,416,728	2,481,663	3,127,933	2,658,090	3,118,991
Total Expenses by Program	7,612,726	8,086,094	7,555,228	8,950,347	7,906,146	9,605,702

Public Works Director	1
Deputy Public Works Director	1
PW Operations Manager	1
Associate Civil Engineer	1
Civil Engineering Assistant	1
Public Works Assistant	1
Management Assistant	1
Public Works Inspector	1
Facilities Supervisor	1
Electrician	1
Building Maintenance Worker	1
Parks Supervisor	1
Streets/Sewers Supervisor	1
Water Operations Manager	1
Senior Maintenance Worker	3
Water Production Operator	2
Maintenance Worker I/II	5
Senior Water Utility Worker	1
Senior Water Production Operator	1
Water Utility Worker I/II	5
Total	31

PUBLIC WORKS

Department Description and Authorized Positions



Public Works Administration coordinates all activities of the Public Works Department. The Division also administers the citywide Lighting and Landscape Maintenance District, solid waste and street sweeping contract and the graffiti abatement contract. The Engineering Division reviews plans, issues permits, and provides inspections for private construction projects involving grading or public right-of-way work. In addition, it is responsible for development and implementation of the City's Capital Improvement Projects.

The Parks Maintenance Division of the Public Works Department maintains the City's parks, playgrounds and medians in a safe and aesthetically pleasing manner. It also maintains the urban forestry in the public right-of-way.

The Facilities Maintenance Division is responsible for providing routine maintenance, repairs, and minor modifications of all City buildings. Facilities Maintenance Division also maintains City owned street lights and traffic signals.

The Streets and Sewers Division is responsible for overseeing, maintaining and repairing streets, storm drains, sidewalks and sewers.

The Water Division is responsible for the production, treatment and distribution of potable water to the residents and businesses of the City. In addition, the Water Division also plans for long term water resources and implements Water Conservation programs.

ENVIRONMENTAL SERVICES

Budget Detail

101-6015

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	14,124	49,660	53,786	60,801	58,500	79,495
7020	Overtime	758	-	-	-	9	-
7070	Leave Buyback	2,439	196	89	-	84	-
7100	Retirement	3,017	7,065	7,994	10,773	10,300	15,515
7108	Deferred Compensation	82	288	305	380	320	334
7110	Workers Compensation	223	1,269	2,146	1,862	2,740	3,589
7130	Group Health Insurance	1,366	4,077	3,898	5,253	4,830	6,645
7140	Vision Insurance	42	104	97	156	130	204
7150	Dental Insurance	23	423	379	585	470	765
7160	Life Insurance	5	55	58	121	55	158
7170	FICA - Medicare	218	674	746	882	870	1,153
	<WAGES & BENEFITS>	22,297	63,812	69,498	80,813	78,308	107,858
8010	Postage	-	-	-	1,000	-	1,000
8020	Special Department Expense	12,379	16,732	35,509	120,040	70,000	120,800
8040	Advertising	-	-	192	2,500	1,500	2,500
8050	Printing/Duplicating	52	-	-	1,000	500	1,000
8090	Conference & Meeting Expense	597	1,192	7	500	500	500
8140	Utilities	77	499	488	-	500	-
8170	Professional Services	33,892	35,711	38,716	45,000	45,000	45,000
8172	Professional Svcs. - Oil Recycling	-	840	2,770	2,000	1,500	2,000
8173	Professional Svcs. - Bottles & Cans	-	1,248	1,112	2,000	9,535	2,000
8180	Contract Services	6,319	977	220	25,000	25,000	25,000
	<OPERATIONS & MAINTENANCE>	53,316	57,198	79,014	199,040	154,035	199,800
[101-6015] Environmental Services Total		75,613	121,010	148,512	279,853	232,343	307,658

ENVIRONMENTAL SERVICES

Budget Detail

101-2015

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides partial compensation for Deputy Public Works Director, Public Works Inspector and Public Works Assistant. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff attending evening meetings and weekend events related to City sponsored events and community outreach and participation in support of environmental projects and programs.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8010 Postage
Provides funds for citywide mass mailings concerning environmental programs (\$1,000).
- 8020 Special Department Expense
Provides funds for annual NPDES storm drain permit (\$9,000); State Water Resources Control Board Waste Discharge Fee (\$600); supplies for the Natural Resources and Environmental Commission (\$500); Adopt-a-Park signage (\$300). Catch basin inserts (\$12,000) for compliance with the LA River Trash Total Maximum Daily Load (TMDL). Annual AQMD Generator permit fee (\$600). Participatory cost share in LA River Metals TMDL Coordinated Monitoring Plan (\$2,300). LA River Bacteria TMDL Coordinated Integrated Monitoring Plan implementation (\$15,000). Upper LA River Enhanced Watershed Management Program Development (\$50,000) for MS4 Permit compliance. Arroyo Seco Army Corps Study, Year 2 (\$30,500 carryover).
- 8040 Advertising
Provides funds for promoting environmental programs and related City activities through advertising and program announcements in the local newspaper. Five events are anticipated including the annual dumpster day, annual household hazardous waste disposal day, low-flow toilet exchange, lamp exchange, and lawnmower exchange (\$2,500).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials promoting activities and practices that protect water quality in rivers and the ocean associated with pollution and waste material entering the storm drain system, hazardous waste collection event information (\$1,000).
- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses related to advancing environmental protection and concerns (\$500).

- 8170 Professional Services
Provides for the cost of professional services to achieve full compliance with the NPDES permit and other environmental programs. NPDES consultant services (\$45,000).
- 8172 Professional Services – Oil Recycling
Provides funds to help promote oil recycling (\$2,000).
- 8173 Professional Services – Bottles & Cans
Provides funds to help promote bottle and can recycling (\$2,000).
- 8180 Contract Services
Annual underground service tank (UST) inspections and cleaning (\$15,000). Annual citywide catch basin cleaning services (\$10,000) required for MS4 Permit compliance.

PUBLIC WORKS ADMINISTRATION

Budget Detail

101-6011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	119,006	150,503	239,918	252,636	245,900	268,872
7010	Salaries - Temp / Part	-	-	2,197	5,000	-	7,500
7020	Overtime	2,042	20	160	-	206	-
7040	Holiday	23	-	-	-	-	-
7070	Leave Buyback	5,897	3,439	1,584	3,500	1,453	3,500
7100	Retirement	22,211	21,771	35,127	45,362	43,700	53,376
7108	Deferred Compensation	850	885	1,083	1,345	1,100	1,017
7110	Workers Compensation	3,711	5,609	12,521	10,217	15,330	18,129
7130	Group Health Insurance	8,761	11,155	17,876	22,725	21,500	22,935
7140	Vision Insurance	267	335	450	684	600	708
7150	Dental Insurance	656	1,100	1,748	2,565	2,100	2,655
7160	Life Insurance	126	177	266	530	300	549
7170	FICA - Medicare	1,779	2,153	3,445	3,736	3,640	4,007
	<WAGES & BENEFITS>	165,330	197,147	316,375	348,300	335,829	383,248
8000	Office Supplies	118	-	27	1,000	800	1,000
8010	Postage	1,689	1,591	1,810	1,500	1,500	1,500
8020	Special Department Expense	8,711	6,850	9,215	9,940	8,200	9,940
8040	Advertising	1,873	1,508	4,539	1,800	1,980	1,800
8050	Printing/Duplicating	5,269	5,508	13,908	8,000	1,800	8,000
8060	Dues & Memberships	2,001	1,182	1,182	2,500	418	1,900
8090	Conference & Meeting Expense	-	-	-	-	-	1,700
8100	Vehicle Maintenance	3,539	2,082	2,653	1,500	1,400	1,500
8110	Equipment Maintenance	192	233	383	640	500	290
8150	Telephone	1,745	1,441	-	-	-	-
8170	Professional Services	65,742	51,479	70,058	105,000	105,000	105,000
8180	Contract Services	1,994	1,835	595	-	-	-
8300	Lease Payment	2,544	3,604	3,236	2,500	2,500	-
	<OPERATIONS & MAINTENANCE>	95,418	77,312	107,606	134,380	124,098	132,630
8530	Computer Equipment	-	1,261	-	-	-	-
	<CAPITAL OUTLAY>	-	1,261	-	-	-	-
[101-6011] PW Admin & Engineering Total		260,748	275,720	423,981	482,680	459,927	515,878

PUBLIC WORKS ADMINISTRATION

Budget Detail

101-6011

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the Public Works Director, Deputy PW Director, Public Works Operations Mgr., Public Works Assistant, Associate Engineer, PW Inspector, Civil Engineering Assistant and Management Assistant. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for seasonal, Engineering Intern, and other non-salaried part-time employees.
- 7020 Overtime
Covers the cost of overtime for non-management staff attending commission meetings and, as authorized, official City events outside of regular office hours.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$1,000).
- 8010 Postage
Provides funds for City mailings and overnight deliveries (\$1,500).
- 8020 Department Expense
Provides funds for department supplies and services including computer supplies, county assessor maps, and data updates. Annual Realquest Assessor Parcel Map software subscription (\$3,000). Annual Autocad Map software subscription renewal (\$650). ESRI ArcMap GIS software subscription renewal (\$2,000). County Recorder recording fees (\$750). Comcate software subscription (\$2,100). Cell phone service (\$1,440).
- 8040 Advertising
Provides funds for advertising of legal notices, recruitment postings, and notices of various City activities (\$1,800).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials. Utility bill insert (\$600). Business cards (\$150). Reprographic costs for oversized maps and plans (\$1,150). Costs for duplications of plans and specifications for bidding purposes (\$6,100). Note that expenses for duplication are charged to this account, but are reimbursed to revenue account 101-5220-01 by the Contractors who purchase the bid documents.

- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees, dues, subscriptions, and publications of professional organizations such as the American Society of Civil Engineers (ASCE) and the American Public Works Association (APWA). Memberships are limited to the Public Works Director and Deputy Public Works Director. Similar membership fees for the American Water Works Association is detailed in Fund 500. APWA membership dues (\$660); National Arbor Foundation Membership (\$25). Books (\$485) and seminars (\$500). Professional Engineer's license renewals (\$230).
- 8090 Conference and Meeting Expense
Provides funds for conference registration and meeting expenses for APWA meeting (\$600); San Gabriel Valley Council of Governments Technical Advisory Committee meetings (\$300); City & County Engineers Association (\$300) and other seminars (\$500).
- 8100 Vehicle Maintenance and Operations
Provides funds for operating the Toyota Prius staff car (Unit 101) including gas, routine maintenance services and repairs (\$1,500).
- 8110 Equipment Maintenance
Public Works share of postage machine rental (\$290).
- 8170 Professional Services
Professional on-call traffic engineering services and studies (\$30,000). Consultant services for annual DBE certification required by Caltrans (\$3,000). Also funds plan checking and general on-call engineering services (\$67,000). GIS system maintenance services (\$5,000). Capital project specific design, inspection and management services are charged to the appropriate capital project accounts.

PARK MAINTENANCE

Budget Detail

101-6410

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	74,263	84,560	88,740	85,052	90,580	100,199
7010	Salaries - Temp / Part	-	-	-	-	-	-
7020	Overtime	3,292	2,765	1,895	1,000	3,000	2,000
7040	Holiday	116	344	-	-	132	-
7070	Leave Buyback	778	2,041	291	1,500	1,500	1,500
7100	Retirement	13,485	12,336	13,268	15,070	15,010	19,556
7108	Deferred Compensation	381	307	308	313	230	269
7110	Workers Compensation	2,754	4,330	6,871	4,256	8,660	9,713
7130	Group Health Insurance	6,929	8,062	6,818	9,324	8,650	10,395
7140	Vision Insurance	241	288	260	288	330	324
7150	Dental Insurance	825	1,010	775	1,080	930	1,215
7160	Life Insurance	116	130	131	223	100	251
7170	FICA - Medicare	1,100	1,257	1,277	1,248	1,450	1,482
<WAGES & BENEFITS>		104,281	117,430	120,634	119,354	130,572	146,903
8000	Office Supplies	1,283	919	523	800	500	800
8020	Special Department Expense	25,735	19,306	23,637	18,000	18,450	25,500
8100	Vehicle Maintenance	954	687	1,762	1,000	2,000	1,500
8110	Equipment Maintenance	955	375	772	2,500	1,500	2,500
8140	Utilities	40,997	39,072	38,927	40,000	40,000	40,000
8170	Professional Services	2,800	18,212	19,874	15,000	10,000	15,000
8180	Contract Services	207,841	207,866	148,351	254,500	250,000	250,000
8200	Training Expense	-	98	120	1,500	1,000	1,500
8262	Graffiti Removal	5,645	11,172	12,740	10,000	10,000	10,000
<OPERATIONS & MAINTENANCE>		286,210	297,707	246,706	343,300	333,450	346,800
8520	Machinery & Equipment	-	-	-	-	-	20,000
8530	Computer Equipment	-	986	-	-	-	-
<CAPITAL OUTLAY>		-	986	-	-	-	20,000
[101-6410] Park Maintenance Total		390,490	416,123	367,340	462,654	464,022	513,703

PARK MAINTENANCE

Budget Detail

101-6410

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides partial compensation for a Sr. Maintenance Worker, Parks Supervisor, Management Assistant, Public Works Operations Manager and Deputy PW Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff performing emergency call outs and attending commission meetings.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$400) and miscellaneous expenses (\$400).
- 8020 Special Department Expense
Provides for special and miscellaneous division supplies and materials including irrigation controllers and sprinklers (\$3,000), park reseeding materials (\$2,000), freeway sign reseeding (\$800), fertilizer (\$4,000), miscellaneous garden supplies (\$2,500), pest control products (\$2,400), park dog waste bags (\$4,000), replacing six dog waste stations (\$2,000), miscellaneous park supplies (\$1,500), and bee control products (\$500). Weather station irrigation controllers at Pasadena Ave., Via Del Rey, Huntington Dr., and Camden Parkway (\$2,800).
- 8100 Vehicle Maintenance
Provides funds for operational costs for parks vehicles including smog certifications (\$500) and routine maintenance services (\$1,000).
- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of equipment (\$2,500).
- 8140 Electricity
Provides funds for electrical service by Southern California Edison to City park facilities (\$40,000).
- 8170 Professional Services
Provides funds for the use of professionals such as landscape architects and other professional services related to the maintenance of the City parks and the equipment located at the parks (\$15,000), such as soil and tissue sampling services and sports field consulting.

8180 Contract Services

Provides funds for partial cost of contracted services by LandCare to maintain the parks and playing fields, including irrigation system repairs (\$148,000). The remainder of this contract is charged to LLD Street Medians (account 215-6416-8180). Also provides funds for gopher abatement (\$4,000), the rental of an extended boom truck to access field lighting (\$1,000), and trash removal services at Orange Grove Park (\$5,500). Landscape irrigation of the new medians created under the Fair Oaks Project performed by WCA (\$6,000). Arborist services (\$35,500), and supplemental tree trimming and replacement (\$50,000).

8200 Training Expense

Provides funds for training seminars, materials, and job-related training sessions for employees (\$1,000). The seminars and training are necessary to keep certifications for required job related functions. Also includes costs for books and manuals (\$500).

8262 Graffiti Removal

Provides funds for graffiti removal contract services. Graffiti Control Systems, North Hollywood, is providing services for the graffiti eradication services (\$10,000).

CAPITAL OUTLAY

8520 Machinery & Equipment

Provides funds to upgrade park lighting to energy efficient LED (\$20,000).

FACILITIES MAINTENANCE

Budget Detail

101-6601

Acct	Tsk	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
			2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	000	Salaries - Permanent	17,321	216,066	212,735	213,961	205,130	244,331
7010	000	Salaries - Temp / Part	-	-	-	-	-	-
7020	000	Overtime	5,139	2,167	2,566	2,500	2,500	2,500
7040	000	Holiday	6	170	-	-	-	-
7070	000	Leave Buyback	721	6,096	190	1,000	-	1,500
7100	000	Retirement	38,744	30,319	28,227	32,633	33,180	41,149
7108	000	Deferred Compensation	381	306	211	213	150	269
7110	000	Workers Compensation	9,047	12,065	18,191	13,424	20,490	29,501
7130	000	Group Health Insurance	22,206	22,690	20,922	25,716	23,200	28,020
7140	000	Vision Insurance	774	704	621	816	700	888
7150	000	Dental Insurance	2,876	2,521	2,316	3,060	2,560	3,330
7160	000	Life Insurance	378	344	354	633	360	688
7170	000	FICA - Medicare	3,012	3,135	2,973	3,139	2,920	3,579
<WAGES & BENEFITS>			100,606	296,584	289,306	297,095	291,190	355,755
8000	000	Office Supplies	1,630	1,676	20	1,200	1,300	1,200
8020	000	Special Department Expense	43,131	51,360	45,059	40,000	50,000	45,000
8060	000	Dues & Memberships	-	-	-	700	500	700
8100	000	Vehicle Maintenance	969	2,542	1,767	1,500	1,000	1,500
8110	000	Equipment Maintenance	2,160	1,056	1,492	1,500	2,180	1,500
8120	000	Building Maintenance	74,743	70,362	73,444	70,000	70,000	70,000
8130	000	Small Tools	4,353	3,440	1,263	3,000	3,000	3,000
8132	000	Uniform Expense/Cleaning	1,571	1,571	1,503	2,000	1,350	2,000
8134	000	Safety Clothing/Equipment	206	747	1,027	1,000	1,000	1,000
8140	000	Utilities	76,190	82,855	88,991	90,000	90,000	90,000
8150	000	Telephone	311	258	-	-	-	-
8180	000	Contract Services	91,416	100,179	144,001	120,000	120,000	112,000
8200	000	Training Expense	775	-	-	1,500	1,045	1,500
<OPERATIONS & MAINTENANCE>			297,456	316,047	358,567	332,400	341,375	329,400
8520	000	Machinery & Equipment	2,595	21,255	12,473	10,000	10,000	10,000
8530	000	Computer Equipment	-	986	-	-	-	-
8540	000	Automotive Equipment	26,280	40,275	-	-	-	-
<CAPITAL OUTLAY>			28,875	62,516	12,473	10,000	10,000	10,000
101-6601 Facilities Maintenance Total			426,937	675,147	660,346	639,495	642,565	695,155

FACILITIES MAINTENANCE

Budget Detail

101-6601

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for a full time Maintenance Worker II and a Building Maintenance Worker and partial compensation for the Electrician, Facility Maintenance Supervisor, Public Works Operations Manager, Deputy PW Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Covers the cost of overtime for non-management staff performing emergency call outs after hours.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600) and miscellaneous expenses (\$600).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies and services including construction supplies (\$10,000), playground hardware (\$2,000), paint and painting supplies (\$2,000), electrical supplies and parts including light bulbs (\$5,000), paper goods (\$15,000), first aid kits (\$300), cell phone monthly service charge (\$2,200), garage door maintenance (\$3,000), fire extinguisher maintenance (\$1,200), elevator certification (\$2,000), and miscellaneous expenses for City facilities (\$2,300).
- 8060 Dues/Memberships/Subscriptions
Provides funds for membership fees, dues, subscriptions and publications to professional organizations (\$700).
- 8100 Vehicle Maintenance and Operations
Provides funds for operational costs for gas, oil, tires, batteries, parts, repairs and routine maintenance for the building maintenance worker's vehicles (\$1,250) and smog certifications (\$250).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment (\$1,500).
- 8120 Building Maintenance
Provides for building maintenance services and supplies. Contract maintenance of air conditioning system (\$13,000), elevators (\$9,400), pest control services (\$7,000), locksmith service (\$2,000), carpet cleaning service (\$3,000), and generator (\$5,000). Additional repairs costs for elevators (\$5,000) and HVAC systems (\$2,600). Also includes funds for electrical (\$5,000), painting (\$3,500) and plumbing supplies (\$7,000). Fire Department garage door repairs and motor replacements (\$7,500).

- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$3,000).
- 8132 Uniform Expenses
Provides for the purchase and service of City supplied uniforms (\$2,000).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies (\$1,000).
- 8140 Utilities
Provides funds for electrical service by Southern California Edison to City facilities (\$90,000).
- 8180 Contract Services
Janitorial services for City buildings including twice a week day porter service (\$95,000). The remainder of this contract is charged to 232-6471-8180. City Hall exterior maintenance (\$4,000). CNG annual maintenance contract (\$8,000) and CNG station repairs (\$5,000).
- 8200 Training Expenses
Provides funds for training seminars, materials, and job-related training sessions for employees (\$500). CNG station, safety and HVAC trainings (\$1,000).

CAPITAL OUTLAY

- 8520 Machinery & Equipment
Replace the HVAC unit at the Senior Center (\$10,000).

SEWER MAINTENANCE

Budget Detail

210-6501

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	222,922	237,910	222,047	257,966	300,180	320,764
7010	Salaries - Temp / Part	-	-	116	-	-	-
7020	Overtime	3,223	1,254	4,228	1,500	-	2,500
7040	Holiday	573	603	-	-	-	-
7070	Leave Buyback	5,405	2,491	2,495	2,000	2,059	2,500
7100	Retirement	40,270	34,061	32,572	43,894	47,500	54,319
7108	Deferred Compensation	677	683	818	1,593	1,050	1,549
7110	Workers Compensation	7,933	11,254	14,707	11,217	22,700	27,659
7120	Disability Insurance	-	1,660	99	-	-	-
7130	Group Health Insurance	24,254	25,056	18,772	25,126	30,500	33,589
7131	Retiree Health Insurance	10,925	10,987	10,943	-	11,600	-
7140	Vision Insurance	715	736	498	782	940	1,058
7150	Dental Insurance	2,661	2,703	1,861	2,934	950	3,969
7160	Life Insurance	390	385	304	606	390	820
7170	FICA - Medicare	3,061	3,264	3,182	3,762	4,390	4,687
9997	OPEB Expense	-	-	15,196	-	-	-
9990	Pension Expense	-	-	199	-	-	-
	<WAGES & BENEFITS>	323,009	333,047	328,037	351,380	422,259	453,415
8000	Office Supplies	1,278	3,663	378	600	600	600
8010	Postage	122	-	545	650	300	600
8020	Special Department Expense	27,992	29,285	20,633	27,000	20,000	27,000
8050	Printing/Duplicating	-	-	-	200	200	200
8060	Dues & Memberships	-	-	500	500	500	500
8090	Conference & Meeting Expense	24	175	-	500	500	500
8100	Vehicle Maintenance	22,554	9,330	14,262	15,000	16,000	15,000
8110	Equipment Maintenance	1,037	1,166	-	5,000	7,500	5,000
8120	Building Maintenance	3,549	-	500	1,200	1,200	1,200
8130	Small Tools	454	633	-	1,500	500	1,500
8132	Uniform Expense/Cleaning	1,481	1,171	1,665	1,200	1,200	1,200
8134	Safety Clothing/Equipment	707	691	213	1,000	800	1,000
8160	Legal Service	-	-	-	5,000	-	-
8170	Professional Services	21,773	33,416	12,432	30,000	15,000	30,000
8180	Contract Services	94,942	10,541	16,167	100,000	60,000	100,000
8191	Liability & Surety Bonds	51,962	40,790	12,488	9,683	10,789	11,500
8200	Training Expense	-	1,196	-	1,000	500	1,000
8350	Bad Debt Expense	631	-	-	-	-	-
8400	Overhead Allocation	69,022	69,022	69,022	69,022	69,022	69,022
	<OPERATIONS & MAINTENANCE>	297,527	201,080	148,805	269,055	204,611	265,822
8540	Automotive Equipment	-	3,563	128	200,000	-	420,000
	<CAPITAL OUTLAY>	-	3,563	128	200,000	-	420,000
210-6501 Sewer Operations Total		620,537	537,690	476,970	820,435	626,870	1,139,237

SEWER MAINTENANCE

Budget Detail

210-6501

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides partial compensation for Maintenance Worker II (2), Maintenance Worker I (3), Sr. Maintenance Worker, Management Assistant, Streets Supervisor, Deputy Public Works Director, Assistant Finance Director, City Manager, Asst. to the City Manager, Public Works Operations Manager, Civil Engineering Assistant, Public Works Director, Public Works Inspector, Public Works Assistant, Director of Finance, Associate Engineer and partial compensation for Account Clerk, Accounting Technician. Refer to the Appendix for a detailed allocation list. Additional 2% incentive for obtaining California Water Environment Association certification (\$5,378).
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to sewer main stoppages and repairs.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600).
- 8010 Postage
Provide funds for City mailings concerning sewer preventive maintenance (\$600).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies: fittings, jetting nozzles, sewer reel hoses (\$9,700) and new manhole covers (\$10,000). State Water Quality Control Board Sanitary Sewer Overflow Program fee (\$1,300) and Cartegraph software annual subscription (\$2,100). Cellular phone monthly service charge (\$2,200) and this account also pays a 25% share of City personnel cell phones (\$1,200). Division share of natural gas costs for CNG vehicles (\$500).
- 8050 Printing/Duplicating
To provide funds for the printing and duplication of sewer related materials (\$200).
- 8060 Dues/Memberships/Subscriptions
Provides for membership to the California Water Environmental Association for division staff members (\$500).
- 8090 Conference & Meeting Expense
Provides funds for conference registration and meeting expenses related to sewer related matters (\$500).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, oil, tires, batteries, parts, repairs, and routine maintenance of Sewer Division vehicles and for painting of aging vehicles (\$15,000).

- 8110 Equipment Maintenance
Provides for repairs to the sewer main cleaning equipment (\$5,000).
- 8120 Building Maintenance
Provides for maintenance of sewer division garage (\$1,200) at the Service Facility.
- 8130 Small Tools
Provides for replacement of worn or damaged hand and power tools (\$1,500).
- 8132 Uniform Expenses
Provides for the purchase and uniform service of City supplied uniforms (\$1,200).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including safety vests, goggles, gloves, steel toed boots, and other miscellaneous items (\$1,000).
- 8170 Professional Services
Fats, Oils and Grease (FOG) Inspection and Compliance Program (\$20,000). GIS system retainer services (\$10,000).
- 8180 Contract Services
Sewer main cleaning and emergency spill containment services that cannot be cleared with the City's equipment (\$20,000) for emergency sewer overflows. Annual FOG cleaning services (\$20,000). Sewer video and cleaning (\$60,000).
- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 5% (\$11,500) share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Water Fund (25%), and LLD (10%).
- 8200 Employee Training
Provides for training seminars and workshops related to sewer maintenance (\$1,000).
- 8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

- 8540 Automotive Equipment
Provide funds for the purchase of CNG sewer vector truck (\$420,000).

TRAFFIC SIGNALS

Budget Detail

215-6115

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8020	Special Department Expense	34,852	5,686	9,486	30,900	30,900	30,900
8140	Utilities	35,935	42,059	42,278	60,000	40,000	60,000
8150	Telephone	1,812	2,453	-	1,200	-	-
8180	Contract Services	51,625	39,328	49,152	70,000	50,000	70,000
	<OPERATIONS & MAINTENANCE>	124,224	89,526	100,916	162,100	120,900	160,900
8520	Machinery & Equipment	18,345	18,329	18,490	20,000	20,000	20,000
	<CAPITAL OUTLAY>	18,345	18,329	18,490	20,000	20,000	20,000
[215-6115]	Traffic Signals Total	142,569	107,855	119,406	182,100	140,900	180,900

TRAFFIC SIGNALS

Budget Detail

215-6115

OPERATIONS & MAINTENANCE

8020 Department Supplies

Provides for special and miscellaneous department supplies and services related to the maintenance of the City's traffic signals (\$5,000). In-pavement crosswalk maintenance (\$5,500). Traffic signal systems upgrades (\$20,400).

8140 Electricity

Provides funds for electrical service by Southern California Edison for traffic signal operations (\$60,000).

8180 Contract Services

Provides funds for the contract services related to monthly inspection, cleaning and testing of the traffic signal system (\$28,000), non-routine signal maintenance (\$25,000) and signal knockdown repairs (\$13,400). Cost sharing for traffic signal at Orange Grove and SR 110 (\$2,300) and Orange Grove and Columbia (\$1,300).

CAPITAL OUTLAY

8520 Machinery & Equipment

Provides funds for traffic cabinet replacements or upgrades (\$20,000).

SIDEWALK & CURB MAINTENANCE

Budget Detail

215-6118

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	10,002	-	-	10,000	10,000	10,000
	<OPERATIONS & MAINTENANCE>	10,002	-	-	10,000	10,000	10,000
[215-6118]	Sidewalk Maintenance Total	10,002	-	-	10,000	10,000	10,000

SIDEWALK & CURB MAINTENANCE

Budget Detail

215-6118

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides for special and miscellaneous department supplies and materials for the repair and replacement of sidewalks and curbs (\$10,000).

STREET LIGHTING

Budget Detail

215-6201

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8000	Office Supplies	719	838	500	600	400	600
8020	Special Department Expense	26,013	39,345	29,007	45,500	45,500	45,500
8100	Vehicle Maintenance	8,059	8,465	5,431	7,500	5,000	7,500
8110	Equipment Maintenance	4,920	548	454	3,000	1,000	3,000
8130	Small Tools	1,904	1,364	1,124	1,000	1,000	1,000
8132	Uniform Expense/Cleaning	1,410	1,578	1,290	1,500	1,500	1,500
8134	Safety Clothing/Equipment	980	-	206	800	800	800
8140	Utilities	157,782	144,109	138,353	165,000	165,000	165,000
8170	Professional Services	8,173	3,040	3,200	6,400	6,400	31,400
8191	Liability & Surety Bonds	103,923	81,580	24,976	19,365	21,577	22,700
8200	Training Expense	-	-	-	800	400	800
	<OPERATIONS & MAINTENANCE>	313,883	280,868	204,541	251,465	248,577	279,800
8520	Machinery & Equipment	-	-	-	30,000	-	30,000
	<CAPITAL OUTLAY>	-	-	-	30,000	-	30,000
[215-6201] Street Lighting Total		313,883	280,868	204,541	281,465	248,577	309,800

STREET LIGHTING

Budget Detail

215-6201

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$600).

- 8020 Special Department Expense
Provides for special department supplies and services (\$4,000), materials for an estimated 6 knockdowns (\$24,000), based on historical activity, street light replacements (\$16,000) and expenses to assist Chamber of Commerce Holiday lighting program (\$1,500).

- 8100 Vehicle Maintenance and Operations
Provides funds for operational costs for gas (\$5,900), oil, tires, batteries, parts, repairs and routine maintenance for Street Lighting Division vehicles, and annual certification of the boom trucks (\$1,600).

- 8110 Equipment Maintenance
Provides funds for the repair and maintenance of equipment (\$1,500), hydraulic repairs for boom truck (\$1,000), and maintenance costs for Code Blue emergency system (\$500).

- 8130 Small Tools
Replacement or purchase of worn or damaged hand and power tools (\$1,000).

- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$1,500).

- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies (\$800).

- 8140 Electricity
Provides funds for the energy costs by Southern California Edison for the City streetlights (\$165,000).

- 8170 Professional Services
Annual assessment review for the Lighting and Landscaping Assessment District (\$6,400) and consulting services to perform a Lighting and Landscape Assessment District rate study including a 218 hearing (\$25,000).

- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 10% share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Water Fund (25%) and Sewer Fund (5%).

- 8200 Training Expense
Provides for training seminars and workshops related to street lighting systems (\$800).

CAPITAL OUTLAY

- 8520 Machinery & Equipment
Provides funds for boom truck upgrades (\$30,000).

STREET TREE MAINTENANCE

Budget Detail

215-6310

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	95,810	94,350	190,029	196,498	184,300	118,738
7020	Overtime	767	3,790	2,487	1,500	5,550	3,000
7040	Holiday	441	-	-	-	132	-
7070	Leave Buyback	743	4,000	2,353	1,500	3,099	3,000
7100	Retirement	17,103	13,339	26,729	32,554	31,900	20,372
7108	Deferred Compensation	-	-	194	200	92	101
7110	Workers Compensation	3,987	5,670	15,317	11,374	17,850	13,164
7130	Group Health Insurance	11,927	10,856	18,302	22,716	20,050	13,608
7131	Retiree Health Insurance	14,933	15,017	14,958	-	16,200	-
7140	Vision Insurance	397	360	577	720	680	432
7150	Dental Insurance	1,489	1,294	2,053	2,700	2,350	1,620
7160	Life Insurance	180	161	304	558	310	335
7170	FICA - Medicare	1,285	1,417	2,623	2,871	2,800	1,765
	<WAGES & BENEFITS>	149,061	150,254	275,926	273,191	285,313	176,135
8000	Office Supplies	101	-	-	500	250	500
8010	Postage	-	-	-	50	50	50
8020	Special Department Expense	5,640	8,634	8,116	15,000	5,000	15,000
8040	Advertising	200	-	-	200	200	200
8060	Dues & Memberships	170	170	-	400	400	400
8090	Conference & Meeting Expense	-	-	-	200	200	200
8100	Vehicle Maintenance	16,923	5,019	6,864	15,000	5,500	15,000
8110	Equipment Maintenance	-	1,741	3,842	3,000	1,000	3,000
8130	Small Tools	3,552	2,766	2,257	3,000	1,500	3,000
8132	Uniform Expense/Cleaning	2,098	1,369	2,749	2,100	2,100	2,100
8134	Safety Clothing/Equipment	1,660	1,800	374	1,600	500	1,600
8170	Professional Services	28,558	6,439	9,101	15,000	5,000	15,000
8180	Contract Services	156,515	159,672	192,021	200,000	200,000	230,000
8181	Contracted Tree Planting	10,000	273	7,118	10,000	10,000	10,000
8200	Training Expense	-	-	310	800	800	800
8400	Overhead Allocation	83,596	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	309,011	187,883	232,752	266,850	232,500	296,850
9181	Removal/Replacement Tree Program	-	-	-	-	-	170,000
	<CAPITAL OUTLAY>	-	-	-	-	-	170,000
[215-6310] Street Trees Total		458,072	338,137	508,678	540,041	517,813	642,985

STREET TREE MAINTENANCE

Budget Detail

215-6310

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the Sr. Maintenance Worker, Parks Supervisor, Maintenance Worker I, Public Works Operations Manager, Public Works Assistant, and Facilities Maintenance Supervisor. Refer to the Appendix for a detailed allocation list.

- 7020 Overtime
Provides for overtime pay for afterhours emergency response to fallen trees, broken limbs, and attendance at commission meetings.

- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$500).

- 8010 Postage
Provide funds for postage (\$50).

- 8020 Special Department Expense
Provides for special and miscellaneous department supplies including chain saw blades, blade sharpening, gloves, chipper blades (\$7,000), ropes, sling, and pulleys (\$3,000), work zone signs and cones (\$1,000), 25% of department cell phones (\$1,000), and pesticides and fungicides (\$3,000).

- 8040 Advertisements
Provides funds to publish ads for the tree regulations (\$200).

- 8060 Dues/Memberships/Subscriptions
Provides dues for Parks Supervisor to be a Western International Society of Arboriculture (ISA) member (\$400).

- 8090 Conference & Meeting Expense
Provides funds for tree related conference registration and meeting expenses (\$200).

- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, diesel, oil, tires, batteries, parts, repairs for Street Tree Division vehicles (\$15,000).

- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment. Equipment maintenance for chainsaw, trencher, chipper and loader (\$3,000).

- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$3,000).

- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$2,100).
- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including chaps and guards while using chain saws, helmets, safety boots, and gloves (\$1,600).
- 8170 Professional Services
Provides the cost of a miscellaneous tree studies and samplings (\$500) and independent arborist reports (\$3,700). Certified Arborist as needed (\$10,800).
- 8180 Contract Services
Routine tree maintenance services rendered under contract for tree trimming and annual grid pruning, and removal of trees (\$230,000).
- 8181 Contracted Tree Planting
Miscellaneous tree planting (\$10,000). The charges to this account are partially offset by residents paying for the cost of the trees into a revenue account.
- 8200 Training
Provides for attendance at classes, seminars and workshops related to tree care and management, and as required to maintain certifications and licenses (\$800).

CAPITAL OUTLAY

- 9181 Capital Outlay
Remove 100 aged/distressed trees (\$100,000), plant 200 trees (100 replacement trees and 100 new trees in empty wells) (\$70,000).

MEDIAN STRIPS

Budget Detail

215-6416

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	4,156	3,499	3,375	3,500	3,500	3,500
8180	Contract Services	61,415	60,148	60,148	60,500	40,000	60,500
	<OPERATIONS & MAINTENANCE>	65,571	63,647	63,523	64,000	43,500	64,000
[215-6416]	Median Strips Total	65,571	63,647	63,523	64,000	43,500	64,000

MEDIAN STRIPS

Budget Detail

215-6416

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides for department supplies including sprinklers, valves, fittings and plumbing (\$3,500).
- 8180 Contract Services
Provides partial cost of services rendered by contract with LandCare for landscape maintenance of street medians (\$60,500). The remainder of this contract is charged to General Fund Park Maintenance (account 101-6410-8180).

STREET MAINTENANCE

Budget Detail

230-6116

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	207,485	264,465	310,836	279,595	228,940	306,462
7020	Overtime	2,049	1,993	4,748	2,500	4,800	3,000
7040	Holiday	580	544	224	-	-	-
7070	Leave Buyback	2,325	3,679	2,998	2,000	3,000	3,000
7100	Retirement	37,342	34,077	39,660	39,651	37,700	54,271
7108	Deferred Compensation	381	306	432	539	340	371
7110	Workers Compensation	7,888	13,490	25,558	15,987	22,060	32,952
7120	Disability Insurance		1,660	-	-	-	-
7122	Unemployment Insurance	1,056	-	-	-	-	-
7130	Group Health Insurance	25,128	34,269	34,757	36,969	32,400	39,003
7131	Retiree Health Insurance	16,360	16,453	16,388	-	17,800	-
7140	Vision Insurance	726	1,054	1,127	1,164	1,020	1,236
7150	Dental Insurance	2,763	2,799	3,817	4,365	3,540	4,635
7160	Life Insurance	387	382	597	902	430	958
7170	FICA - Medicare	2,838	3,630	4,299	4,090	3,500	4,487
	<WAGES & BENEFITS>	307,307	378,803	445,441	387,762	355,530	450,375
8000	Office Supplies	1,321	1,973	324	1,000	710	1,000
8020	Special Department Expense	80,756	105,233	101,354	80,000	80,000	80,000
8060	Dues & Memberships	-	-	500	300	300	300
8100	Vehicle Maintenance	26,173	21,476	34,189	20,000	20,000	20,000
8110	Equipment Maintenance	7,533	8,432	9,245	6,400	5,000	6,400
8130	Small Tools	1,420	886	-	3,000	1,000	3,000
8132	Uniform Expense/Cleaning	1,177	1,986	2,361	3,000	3,000	3,000
8134	Safety Clothing/Equipment	2,199	1,112	1,976	1,750	1,050	1,750
8170	Professional Services	-	1,792	-	2,000	2,000	2,000
8180	Contract Services	138,318	4,759	22,318	80,000	80,000	80,000
8200	Training Expense	-	8	-	400	400	400
	<OPERATIONS & MAINTENANCE>	258,896	147,657	172,267	197,850	193,460	197,850
8520	Machinery & Equipment	16,445	-	-	-	-	-
8540	Automotive Equipment	7,517	29,661	95,741	160,000	-	160,000
	<CAPITAL OUTLAY>	23,962	29,661	95,741	160,000	-	160,000
230-6116	Street Maintenance Total	590,165	556,122	713,449	745,612	548,990	808,225
230	STATE GAS TAX TOTAL	590,165	556,122	713,449	745,612	548,990	808,225

STREET MAINTENANCE

Budget Detail

230-6116

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for three full-time Maintenance Workers and the partial compensation for the Management Assistant, Street Supervisor, Senior Maintenance Worker (2), Public Works Operations Manager, Public Works Inspector, Engineering Assistant, and a Deputy Public Works Director. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime
Provides for overtime pay for after hours emergency response.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for department office supplies (\$500) and miscellaneous expense (\$500).
- 8020 Special Department Expense
This account provides for special and miscellaneous department supplies & services including street signage (\$10,000), asphalt (\$10,000), and concrete, base sand and backfill soil (\$40,000). Catch basin repairs (\$10,000) and miscellaneous expenses (\$10,000).
- 8060 Dues, Memberships, Subscriptions, and Books
This account provides funding for construction handbooks, standard specifications for Public Works Construction (“Greenbook”), APWA Standard Drawings, WATCH manuals (\$300).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas (\$13,000), tires, tune-ups, and miscellaneous repairs and parts for Street Maintenance Division vehicles (\$7,000).
- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment used by the Streets Division (\$6,400).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools including weed whackers, chain saws, gas powered trawler and demo hammer (\$3,000).
- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$3,000).

- 8134 Safety Equipment & Supplies
Provides for the purchase of safety equipment and supplies, including safety boots (\$1,750).
- 8170 Professional Services
Provides for professional services for street and roadway related topics (\$2,000).
- 8180 Contract Services
Provides for services rendered for street maintenance activities such as miscellaneous traffic striping and markings (\$10,000) and weed abatement (\$9,000). Citywide traffic striping maintenance (\$15,000). Outsourcing of larger sidewalk, curb & gutter projects (\$10,000). Supplement contract services (\$36,000).
- 8200 Training
Provides for seminars and workshops related to street maintenance, signage and traffic control devices and methods (\$400).

CAPITAL OUTLAY

- 8540 Vehicles and Equipment
Provide funds for the purchase a loader (\$160,000).

STREET TREES

Budget Detail

232-6310

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8180	Contract Services	-	-	8,390	-	-	-
	<OPERATIONS & MAINTENANCE>	-	-	8,390	-	-	-
[232-6310]	Street Trees Total	-	-	8,390	-	-	-

PROP A PARK MAINTENANCE

Budget Detail

232-6417

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8020	Special Department Expense	13,116	7,907	8,809	-	4,000	-
8110	Equipment Maintenance	967	-	139	-	-	-
8140	Utilities	1,758	1,906	1,717	-	1,200	1,200
8170	Professional Services	-	-	-	-	6,640	-
8180	Contract Services	8,108	9,277	4,922	-	2,350	2,700
	<OPERATIONS & MAINTENANCE>	23,949	19,090	15,587	-	14,190	3,900
[232-6417]	Prop "A" Park Maintenance Total	23,949	19,090	15,587	-	14,190	3,900

PROP A PARK MAINTENANCE

Budget Detail

232-6417

OPERATIONS & MAINTENANCE

8140 Utilities

Provides funds for utilities for the Arroyo Park, Orange Grove, and Garfield park restrooms (\$1,200).

8180 Contract Services

Provides funds for janitorial services and unlock restrooms for the Arroyo Park, Orange Grove, and Garfield parks (\$2,700).

SEWER CAPITAL PROJECT

Budget Detail

310-6501

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	-	-	4,713	-	8,200	-
7040	Holiday	-	-	-	-	-	-
7100	Retirement	-	-	658	-	850	-
7108	Deferred Compensation	-	-	36	-	75	-
7110	Workers Compensation	-	-	206	-	530	-
7130	Group Health Insurance	-	-	346	-	490	-
7140	Vision Insurance	-	-	7	-	12	-
7150	Dental Insurance	-	-	31	-	36	-
7160	Life Insurance	-	-	4	-	10	-
7170	FICA - Medicare	-	-	60	-	150	-
<WAGES & BENEFITS>		-	-	6,061	-	10,353	-
8020	Special Department Expense	-	-	100	-	-	-
8050	Printing/Duplicating	-	-	3,173	-	4,200	-
8170	Professional Services	-	-	378,329	-	250,000	-
<OPERATIONS & MAINTENANCE>		-	-	381,602	-	254,200	-
310-6501 Sewer Capital Project Total		-	-	387,663	-	264,553	-

WATER DISTRIBUTION

Budget Detail

500-6710

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	407,755	553,697	434,558	561,037	482,600	510,551
7020	Overtime	12,122	23,977	39,295	-	23,000	-
7040	Holiday	1,122	894	356	-	-	-
7070	Leave Buyback	11,434	11,103	5,932	-	5,643	-
7100	Retirement	72,526	78,998	66,111	98,201	89,000	98,068
7108	Deferred Compensation	1,460	1,493	1,431	3,048	1,840	3,155
7110	Workers Compensation	14,454	26,133	35,833	30,419	42,940	49,628
7120	Disability Insurance	-	827	-	-	-	-
7130	Group Health Insurance	41,168	51,845	35,699	67,811	52,440	55,007
7131	Retiree Health Insurance	26,516	26,666	26,561	-	28,500	-
7140	Vision Insurance	1,247	1,670	1,221	2,172	1,780	1,764
7150	Dental Insurance	3,282	5,194	3,939	8,145	4,860	6,615
7160	Life Insurance	525	918	717	1,683	700	1,367
7170	FICA - Medicare	6,187	8,401	6,940	8,135	7,840	7,403
	<WAGES & BENEFITS>	610,593	791,815	658,593	780,651	741,143	733,557
8000	Office Supplies	415	1,327	625	1,500	1,000	1,500
8010	Postage	9	-	-	200	50	200
8020	Special Department Expense	97,522	107,476	54,174	120,000	28,000	120,000
8050	Printing/Duplicating	439	1,403	572	2,000	500	2,000
8060	Dues & Memberships	110	103	55	700	500	700
8070	Mileage/Auto Allowance	265	573	634	-	660	-
8100	Vehicle Maintenance	15,233	18,843	25,702	15,000	11,000	15,000
8110	Equipment Maintenance	4,352	3,659	3,388	10,000	5,000	10,000
8120	Building Maintenance	1,404	497	500	500	500	500
8130	Small Tools	6,869	3,878	3,872	10,000	5,000	10,000
8132	Uniform Expense/Cleaning	1,713	3,573	2,735	3,500	3,500	3,500
8134	Safety Clothing/Equipment	1,759	2,479	967	2,500	2,500	2,500
8140	Utilities	8,186	7,782	7,407	10,000	10,000	10,000
8150	Telephone	8,714	7,872	10,661	3,000	6,000	5,000
8170	Professional Services	4	-	-	-	-	20,000
8180	Contract Services	5,335	515	-	20,000	20,000	20,000
8191	Liability & Surety Bonds	259,808	203,949	62,440	48,413	53,943	56,700
8200	Training Expense	1,150	539	1,001	4,000	4,000	2,000
8229	Taxes	3,219	3,281	3,358	5,000	5,000	5,000
8400	Overhead Allocation	117,114	117,114	117,114	117,114	117,114	117,114
	<OPERATIONS & MAINTENANCE>	533,665	484,865	295,205	373,427	274,267	401,714
8530	Computer Equipment	-	258	-	-	-	-
8540	Automotive Equipment	-	-	(29)	160,000	-	160,000
8570	Water Sales	11	-	-	-	-	-
8572	Meters	4,656	742	5,074	-	-	-
8573	Fire Hydrants	5,477	-	12,856	-	-	-
	<CAPITAL OUTLAY>	11,560	1,275	21,381	160,000	-	160,000
[500-6710] Water Distribution Total		1,155,818	1,277,956	975,179	1,314,078	1,015,410	1,295,271

WATER DISTRIBUTION

Budget Detail

500-6710

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for 5 full-time employees and partial salary of Public Works Director, Water Operations Manager, Public Works Inspector, Civil Engineering Associate, Public Works Assistant and Management Assistant.
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to water main and service connection leaks.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for office supplies (\$800) and Division share of copier lease cost (\$700).
- 8010 Postage
Provides funds for postal expenses for City mailings (\$200).
- 8020 Special Department Expense
Provides for underground service alert fees (\$1,500), staff physical exams and Class B driver license renewals (\$500), miscellaneous parts and supplies (\$3,000), purchase of materials such as ductile iron pipe, copper pipe and brass fittings for the installation and repair of water services and mainlines (\$50,400), sand, base and asphalt (\$10,000), backflow device testing and repair (\$4,000), gate valves to replace broken valves (12 valves are estimated) that are found during the routine valve maintenance program (\$15,000), replacement fire hydrants and installation of new fire hydrants where required to improve fire protection (12 hydrants are estimated), including all material such as sleeves, valves, and pipe (\$22,000), cellular phone monthly service charge (\$1,200) and Division share of natural gas costs for CNG vehicles (\$2,400). Also includes funds to purchase materials for the installation of two new fire services and for the repair or replacement of existing fire services (\$10,000). These costs are charged against this account but are reimbursed by Developers to revenue account 500-5540.
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials (\$500) and printing costs of utility billing inserts (\$1,500).
- 8060 Dues, Memberships, Subscriptions, and Books
Purchase of new Water Distribution reference books (\$500) and membership in SCWUA (\$200).
- 8100 Vehicle Maintenance and Operations
Provides funds for operational expenses such as gas, oil, tires, batteries, parts, repairs, and routine maintenance of division vehicles (\$12,750) and smog certifications (\$2,250).

- 8110 Equipment Maintenance
Provides funds for repair and maintenance of City owned equipment including generator, ditch pumps, tapping machine, trench shoring systems, backhoe and miscellaneous electrical and pneumatic equipment (\$5,000) and upgrade meter reading device and program (\$5,000).
- 8120 Building Maintenance
Provides for miscellaneous repairs to the facilities used by the Water Distribution Division, and miscellaneous building supplies (\$500).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools, including purchase of electrical partner saw and pneumatic pumps (\$10,000).
- 8132 Uniforms and Equipment
Provides for uniform rental cleaning service and purchase of uniforms and equipment (\$2,000) and steel toed work boots (\$1,500).
- 8134 Safety Equipment & Supplies
Provides for the purchase of personal protective equipment, including, safety vests, work zone signs, cones, and delineators (\$2,500).
- 8140 Electricity
Provides funds for electrical service to City Service Facility at 825 Mission by Southern California Edison (\$10,000).
- 8150 Telephone
Provides funds for telephone service to City Service Facility at 825 Mission and all water sites (\$5,000).
- 8170 Professional Services
Provides for professional services to update the water GIS to include water services and meters (\$20,000).
- 8180 Contract Services
Provides for emergency contract work to repair and replace water mains, valves, fire hydrants, and water services that cannot be handled in-house (\$20,000).
- 8191 Liability Insurance & Surety Bonds and Property
This account pays a 25% (\$56,700) share of the City's liability insurance costs. The remaining portions are paid out of General Fund (60%), Sewer Fund (5%), and LLD (10%).
- 8200 Training Expense
Provides for training seminars and workshops related to water system distribution certification, such as American Water Works Association, USC cross connection training, California Rural Water (\$1,500) and State Water Resources Control Board operator certifications (\$500)
- 8229 Taxes
Property taxes paid to Los Angeles County for Water facilities located outside of South Pasadena City boundaries (\$5,000).

8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

8540 Vehicles & Equipment
Clean Fuel Utility truck to replace unit #12 (1996) (\$160,000)

WATER PRODUCTION

Budget Detail

500-6711

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	386,661	322,211	291,730	300,133	312,700	360,544
7020	Overtime	20,828	21,416	24,025	-	24,000	-
7040	Holiday	4,360	3,557	3,786	-	3,500	-
7070	Leave Buyback	4,667	4,586	3,790	-	3,569	-
7100	Retirement	70,082	47,750	44,967	53,178	54,300	70,367
7108	Deferred Compensation	616	555	798	389	990	495
7110	Workers Compensation	16,661	19,027	27,019	18,535	33,100	42,014
7130	Group Health Insurance	31,345	28,640	23,253	32,145	27,040	38,949
7131	Retiree Health Insurance	26,516	26,666	26,561	-	28,600	-
7140	Vision Insurance	1,300	1,085	843	1,020	970	1,236
7150	Dental Insurance	4,523	3,690	2,954	3,825	3,560	4,635
7160	Life Insurance	624	523	442	790	470	958
7170	FICA - Medicare	5,983	5,040	4,583	4,352	5,200	5,227
<WAGES & BENEFITS>		574,168	484,746	454,751	414,367	497,999	524,425
8000	Office Supplies	1,331	1,052	549	1,500	1,500	1,500
8010	Postage	-	-	50	200	100	200
8020	Special Department Expense	56,333	41,032	27,441	250,000	25,000	14,000
8050	Printing/Duplicating	-	-	70	2,000	500	2,000
8060	Dues & Memberships	2,348	2,071	2,166	2,600	2,600	2,600
8070	Mileage/Auto Allowance	127	199	256	200	200	200
8080	Books & Periodicals	226	236	(78)	500	700	500
8100	Vehicle Maintenance	7,032	6,358	7,245	6,000	6,000	6,000
8110	Equipment Maintenance	36,360	7,045	9,753	10,500	18,000	10,500
8120	Building Maintenance	7,200	-	3,925	12,000	5,000	12,000
8130	Small Tools	118	206	-	1,000	900	1,000
8132	Uniform Expense/Cleaning	2,012	2,153	1,802	2,000	2,000	2,000
8134	Safety Clothing/Equipment	567	651	1,020	800	400	800
8140	Utilities	5,884	5,311	13,447	500	7,000	7,000
8150	Telephone	209	164	565	7,000	500	500
8152	Pumping Power	620,613	690,341	685,402	850,000	650,000	850,000
8170	Professional Services	214,174	238,805	252,474	260,000	260,000	260,000
8180	Contract Services	20,809	-	-	-	1,410	80,000
8200	Training Expense	1,505	1,163	1,030	1,500	2,510	1,500
8231	Water Purchases - Resale	44,850	139,559	35,149	100,000	50,000	100,000
8233	Watermaster Charges	1,256,684	1,590,310	779,379	1,000,000	800,000	1,000,000
8400	Overhead Allocation	205,267	205,267	205,267	205,266	205,266	205,266
<OPERATIONS & MAINTENANCE>		2,483,649	2,931,982	2,026,912	2,713,566	2,039,586	2,557,566
8520	Machinery & Equipment	18,136	-	-	-	119,800	-
8530	Computer Equipment	2,418	-	-	-	705	3,000
8540	Automotive Equipment	-	-	-	-	-	34,000
<CAPITAL OUTLAY>		20,554	-	-	-	120,505	37,000
[500-6711] Water Production Total		3,078,371	3,416,728	2,481,663	3,127,933	2,658,090	3,118,991

WATER PRODUCTION

Budget Detail

500-6711

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides compensation for 4 full time employees and partial salary for Public Works Director, Water Operations Manager, Public Works Assistant and Electrician.
- 7020 Overtime
Provides for overtime pay for afterhours emergency response to water production problems and for coverage during vacations, sick leave and other extended employee absences.
- 7040 Holiday
Provides funds to employees whose work rotation falls on holidays.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for office supplies (\$1,000) and miscellaneous expenses (\$500).
- 8010 Postage
Provides funds for postal expenses for City mailings (\$200).
- 8020 Special Department Expense
Provides for special and miscellaneous department supplies and services including: sodium hypochlorite for Graves Reservoir (\$3,000), chlorine analyzer solution (\$4,500), turbine oil (\$1,100), miscellaneous parts and supplies such as paints, painting supplies, janitorial supplies, rags, etc. (\$2,500), SCADA DSL line at Wilson Reservoir (\$1,500); staff physical exams and Class B driver license renewals (\$200), and cellular phone monthly service charge (\$1,200).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials such as the annual Consumer Confidence Report and water system maps (\$2,000).
- 8060 Dues, Memberships, Subscriptions
Provides funds for membership fees and dues of the American Water Works Association (\$2,600).
- 8070 Mileage/Auto Allowance
To provide reimbursement for water related call outs (\$200).
- 8080 Books, Videos, Magazines, and Recordings
Provides funds for the purchase of reference books and manuals (\$500).

- 8100 Vehicle Maintenance and Operations
Provides funds for operational expenses such as gas, oil, tires, batteries, parts, repairs and routine maintenance of division vehicles (\$4,000) and smog certifications (\$2,000).
- 8110 Equipment Maintenance
Provides funds for emergency and routine repair and maintenance of large pumps, valves, and electrical power and control systems. Replace water level transmitters and radios at elevated tanks (\$10,500).
- 8120 Building Maintenance
Install sliding gate at Westside Reservoir (\$8,000) and replace cracked & falling block wall and gate at Kollie pump house (\$4,000).
- 8130 Small Tools
Provides for replacement or purchase of worn or damaged hand and power tools (\$1,000).
- 8132 Uniforms and Equipment
Provides for the purchase and service of City supplied uniforms (\$2,000).
- 8134 Safety Equipment & Supplies
Provides for the purchase of personal protective equipment, safety equipment and supplies (\$800).
- 8140 Utilities
Provides for electric service to water system facilities used by the Water Production Division other than power for pumping (\$7,000).
- 8150 Telephone
Provides telephone service to water system facilities (\$500).
- 8152 Pumping Power
This account provides funds for electrical and energy charges associated with operating well and booster pumps (\$850,000).
- 8170 Professional Services
Provides for professional services such as water quality testing (\$23,000), security services at elevated tanks and reservoirs (\$2,000), State Water Resources Control Board administration fees (\$10,000), San Gabriel Basin Water Quality Authority administrative fee (\$35,700), consultant services for preparation of the annual Consumer Confidence Report (\$4,500), Consulting Water Project Manager (\$150,800) and a Rate Study (\$20,000). SCADA system maintenance (\$14,000) has been moved to this account from 500-6711-8180.
- 8180 Contract Services
Provides for the rehabilitation of well# 2 and well#4 (\$80,000).
- 8200 Training Expense
Provides for training seminars and workshops related to water supply and production to maintain required state certification of operators (\$1,500).

- 8231 Water Purchases – Resale
This account provides funds to purchase water from the City of Pasadena and from MWD to supplement the City’s well production (\$100,000).
- 8233 Watermaster Charges
This account provides the funds to purchase water from the Upper San Gabriel Valley through the Watermaster for extraction of groundwater within our water rights, for excess extraction premiums beyond the adjudicated rights, and for fees for the cleanup of the ground water basin (\$1,000,000). The purchase of additional water may be offset by leasing the temporary water from other stakeholders in the Main San Gabriel Basin.
- 8400 Overhead Allocation
Charges for administrative services provided by the General Fund.

CAPITAL OUTLAY

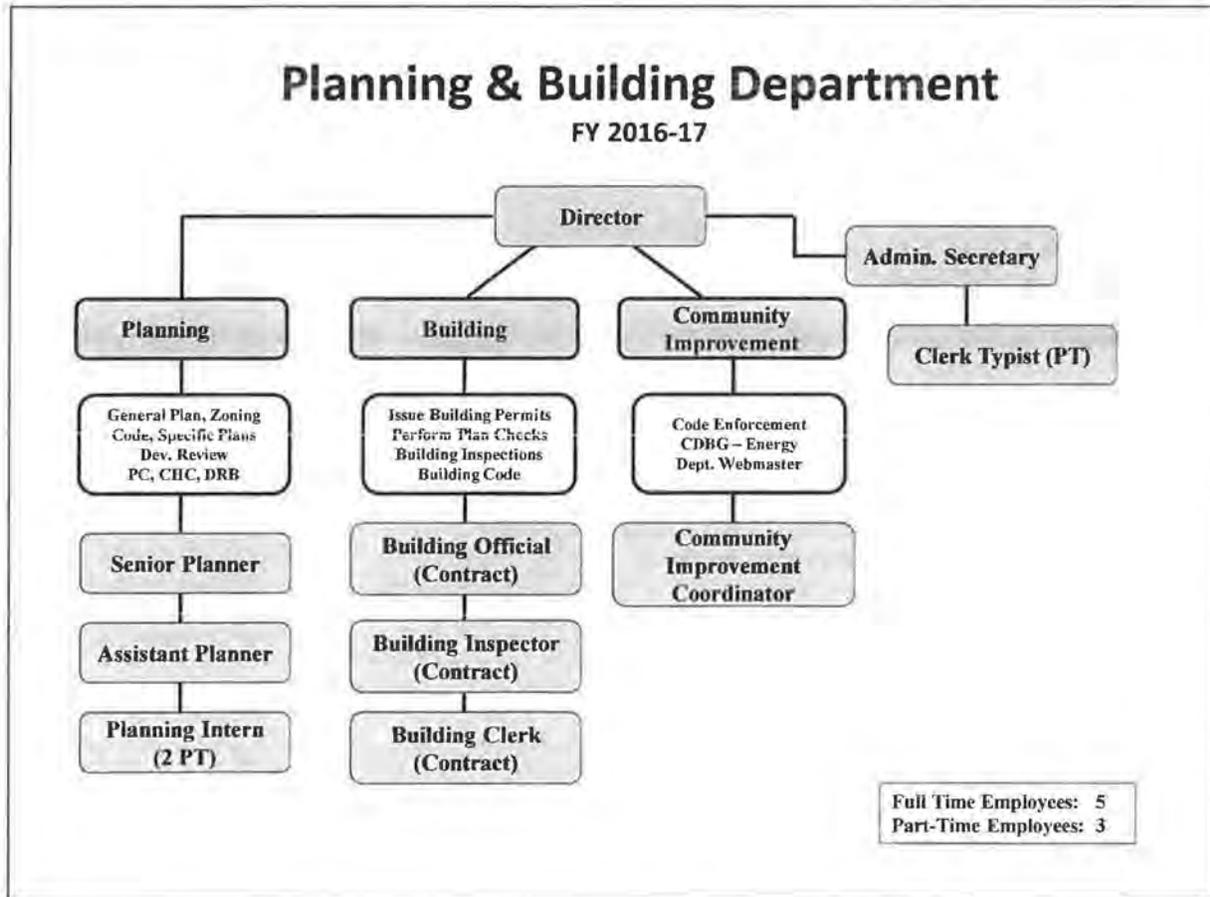
- 8530 Computer Equipment
Provide computer equipment for water division (\$3,000).
- 8540 Vehicles & Equipment
Clean Fuel Utility truck to replace unit #7 (1992) (\$34,000)

PLANNING & BUILDING
Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	514,038	529,496	531,136	572,677	568,980	652,734
Operations & Maintenance	384,109	394,836	562,581	384,250	408,095	548,600
Capital Outlay	5,468	2,538	161	-	-	-
Total Expenses by Category	903,615	926,870	1,093,878	956,927	977,075	1,201,334
[101-7011] Planning & Building	898,710	911,870	1,093,878	956,927	977,075	1,101,334
[105-7011] Facilities Equipment & Replacement	-	-	-	-	-	100,000
[260-2120] Residential Rehabilitation	4,905	-	-	-	-	-
[276-7101] Historic Preservation Grant	-	15,000	-	-	-	-
Total Expenses by Program	903,615	926,870	1,093,878	956,927	977,075	1,201,334

Planning & Building Director	1
Senior Planner	1
Assistant Planner	1
Community Improvement Coordinator	1
Administrative Secretary	1
Total	5

PLANNING & BUILDING
Department Description and Authorized Positions



The Planning & Building Department provides staff services to the Planning, Cultural Heritage Commissions, and the Design Review Board. The planning staff administers land use and development regulations, processes land use permits, and undertakes long range land use planning. In addition, the Department is responsible for the planning and development review of the built environment in South Pasadena. The building staff enforces construction standards to safeguard life, health, and property by issuing permits, reviewing building plans for code compliance, and performing construction inspections. The code enforcement staff works with property owners to develop and secure compliance with the municipal codes regarding property maintenance and operations.

PLANNING & BUILDING

Budget Detail

101-7011

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	358,480	375,583	365,982	389,964	382,800	425,990
7010	Salaries - Temp / Part	34,989	37,129	42,172	40,000	49,000	60,000
7020	Overtime	1,198	1,756	1,997	1,500	1,900	1,500
7070	Leave Buyback	2,994	2,560	331	1,500	-	1,500
7100	Retirement	69,222	59,411	61,837	73,894	74,840	90,341
7108	Deferred Compensation	1,082	1,175	1,213	1,206	1,290	1,347
7110	Workers Compensation	8,141	12,475	19,043	14,966	23,200	19,777
7120	Disability Insurance		-	4,455	-	-	-
7130	Group Health Insurance	27,967	28,616	23,738	37,026	24,500	38,580
7140	Vision Insurance	973	1,041	934	1,152	1,050	1,200
7150	Dental Insurance	2,528	3,265	2,918	4,320	3,200	4,500
7160	Life Insurance	466	519	509	893	520	930
7170	FICA - Medicare	5,996	5,967	6,007	6,256	6,680	7,069
	<WAGES & BENEFITS>	514,038	529,496	531,136	572,677	568,980	652,734
8000	Office Supplies	2,050	2,997	2,783	3,000	3,100	2,750
8010	Postage	5,698	5,951	9,062	8,000	5,250	8,000
8020	Special Department Expense	31,187	17,156	32,883	11,000	650	8,000
8040	Advertising	2,629	2,481	4,127	3,000	5,000	4,000
8050	Printing/Duplicating	3,807	2,492	2,863	2,000	3,400	4,000
8060	Dues & Memberships	1,450	2,032	1,466	1,700	1,700	1,850
8090	Conference & Meeting Expense	163	24	450	750	495	1,500
8100	Vehicle Maintenance	2,723	1,696	1,734	2,000	1,000	1,200
8110	Equipment Maintenance	5,166	7,162	6,510	1,300	4,500	1,500
8150	Telephone	665	671	-	-	-	-
8170	Professional Services	31,427	42,658	29,779	50,000	63,000	54,300
8180	Contract Services	291,591	294,190	470,924	300,000	320,000	360,000
8200	Training Expense	149	326	-	1,000	-	1,000
8257	Boards & Commissions	500	-	-	500	-	500
	<OPERATIONS & MAINTENANCE>	379,204	379,836	562,581	384,250	408,095	448,600
8530	Computer Equipment	5,468	2,538	161	-	-	-
	<CAPITAL OUTLAY>	5,468	2,538	161	-	-	-
 101-7011 Planning & Building Total		898,710	911,870	1,093,878	956,927	977,075	1,101,334

PLANNING & BUILDING

Budget Detail

101-7011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides for partial compensation for the Planning & Building Director, one Senior Planner, one Assistant Planner, one Community Improvement Coordinator and Administrative Secretary. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time
Provides compensation for seasonal, temporary, and other non-salaried part-time employees.
- 7020 Overtime
Provides compensation for overtime duty for department staff.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for regular office supplies (\$2,750).
- 8010 Postage
Provides funds for postal expenses for City mailings. These expenses are recovered as part of application fees (\$8,000).
- 8020 Special Department Expense
Provides for special department supplies and services. Includes funding to pursue proactive code enforcement on substandard properties (\$1,000), production of public information materials relating to the update of the General Plan and the Mission Street Specific Plan (\$7,000).
- 8040 Advertising
Provides funds for advertising of legal notices for public hearings and other land use matters. These expenses are recovered as part of application fees (\$4,000).
- 8050 Printing and Duplication
Provides funds for the printing and duplication of materials for building permit forms, inspection forms, Design Review Board and Cultural Heritage Commission public notice envelopes, reproduction of maps, General Plan, Zoning Code, specific plans, and other planning reports and materials (\$4,000).

- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees, dues, subscriptions and publications of professional organizations and continuing education materials, including the California Planning & Development Report (\$300). Also memberships in the American Planning Association (\$750), the California Association of Code Enforcement (\$100), International Council of Building Officials (\$500) and the California Preservation Foundation (\$200).
- 8090 Conference and Meeting Expense
Provides funds for conference registration, and meeting expenses. One-time increase to allow staff to attend the annual conference of the California Chapter of the American Planning Association, which is in Pasadena in October, 2016 (\$1,500).
- 8100 Vehicle Maintenance
Provides funds for operational costs for gas, diesel, oil, tires, batteries, parts, and repairs of Planning & Building hybrid vehicle (\$1,200).
- 8110 Equipment Maintenance
Provides funds for Planning & Building's share of the postage meter lease (\$1,500).
- 8170 Professional Services
Provides funding for court reporter services for ADA accommodations (\$20,000), a contingency for professional planning services (\$10,000); and GIS systems maintenance (\$16,500); addition of Community View GIS module, which will allow the public to access GIS data from the website (\$6,000); and update of the historic preservation GIS data layer to reflect the update of the cultural heritage inventory currently underway (\$1,800).
- 8180 Contract Services
Provides for building inspection, building official, building clerk building permit issuance and plan checking services provided under contract by Transtech. Contract costs are fully recovered by plan checking and building permit fees (\$355,000). Increase due to higher plan check fees, and a one-time \$5,000 increase for triennial update of the building codes late 2016.
- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions taken by employees on city time (\$1,000).
- 8257 Board & Commissions
Provides funds for training and support of the activities of the Planning Commission, Design Review Board, and Cultural Heritage Commission (\$500).

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-7011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8170	Professional Services	-	-	-	-	-	100,000
105 - FACILITIES & EQUIP. REPLACEMENT TOTAL		92,552	-	-	-	-	100,000

FACILITIES & EQUIPMENT REPLACEMENT

Budget Detail

105-7011

OPERATIONS & MAINTENANCE

- 8170 Professional Services
Provides funds for the General Plan Update (\$100,000).

RESIDENTIAL REHABILITATION

Budget Detail

260-2120

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8180	Contract Services	4,905	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	4,905	-	-	-	-	-
[260-2120]	Residential Rehabilitation Total	4,905	-	-	-	-	-

HISTORIC PRESERVATION GRANT

Budget Detail

276-7011

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8170	Professional Services	-	15,000	-	-	-	-
	<OPERATIONS & MAINTENANCE>	-	15,000	-	-	-	-
[276-7011] Planning & Building Total		-	15,000	-	-	-	-
276 - HISTORIC PRESERVATION GRANT TOT		-	15,000	-	-	-	-

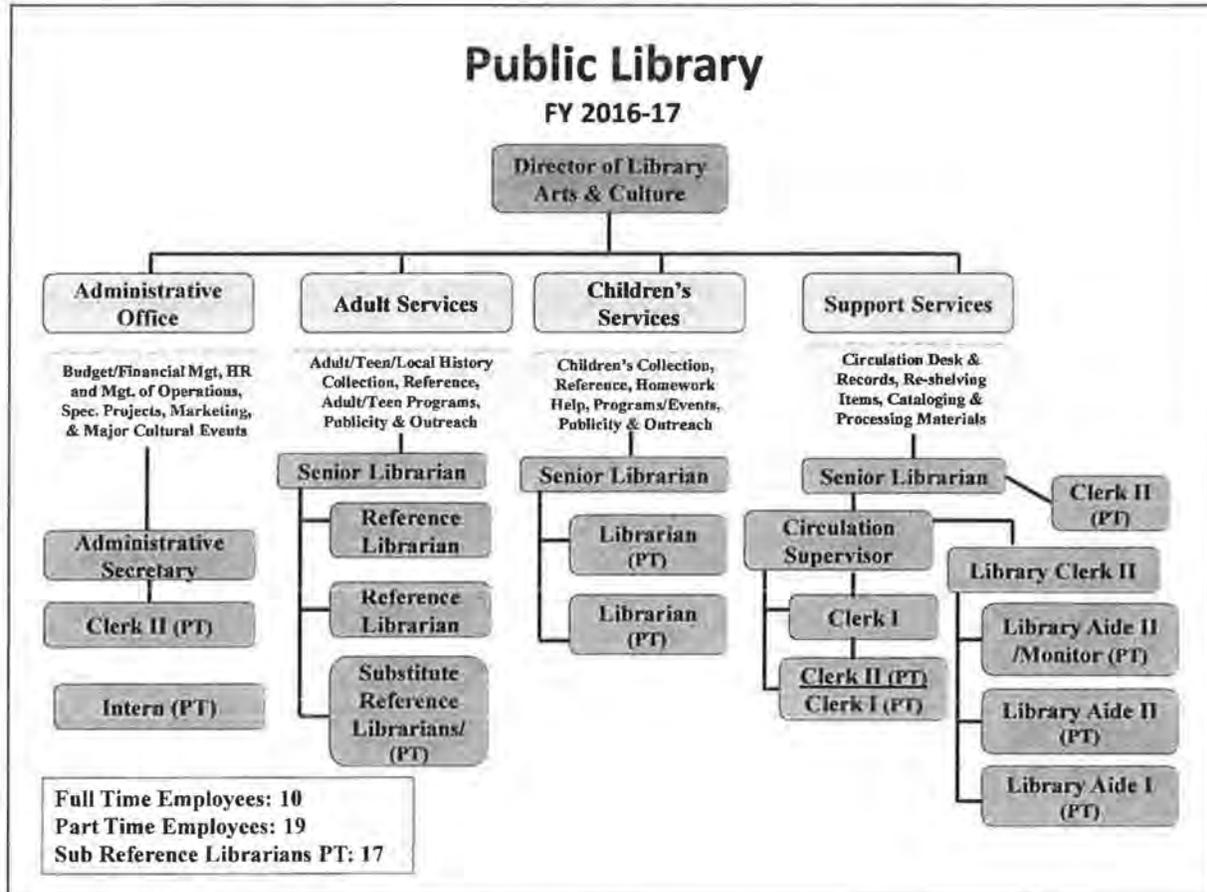
LIBRARY
Department Summary

EXPENDITURE SUMMARY	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
Wages & Benefits	1,067,194	1,128,827	1,152,599	1,223,185	1,112,697	1,253,010
Operations & Maintenance	363,188	369,790	381,241	358,092	351,665	413,146
Capital Outlay	6,541	-	-	-	-	40,000
Total Expenses by Category	1,436,922	1,498,617	1,533,840	1,581,277	1,464,362	1,706,156
[101-8011] Library	1,436,922	1,498,617	1,533,840	1,574,832	1,457,917	1,706,156
[280-8016] Public Library Fund Grant	-	-	-	6,445	6,445	-
Total Expenses by Program	1,436,922	1,498,617	1,533,840	1,581,277	1,464,362	1,706,156

Director of Library, Arts, and Culture	1
Senior Librarian	3
Administrative Secretary	1
Librarian	2
Library Technical Assistant	1
Library Clerk II	1
Library Clerk I	1
Total	10

LIBRARY

Department Description and Authorized Positions



The South Pasadena Public Library exists for the educational, cultural, informational, and recreational benefit of its users of all ages. It is a service organization with a welcoming facility providing a balanced, important, attractive, and organized selection of books, e-books, DVDs, CDs, audio-books, magazines, newspapers, and other resources. It is also a community hub that conducts both wide-reaching and targeted outreach activities. The Library presents literary, historical, cinematic, theatrical, arts, musical, dramatic, and other cultural programs, events, and projects. Its public personal computers and its wireless network provide Internet access and a variety of databases, many of which are offered through the Library website, which also contains original content. The Library provides space for studying and reading, as well as venues for meetings and events, many of which are co-sponsored by the Library's array of community partners. Reference services and archives related to South Pasadena are collected, stored, maintained, and availed to the community.

Mission Statement

The South Pasadena Public Library will provide high quality, professional, and friendly services in a welcoming and accommodating environment. The Library will strive to inform, enrich, and empower every person in the community by fostering the pursuit of knowledge, the love of reading, and the greater appreciation, and support of local culture.

LIBRARY

Budget Detail

101-8011

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	629,717	661,704	681,547	716,323	575,000	717,825
7010	Salaries - Temp / Part	198,215	226,587	234,436	228,000	270,000	230,000
7020	Overtime	1,912	771	1,543	1,500	2,000	1,500
7040	Holiday	323	334	355	500	250	500
7055	IOD - Non Safety	1,348	9,726	-	-	-	-
7070	Leave Buyback	5,386	6,818	2,808	8,000	19,297	10,000
7100	Retirement	135,590	115,553	118,588	148,253	132,500	160,588
7108	Deferred Compensation	1,137	1,174	1,208	2,202	1,310	1,273
7110	Workers Compensation	7,999	11,710	18,567	15,345	20,500	28,211
7120	Disability Insurance	-	-	4,927	-	-	-
7122	Unemployment Insurance	-	209	72	-	2,250	-
7130	Group Health Insurance	61,915	67,122	60,500	76,080	58,040	76,080
7140	Vision Insurance	1,770	1,956	1,761	2,400	1,800	2,400
7150	Dental Insurance	6,904	6,955	6,401	9,000	6,140	9,000
7160	Life Insurance	1,026	1,017	1,026	1,860	860	1,860
7170	FICA - Medicare	13,951	17,193	18,860	13,722	22,750	13,772
	<WAGES & BENEFITS>	1,067,194	1,128,827	1,152,599	1,223,185	1,112,697	1,253,010
8000	Office Supplies	11,476	13,231	10,532	10,000	10,000	10,000
8010	Postage	6,305	1,863	3,725	3,000	4,000	5,000
8020	Special Department Expense	27,507	26,770	27,839	27,000	19,200	30,000
8030	Library Periodicals	14,286	15,262	15,650	15,000	13,500	15,000
8031	Electronic Reference	29,411	29,293	35,714	20,000	30,560	40,000
8040	Advertising	-	-	1,114	2,500	3,000	3,500
8050	Printing/Duplicating	1,297	4,748	5,205	5,000	5,000	6,000
8060	Dues & Memberships	1,823	613	840	1,500	1,720	3,000
8070	Mileage/Auto Allowance	83	169	81	1,000	400	1,000
8080	Books & Periodicals	123,287	141,394	145,411	122,047	100,000	125,000
8085	City-wide Reading Program	-	-	1,325	2,000	-	3,000
8090	Conference & Meeting Expense	1,394	424	1,475	1,500	1,220	2,000
8110	Equipment Maintenance	54,043	51,159	50,564	55,000	60,000	10,000
8120	Building Maintenance	22,236	14,716	17,902	28,000	9,520	15,500
8140	Utilities	32,420	42,331	36,905	33,000	35,000	45,000
8150	Telephone	4,425	3,993	-	-	-	-
8155	Rental/Lease	1,617	647	1,262	1,600	1,600	-
8170	Professional Services	7,315	5,695	5,724	13,000	12,000	13,146
8180	Contract Services	22,404	12,476	16,698	3,500	35,000	80,000
8200	Training Expense	-	2,000	2,131	4,000	500	3,000
8257	Boards & Commissions	1,862	3,006	1,144	3,000	3,000	3,000
	<OPERATIONS & MAINTENANCE>	363,188	369,790	381,241	351,647	345,220	413,146
8530	Computer Equipment	6,541	-	-	-	-	40,000
	<CAPITAL OUTLAY>	6,541	-	-	-	-	40,000
[101-8011] Library Total		1,436,922	1,498,617	1,533,840	1,574,832	1,457,917	1,706,156

LIBRARY

Budget Detail

101-8011

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides compensation for a full-time staff of ten persons. These include 1 Director of Library, Arts, and Culture, 3 Senior Librarians, 1 Administrative Secretary, 2 Librarians, 1 Library Technical Assistant, and 2 Library Clerks.
- 7010 Wages - Seasonal and Part-Time Employees
Covers the compensation of part-time library staff members who are paid hourly rates.
- 7020 Overtime
Provides compensation for any overtime use throughout the year, at one and one-half times the regular salary or wage. Overtime is very sparingly used to compensate non-exempt professional staff when program preparations, meetings, etc. require staff to work beyond their regular 8-hour work day.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of paper, stationery, rolls for receipt printers, folders, notepads, cash register and mailing supplies, toner, business cards, name badges, and general office supplies.
- 8010 Postage
Covers postage fees for correspondence, grant applications, invitations, overdue materials notifications, and inter-library loan books lent and returned to borrowing institutions. Mailing costs may be increasing but the Library will be doing more electronic distribution of messages.
- 8020 Special Department Expense
Funds the purchase of barcodes, security strips, CD and DVD cases and sleeves, software, barcode readers, promo magnets, supplies for children's programs, book trucks, archival supplies, book jackets, "date due" slips, book trucks, mending tape, display racks, and other miscellaneous provisions.
- 8030 Periodicals
Provides funds for the renewal of approximately 150 hard copy magazine and newspaper subscriptions (including the *Star-News*, *Los Angeles Times*, and many others), as well as for updates of reference materials, such as motor vehicle price guides and investment newsletters.
- 8031 Electronic Reference Subscriptions
Provides funds for the purchase of electronic information databases used inside and also outside the Library. Many of them are also available to the public via our website which means these can be accessed to users via their home, office, and personal computers, tablets, and smartphones. The Library subscribes to electronic databases offering a range of magazine & newspaper articles, interactive children's books to stimulate beginning readers, a national business directory, a materials ordering database, encyclopedias, an authoritative dictionary, and others.

- 8040 Advertising/Publicity/Outreach/Marketing
Enables the Library to purchase print or online ads in newspapers, radio stations, and/or websites for major projects, programs, or events. Would also cover artwork, design, and printing for special project materials.
- 8050 Printing and Duplication
Provides funds for the printing and duplication of brochures, program and event calendars, newsletters, flyers, posters, archival reproductions, library card applications (in English/Chinese/Spanish), and a host of other printed materials for the public.
- 8060 Dues and Memberships
Supports membership(s) to the California Library Association, Califa, American Library Association, California Public Library Advocates, Book Club of California, and other professional organizations for the professional growth of staff and the Board of Trustees. These provide continuing education and networking opportunities, as well as support for the state and national organizations advocating and lobbying for libraries.
- 8070 Mileage Reimbursement
Addresses mileage reimbursement when a staff member's private vehicle is used to conduct City business. Used mostly to compensate staff for attending required meetings and to support the training and continuing education of staff members at off-site workshops, meetings, and training sessions.
- 8080 Books, Videos, and Recordings
Provides funds for the purchase of circulating books e-books, musical and book CDs, and how-to, documentary and theatrical DVDs. Annual circulation of materials exceeds 420,000. Also, includes subscription to *Freegal* for downloadable audio and video, *Freading* for e-books, and enhanced and augmented Overdrive e-book availability. The Library will also be subscribing to an independent publisher e-book service.
- 8085 City-wide Reading Program
The library will coordinate a project to engage the community with a series of events to read and discuss an appealing literary book. Funding will also be sought from other organizations including the Friends of the South Pasadena Public Library.
- 8090 Conference and Meeting Expense
Provides funds for conference and meeting travel expenses and attendance fees for staff.
- 8110 Equipment Maintenance
For technical support, repair and maintenance of the computer system hardware and software, bibliographic database, public computers and copier, theft detection system, and support for public workstations. Includes Library's portion for digital postage meter and postal scale.
- 8120 Building Maintenance
Provides for emergency janitorial service, miscellaneous plumbing, electrical, and other repairs and supplies for the Library building. Includes \$3,000 for exterior steam cleaning and carpet cleaning, \$2,000 for elevator repairs, \$2,000 for HVAC repairs, \$2,500 for automatic door repairs, \$2,600 for miscellaneous repairs, \$3,400 for Community Room repairs.

- 8140 Electricity, Gas and Water Service
Payment of utilities for the Library. (Recent reduction due to less consumption of energy brought about by updated lighting and HVAC system upgrades.)
- 8170 Professional Services
Provides funds for institutional membership in the Southern California Library Cooperative at \$2,146, employee physicals and fingerprints of new hires, and the \$4,000 fee for Community Economic Solutions, Inc., the agency processing the tax roll for the Library Parcel Tax.
- 8180 Contract Services
Provides a portion for janitorial services contract and supplies. Provides funds for security alarm and fire alarm services. Includes approx. \$1,000 for online system maintenance and cataloging service, \$16,800 for cataloging records subscription, and \$2,532 for the theft detection system. Includes \$1,000 for the rebinding of important, out-of-print books and other materials.
- 8200 Employee Training
Provides funds for training materials, seminars, webinars, and job-related training sessions for library staff. Most of the workshops are conducted locally by library consortia and are provided at low-cost. Also includes any costs associated with the Annual Library Staff Training/Safety Day.
- 8257 Boards/Commissions
Funds for Library Board of Trustees' attendance at annual California Public Library Advocates workshops and the California Library Association Annual Conference in Northern California, as well as printing, honoraria, and other expenses of the Trustees' Annual Volunteer Recognition Luncheon Event.

CAPITAL OUTLAY

- 8530 Computer Equipment
Includes funds estimated for first-year CENIC cost for 1 gigabit of broadband connectivity for staff and public computers and estimated costs for hardware improvements for Wi-Fi.

PUBLIC LIBRARY FUNDS GRANT

Budget Detail

280-8016

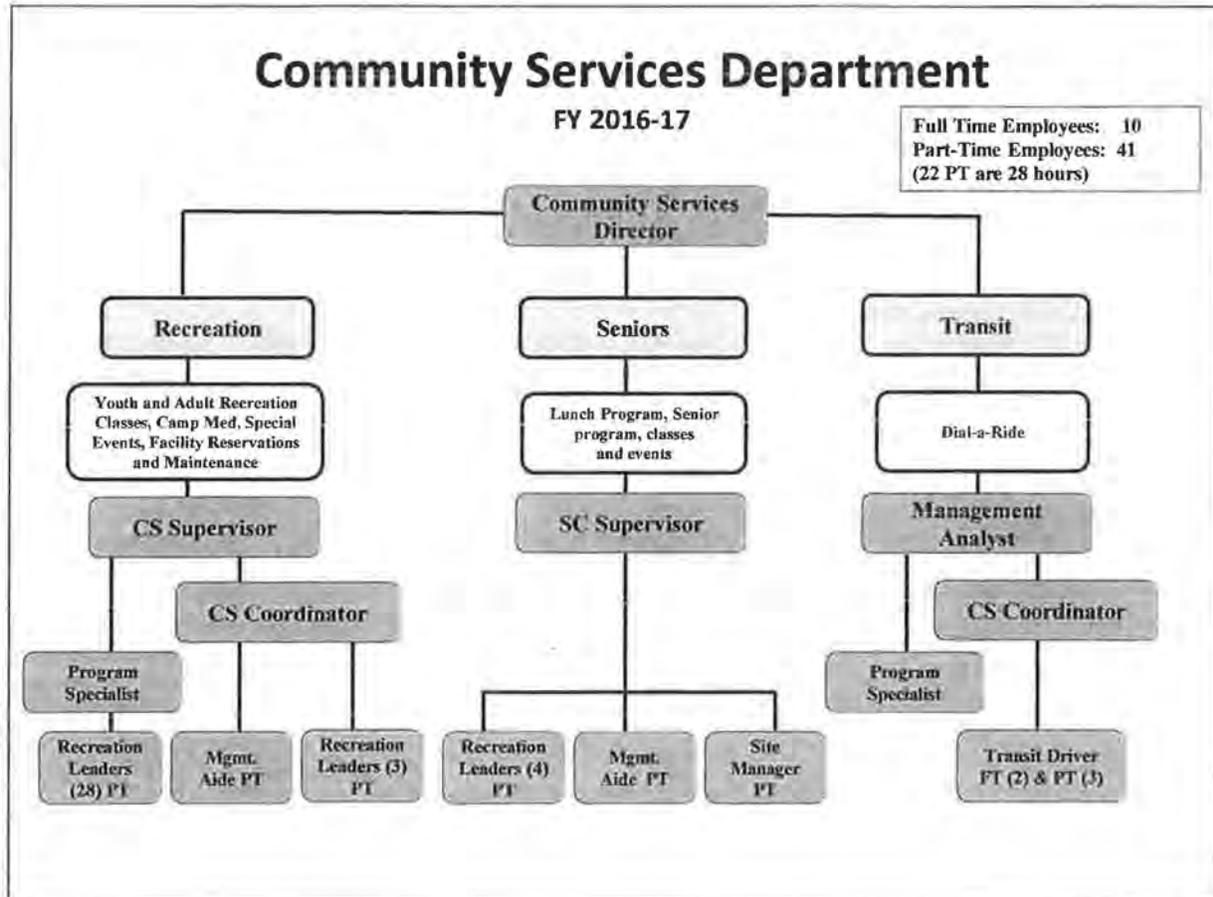
Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8110	Equipment Maintenance	-	-	-	6,445	6,445	-
	<OPERATIONS & MAINTENANCE>	-	-	-	6,445	6,445	-
[280-8016] Public Library Fund Grant Total		-	-	-	6,445	6,445	-
280 - PUBLIC LIBRARY FUNDS GRANT		-	-	-	6,445	6,445	-

COMMUNITY SERVICES Department Summary

EXPENDITURE SUMMARY	Actual	Actual	Actual	Adopted	Estimated	Proposed
	2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
Wages & Benefits	1,505,687	1,494,068	1,683,346	1,271,909	1,140,275	1,435,606
Operations & Maintenance	900,046	922,855	973,559	1,526,712	1,515,227	1,796,848
Capital Outlay	183,621	15,220	59,100	190,000	163,985	90,000
Total Expenses by Category	2,589,354	2,432,143	2,716,005	2,988,621	2,819,487	3,322,454
[101-8021] Senior Services	249,370	282,651	297,272	254,357	246,849	346,296
[101-8031] Community Services	195,175	213,437	279,225	290,177	278,392	301,925
[101-8032] Recreation and Youth Services	506,976	512,005	613,593	617,903	612,542	679,655
[105-8031] Facilities & Equipment Replacement	-	-	-	-	-	110,000
[205-2210] Prop "A" Administration	45,616	51,694	27,719	25,543	33,580	14,997
[205-8022] Gold Link	13,832	-	-	-	-	-
[205-8024] Transit Planning	-	-	-	-	-	246,849
[205-8025] Dial-A-Ride	136,567	227,333	260,004	440,835	342,839	314,921
[207-2260] Prop "C" Administration	142,828	67,768	35,160	52,326	78,814	6,989
[207-8025] Dial-A-Ride	238,462	103,126	177,779	324,127	211,264	242,746
[260-8023] CDBG Senior Nutrition Prog	29,774	30,867	39,314	-	39,222	31,500
[275-6410] Park Maintenance	141,823	13,007	67,178	-	10,000	20,000
[295-8041] General Administration	283,879	303,293	248,251	311,798	300,574	316,000
[295-8042] Golf Course Maintenance	342,192	358,284	371,583	369,346	383,566	397,435
[295-8043] Range	48,381	54,131	67,208	68,273	64,000	43,753
[295-8044] Golf Shop	74,839	88,732	101,001	87,145	84,095	96,389
[295-8045] Food Service	139,639	125,815	130,718	146,791	133,750	153,001
Total Expenses by Program	2,589,354	2,432,143	2,716,005	2,988,621	2,819,487	3,322,454

Community Services Director	1
Supervisor-Senior Services	1
Supervisor-Youth Services	1
Management Analyst	1
Community Services Coordinator	2
Program Specialist	2
Transit Driver	2
Total	10

COMMUNITY SERVICES
Department Description and Authorized Positions



The Community Services Department provides services within four divisions: Senior Division, Recreation and Youth Division, Community Transit and Community Services Division. The Senior Citizens Center, which is a multi-purpose facility, provides older adults educational, social, physical, nutritional and emotional services as well as city special events such as the Memorial Day Celebration. The Recreation and Youth Division operates out of the Orange Grove Recreation Center and coordinates recreational classes for children and adults, after-school and summer child care, building and park reservation, and city events such as Concerts in the Park and Doggie Day. The Community Transit operates the Dial a Ride Program. The Community Services Division provides general department oversight plus budget and grant administration, park improvements, community liaison activities and contract management of the Arroyo Seco Golf Course, Arroyo Seco Racquet Club, San Pascual Stable, All Star Batting Cages, Ironworks Museum and cell sites. The staff also provides support for the Parks and Recreation Commission, Youth Commission, and Senior Commission as well as the South Pasadena Community Fund, Community Center Ad Hoc Committee, San Pascual Stables Subcommittee and Arroyo Seco Golf Course and Racquet Center Lease Subcommittee.

SENIOR SERVICES

Budget Detail

101-8021

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	67,688	74,848	75,807	35,964	31,850	76,333
7010	Salaries - Temp / Part	39,752	63,983	86,470	94,788	94,788	132,764
7020	Overtime	1,222	-	-	-	-	-
7070	Leave Buyback	1,549	1,611	30	1,000	-	2,100
7100	Retirement	17,737	15,974	18,632	17,746	15,970	21,398
7108	Deferred Compensation	680	701	722	360	400	763
7110	Workers Compensation	1,652	2,544	4,839	2,435	4,820	2,999
7122	Unemployment Insurance	-	-	294	-	-	-
7130	Group Health Insurance	8,580	8,580	7,865	4,290	4,650	8,580
7140	Vision Insurance	240	240	220	120	130	240
7150	Dental Insurance	900	900	825	450	490	900
7160	Life Insurance	108	108	108	93	55	186
7170	FICA - Medicare	1,623	3,570	4,695	1,896	4,400	3,032
	<WAGES & BENEFITS>	141,729	173,060	200,507	159,142	157,553	249,296
8000	Office Supplies	2,161	4,307	3,972	3,200	3,200	3,200
8010	Postage	2,612	1,961	2,741	2,000	3,900	2,000
8020	Special Department Expense	16,319	16,713	15,857	13,200	13,100	13,200
8040	Advertising	192	820	218	200	620	400
8050	Printing/Duplicating	3,305	4,537	4,265	4,200	4,100	4,200
8060	Dues & Memberships	150	190	165	400	180	500
8090	Conference & Meeting Expense	1,341	1,224	1,179	900	875	1,000
8110	Equipment Maintenance	2,489	3,015	4,228	3,500	3,200	3,500
8120	Building Maintenance	4,177	7,001	3,394	3,600	3,251	3,600
8140	Utilities	13,368	14,399	12,686	12,500	13,575	12,500
8150	Telephone	836	865	-	-	-	-
8170	Professional Services	3,000	1,750	3,500	3,000	1,750	3,000
8180	Contract Services	40,065	36,386	25,669	29,515	24,510	29,000
8200	Training Expense	1,184	-	591	500	300	500
8264	Special Events	100	1,066	3,247	5,500	4,215	3,000
8267	Classes	13,955	12,758	13,627	12,000	11,520	15,500
8300	Lease Payment	2,388	(448)	1,426	1,000	1,000	1,900
	<OPERATIONS & MAINTENANCE>	107,641	106,546	96,765	95,215	89,296	97,000
8530	Computer Equipment	-	3,045	-	-	-	-
	<CAPITAL OUTLAY>	-	3,045	-	-	-	-
[101-8021] Senior Services Total		249,370	282,651	297,272	254,357	246,849	346,296

SENIOR SERVICES

Budget Detail

101-8021

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Senior Services Supervisor
- 7010 Part-Time Salaries
Provides funds for Senior Division Staff; Management Aide, Site Manager, and Recreation Leaders (4).
- 7070 Leave Buyback
Provides funds to employee who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$3,200).
- 8010 Postage
Provides funds for the monthly senior newsletter (\$700) and general Senior Center postal expenses (\$1,100), and membership renewals (\$200).
- 8020 Special Department Expense
Provides for department supplies, services and activities for the Senior Center including funding for the volunteer recognition program (\$1,500), event entertainment (\$4,300), event supplies (\$2,500), coffee service (\$2,400), cleaning supplies (\$1,000) and health fair (\$1,500).
- 8040 Advertising
Provide advertisement in local paper regarding events and programs (\$400).
- 8050 Printing and Duplicating
Provides funds for printing of the monthly senior newsletter (\$2,000), envelopes (\$600), printing for special events and programs (\$1,200), printing marketing post cards (\$400).
- 8060 Dues, Memberships, Subscriptions, and Books
Provides funds for membership fees and dues in California Parks and Recreation Society (CPRS) Senior Services Supervisor (\$300), Health Care Advocates (\$200).
- 8090 Conference and Meeting Expense
Provides funds for staff members to attend the annual California Park and Recreation Society (CPRS) conference in Northern California, March 2017, conference registration, flight and room (\$1,000).

- 8110 Equipment Maintenance
Provides funds for office equipment, fire extinguishers (\$500), kitchen fire suppression system (\$200) and WIFI service for computer lab and facility (\$2,800).

- 8120 Building Maintenance
Paper products for restrooms (\$2,300), pest control (\$300) and HVAC maintenance (\$1,000).

- 8140 Electricity, Gas & Water Utilities
Provides funds for utility services to Senior Citizens Center (\$12,500).

- 8170 Professional Services
Agreement with licensed social worker to serve as field supervisor for the mental health program (\$3,000).

- 8180 Contract Services
Provide funds for fire (\$300) and security system maintenance (\$1,200), senior meals not covered by Community Block Grant (CDBG) contract (\$27,500).

- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions (\$500).

- 8264 Excursions/ Special Events
Provides funds for senior excursions entrance and/or tour fee and box lunch for twelve trips (\$3,000).

- 8267 Classes
Provides for payment to contract instructors for senior classes with a fee, this in addition to free classes offered to members (\$15,500).

- 8300 Lease Payment
Provides for a portion of the postage meter lease (\$1,900).

COMMUNITY SERVICES

Budget Detail

101-8031

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	115,314	128,152	172,464	170,116	166,950	175,255
7010	Salaries - Temp / Part	8,128	7,624	7,601	10,500	8,235	10,500
7020	Overtime	(290)	(2,228)	(3,054)	2,000	(1,165)	2,000
7070	Leave Buyback	3,086	3,098	178	3,000	783	3,000
7100	Retirement	21,738	19,984	27,012	31,401	31,500	34,204
7108	Deferred Compensation	699	828	1,153	1,140	1,230	1,126
7110	Workers Compensation	2,357	3,686	7,765	5,651	9,030	7,822
7122	Unemployment Insurance	-	4,116	-	-	-	-
7130	Group Health Insurance	7,890	11,123	12,363	15,222	14,500	13,935
7140	Vision Insurance	305	225	228	456	320	420
7150	Dental Insurance	1,205	758	1,076	1,710	1,190	1,575
7160	Life Insurance	162	133	206	353	210	326
7170	FICA - Medicare	2,141	2,304	2,840	2,648	3,100	2,722
	<WAGES & BENEFITS>	162,734	179,804	229,832	244,197	235,883	252,885
8000	Office Supplies	1,345	1,235	1,385	1,500	1,200	1,500
8010	Postage	1,032	779	1,150	1,000	1,000	1,000
8020	Special Department Expense	7,259	5,290	15,449	10,500	10,100	10,500
8040	Advertising	317	456	312	150	124	150
8050	Printing/Duplicating	497	157	336	400	400	400
8060	Dues & Memberships	615	1,010	770	920	940	920
8090	Conference & Meeting Expense	1,666	1,892	2,386	2,200	1,000	3,900
8110	Equipment Maintenance	463	98	632	6,960	5,755	6,960
8120	Building Maintenance	9,028	11,730	9,958	14,750	12,000	14,750
8140	Utilities	1,264	1,299	1,016	1,100	1,050	1,100
8150	Telephone	2,617	2,304	-	-	-	-
8180	Contract Services	3,220	3,224	4,213	5,450	5,550	7,110
8200	Training Expense	115	995	488	250	100	250
8264	Special Events	9	-	10,000	-	1,990	-
8300	Lease Payment	2,994	1,616	1,298	800	1,300	500
	<OPERATIONS & MAINTENANCE>	32,442	32,085	49,393	45,980	42,509	49,040
8530	Computer Equipment	-	1,548	-	-	-	-
	<CAPITAL OUTLAY>	-	-	-	-	-	-
101-8031 Community Services Total		195,175	213,437	279,225	290,177	278,392	301,925

COMMUNITY SERVICES

Budget Detail

101-8031

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Community Services Director and Community Services Coordinator
- 7010 Wages - Seasonal/Part-Time Employees
Provides funds for Recreation Leader for reservations
- 7020 Overtime
Provides for overtime pay for special events for staff to work beyond the regular work day
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$1,500).
- 8010 Postage
Provides funds for mailing of general information on recreation and facility rental programs, community outreach for special projects, and for special events (\$1,000).
- 8020 Special Department Expense
Provides funds for general maintenance supplies, Parks & Recreation Commission support, tools for the War Memorial Building, Eddie Park House, and Youth House (\$2,000). Includes special meetings/community outreach/meeting supplies (\$1,800) and park development project costs (reports and studies (\$1,000). Includes promotional materials (\$500), War Memorial Building rolling mirror (\$1,600), Concert street banner & park banner (\$2,000), department staff shirts (\$400), expense for key duplication (\$200), and shelving units for Orange Grove Lower Level (\$1,000).
- 8040 Advertising
Advertise and promote facility rentals, special events, and staff recruitments (\$150).
- 8050 Printing and Duplication
Provides funds for costs to print flyers/posters for promotion of rental facilities (War Memorial, Youth House, Mid-level at Orange Grove, Eddie House) (\$400).
- 8060 Dues, Memberships & Subscriptions
Provides funds for the California Parks and Recreation Society annual membership for Agency Membership CPRS (\$475), NRPA (\$165), CPRS (\$170), SCMAF (\$110).

- 8090 Conference & Meetings Expenses
 Provides funds for Community Services Director and Coordinator to attend the annual California Park and Recreation Society (CPRS) conference in March 2017 (Nor Cal) (\$2,500), CPRS monthly meetings, CPSI Playground Safety Certification for Coordinator (\$1,200), and other relevant meetings (\$200).
- 8110 Equipment Maintenance
 Provides for annual maintenance of kitchen, and fire extinguishing equipment at the War Memorial Building, Eddie Park House, and Garfield Youth House (\$850), repair/replace facility tables & chairs (\$2,000), refrigerator and microwave for Orange Grove lower level (\$1,000), replace event storage containers for Orange Grove lower level (\$1,000), War Memorial Building semi-annual range hood cleaning (\$735), replace concert stage banner (\$1,000), and Piano tuning and maintenance (\$375).
- 8120 Building Maintenance
 Provides for quarterly War Memorial Building wood floor resurfacing (\$7,000), heating/air conditioning service (\$700), repairs and cleaning services at the War Memorial Building, Youth House and Eddie Park House (\$3,500), general repairs (\$800), clean drapes for WMB (\$1,750), and contract maintenance at Youth House (\$1,000).
- 8140 Electricity & Gas Utilities
 Provides funds for utility services at Garfield Youth House (\$1,100).
- 8180 Contract Services
 Provides funds for the security & fire alarm for Youth House (\$1,450), pest control (\$800), temporary staff assistance as needed (\$550), fire alarm at War Memorial Building (\$750), security Alarm at War Memorial Building (\$1,200), servicing of facility kitchen appliances (\$1,250), and Sportsman Recreation Software annual licensing (\$1,110).
- 8200 Training Expense
 Provides funds for job related training seminars and materials (\$250).
- 8300 Lease Payment
 Provides partial funds for annual postage meter (\$500).

RECREATION AND YOUTH SERVICES

Budget Detail

101-8032

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	47,269	79,265	116,992	116,705	90,560	124,774
7010	Salaries - Temp / Part	164,431	166,020	187,394	177,060	201,550	224,222
7020	Overtime	1,510	-	-	1,200	550	1,500
7070	Leave Buyback	5,248	-	28	1,000	-	2,100
7100	Retirement	21,005	17,898	20,470	36,856	30,500	26,072
7108	Deferred Compensation	489	635	730	706	800	749
7110	Workers Compensation	3,985	6,547	12,877	7,622	14,700	9,419
7120	Disability Insurance	-	-	-	-	2,028	-
7122	Unemployment Insurance	1,571	(935)	4,306	-	-	-
7130	Group Health Insurance	5,625	5,767	9,136	16,080	9,980	16,080
7140	Vision Insurance	161	320	440	480	480	480
7150	Dental Insurance	-	900	1,500	1,800	1,800	1,800
7160	Life Insurance	83	99	189	372	220	372
7170	FICA - Medicare	7,721	10,293	13,246	4,277	12,940	5,082
	<WAGES & BENEFITS>	259,101	286,810	367,308	364,158	366,108	412,650
8000	Office Supplies	1,929	2,364	2,218	2,500	2,100	2,500
8010	Postage	1,228	778	628	500	510	500
8020	Special Department Expense	34,643	28,796	7,428	10,500	10,100	10,500
8040	Advertising	802	336	777	800	775	1,150
8050	Printing/Duplicating	1,903	439	-	250	250	250
8060	Dues & Memberships	220	331	315	315	315	315
8090	Conference & Meeting Expense	-	2,016	3,794	3,150	2,245	3,650
8110	Equipment Maintenance	1,282	1,337	2,136	850	750	850
8120	Building Maintenance	8,885	8,663	11,547	9,300	8,100	9,300
8180	Contract Services	18,617	15,923	13,712	20,155	15,500	20,355
8200	Training Expense	203	270	325	200	324	300
8264	Special Events	27,904	26,723	26,809	44,050	44,000	49,700
8267	Classes	147,089	133,750	139,390	113,750	113,390	120,250
8268	Camp Services	-	385	35,952	46,925	46,925	47,125
8300	Lease Payment	1,594	1,616	1,254	500	1,150	260
	<OPERATIONS & MAINTENANCE>	246,299	223,727	246,285	253,745	246,434	267,005
8530	Computer Equipment	1,577	1,469	-	-	-	-
	<CAPITAL OUTLAY>	1,577	1,469	-	-	-	-
[101-8032] Recreation and Youth Services Total		506,976	512,005	613,593	617,903	612,542	679,655

RECREATION AND YOUTH SERVICES

Budget Detail

101-8032

PERSONNEL SERVICES

- 7000 Regular Salaries
Compensation for Youth Services Supervisor, and Program Specialist.
- 7010 Wages – Seasonal/Part-Time Employees
Provides funds for Recreation Division Recreation Leaders and Management Aide.
- 7020 Overtime
Provides overtime pay for after-hour /weekend related events to recreation.
- 7070 Leave Buyback
Provides funds for staff that opt to sell back hours of their leave balance.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Office paper, computer, and miscellaneous office supplies (\$2,500).
- 8010 Postage
Provides funds for correspondence and advertising for recreation programs and services and special events receipts for leisure classes, special events, park picnic reservations (\$250), and event promotion and advertising (\$250).
- 8020 Special Department Expense
Cleaning supplies (\$300), replacement of canopies (\$2,500), new and replacement of banners (\$3,000), Youth Commission event (\$1,500), mileage reimbursement (\$500), replacement of basketball court nets (\$100), staff shirts (\$500), replenishment of first aid kits for special events (\$100), and special event equipment (\$2,000).
- 8040 Advertising
Provides funds to promote recreation programs and events, staff recruitments (\$150), and special events promotion: Breakfast with Santa, Halloween Spooktacular, Spring Eggstravaganza, Doggy Day, and Concerts in the Park (\$1,000).
- 8050 Printing and Duplication
Provides funds to print Class & Program Guide limited copies (\$250).
- 8060 Dues, Memberships & Subscriptions
California Parks and Recreation Society annual membership (\$315).
- 8090 Conference and Meeting Expense
Provides funds for California Park and Recreation Society annual conference in Northern California, and to attend relevant professional organization meeting. Includes annual conference registration for Community Services Supervisor and Program Specialist including lodging and travel (\$2,000), local and regional professional development meetings/trainings (\$150), and annual Maintenance School (\$1,500).

- 8110 Equipment Maintenance
Provides funds for office equipment maintenance including credit card (\$250), copy (\$350) and fax machine (\$250).
- 8120 Building Maintenance
Provides for supplemental cleaning and minor building repairs at the Orange Grove Recreation Center (\$1,500), HVAC maintenance (\$700), key duplication (\$100), Orange Grove Park bathroom maintenance (\$1,000), and replacement of dugout benches (\$6,000).
- 8180 Contract Services
Provides funds for contract services for portable toilet service at the Skate Park and arroyo baseball field (\$4,900), fire alarm service for Recreation Center (\$520), security system for Recreation Center (\$900), temporary vacation staff assistance (\$800), Skate Park repairs (\$12,125), and annual maintenance of Sportsman (\$1,110).
- 8200 Training Expense
Provides funds for staff training (\$300).
- 8264 Special Events
Provides funds for South Pasadena Doggy Day (\$750), Spring Eggstravaganza (\$5,000), Community Baseball Night (\$2,500), Movies in the Park (\$4,000), Shakespeare in the Park (\$1,000), Walk/Bike to School (\$1,350), Halloween (\$3,500), Breakfast with Santa (\$3,000), Recreation Division special events supplies (\$2,100), Snow Day (\$12,000), and National Night Out (\$1,500). Revenue received for some events. Provides funds for the annual summer concerts in the Park series, this program is funded with community donations. Summer 2016 concerts (\$6,500) and summer 2017 concerts (\$6,500).
- 8267 Classes
Provides for payments to instructors for quarterly, tot, teen, adult leisure classes. Instructors are generally reimbursed 65% of their total class revenue. The City generally retains 35%. Based upon prior years, it is estimated that leisure classes will generate \$185,000 next year. 65% of which is paid to the contracted instructors (\$120,250).
- 8268 Camp Med
Provides funds for Camp Med school year and summer program supplies and trips; field trips (\$10,500). Summer pool usage (\$2,100), water service (\$150), snacks (\$4,000), program supplies (\$2,500), Camp Med t-shirts (\$1,850), middle school camp program (\$4,000). Provides funds to promote after school care and summer programs (\$300), printing for day care program (\$600), carpet cleaning (\$600), camp med supplies and activities (\$5,000). Provides funds for required First Aid/CPR training for staff (\$1,200), California Park & Recreation trainings for part-time staff (\$1,900), purchase tables and chairs (\$1,500), purchase new cubbies (\$600), purchase GYM mats (\$3,000), Parent Night (\$1,000), annual licensing for MPLC & BMI (\$910), Internet (\$1,000), mileage reimbursement (\$350), first aid supplies (\$1,900), monthly special events (\$1,000), Volunteer Shirts (\$350), staff sweatshirts (\$500), purchase of new movies/DVD's (\$315).
- 8300 Lease Payment
Provides for a portion of postage machine (\$260).

FACILITIES EQUIPMENT & REPLACEMENT

Budget Detail

105-8031

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8170	Professional Services	-	-	-	-	-	110,000
	<OPERATIONS & MAINTENANCE>	-	-	-	-	-	110,000
105	- FACILITIES & EQUIP. REPLACEMENT	-	-	-	-	-	110,000

FACILITIES EQUIPMENT & REPLACEMENT

Budget Detail

105-8031

OPERATIONS & MAINTENANCE

8170 Professional Services

To provide funds to conduct a city facility assessment of nine City facilities to determine the capital needs to maintain and preserve the infrastructure (\$110,000).

PROP "A" – LOCAL TRANSIT ADMINISTRATION
Budget Detail 205-2210

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	26,299	24,489	5,532	9,527	9,600	11,264
7020	Overtime	35	35	-	-	2	-
7070	Leave Buyback	571	464	-	-	-	-
7100	Retirement	4,758	3,606	1,185	1,688	1,620	2,198
7108	Deferred Compensation	229	193	71	89	91	105
7110	Workers Compensation	655	759	378	364	540	530
7130	Group Health Insurance	2,047	1,871	368	631	572	631
7131	Retiree Health Insurance	2,324	9,441	9,404	-	10,000	-
7140	Vision Insurance	32	31	6	19	13	19
7150	Dental Insurance	152	146	30	72	44	72
7160	Life Insurance	27	24	8	15	8	15
7170	FICA - Medicare	597	363	110	138	140	163
	<WAGES & BENEFITS>	37,726	41,421	18,279	12,543	22,630	14,997
8060	Dues & Memberships	1,550	3,000	1,550	3,000	3,000	-
8250	Bus Pass Subsidy	6,340	7,273	7,890	10,000	7,950	-
	<OPERATIONS & MAINTENANCE>	7,890	10,273	9,440	13,000	10,950	-
[205-2210] Prop "A" Administration Total		45,616	51,694	27,719	25,543	33,580	14,997

PROP "A" – LOCAL TRANSIT ADMINISTRATION
Budget Detail 205-2210

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the CS Director. Refer to the Appendix for a detailed allocation list.

Gold Link Grant

Budget Detail

205-8022

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7122	Unemployment Insurance	12,778	-	-	-	-	-
	<WAGES & BENEFITS>	12,778	-	-	-	-	-
8150	Telephone	1,054	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	1,054	-	-	-	-	-
[205-8022] Gold Link Total		13,832	-	-	-	-	-

PROP "A" –TRANSIT PLANNING

Budget Detail

205-8024

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	-	-	-	-	-	22,525
7100	Retirement	-	-	-	-	-	4,396
7108	Deferred Compensation	-	-	-	-	-	225
7110	Workers Compensation	-	-	-	-	-	1,072
7130	Group Health Insurance	-	-	-	-	-	1,287
7140	Vision Insurance	-	-	-	-	-	36
7150	Dental Insurance	-	-	-	-	-	135
7160	Life Insurance	-	-	-	-	-	28
7170	FICA - Medicare	-	-	-	-	-	327
	<WAGES & BENEFITS>	-	-	-	-	-	30,032
8020	Misc. Supplies - Parking	-	-	-	-	-	3,000
8060	Dues & Memberships	-	-	-	-	-	6,000
8061	HOA Dues	-	-	-	-	-	32,041
8180	Contract Services	-	-	-	-	-	75,776
8250	Bus Pass Subsidy	-	-	-	-	-	10,000
	<OPERATIONS & MAINTENANCE>	-	-	-	-	-	126,817
8540	Automotive Equipment	-	-	-	-	-	90,000
	<CAPITAL OUTLAY>	-	-	-	-	-	90,000
[205-8024] Transit Planning Total		-	-	-	-	-	246,849

PROP "A" –TRANSIT PLANNING

Budget Detail

205-8024

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the CS Director. Refer to the Appendix for a detailed allocation list.

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Provides funds for supplies and maintenance of the Mission Meridian Parking Garage (\$3,000), additional funding is in the Mission Meridian Public Garage account.
- 8060 Dues & Memberships
Provides funds for a portion of membership to the San Gabriel Valley Council of Government (SGVCOG) (\$3,000). Provides funds for a portion of membership dues for the San Gabriel Valley Council of Government (SGVCOG) (\$1,550) and the Southern California Association of Governments (SCAG) (\$1,450).
- 8061 Property Owners' Association Dues
Provides funds for the transit portion of the Mission Meridian Village Parking Garage's Property Owners' Association dues (\$32,041).
- 8180 Contract Services
Buses for City excursions. Increase in funds due to additional excursions (\$32,475).
Janitorial services for the Mission Meridian Village Parking Garage by Avalon Property Services (\$8,301). Provide funds for bus stops maintenance costs (\$35,000).
- 8250 Bus Pass Subsidy
Provides a portion of LTR "A" – Local Return Funds to subsidize 50% of the cost of monthly MTA passes for elderly and disabled South Pasadena residents (\$10,000).

CAPITAL OUTLAY

- 8540 Automotive Equipment
Provides funds for a CNG paratransit passenger van for Dial-A-Ride (\$90,000).

PROP "A" – DIAL A RIDE

Budget Detail

205-8025

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	61,046	4,483	(914)	35,964	32,600	90,398
7010	Salaries - Temp / Part	11,622	115,870	116,808	150,000	69,400	90,000
7020	Overtime	16,542	989	-	-	-	1,500
7055	IOD - Non Safety	1,730	-	-	-	-	-
7100	Retirement	12,312	7,395	4,701	24,372	19,500	12,092
7108	Deferred Compensation	-	-	-	360	375	-
7110	Workers Compensation	1,726	4,529	5,228	3,540	5,390	11,734
7120	Disability Insurance	9,111	-	-	-	-	-
7122	Unemployment Insurance	-	10,294	-	-	-	-
7130	Group Health Insurance	10,786	-	-	4,290	4,000	15,000
7131	Retiree Health Insurance	7,064	-	-	-	-	-
7140	Vision Insurance	400	-	-	120	120	480
7150	Dental Insurance	1,307	-	-	450	450	1,800
7160	Life Insurance	189	-	-	93	54	372
7170	FICA - Medicare	1,643	5,924	6,340	2,696	1,520	2,638
	<WAGES & BENEFITS>	135,477	149,484	132,163	221,885	133,409	226,013
8000	Office Supplies	-	2,770	960	2,000	2,000	2,000
8010	Postage	-	509	728	650	1,000	1,000
8020	Special Department Expense	85	7,038	7,184	6,000	5,100	12,500
8040	Advertising	-	144	324	500	200	500
8050	Printing/Duplicating	-	801	2,030	2,000	1,230	4,000
8060	Dues & Memberships	-	-	-	-	-	700
8090	Conference & Meeting Expense	-	-	-	-	-	1,000
8100	Vehicle Maintenance	1,005	40,125	20,788	33,000	31,000	38,400
8105	Fuel	-	3,982	4,360	8,000	3,000	6,000
8132	Uniform Expense/Cleaning	-	1,475	64	2,000	1,500	2,000
8180	Contract Services	-	8,682	28,950	31,750	31,750	17,110
8200	Training Expense	-	529	2,054	1,800	1,400	1,800
8300	Lease Payment	-	1,616	1,299	1,250	1,250	1,898
	<OPERATIONS & MAINTENANCE>	1,090	68,691	68,741	88,950	79,430	88,908
8530	Computer Equipment	-	9,158	-	45,000	45,000	-
8540	Automotive Equipment	-	-	59,100	85,000	85,000	-
	<CAPITAL OUTLAY>	-	9,158	59,100	130,000	130,000	-
	[205-8025] Dial-A-Ride Total	136,567	227,333	260,004	440,835	342,839	314,921

PROP "A" – DIAL A RIDE

Budget Detail

205-8025

PERSONNEL SERVICES

- 7000 Regular Salaries
Provides funds for two full-time Transit Drivers
- 7010 Regular Salaries
Provides funds for part time Transit Drivers
- 7020 Overtime
Provides overtime pay for after-hours relating to transit.

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office stationery, forms, and miscellaneous supplies (\$2,000).
- 8010 Postage
Provides funds for postal expenses for Dial-a-Ride related services. Increase due to promotional mailers (\$1,000).
- 8020 Special Department Expense
Provides for vehicle cleaning supplies, minor equipment for vans, DMV pull notice program, and DMV physicals for drivers, fire extinguisher maintenance, and random drug testing. Increase in funds due to the purchase of required equipment for two new vehicles (\$12,500).
- 8040 Advertising
Provides funds for advertising staff recruitments for the Community Transit Program and promotional advertisements for Dial-a-Ride (\$500).
- 8050 Printing & Duplication
Provides funds for printing promotional materials to promote Dial-a-Ride service and Dial-a-Ride brochures. Increase due to additional promotional materials (\$4,000).
- 8060 Dues & Memberships
Provides funds for the purchase of three memberships to The Community Transportation Association of America (CTAA) (\$700).
- 8090 Conference & Meeting Expenses
Provides funds for The Federal Transit Administration Annual Drug & Alcohol Program National Conference (\$1,000)
- 8100 Vehicle Maintenance
Provides funds for repair and maintenance of two 2006 and three 2012 MV-1 utility vehicle (\$27,000), CNG Station repairs and monthly maintenance (\$5,400) and van and vehicle cleaning (\$6,000).

- 8105 Fuel
Fuel to operate Community Transit vehicles 5 CNG vehicles (\$6,000).
- 8132 Uniform Maintenance
Provides for the purchase and replacement of uniforms and jackets (\$2,000).
- 8180 Contract Services
Annual Maintenance for data management system (\$10,000) Technical support from ACORN (\$3,000) Sportsman subscription (\$1,110) Mobile data plan for five tablets (\$3,000).
- 8200 Employee Training
Provides funds for training seminars, materials, and job-related training sessions (\$1,800).
- 8300 Lease Payment
Provides funds for postage machine lease (\$648) and Copier (\$1,250).

PROP "C" – LOCAL TRANSIT ADMINISTRATION
Budget Detail **207-2260**

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	43,283	27,432	3,621	4,461	5,230	5,257
7010	Salaries - Temp / Part		-	244	-	-	-
7020	Overtime	35	-	-	-	2	-
7070	Leave Buyback	925	846	-	-	-	-
7100	Retirement	7,803	4,165	813	791	740	1,026
7108	Deferred Compensation	397	238	49	38	49	45
7110	Workers Compensation	1,052	903	253	162	240	244
7130	Group Health Insurance	3,130	1,866	215	287	255	287
7131	Retiree Health Insurance	1,862	-	2,576	-	6,820	-
7140	Vision Insurance	54	30	4	10	6	10
7150	Dental Insurance	231	142	17	36	18	36
7160	Life Insurance	41	29	5	7	4	7
7170	FICA - Medicare	840	415	76	65	64	76
	<WAGES & BENEFITS>	59,653	36,066	7,873	5,857	13,428	6,989
8020	Misc. Supplies - Parking	-	-	-	3,000	1,500	-
8060	Dues & Memberships	3,000	3,000	3,000	3,000	3,000	-
8061	HOA Dues	20,400	20,400	18,700	32,168	18,600	-
8180	Contract Services	8,054	8,301	5,587	8,301	8,301	-
	<OPERATIONS & MAINTENANCE>	31,454	31,701	27,287	46,469	31,401	-
8540	Automotive Equipment	51,721	-	-	-	33,985	-
	<CAPITAL OUTLAY>	51,721	-	-	-	33,985	-
[207-2260] Prop "C" Administration Total		142,828	67,768	35,160	52,326	78,814	6,989

PROP “C” – LOCAL TRANSIT ADMINISTRATION
Budget Detail 207-2260

PERSONNEL SERVICES

7000 Salaries – Regular Employees

Provides the partial compensation for the Management Analyst and CS Director. Refer to the Appendix for a detailed allocation list.

PROP "C" – DIAL A RIDE

Budget Detail

207-8025

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	(5,135)	64,292	96,934	190,038	150,120	174,379
7010	Salaries - Temp / Part	148,109	5,566	2,713	-	181	-
7020	Overtime	3,153	4,883	777	2,500	2,700	2,500
7040	Holiday	-	84	105	-	-	-
7055	IOD - Non Safety	-	411	-	-	-	-
7070	Leave Buyback	-	-	1,515	-	583	-
7100	Retirement	13,286	9,523	10,723	23,897	22,900	19,579
7110	Workers Compensation	5,528	1,854	7,573	9,596	8,440	17,246
7120	Disability Insurance	-	2,740	32,515	-	-	-
7130	Group Health Insurance	-	11,142	20,537	30,000	22,100	22,500
7131	Retiree Health Insurance	5,659	-	-	-	-	-
7140	Vision Insurance	-	383	638	960	710	720
7150	Dental Insurance	-	900	1,587	3,600	990	2,700
7160	Life Insurance	-	108	234	744	160	558
7170	FICA - Medicare	4,574	1,241	1,928	2,792	2,380	2,564
	<WAGES & BENEFITS>	175,174	103,126	177,779	264,127	211,264	242,746
8000	Office Supplies	2,134	-	-	-	-	-
8010	Postage	507	-	-	-	-	-
8020	Special Department Expense	5,770	-	-	-	-	-
8050	Printing/Duplicating	327	-	-	-	-	-
8100	Vehicle Maintenance	39,534	-	-	-	-	-
8105	Fuel	9,197	-	-	-	-	-
8132	Uniform Expense/Cleaning	1,436	-	-	-	-	-
8150	Telephone	-	-	-	-	-	-
8180	Contract Services	1,003	-	-	-	-	-
8200	Training Expense	1,170	-	-	-	-	-
8300	Lease Payment	2,209	-	-	-	-	-
	<OPERATIONS & MAINTENANCE>	63,287	-	-	-	-	-
8520	Machinery & Equipment	-	-	-	60,000	-	-
	<CAPITAL OUTLAY>	-	-	-	60,000	-	-
[207-8025] Dial-A-Ride Total		238,462	103,126	177,779	324,127	211,264	242,746

PROP "C" – DIAL A RIDE

Budget Detail

207-8025

PERSONNEL SERVICES

- 7000 Full time Salaries
Provides funds for Community Services Coordinator, Management Analyst, and Program Specialist.

- 7020 Overtime
Provides overtime pay for after-hours relating to transit..

CDBG Senior Nutrition Program

Budget Detail

260-8023

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8180	Contract Services	29,774	30,867	39,314	-	39,222	31,500
	<OPERATIONS & MAINTENANCE>	29,774	30,867	39,314	-	39,222	31,500
[260-8023]	CDBG Senior Nutrition Prog Total	29,774	30,867	39,314	-	39,222	31,500

OPERATIONS & MAINTENANCE8180 Contract Services

Provides about 30% of the funds for contract catering of hot lunch/nutrition program. This number varies year-to-year dependent on the actual Block Grant allocation, and number of meals served (\$31,500).

Park Maintenance

Budget Detail

275-6410

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
8170	Professional Services	11,500	13,007	67,178	-	10,000	20,000
	<OPERATIONS & MAINTENANCE>	11,500	13,007	67,178	-	10,000	20,000
8520	Machinery & Equipment	130,323	-	-	-	-	-
	<CAPITAL OUTLAY>	130,323	-	-	-	-	-
275-6410 Park Maintenance Total		141,823	13,007	67,178	-	16,005	20,000
275 - PARK IMPACT FEES TOTAL		141,823	13,007	67,178	-	16,005	20,000

Budget Detail	Park Maintenance	275-6410
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OPERATIONS & MAINTENANCE

8170 Professional Services
Construction of Demonstration Garden at 1028 Magnolia Street (\$20,000).

Arroyo Seco Golf Course – Administration

Budget Detail

295-8041

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	79,000	67,942	46,000	-	-	-
7110	Workers Compensation	2,894	2,962	4,040	-	-	-
7130	Group Health Insurance	966	-	-	-	-	-
7170	FICA - Medicare	11,682	13,712	12,494	-	-	-
	<WAGES & BENEFITS>	94,541	84,617	62,534	-	-	-
8000	Office Supplies	4,768	4,218	2,019	8,100	4,200	4,200
8020	Special Department Expense	32,618	38,265	40,373	32,160	35,000	33,602
8040	Advertising	388	1,065	700	6,000	2,000	3,000
8120	Building Maintenance	9,440	18,696	14,683	24,204	19,000	24,204
8140	Utilities	7,435	8,460	9,769	8,700	8,700	9,000
8150	Telephone	4,965	5,383	8,274	8,100	8,100	9,900
8160	Legal Service	15,136	33,610	-	-	-	-
8170	Professional Services	-	3,999	96,000	101,996	101,996	101,996
8180	Contract Services	103,940	96,000	4,000	111,378	111,378	118,938
8191	Liability & Surety Bonds	5,271	3,480	4,273	5,400	4,500	5,400
8229	Taxes	589	540	552	600	600	600
8300	Lease Payment	4,787	4,959	5,074	5,160	5,100	5,160
	<OPERATIONS & MAINTENANCE>	189,338	218,675	185,717	311,798	300,574	316,000
[295-8041] General Administration Total		283,879	303,293	248,251	311,798	300,574	316,000

Administration

Budget Detail

295-8041

OPERATIONS & MAINTENANCE

- 8000 Office Supplies
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies (\$4,200).
- 8020 Special Department Expense
Credit card and bank fees & charges (\$20,327), computer services (\$9,600), membership dues (\$500) and licensing fee (\$675), donations (\$2,500).
- 8040 Advertising
Promotions and ads for Golf Course (\$3,000).
- 8120 Building Maintenance
Maintenance (\$18,000) and Janitorial Supplies (\$5,700) Burglar alarm (\$504).
- 8140 Utilities
Funds for Water (\$3,000), Gas and Electricity (\$6,000).
- 8150 Telephone
Telephone and Internet services (\$9,900).
- 8170 Professional Services
Administrative fee (\$98,000 a year) and consultant fees (\$3,996 a year).
- 8180 Contract Services
Compensation for Manager and Starter (\$118,938).
- 8191 Liabilities and Surety Bonds
Liability Insurances (\$5,400).
- 8229 Taxes
Property taxes (\$600).
- 8300 Lease Payment
Equipment and Lease payments (\$5,160).

Arroyo Seco Golf Course – Course Maintenance

Budget Detail

295-8042

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
7000	Salaries - Permanent	186,804	192,776	207,978	-	-	-
7110	Workers Compensation	10,610	10,862	9,651	-	-	-
7170	FICA - Medicare	17,617	17,777	19,215	-	-	-
	<WAGES & BENEFITS>	215,031	221,415	236,844	-	-	-
8020	Special Department Expense	14,897	21,962	29,765	6,450	18,600	6,100
8100	Vehicle Maintenance	11,526	10,293	10,982	18,600	15,000	18,000
8120	Building Maintenance	26,097	29,945	24,736	31,500	40,000	41,000
8130	Small Tools	-	-	450	2,400	1,000	2,400
8132	Uniform Expense/Cleaning	5,527	5,901	4,469	6,000	4,700	5,400
8140	Utilities	67,629	67,486	62,878	65,250	65,000	59,600
8150	Telephone	1,485	1,281	1,459	1,680	1,800	1,680
8180	Contract Services	-	-	-	237,466	237,466	263,255
	<OPERATIONS & MAINTENANCE>	127,161	136,869	134,739	369,346	383,566	397,435
 295-8042 Golf Course Maintenance Total		342,192	358,284	371,583	369,346	383,566	397,435

Course Maintenance

Budget Detail

295-8042

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Trees, shrubs, flowers (\$600), supplies (\$4,200), and license and permits (\$1,300).
- 8100 Vehicle Maintenance
Repairs to vehicles and carts (\$6,000), oil and gas (\$12,000).
- 8120 Building Maintenance
Maintenance (\$16,000), fertilizer seed and chemicals (\$17,500), sand, gravel and top soil (\$3,900) and course irrigation repairs (\$3,600).
- 8130 Small Tools
Purchase for tools for repairs (\$2,400).
- 8132 Uniform Maintenance
Uniform cleaning (\$5,400).
- 8140 Utilities
Funds for electricity (\$59,600).
- 8150 Telephone
Funds for telephone (\$1,680).
- 8180 Contract Services
Compensation for maintenance staff (\$263,255).

Arroyo Seco Golf Course – Driving Range

Budget Detail

295-8043

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	26,423	26,814	38,636	-	-	-
7110	Workers Compensation	1,447	1,481	1,571	-	-	-
7170	FICA - Medicare	2,808	2,739	4,696	-	-	-
	<WAGES & BENEFITS>	30,678	31,034	44,903	-	-	-
8020	Special Department Expense	12,753	11,509	13,509	18,900	15,000	14,400
8120	Building Maintenance	4,950	11,588	8,796	9,000	9,000	6,000
8180	Contract Services	-	-	-	40,373	40,000	23,353
	<OPERATIONS & MAINTENANCE>	17,703	23,097	22,305	68,273	64,000	43,753
[295-8043] Range Total		48,381	54,131	67,208	68,273	64,000	43,753

Budget Detail	Driving Range	295-8043
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OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Range balls and mats (\$12,000) and supplies (\$2,400).
- 8120 Building Maintenance
Maintenance of range, netting, and irrigation (\$6,000).
- 8180 Contract Services
Compensation for maintenance staff and starter (\$23,353).

Arroyo Seco Golf Course – Golf Shop

Budget Detail

295-8044

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	61,214	74,919	83,700	-	-	-
7110	Workers Compensation	2,894	2,962	3,591	-	-	-
7170	FICA - Medicare	6,683	7,436	8,572	-	-	-
	<WAGES & BENEFITS>	70,791	85,317	95,863	-	-	-
8020	Special Department Expense	4,048	3,415	5,138	7,850	5,500	7,200
8120	Building Maintenance	-	-	-	1,200	500	1,200
8180	Contract Services	-	-	-	78,095	78,095	87,989
	<OPERATIONS & MAINTENANCE>	4,048	3,415	5,138	87,145	84,095	96,389
[295-8044] Golf Shop Total		74,839	88,732	101,001	87,145	84,095	96,389

Budget Detail	Golf Shop	295-8044
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OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Clothing, gloves, and other supplies (\$7,200).

- 8120 Building Maintenance
Cleaning (\$1,200).

- 8180 Contract Services
Compensation for Starter (\$87,989).

Arroyo Seco Golf Course – Food and Beverage

Budget Detail

295-8045

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	93,174	85,431	94,901	-	-	-
7110	Workers Compensation	6,270	6,419	3,591	-	-	-
7170	FICA - Medicare	10,832	10,065	10,969	-	-	-
	<WAGES & BENEFITS>	110,275	101,914	109,461	-	-	-
8020	Special Department Expense	20,461	15,498	13,313	9,848	15,500	19,774
8120	Building Maintenance	7,879	6,436	7,838	12,000	6,500	9,000
8130	Small Tools	1,024	1,967	106	3,200	750	1,200
8132	Uniform Expense/Cleaning	-	-	-	-	-	-
8180	Contract Services	-	-	-	121,743	111,000	123,027
	<OPERATIONS & MAINTENANCE>	29,364	23,901	21,257	146,791	133,750	153,001
[295-8045] Food Service Total		139,639	125,815	130,718	146,791	133,750	153,001

Food and Beverage

Budget Detail

295-8045

OPERATIONS & MAINTENANCE

- 8020 Special Department Expense
Supplies such as china, silverware, glassware (\$1,200), paper products (\$1,001), linens (\$5,006), rental equipment for events (\$677), license and permits (\$1,250), and supplies (\$5,840) and Music and Entertainment (\$4,800).

- 8120 Building Maintenance
Maintenance (\$9,000).

- 8130 Small Tools
Purchase of tools for repairs (\$1,200).

- 8180 Contract Services
Compensation for restaurant staff (\$123,027).

SUCCESSOR AGENCY - CRA ADMINISTRATION
Budget Detail
227-7210

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
7000	Salaries - Permanent	143,093	126,568	165,282	118,875	115,900	-
7020	Overtime	-	294	352	-	214	-
7070	Leave Buyback	5,989	2,225	1,249	-	66	-
7100	Retirement	25,957	18,259	22,107	18,042	18,800	-
7108	Deferred Compensation	1,469	1,122	1,494	2,384	1,080	-
7110	Workers Compensation	2,149	3,816	6,537	3,110	4,760	-
7130	Group Health Insurance	8,210	6,035	8,139	7,447	7,200	-
7131	Retiree Health Insurance	3,898	3,920	3,904	-	4,180	-
7140	Vision Insurance	241	246	261	221	230	-
7150	Dental Insurance	808	448	643	828	690	-
7160	Life Insurance	110	97	128	171	100	-
7170	FICA - Medicare	2,104	1,845	2,374	1,724	1,750	-
<WAGES & BENEFITS>		194,027	164,873	212,470	152,802	154,970	-
8020	Special Department Expense	210	-	-	-	-	-
8090	Conference & Meeting Expense	551	-	-	-	-	-
8140	Utilities	209	-	-	-	-	-
8160	Legal Service	78,929	10,098	2,231	5,000	5,000	25,000
8170	Professional Services	49,036	50,069	7,000	-	1,600	13,000
8180	Contract Services	138	-	-	-	-	-
8400	Overhead Allocation	27,484	27,484	-	21,773	21,773	-
<OPERATIONS & MAINTENANCE>		156,558	87,650	9,231	26,773	28,373	38,000
227-7210 CRA Downtown Revitalization		350,585	252,523	221,701	179,575	183,343	38,000

SUCCESSOR AGENCY - CRA ADMINISTRATION

Budget Detail

227-7210

PERSONNEL SERVICES

- 7000 Salaries – Regular Employees
Provides the partial compensation for the City Manager, Assistant to the City Manager, Human Resources Manager, Director of Finance, and Assistant Finance Director. Refer to the Appendix for a detailed allocation list.
- 7070 Leave Buyback
Provides funds to employees who opt to sell back hours of their leave balances.

OPERATIONS & MAINTENANCE

- 8160 Legal Services
Provides funds for contract Redevelopment Agency attorney (\$25,000).
- 8170 Professional Services
Provide funds for professional services for Redevelopment Agency (\$13,000).

SUCCESSOR AGENCY – CRA DEBT SERVICE

Budget Detail

227-7211

Acct	Account Title	Actual	Actual	Actual	Adopted	Estimated	Proposed
		2012/13	2013/14	2014/15	2015/16	2015/16	2016/17
8170	Professional Services	2,203	3,728	3,833	2,000	1,908	2,000
8330	Debt Service - Principal	-	-	-	110,000	110,000	115,000
8331	Debt Service - Interest	102,271	96,890	91,446	86,082	86,082	79,702
<OPERATIONS & MAINTENANCE>		104,474	100,618	95,279	198,082	197,990	196,702
[227-7211] CRA Debt Service Total		104,474	100,618	95,279	198,082	197,990	196,702

REDEVELOPMENT OBLIGATIONS TRUST

Budget Detail

927-9811

Acct	Account Title	Actual 2012/13	Actual 2013/14	Actual 2014/15	Adopted 2015/16	Estimated 2015/16	Proposed 2016/17
9811	Transfers Out	497,459	254,227	615,456	368,657	368,657	234,702
	<TRANSFER OUT>	497,459	254,227	615,456	368,657	368,657	234,702
927 - REDEV. OBLIGATIONS TRUST		497,459	254,227	615,456	368,657	368,657	234,702

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, P.E., Public Works Director 
Leaonna DeWitt, Public Works Assistant
SUBJECT: **Adoption of a Resolution Confirming an Annual Levy and Collection of Assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year 2016-17**

Recommendation

It is recommended that the City Council, after receiving public testimony at the Public Hearing, adopt the attached resolution confirming the annual, levy and collection of assessments for the Lighting and Landscaping Maintenance District (District) for Fiscal Year (FY) 2016-17.

Fiscal Impact

Lighting and Landscaping Maintenance District provides estimated revenue of \$890,874 in assessments to exclusively pay for the lighting and landscape within the boundaries of the District.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

The City of South Pasadena (City) adheres to the procedures established in the 1972 Landscaping and Lighting Act, which the City proposes to use again in FY 2016-17. As in previous years, the City must follow the same procedures, including the preparation of an Engineer's Report and holding a public hearing in order to levy assessments.

As a result of Proposition 218, ratified in 1997, new or increased assessments may not be imposed to fund LLMD costs unless the necessary balloting and compliance requirements of the proposition are met. Staff has recommended that the City rely on an exemption contained in the proposition whereby the same assessment rates may be annually levied. Therefore, the City is in full compliance with Proposition 218.

The assessment is composed of a citywide component and a local benefits component. Ongoing increases in cost of operations have created a challenge for staff to maintain the level of service by implementing advanced technology coupled with effective delivery of services.

Analysis

The District methodology and assessment rates are based on the division of the City into four lighting zones, each with its own assessment rate based upon the level of benefits received. Benefits are categorized as local or citywide. Local benefits cover the cost of the type of street lighting in that area. Citywide benefits cover the costs of the traffic signals, tree trimming and sidewalk repair programs and a portion of the major thoroughfare lighting.

- Zone 1 properties are adjacent to major thoroughfares, which are served by higher levels of lighting compared to residential areas.
- Zone 2 properties are primarily residential ones served by streetlights owned and maintained by the City.
- Zone 3 properties are primarily residential ones served by streetlights owned and maintained by the Southern California Edison Company.
- Zone 4 properties are in areas without local street lighting, and which pay no local benefit assessment.

The assessment rates for a single-family property in each of these zones are as follows:

Zone	Citywide	Local Benefits	Total
1	\$71.26	\$25.85	\$97.12
2	\$71.26	\$32.83	\$104.09
3	\$71.26	\$7.66	\$78.92
4	\$71.26	none	\$71.26

Properties owned by the City (parks, municipal facilities, etc.), the South Pasadena Unified School District, the State (Caltrans properties), or the U.S. Government (post office) are exempt from LLMD assessments.

Legal Review

The City Attorney has reviewed this item and has determined that since there will be no increase in the assessment rate over the previous year, the procedure being followed is in compliance with Proposition 218 and the 1972 Landscaping and Lighting Act.

Public Notification of Agenda Item

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

Attachments

1. Resolution
2. LLMD Engineer's Report for FY 2016-17
3. Notice of Publication

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
CONFIRMING THE FISCAL YEAR 2016-17 ANNUAL LEVY AND
COLLECTION OF ASSESSMENTS CERTAIN MAINTENANCE IN
AN EXISTING DISTRICT PURSUANT TO THE PROVISIONS OF
DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS
CODE OF THE STATE OF CALIFORNIA**

WHEREAS, the City Council of the City of South Pasadena (City Council), California, has previously formed a Street Lighting and Landscaping Maintenance District pursuant to the terms and provision of the "Landscaping and Lighting Act of 1972," in what is known and designated as City of South Pasadena (City), Lighting and Landscaping Maintenance District (District) for Fiscal Year 2016-17; and

WHEREAS, on May 4, 2016, the City Council approved the Engineer's Report and adopted the Resolution of Intention for the annual levy and collection of assessments for Fiscal Year 2016-17 to provide for the costs and expenses necessary for continued maintenance of improvements within said District, and set a time and place for a Public Hearing on June 1, 2016; and

WHEREAS, the proposed assessment rates for Fiscal Year 2016-17 shall not increase over the assessments levied in Fiscal Year 2015-16; and

WHEREAS, the City Clerk did proceed to give notice of the time and place for the Public Hearing on all matters relating to said annual levy of the proposed assessment; and

WHEREAS, at this time, this City Council has heard all testimony and evidence and is desirous of proceeding with said annual levy of assessments.

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

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That upon the conclusion of the Public Hearing, written protest filed, and not withdrawn, are overruled and denied.

SECTION 3. That the estimates of costs, the assessment diagram, the assessments, and all other matters, as set forth in the Engineer's Report, pursuant to said

“Landscaping and Lighting Act of 1972,” as submitted, are hereby approved, adopted by this City Council and hereby confirmed.

SECTION 4. That the maintenance work of improvements contemplated by the Resolution of Intention shall be performed pursuant to law and the County Auditor shall enter on the County Assessment Roll the amount of the Assessment and said Assessment shall then be collected at the same time and in the same manner as the County taxes are collected.

SECTION 5. That the City has previously established a special fund known as:

CITY OF SOUTH PASADENA
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

into which the City shall place all monies collected by the Tax Collector pursuant to the provisions of the resolution and the law and said transfer shall be made and accomplished as soon as said monies have been made available to the City.

SECTION 6. That the City Clerk is hereby ordered and directed to file a certified copy of the diagram and assessment roll with the County Auditor, together with a certified copy of this resolution upon its adoption.

SECTION 7. That a certified copy of the assessment and diagram shall be filed in the Office of the City Engineer, with a duplicate copy on file in the Office of the City Clerk and open for public inspection.

SECTION 8. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 1st day of June, 2016.

Diana Mahmud, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 1st day June, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn Zneimer, City Clerk
(seal)

ATTACHMENT 2
Lighting and Landscaping Maintenance District
Engineer's Report for FY 2016-17

**STREET LIGHTING AND LANDSCAPING
MAINTENANCE DISTRICT**

ASSESSMENT ENGINEER'S REPORT

**PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972, PART 2
DIVISION 15 OF THE STREETS AND HIGHWAYS CODE, ARTICLE XIII.D. OF
THE CALIFORNIA CONSTITUTION AND THE PROPOSITION 218 OMNIBUS
IMPLEMENTATION ACT (GOVERNMENT CODE SECTION 53750 ET SEQ)**

Fiscal Year 2016-17

Prepared for:



Prepared by:

Community Economic Solutions

May 2016

**CITY OF SOUTH PASADENA
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT
ENGINEER'S REPORT**

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Part B - Estimate of Cost 4
Part C - Assessment District Boundary Map & Assessment Diagram..... 5
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**FISCAL YEAR 2016-17
CITY OF SOUTH PASADENA
ASSESSMENT ENGINEER'S REPORT PREPARED
PURSUANT TO THE PROVISIONS OF THE
LANDSCAPING AND LIGHTING ACT OF 1972
SECTION 22500 THROUGH 22679
OF THE CALIFORNIA STREETS AND HIGHWAYS CODE**

Whereas the Council of the City of South Pasadena, California, did, pursuant to the provisions of the Landscape and Lighting Act of 1972, being Part 2 of Division 15 of the Streets and Highways Code of the State of California, adopt the Resolution of Initiation ordering the preparation and filing of the Assessment Engineer's Report in accordance with Chapter 1, Article 4 commencing with Section 22565.

Section 22567 directs that the report shall refer to the City of South Pasadena Street Lighting and Landscaping Maintenance District (the "Assessment District") by its distinctive designation, specify the fiscal year to which the report applies, and, with respect to that year, shall contain all of the following:

- Part A - Plans and specifications for the improvements.
- Part B - An estimate of the costs of the improvements.
- Part C - A diagram for the assessment district.
- Part D - An assessment of the estimated costs of the improvements.
- Part E - If bonds or notes will be issued pursuant to Section 22662.5, an estimate of their principal amount. (Not applicable).

A preliminary report is then filed with the City Clerk in accordance with Section 22623 for submission to the legislative body. The legislative body may approve the report as filed, or it may modify the report and approve it as modified. Now, therefore, the following Assessment Engineer's Report is hereby submitted consisting of five (5) parts as follows:

PART A

This part contains the plans and specifications which are required to show and describe the existing and proposed improvements in accordance with Section 22568. The plans and specifications need not be detailed, but shall be sufficient if they show or describe the general nature, location, and extent of the improvements. If the assessment district is divided into zones, the plans and specifications shall indicate the class and type of improvements to be provided for each such zone. The Plans and specifications for the improvements listed in Part A are on file in the Office of the Clerk of the City. Such plans and specifications are incorporated herein by reference.

PART B

This part contains an estimate of the costs for maintenance of the improvements within the District for Fiscal Year 2016-17 pursuant to section 22569, including incidental costs and expenses in connection therewith. This estimate is on file in the Office of the Clerk of the City. The estimate of the costs of the improvements for the fiscal year shall contain estimates for all of the following:

(a) The total costs for improvements to be made that year, being the total costs of constructing or installing all proposed improvements and of maintaining and servicing all existing and proposed improvements, including all incidental expenses.

(b) The amount of any surplus or deficit in the improvement fund to be carried over from a previous fiscal year.

(c) The amount of any contributions to be made from sources other than assessments levied pursuant to this part.

(d) The amount, if any, of the annual installment for the fiscal year where the legislative body has ordered an assessment for the estimated cost of any improvements to be levied and collected in annual installments.

(e) The net amount to be assessed upon assessable lands within the assessment district, being the total improvement costs, as referred to in subdivision (a), increased or decreased, as the case may be, by any of the amounts referred to in subdivision (b), (c), or (d).

PART C

This part incorporates, by reference, the "Assessment Diagram", which is a diagram of the Assessment District showing the exterior boundaries of the Assessment District and the lines and dimensions of each lot or parcel of land within the Assessment District in accordance with Sections 22570 and 22571. The diagram for an assessment district shall show (a) the exterior boundaries of the assessment district, (b) the boundaries of any zones within the district, and (c) the lines and dimensions of each lot or parcel of land within the district. Each lot or parcel shall be identified by a distinctive number or letter. The lines and dimensions of each lot or parcel of land shown on the diagram shall conform to those shown on the county assessor's maps for the fiscal year to which the report applies. The Diagram has been prepared and is on file with in the Office of the Clerk of the City. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

PART D

This part contains an assessment of the estimated cost of the improvements on each benefited lot or parcel of land within the Assessment District in accordance with Section 22572. The assessment shall refer to the fiscal year to which it applies and shall do all of the following:

(a) State the net amount, determined in accordance with Section 22569, to be assessed upon assessable lands within the assessment district, which shall include an amount sufficient to pay the principal and interest due during the fiscal year from each parcel on any bonds or notes issued pursuant to Section 22662.5.

(b) Describe each assessable lot or parcel of land within the district.

(c) Assess the net amount upon all assessable lots or parcels of land within the district by apportioning that amount among the several lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements.

According to Section 22573, the net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.

PART E

This part contains a list of the County of Los Angeles Assessor's parcel numbers, and the net amount to be assessed upon benefited lands within the Assessment District. A list of the names and addresses of the owners of real property within this Assessment District, as shown on the last equalized roll of the Assessor of the County of Los Angeles. The list is keyed to the records of the Assessor of the County of Los Angeles, which are incorporated herein by reference.

**PART A
PLANS AND SPECIFICATIONS**

The facilities, which have been constructed within the City of South Pasadena, and those which may be subsequently constructed, will be operated, serviced and maintained as generally described as follows:

**DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF SOUTH PASADENA
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT
FISCAL YEAR 2016-17**

The proposed improvements for Fiscal Year 2016-17 may be generally described as the continued maintenance and operation of streets and sidewalks within the Assessment District, including the construction, operation, servicing and maintenance of landscaping, lighting and appurtenant facilities, including but not limited to, personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

Landscaping and Appurtenant Facilities

Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said Assessment District.

Lighting and Appurtenant Facilities

Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide safety lighting and traffic signals in public street and sidewalk rights-of-way and easements within the boundaries of said Assessment District. Servicing of the Southern California Edison Company-owned lights shall be furnished by Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California.

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the landscaping, public lighting facilities and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping, public lighting facilities or appurtenant facilities providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

Servicing means the furnishing of water for the irrigation of the landscaping and the maintenance of any of the public lighting facilities or appurtenant facilities and the furnishing of electric current or energy, gas or other illuminating agent for the public lighting facilities, or for the lighting or operation of landscaping or appurtenant facilities.

The plans and specifications for the improvements, showing the general nature, location, and the extent of the improvements, are on file in the office of the City Clerk and are incorporated herein by reference.

**PART B
 ESTIMATE OF COST**

The estimated cost of the construction, operation, servicing and maintenance of the street and sidewalk improvements for Fiscal Year 2016-17, as described in Part A, are summarized herein and described below. All costs include administration and utilities where applicable.

**Street Lighting and Landscaping Maintenance Budget
 Fiscal Year 2016-17**

		Local	City-Wide	Budget
<u>I. Landscape Maintenance</u>				
Street Trees			\$332,000	\$332,000
Medians			\$64,000	\$64,000
Sidewalk Replacement			\$10,000	\$10,000
Subtotal			\$406,000	\$406,000
<u>II. Street Lighting</u>				
Operations				
Major Thoroughfare	60%	\$48,796	\$146,388	\$195,184
City Owned System	25%	\$81,327		\$81,327
Edison Owned System	15%	\$48,796		\$48,796
Subtotal		\$178,918	\$146,388	\$325,306
<u>III. Traffic Signals</u>				
			\$190,320	\$190,320
Total Budget		\$178,918	\$742,708	\$921,626
Other				
Capital Improvements		\$0	\$0	\$0
Reserves	50%	\$89,500	\$371,400	\$460,813
Fund Balance (credit)		(\$3,623)	(\$15,041)	(\$18,664)
TOTAL COSTS		\$264,795	\$1,099,067	\$1,363,775
Assessment Revenue FY 2016-17		\$160,872	\$730,749	\$891,621
Damage to City Property			\$10,000	\$10,000
TOTAL REVENUE		\$160,872	\$740,749	\$901,621
Estimated Operating Reserve FY 2016-17		(\$14,424)	\$13,082	(\$1,342)

The costs for street lighting on the major thoroughfares, which are the main travel-ways of the City, are estimated at approximately 60% of the Street Lighting budget. Additionally, it is estimated that approximately 25% of the total street lighting system cost is attributable to the City-owned system in the residential areas and approximately 15% is attributable to the Edison-owned lighting system in the residential areas.

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year.

PART C
ASSESSMENT DISTRICT BOUNDARY MAP
AND ASSESSMENT DIAGRAM

The boundaries of the District are coterminous with the boundaries of the City of South Pasadena. A diagram showing the exterior boundaries of the District and the lines and dimensions of each lot or parcel of land within the District has been submitted to the office of the City Clerk of the City of South Pasadena, and is hereby made a part hereof by reference.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles. The Assessor's maps and records are incorporated by reference herein and made part of this report.

PART D
ASSESSMENT OF THE ESTIMATED COSTS OF THE IMPROVEMENTS

GENERAL

Part 2 of Division 15 of the Streets and Highways Code, the Landscaping and Lighting Act of 1972, permits the establishment of assessment districts by cities for the purpose of providing certain public improvements which include construction, operation, maintenance and servicing of street lights, traffic signals, parks and landscaping.

The 1972 Act requires that maintenance assessments be levied according to benefit rather than according to assessed value. Section 22573 provides that:

The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefit to be received by each such lot or parcel from the improvements.

The Act permits the designation of zones of benefit within any individual assessment district if "by reasons or variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement" (Sec. 22547). Thus, the 1972 Act requires the levy of a true "assessment" rather than a "special tax."

Excepted from the assessment would be the areas of all publicly owned property in use in the performance of a public function. The City has made a determination to also exempt public utilities rights-of-way.

EQUIVALENT DWELLING UNITS

The Equivalent Dwelling Unit method uses the single family home as the basic unit of assessment. A single family home equals one Equivalent Dwelling Unit (EDU). Every other land-use is converted to EDU's based on an assessment formula appropriate for the City. Multi-family and condominium parcels are converted to EDU's based on the number of dwelling units on each parcel of land; Commercial and Industrial parcels are converted to EDU's based on the lot size of each parcel of land.

Single Family Residential. The single family parcel has been selected as the basic unit for calculation of the benefit assessments. This basic unit shall be called an Equivalent Dwelling Unit (EDU). Parcels designated as single family residential per the Los Angeles County land-use code are assessed 1 EDU.

Multiple Residential. Multiple family uses, as well as condominiums, are given a factor of .80 EDU per dwelling unit. Based on data from representative cities in Southern California, the multiple residential factor of 80 percent is determined by the statistical proportion of relative trip generation from various types of residential uses, in combination with population density per unit.

Commercial/Industrial. Commercial/Industrial properties are designated as commercial, industrial, recreational, institutional or miscellaneous uses per the Los Angeles County land-use codes. In converting improved Commercial/Industrial properties to EDUs, the factor used is the City of South Pasadena's average single family residential lot size of 7,500 square feet, or 5.808 dwelling units per acre. The Commercial/Industrial parcels will be assessed 5.808 EDU for the first acre or any portion thereof, and then 25% of 5.808 EDUs (1.4520) for every additional acre or portion thereof, as the utilization of that portion of non-residential property greater than one acre is reduced and will be treated as vacant land. The minimum number of EDUs per parcel will be 1 EDU.

Vacant Property. Vacant property is described as parcels with no improved structures. Property values in a community increase when public infrastructure is in place, improved, operable, safe, clean and maintained, all properties, including vacant parcels, receive benefits as this is the basis of their value. Based upon the opinions of professional appraisers, appraising current market property values for real estate in Southern California, the land value portion of a property typically ranges from 20 to 30 percent; in South Pasadena, we find that the average is about 50 percent. Additionally, the utilization of vacant property is significantly less than improved property and vacant property has a traffic generation rate of 0. Therefore, we recommend that vacant property be assessed at the rate of 25 percent of improved property.

Vacant Residential. Parcels defined as single family residential parcels which do not have structures on the parcels are assessed 25% of a single family dwelling. The parcels will be assessed 0.25 EDU per parcel.

Vacant Non-Residential. Parcels defined as parcels which are not single family residential and which do not have structures on the parcel are assessed based upon the acreage of the parcel. The parcels will be assessed at the rate of 25% of the developed non-residential properties, or 1.4520 EDU per acre or any portion thereof, with a minimum of .25 EDU per parcel.

Landlocked parcels and small parcels vacated by the City are not assessed; nor are public streets, public properties, utility easements, right-of-way, public schools, public parks, and common areas. These are all exempt parcels.

The land-use classification for each parcel has been based on the Los Angeles County Assessor's Roll.

BENEFIT DETERMINATION

There are two types of benefits: City-wide Benefits and Local Benefits.

Benefits which are received by all parcels in the City are considered to be City-wide Benefits, and the associated costs of these benefits are spread equally, based on Equivalent Dwelling Units, to all parcels within the District. Citywide Benefits enhance the value of all properties within the District.

LANDSCAPING

The City maintains trees and miscellaneous shrubbery throughout the City. The trees and shrubbery are located within the public street and sidewalk rights-of-way, including in medians and parkways. These trees and shrubbery provide an aesthetically pleasing environment, shade, beautification, and according to some authorities, air purification and sound attenuation. These positive attributes increase the desirability of all properties throughout the City.

All parcels in the City receive benefit from the landscaping maintenance funded by the District. This includes the maintenance of street trees and leaf debris removal, sidewalk, curb and gutter repair adjacent to trees throughout the City, medians on Huntington Drive, Monterey Avenue and Fair Oaks. The City costs to administer these programs are also considered a citywide benefit. Trees and landscaping, if well maintained, provide beautification, shade and enhancement of the desirability of the surroundings, and therefore increases property value.

LIGHTING

The proper functioning of street lighting and traffic signals is imperative for the welfare and safety of the public and property throughout the City. Proper maintenance and servicing of the street lighting system benefits properties within the District by providing proper illumination for ingress and egress and safe traveling at night. Properties within the District also benefit from the proper functioning of the District's traffic signal system. Proper operation of the streetlight and traffic signal systems is imperative to public convenience, orderly traffic flow, enhanced congestion management and safety. Improved security, fuel conservation, protection of property from crime and vandalism, and reduction of traffic accidents, are special and direct benefits to all properties within the City; lighting benefits are directly related to public safety and property protection and therefore increase desirability and property values. The City costs to administer the improvements are also considered a benefit to all properties.

Street lighting on the major thoroughfares and traffic signals are considered city-wide benefits, as all property in the City derive benefit from the convenience, safety and protection of people and property they provide. It is estimated that 75% of the Major Thoroughfare Street Lighting budget and 100% of the Traffic Signal budget are attributable as citywide benefits, and are assessed to all parcels in the District. The City costs to administer these programs are also considered a citywide benefit.

Zones of Benefit

There are four types of local lighting benefits within the City associated with the intensity or degree of illumination provided within the various sections of the District. These costs vary with the type of street, spacing of streetlights and owning agency. These zones of benefit are described below:

Zone 1 - This zone consists of all property which is adjacent to the major thoroughfares in the District. 25% of the Major Thoroughfare Street Lighting budget is considered to be a local benefit attributable to these properties.

Zone 2 - This zone consists primarily of residential property which is served by the City-owned street lighting system.

Zone 3 - This zone consists primarily of residential property which is served by the Southern California Edison Company-owned street lighting system.

Zone 4 - This zone consists of parcels which do not have a local street lighting benefit and therefore receive only the citywide benefit.

SUB-ZONES

A system of sub-zones has been developed to classify the different land use types in the City. Those sub-zones, with their equivalency factors, are shown below:

Sub-Zone Category	Basic Unit		Recommended EDU Factor	EDU Rates
0. Exempt			0.00	
1. Single Family Residential (SFR)	1 D.U.	x	1.00	= 1.0 EDU/DU
2. Multiple Family Residential and Condominiums	1 D.U.	x	0.80	= 0.8 EDU/DU
3. Commercial/Industrial	1 Acre	x	5.81	= 5.808 EDU/Ac
Based on the average size for SFR lots in the City of 7,500 SF which equals 5.808 Dwelling Units / Acre			1.45	= 1.452 EDU/Ac after the first acre
4. Vacant SFR	1 Parcel	x	0.25	= 0.25 EDU/pcl
5. Vacant Non-SFR	1 Acre	x	1.45	= 1.452 EDU/Ac (min. .25 EDU/pcl)

INVENTORY OF PARCELS

The following information was obtained from the Los Angeles County Assessor's Roll, Assessor's Parcel Maps, and the City of South Pasadena's Planning Department.

Land-Use	Parcels	Dwelling Units (DU's)	Acres
0. Exempt	-	n/a	n/a
1. Single Family Residential (SFR) Parcels	4,363	4,363	n/a
2. Multi-Family Residential Parcels	1,982	6,477	n/a
3. Commercial/Industrial	321	n/a	122.96
4. Vacant Residential Parcels	198	n/a	n/a
5. Vacant Commercial/Industrial Parcels	20	n/a	3.51
Totals:	6,884	10,840	126.47

The distribution of EDUs per Zone is as follows:

Zone	EDU's
1	1,856.01
2	2,050.16
3	5,948.92
4	399.60
Total:	10,254.69

ASSESSMENTS

The estimated costs shown in Part B of this report have been allocated to the zones as shown below.

CITYWIDE BENEFITS

All parcels within the City receive the city-wide landscaping and lighting benefits. The assessments associated with these are therefore calculated as follows:

Street Trees	\$332,000		
Medians	\$64,000		
Sidewalk Replacement	\$10,000		
Major Thoroughfare Lighting *	\$146,388		
Traffic Signals	\$190,320		
Capital Improvements	\$0		
Reserves	\$371,400		
Fund Balance	(\$15,041)		
Total to City-wide Benefit	\$1,099,067		
City-wide EDU	÷ 10,255		
Calculated Rate per EDU	\$107.18	\$71.26	Assessment Rate Limit

* Approximately 75% of Major Thoroughfare Lighting Budget

LOCAL BENEFITS

In addition to the city-wide benefit assessment, those parcels located within Zones 1, 2 and 3 receive an additional local benefit which is calculated as follows:

	Zone 1	Zone 2	Zone 3	Zone 4
Major Thoroughfare Lighting *	\$48,796	\$0	\$0	\$0
City Owned System	\$0	\$81,327	\$0	\$0
Edison Owned System	\$0	\$0	\$48,796	\$0
Reserves	\$24,409	\$40,682	\$24,409	\$0
Fund Balance	(\$988)	(\$1,647)	(\$988)	\$0
Total to Local Benefit :	\$72,217	\$120,362	\$72,217	\$0
EDU in Zone ÷	1,856	2,050	5,949	400
Calculated Rate per EDU	\$38.91	\$58.71	\$12.14	\$0.00

* Approximately 25% of Major Thoroughfare Lighting Budget

ASSESSMENT RATE SUMMARY

The following tables indicate the rates per EDU for each zone as calculated based on the Fiscal Year 2016-17 proposed budget. The actual rates per EDU to be assessed for each zone are unchanged from Fiscal Year 2015-16.

	EDU	Fully Funded Assessment Rates			Assessed 16-17 Rate
		Local	City-Wide	Total	
Zone 1	1,856	39.97	107.18	147.15	97.12
Zone 2	2,050	60.31	107.18	167.48	104.09
Zone 3	5,949	12.47	107.18	119.65	78.92
Zone 4	400	-	107.18	107.18	71.26
Total EDU	10,255				

	EDU	Assessment Rate Limits			Assessed 16-17 Rate
		Local	City-Wide	Total	
Zone 1	1,856	25.85	71.26	97.12	97.12
Zone 2	2,050	32.83	71.26	104.09	104.09
Zone 3	5,949	7.66	71.26	78.92	78.92
Zone 4	400	-	71.26	71.26	71.26
Total EDU	10,255				

PART E
PROPERTY OWNER LIST AND
ASSESSMENT ROLL

The assessment set forth for each parcel is shown on the Assessment Roll for the District, submitted separately, as "Assessment Roll for City of South Pasadena, Street Lighting & Landscaping Maintenance District, Fiscal Year 2016-17", which exhibit is incorporated by reference herein and is on file in the Office of the City Clerk.

The Assessment Roll lists all parcels within the boundaries of the District as shown on the Assessment Diagram, Part C herein, and on the last equalized roll of the Assessor of the County of Los Angeles, which is by reference made part of this report.

A list of names and addresses of the owners of all parcels within this District is shown on the last equalized Property Tax Roll of the Assessor of the County of Los Angeles, which by reference is hereby made a part of this report. This list is keyed to the Assessor's Parcel Numbers as shown on the Assessment Roll on file in the office of the City Clerk of the City of South Pasadena.

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ATTACHMENT 3
Notice of Publication

South Pasadena Review
625 Fair Oaks Ave. #160
South Pasadena, CA 91030

PROOF OF PUBLICATION

(2015.5 C.C.P.)

STATE OF CALIFORNIA,
County of Los Angeles

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the

SOUTH PASADENA REVIEW

a newspaper of general circulation, printed and published every Thursday in the City of South Pasadena, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, under the date of 07/31/52, Case Number 601549; that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

May 19, 2016

All in the year 2016

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

Dated at South Pasadena, California, this

19th day of May 2016



Signature

RESOLUTION NO. 7461

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DECLARING ITS INTENTION TO PROVIDE AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING DISTRICT, PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA AND SETTING A TIME AND PLACE FOR A PUBLIC HEARING

WHEREAS, the City Council of the City of South Pasadena, previously formed a Street Lighting and Landscaping Maintenance District pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," Division 15, Part 2 of the Streets and Highways Code of the State of California, in what is known and designated as the City of South Pasadena Lighting and Landscaping Maintenance District (District); and

WHEREAS, at this time, this City Council desires to conduct proceedings to provide for the annual levy of assessments for Fiscal Year (FY) 2016-17 to provide for the costs and expenses necessary for continual maintenance of improvements within said District; and

WHEREAS, City Council approved the Engineer's Report (Report) as required by law, and the City Council desires to conduct the proceedings for said annual levy.

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

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the public interest and convenience requires, and it is the intention of the City Council, to undertake proceedings for the annual levy and collection of special assessments for the continual maintenance of certain improvements, all to serve and benefit said District as said area is shown and delineated on a map as previously approved by this City Council and on file in the Office of the City Clerk, open to public inspection, and herein so referenced and made a part hereof, and proposed changes thereto are set forth in the Report, incorporated herein as part hereof.

SECTION 3. REPORT. That the Report regarding the annual levy for said District, which Report is for maintenance for the FY 2016-17, is hereby approved and is directed to be filed in the Office of the City Clerk.

SECTION 4. ASSESSMENT. That the public interest and convenience requires, and it is the intention of the City Council to order the annual assessment levy for the District as set forth and described in said Report, and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expense of said maintenance and improvement as estimated in said Report.

SECTION 5. DESCRIPTION OF MAINTENANCE. The assessments levied and collected shall be for the maintenance of certain street lighting and landscaping improvements, as set forth in the Report, referenced and so incorporated herein.

SECTION 6. The County Auditor shall enter on the County Assessment Roll the amount of the assessments, and shall collect said assessments at the time and in the same manner as County taxes are collected. After collection by the County, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the County Treasurer for purposes of paying for the costs and expenses of said

SECTION 7. SPECIAL FUND. That all monies collected shall be deposited in a special fund known as "SPECIAL FUND CITY OF SOUTH PASADENA, LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT." It shall be made out of said fund only for the purpose of provided for in this resolution and in order to expedite the making of this maintenance and improvement, the City Council may transfer into said funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this resolution.

SECTION 8. BOUNDARIES OF DISTRICT. Said contemplated maintenance work in, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon District, which District said City Council hereby declares to be the further assessed to pay the costs and expenses thereof. Said District shall include each parcel of land within the boundaries of said District as shown on the map as approved by this City Council and on file in the Office of the City Clerk and so designated by the name of the District.

SECTION 9. PUBLIC PROPERTY. Any lots or parcels of land known as public property, as the same are defined in Section 22663 of Division 15, Part 2 of the Streets and Highways Code of the State of California, which are included within the boundaries of the District, shall be omitted and exempt from any assessment to be made under these proceedings to cover any of the costs and expenses of said improvement and maintenance work.

SECTION 10. PUBLIC HEARING. NOTICE IS HEREBY GIVEN THAT WEDNESDAY, THE 1ST DAY OF JUNE, 2016, AT THE HOUR OF 7:30 PM, AT THE REGULAR MEETING OF THE SOUTH PASADENA CITY COUNCIL, IN THE AMEDEE O. "DICK" RICHARDS, JR. COUNCIL CHAMBER, 1424 MISSION STREET, SOUTH PASADENA, CALIFORNIA 91030, IS THE TIME AND PLACE FIXED BY THE CITY COUNCIL FOR THE PUBLIC HEARING ON THE ANNUAL LEVY OF ASSESSMENTS.

SECTION 11. NOTICE. That the City Clerk is hereby authorized and directed to publish, pursuant to Government Code Section 6061, a copy of this resolution in a newspaper of general circulation within said City, said publication shall be not less than ten (10) days before the date set for said Public Hearing.

SECTION 12. That the City Clerk is further directed to cause a copy of the Resolution of Intention to be posted upon the official bulletin board customarily used for the posting of notices.

SECTION 13. That this resolution shall take effect immediately upon its adoption.

SECTION 14. For any and all information relating to the proceedings, protect procedure, any documentation and/or information of a procedural or technical nature, the designated contact person is as follows:

Paul Toor, Director of Public Works
City of South Pasadena
1414 Mission Street, South Pasadena, CA 91030
(626) 403-7240

SECTION 15. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 4th day of May, 2016.

Diana Mahmud, Mayor

ATTEST:
Evelyn G. Znelmer, City Clerk
(seal)

APPROVED AS TO FORM:
Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 4th day of May, 2016, by the following vote:

AYES: Caciotti, Joe, Khubesriani, Schnaider, and Mayor Mahmud
NOES: 24
ABSENT: None
ABSTAINED: None

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016 (Continued from April 20, 2016)
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Paul Toor, Public Works Director 
SUBJECT: **Provide Direction to Initiate the Annexation Process to the San Gabriel Valley Mosquito and Vector Control District**

Recommendation

It is recommended that the City Council provide direction to staff whether to initiate the annexation process to the San Gabriel Valley Mosquito and Vector Control District (SGVCD) and to engage the SGVCD for mosquito surveillance and control on an as-need basis.

Fiscal Impact

The estimated cost to utilize SGVCD on call services to the City of South Pasadena (City) is \$50,000 annually. Once the annexation process is complete, the SGVCD will assess and collect the service fees for the mosquito & vector control services through the Los Angeles County Office of the Assessor along with annual property tax bills. Preliminary estimated assessment for the SGVCD services will be in the range of \$9 to \$12 per household throughout the City. There is no funding allocated for the mosquito surveillance and vector control services in the Fiscal Year 2016-17 Budget.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

South Pasadena is one of a few cities within the San Gabriel Valley/Los Angeles area which are not in the service boundaries of any special district, specifically created for providing mosquito and vector control services. In July 2005, the City entered in to an agreement with the SGVCD for a period of two years with an understanding that City would annex to the service boundaries of the SGVCD. However, the City Council decided not to pursue the annexation to the SGVCD at that time. During the regular City Council Meeting of February 3, 2016, the City Council directed staff to provide a status report regarding mosquito and vector control services. Subsequently, on April 20, 2016, City Council directed staff to seek community input and bring the item back to the City Council for further consideration.

Analysis

As per City Council's direction to seek community input staff advertised in the South Pasadena Review as well as on the City's website. There are six Mosquito and Vector Control Districts serving the Los Angeles Metropolitan cities and unincorporated areas of Los Angeles County. Staff has contacted the SGVCD with offices located in West Covina and the Greater Los Angeles County Vector District (GLACVCD) located in Santa Fe Springs. The City has the option to request the Local Agency Formation Commission (LAFCO) to proceed with annexing the City into one of the two districts. However, based upon staff's research, it is prudent to join the SGVCD if the City Council elects to proceed with the annexation. The SGVCD is willing to provide services on a contract basis with an understanding that City will proceed with annexing to the District.

South Pasadena has not provided any mosquito surveillance and vector control services for the last eight years. The Public Works Department receives calls from residents requesting mosquito surveillance and control throughout the year specifically, during the rainy season. There is a substantial increase in the number the of calls when the media is reporting new mosquito related viruses such as West Nile Virus, St. Louis encephalitis (SLE), Malaria, Zika Virus, etc. To address the mosquito related calls, staff has explored the potential of engaging a contractor to provide mosquito surveillance and control services on as-need basis. As such, services are provided by the special districts in the region and staff is having difficulty locating private service providers in this field. In addition, special districts are restricted to provide services outside their sphere of influence.

If the City Council elects to proceed with the annexation, there will be a one-time annexation cost in the range of \$15,000 to \$20,000. Upon direction from the City Council, staff will develop the scope of services, with detailed services charges and discuss the one-time annexation charges with District staff, and bring back to the City Council for final approval.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

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

Attachment: Article in South Pasadena Review seeking input on the matter.

the South Council unanimously last week to rized surfaces wood fiber to be a better choice" obtained Ci manager reg- ing the that will be Orange Grove ts.

Mahmud and Marina ressed concern d space for tod- children in the areas. Gonzalez going to work will feature a

alls for remov- ubberized sur- ing them with

injuries."

Miracle Playground Sales will do the project at a cost of \$83,674.61 and the funds will be reimbursed by the Los Angeles County Regional Park and Open Space District under the Proposition A Maintenance and Services Program. The Parks and Recreation Commission was informed in January that approval was granted by the District for the two resurfacing projects.

"We regularly inspect our play structures to make sure they are safe," said Gonzalez. "When we did a recent audit of our playgrounds, we found that the rubberized surface, meant to soften the impact if someone were to fall from a swing or apparatus, we discovered there was a need to replace it."

ughly \$800,000 Short e Trail Linking Cities

a list of major d City Council plete is a new g the cities of Los Angeles ortion of South

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stastic opportu- ational use," Pasadena City Gonzalez. "It ing the driving sco Golf Course t to accommo- go through the Arroyo wash s." ager said the 00,000 short of t to the roughly arked for it to

s the city set reserve funds eived some sig- lars from the Mountains he Air Quality rict (AQMD) s Reduction)), t support, the a major finan- Gonzalez.

Walk F its ssness

ck stars" will be melessness on

Rockin' for the Walk, created in Union Stations



Should SoPas Seek Mosquito Control Services?

South Pasadena City Council is soliciting input on whether the city should annex into the mosquito and Vector Control District.

Background: South Pasadena is one of a few cities in San Gabriel/Los Angeles area which are not in the service boundaries of any special district specifically created for providing mosquito and vector control services.

Why Join: South Pasadena does not offer mosquito surveillance and vector control services to our residents. The Public Works Department receives calls from residents requesting these services throughout the year, specifically during the rainy season. These services are provided by special districts in the region, therefore it is prudent to have the mosquito and vector control services available to the residents.

District Services: The District incorporates an integrated vector management program comprised of the following key elements to protect public health: Disease Surveillance, Source Reduction, Control and Public Education.

Cost of Services: The estimated cost of services will be in the range of \$9 to \$12 annually per household. The District will collect service fees through the LA County Assessor's Office along with the annual property tax bill.

For more information regarding services provided by the San Gabriel Valley Mosquito and Vector Control District, persons may visit their website at www.sgvmosquito.org/OR Greater Los Angeles County Vector Control District at www.glaevcd.org.

The City Council is soliciting input prior to making the decision whether to join or not join the Mosquito and Vector Control District.

How to submit input:

- Online: pwfeedback@south-pasadenaca.gov
- Mail: Send response to :
Public Works Office
1414 Mission Street
South Pasadena, CA 91030
- In person: Item will be on the June 1 City Council agenda which starts at 7:30 p.m. in the City Council Chambers.

Further information can be found on the City website at www.ci.south-pasadena.ca.us/

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 Horsemanship
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Week of June 27th
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Register Online

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OPEN SATURDAY MAY 7TH & SUNDAY MAY 8TH, 2



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1926 Traditional style 4 Bedroom, 2.5 bath Home measures 3,074 s.f. and

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City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Anthony J. Mejia, Chief Deputy City Clerk 
SUBJECT: **Consideration of Modifying Eligibility Requirements for City Boards, Commissions, and Committees**

Recommendation

It is recommended that the City Council provide direction whether to modify eligibility requirements for City of South Pasadena (City) Boards, Commissions, and Committees.

Fiscal Impact

There is no fiscal impact associated with this item.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

On January 6, 2016, Mayor Mahmud, seconded by Councilmember Schneider, requested that staff agendize consideration of modifying eligibility requirements for service on City Boards, Commissions and Committees to allow for the non-electorate residents to serve as non-voting members.

On March 2, 2016, the City Council voted unanimously (5-0), to maintain the existing eligibility requirements for City of South Pasadena Boards, Commissions, and Committees. However, on May 23, 2016, Mayor Mahmud, seconded by Councilmember Schneider, requested that the matter be agendized for reconsideration by the City Council.

Analysis

In 1976, the California Legislature enacted Government Code Section 54970 et al. known as the "Maddy Act." The Legislature proclaimed that "a vast and largely untapped reservoir of talents exists among the citizenry of the State of California..." The South Pasadena City Council has demonstrated that it values the opinions of its residents and has developed a robust public engagement forum via over 20 Boards, Commissions, Committees, and Ad Hoc Committees (Advisory Bodies).

Boards and Commission Eligibility Requirements

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Each city is empowered to determine its eligibility requirements for its Advisory Bodies. As such, the South Pasadena Municipal Code (SPMC) Section 2.24 states “to be eligible for appointment or retention on any board or commission, a citizen must be and must maintain his or her status as a resident elector of the city...” If the City Council so directs, SPMC Section 2.24(a) could be amended to read as follows: “To be eligible for appointment or retention on any board or commission, a citizen must be and must maintain his or her status as a resident ~~elector~~ of the city...” This modification would allow any resident of South Pasadena to serve on the City’s Advisory Bodies.

Legal Review

The City Attorney has reviewed this item.

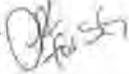
Public Notification of Agenda Item

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

City of South Pasadena Agenda Report

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

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

COUNCIL AGENDA: June 1, 2016
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Sheila Pautsch, Community Services Director 
SUBJECT: **Receive and File a Progress Report on the Renewable Energy Council, Arroyo Seco Golf Course Lease Subcommittee, and the San Pascual Stables Lease Subcommittee**

Recommendation

It is recommended that the City Council receive and file the progress report on the Renewable Energy Council (REC), Arroyo Seco Golf Course Lease Subcommittee (Golf Course Subcommittee) and San Pascual Stables Lease Subcommittee (Stables Subcommittee).

Fiscal Impact

None.

Commission Review and Recommendation

The REC, the Golf Course Subcommittee, and the Stables Subcommittee were made aware of City Council's request for an update of their individual subcommittees.

Background

At the May 4, 2016 City Council Meeting, the City Council requested a status update on the REC, the Golf Course Subcommittee, and the Stables Subcommittee. This request was motioned by Mayor Mahmud and seconded by Mayor Pro Tem Cacciotti.

Analysis

Renewable Energy Council

The REC is a council of eleven members. REC's purpose is to study the feasibility of installing renewable energy facilities on City property, and potential options to encourage South Pasadena residents and businesses to install renewable energy technologies on their private properties.

REC is divided into 3 subcommittees:

1. A technical subcommittee, tasked with analyzing the City's energy usage and the feasibility of various site alternatives.
2. A finance subcommittee, tasked with locating potential financing options and ensuring that any recommended project can be constructed in a fiscally responsible manner.

Receive and File a Status Report on the REC, Golf Course Subcommittee and San Pascual Stables Lease Subcommittees

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3. A public affairs subcommittee, tasked with developing the report, presentation materials, and recommended outreach program that can stimulate local residents to adopt renewable energy on their own properties.

The current chair is Bill Kelly, who also serves as a Commissioner on the Natural Resources and Environmental Commission. There are currently two vacancies on the REC.

At the May 23, 2016 REC Meeting, the technical subcommittee considered a handful of sites, and submitted a draft recommendation to the REC. The finance subcommittee has identified at least one potential financing option and is reviewing the draft analysis provided by the technical subcommittee. The public affairs subcommittee is drafting a detailed outline of the report based on a basic outline it previewed and obtained.

The staff liaison has been in communication with Southern California Edison (SCE) staff to obtain records of the City's electricity usage at various facilities and facilitated questions that the REC has about rate structures and SCE programs and practices. In addition, the REC and staff have toured City Hall, Garfield Reservoir, Westside Reservoir, and Wilson Reservoir with various solar contractors to obtain realistic cost estimates for installing solar panels at the sites.

The REC intends to present their recommendations to the City Council at a meeting in July. In advance of that, they intend to submit a preliminary update to the City Council which would include some of their background analysis and a couple of time-sensitive recommendations on programs to encourage residents and businesses to utilize renewable energy resources.

Arroyo Seco Golf Course Lease Subcommittee

The Golf Course Subcommittee is a subcommittee consisting of five members. The purpose of the Golf Course Subcommittee is to determine if the City should:

- Extend the current agreement with Donovan Bros Golf, Inc. without any changes
- Renegotiate the current agreement with Donovan Bros Golf, Inc.
- Issue a Request for Proposals (RFP) for a new operator
- Have the City take over operations of the Golf Course
- Maintain a management agreement or move to a lease agreement

The current Golf Course Subcommittee chair is Laurie Wheeler, the Executive Director of the South Pasadena Chamber.

The Golf Course Subcommittee first met in October of 2015 and meets on the third Tuesday of each month. They have studied the difference between management versus a lease agreement, City to operate the Golf Course versus a company managing or a leasing the Golf Course as well as reviewed the annual and monthly financials and annual business plan.

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On December 5, 2015 the Golf Course Subcommittee toured the golf facility on December 5, 2015 with Mike Donovan of Donovan Bros Golf, Inc., City staff, Mayor Pro Tem Cacciotti, and Councilmember Schneider to fully understand the facility operations, repairs and maintenance and water usage.

At the February 16, 2016 Golf Course Subcommittee Meeting, the Golf Course subcommittee unanimously voted against the City taking over the Golf Course operations due to extensive costs and liability the City would incur.

The Golf Course Subcommittee is planning a tour of a few local golf course facilities in the near future and has reviewed a potential conceptual drawing and cost estimates for a new clubhouse with banquet room, restaurant, bar, patio, starter office, and restrooms. The Golf Course Subcommittee is trying to determine how to possibly incorporate it into a new lease. Staff was asked to have the golf facility evaluated for historical significance. This evaluation is currently underway.

At the April 19, 2016 Golf Course Subcommittee Meeting, the Subcommittee asked to agendize discussions regarding a possible three year extension with Donovan Bros Golf, Inc. to give them more time to evaluate possible directions the City may take with the overall management and potential banquet facility.

At the May 17, 2016 Golf Course Subcommittee Meeting, the Subcommittee discussed a possible extension of the management agreement with Donovan Bros Golf, Inc. but discussions were continued until to the June 21, 2016 Meeting.

The current management agreement with Donovan Bros Golf, Inc. will expire June 30, 2017.

San Pascual Stables Lease Subcommittee

The Stables Subcommittee was given a list of tasks by the City Council. The Stables Subcommittee has been working on these tasks since its first meeting on January 12, 2016. The tasks include:

- To consider if the land continues to be dedicated exclusively for use as an equestrian center or for other recreational uses. If so, evaluate the benefits of restricted use of an equestrian center or other recreational use.
- Identify critical “deal points” of a new operating lease to be subsequently negotiated by the City Attorney under the direction of the City Council.
- Consider other feasible or desirable recreation or leisure uses of the site, alternative uses, and evaluate community and financial benefits associated with each.
- Tour existing facility and other facilities in the region to see how they are operated.
- Make a recommendation to City Council to issue an RFP for a new operator.
- Consider the possibility of hiring a consultant with expertise in equestrian facilities.
- Explore the current use in detail to better understand the operation.

Receive and File a Status Report on the REC, Golf Course Subcommittee and San Pascual Stables Lease Subcommittees

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The current Stables Subcommittee Chair is Ron Rosen, who is also a Commissioner on the Park and Recreation Commission.

The Stables Subcommittee has been studying the monthly finances, annual audit, activities at the Stables such as filming, camps, training and party rentals and has reviewed and finalized an RFP to hire a consultant to assist with the process. A list of deal point for a new lease agreement was established at the February 9, 2016 Stables Subcommittee Meeting and continues to expand at each meeting. A historical review of the historical house, ancillary building and landscape will be evaluated once a proposal has been accepted.

The RFP to hire an equestrian consultant went out to bid on May 19, 2016 and submissions are due back on June 3, 2016.

At the June 14, 2015 Stables Subcommittee Meeting, the Subcommittee will discuss and possibly take action to consider if the land continues to be dedicated exclusively for use as an equestrian center or for other recreational uses. If so, evaluate the benefits of restricted use of an equestrian center or other recreational use as well as to consider other feasible or desirable recreation or leisure uses of the site, alternative uses, and evaluate community and financial benefits associated with each.

The current lease is set to expire April 30, 2018 with Corbell Partnership.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

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