



## AGENDA

### Closed Session

**South Pasadena City Council / Redevelopment Successor Agency /  
Public Financing Authority / Housing Authority  
City Manager's Conference Room, Second Floor, 1414 Mission Street  
Wednesday, January 15, 2014 6:30 p.m.**

#### City Council

Marina Khubesrian, M.D., Mayor / Agency Chair / Authority Chair  
Robert S. Joe, Mayor Pro Tem / Agency Vice Chair / Authority Vice Chair

Councilmembers / Agency Members / Authority Members  
Michael A. Cacciotti; Diana Mahmud; Richard D. Schneider, M.D.

Sergio Gonzalez, City Manager / Agency Executive Director / Authority Executive Director  
Evelyn G. Zneimer, City Clerk / Agency Secretary / Authority Secretary  
Yvette Hall, Chief Deputy City Clerk / Chief Deputy Agency Secretary / Chief Deputy Authority Secretary  
Richard L. Adams II, City Attorney / Agency Counsel / Authority Counsel

*Council will convene in open session at 6:30 p.m.  
The public may comment on closed session items prior to the Council recessing to closed session.*

<b>Closed Session Agenda</b>	<b>Description</b>
1. Roll call	Mayor Khubesrian, Councilmembers Cacciotti, Joe, Mahmud, Schneider
2. Public comments	Public comments on Closed Session items only
3. Personnel Item	Pursuant to Government Code Section 54957 (b) (1)  Performance Evaluation of City Attorney
4. Labor negotiations	Pursuant to Government Code Section 54957.6  Conference with Labor Negotiators regarding labor negotiations with the South Pasadena Police Officers' Association (POA)  City Negotiators: City Manager Sergio Gonzalez, Assistant City Manager Hilary Straus, and Legal Counsel Adrianna Guzman

#### Accommodations



Meeting facilities are accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 403-7230. Hearing assistive devices are available in the Council Chambers. Notification at least 72 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 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 the City Hall at 1414 Mission Street, South Pasadena, CA 91030, as required by law.*

01/09/2014  
Date

Desiree Jimenez, Deputy City Clerk

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## AGENDA

**South Pasadena City Council / Redevelopment Successor Agency /  
Public Financing Authority / Housing Authority  
Amedee O. "Dick" Richards, Jr., Council Chambers, 1424 Mission Street  
Wednesday, January 15, 2014 7:30 p.m.**

### **City Council**

Marina Khubesrian, M.D., Mayor / Agency Chair / Authority Chair  
Robert S. Joe, Mayor Pro Tem / Agency Vice Chair / Authority Vice Chair

Councilmembers / Agency Members / Authority Members  
Michael A. Cacciotti; Diana Mahmud; Richard D. Schneider, M.D.

Sergio Gonzalez, City Manager / Agency Executive Director / Authority Executive Director  
Evelyn G. Zneimer, City Clerk / Agency Secretary / Authority Secretary  
Yvette Hall, Chief Deputy City Clerk / Chief Deputy Agency Secretary / Chief Deputy Authority Secretary  
Richard L. Adams II, City Attorney / Agency Counsel / Authority Counsel

*In order to address the Council, please complete a Public Comment Card.  
Time allotted per speaker: 3 minutes.  
No agenda item may be taken after 11:00 p.m.*

### **Presentations and Announcements**

Roll call, Invocation\* (Councilmember Cacciotti)

Pledge of Allegiance

*\*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.*

1. Closed Session announcements — a Closed Session agenda has been posted separately
2. Presentation of a Proclamation declaring February 9, 2014, as "Nelbert Chouinard Day" in the City of South Pasadena
3. Presentation of a Certificate of Appreciation to South Pasadena Beautiful for securing tree donations throughout the City of South Pasadena and enhancing the image of the community
4. Presentation of Certificates of Recognition to the 2013 Image Award Recipients, Kathy Folsom and Kay Rosser, Co-Chairs, Restoration Concert Series Committee of the Friends of the South Pasadena Public Library, for outstanding efforts to enhance the image of the City beyond its borders
5. Councilmembers' comments (3 minutes each)

6. City Manager communications
7. Reordering of and Additions to the Agenda

#### **Mayor's Appointments / Reappointments**

8. Proposed reappointments of West de Young and James McLane to the Cultural Heritage Commission; Dan Evans to the Freeway and Transportation Commission; Constance Lue and Edward Pearson to the Library Board of Trustees; Scott Kuhn to the Natural Resources and Environmental Commission; J. Michael Gin to the Parks and Recreation Commission; H. Alexander Wing to the Public Safety Commission; Steven Ray Garcia to the Public Works Commission; and Georgina Phelps to the Senior Citizen Commission for full three-year terms until December 31, 2016.

Proposed appointments of Marysia Wojcik to the Animal Commission; Devin G. Robinson to the Finance Committee; Richard Helgeson to the Freeway and Transportation Commission; Noah Puni to the Natural Resources and Environmental Commission; Queenie Taylor to the Parks and Recreation Commission; Steven Dahl to the Planning Commission; Lawrence Abelson to the Public Works Commission; and Robert Vanderwall to the Senior Citizen Commission for full three-year terms ending December 31, 2016. Proposed appointment of Stephani Ehrlich to the Youth Commission for an unfulfilled term until June 30, 2015.

#### **Opportunity to Comment on Consent Calendar**

*In order to address the Council, please complete a Public Comment Card. Time allotted per speaker: 3 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. Approval of the minutes of the special and regular City Council meetings of December 18, 2013
10. Approval of prepaid warrants in the amount of \$1,372,499.79, General City Warrants in the amount of \$965,098.12 and payroll in the amount of \$800,268.41
11. Second reading and adoption of an ordinance approving revised speed limits on portions of Peterson Avenue and Hanscom Drive in the Southwest Monterey Hills and amending Section 19.13-1 of the South Pasadena Municipal Code
12. Monthly investment reports for November 2013
13. Adoption of resolutions authorizing signatories on City/Agency banking accounts and related banking documents
14. Approval of Memorandum of Understanding for narcotics canine services between the City of South Pasadena and the South Pasadena Unified School District
15. Authorization to amend design agreement with URS for engineering design services for the Wilson Reservoir Replacement Project

16. Authorization to amend the existing agreement with Pacific Hydrotech Corporation for the inclusion of a Supervisory Control and Data Acquisition (SCADA) system at the Wilson Reservoir
17. Award of contract in the amount of \$29,600 to DMR Team, Inc., for engineering support services for the Hanscom Drive Street Improvement Project Phase II
18. Approval of payment for emergency repair of Wilson Well #4 to General Pump Company

**Public Hearing**

19. Approval of a resolution adopting the 2014-2021 General Plan Housing Element Update and Negative Declaration
20. Water rate increase public hearing; adoption of proposed urgency ordinance repealing current water rates; first reading and introduction of an ordinance repealing current water rates; and resolution adopting new water rates effective January 15, 2014

**Public Comments and Suggestions**

*Time reserved for those in the audience who wish to address the City Council. The audience should be aware that the Council may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on a future agenda. Please note: Public input will also be taken during all agenda items. In order to address the Council, please complete a Public Comment Card. Time allotted per speaker: 3 minutes*

**Action/Discussion**

21. First reading and introduction of an ordinance clarifying maintenance responsibility of private sewer laterals

**Reports**

22. Mid-Year 2013/14 Financial Report

**Adjournment**

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

Wednesday, February 5, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.
Saturday, February, 8, 2014	Strategic Planning Session	Senior Center	9:00 a.m.
Wednesday, February 19, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.
Wednesday, March 5, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.

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

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

- South Pasadena Public Library, 1100 Oxley Street;
- City Clerk's Office, 1414 Mission Street; and on the
- web at <http://www.southpasadenaca.gov/index.aspx?page=407>

Individuals can be placed on an email notification list to receive forthcoming agendas by calling the City Clerk's Office 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 72 hours prior to that meeting are available for public inspection at the City Clerk's Office, 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 "Counter Copy" of the agenda packet kept in the Amedee O. "Dick" Richards, Jr., Council Chambers at 1424

Mission Street. Documents distributed during the meeting will be available following the meeting at the City Clerk's Office. 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 and are replayed for at least 24 hours following the meeting. Meetings are also streamed live via the Internet from the City website at [www.southpasadenaca.gov](http://www.southpasadenaca.gov). Six months of archived meetings, indexed by agenda item, are also available. A DVD of regularly scheduled meetings is available for checkout at the South Pasadena Public Library. DVD and audio CD copies of meetings can be purchased from the City Clerk's Office.

**Accommodations**



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01/09/2014

Date

Desiree Jimenez, Deputy City Clerk

CITY OF SOUTH PASADENA

# PROCLAMATION



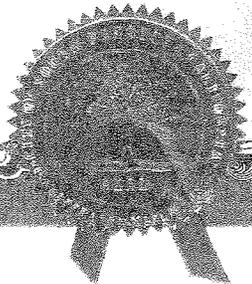
Declaring February 9, 2014 as  
"Nelbert Chouinard Day" in the  
City of South Pasadena

- WHEREAS, Nelbertina (Nelbert) Murphy Chouinard, a Graduate of Fine Art from the Pratt Institute in New York, moved to South Pasadena with a new vision of art after the passing of her husband, Horace Chouinard, in World War I; and
- WHEREAS, While building the legendary art education empire known ultimately as the Chouinard Art Institute, Nelbert Chouinard lived in the home Dr. Lee Murphy, her father, built in 1907 on Garfield Avenue in South Pasadena, now known as The Chouinard House, South Pasadena Landmark Number 44; and
- WHEREAS, In 1921, Nelbert Chouinard began the Chouinard School of Art on 8th Street in Los Angeles and in 1929, it relocated to its permanent location at 743 Grandview Street in Los Angeles; and
- WHEREAS, Nelbert Chouinard's art education principles would impact more than 50,000 students, many of whom would go on to become cultural leaders in numerous art-related fields; and
- WHEREAS, Nelbert Chouinard and her school would come to influence every West Coast art-related movement, including but not limited to costume design, animation, film, the California Watercolor School, synchronism, west coast abstractionism, hard edge, west coast pop, surf and rock, ceramics, conceptualism and graffiti; and
- WHEREAS, Nelbert Chouinard would train all of Walt Disney's early animators, leading to a lifelong collaboration with him, ultimately leading to both the salvation of her institute in 1955, and transition of the Chouinard Art Institute in 1972 into what is now the influential California Institute of the Arts (CalArts); and
- WHEREAS, The gravity and influence of Nelbert Chouinard on world culture is undeniable

NOW, THEREFORE, I, Marina Khubestrian, M.D., Mayor, on behalf of the City Council of the City of South Pasadena, hereby declare February 9, 2014 as "Nelbert Chouinard Day" in the City of South Pasadena.

\_\_\_\_\_  
Marina Khubestrian, M.D., Mayor

January 15, 2014  
\_\_\_\_\_  
Date



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THE CITY OF SOUTH PASADENA EXPRESSES

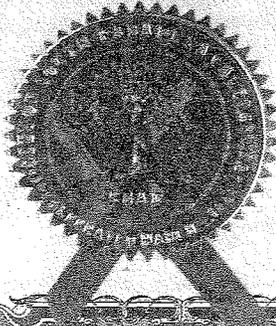
# APPRECIATION



## South Pasadena Beautiful

In appreciation for your efforts on securing tree donations throughout the City of South Pasadena and enhancing the image of the community

Dated this 15<sup>th</sup> day of January, 2014



Marina Khubesrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk

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CITY OF SOUTH PASADENA

# CERTIFICATE OF RECOGNITION



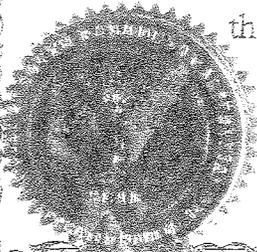
**Kathy Folsom**  
2013 Image Award Recipient

In recognition of outstanding efforts to enhance the image of the City beyond its borders by serving as Co-Chair to the Restoration Concert Series Committee of the Friends of the South Pasadena Public Library

Dated this 15<sup>th</sup> day of January, 2014

Marina Khubestrian, M.D., Mayor

Evelyn G. Znetner, City Clerk



CITY OF SOUTH PASADENA

# CERTIFICATE OF RECOGNITION



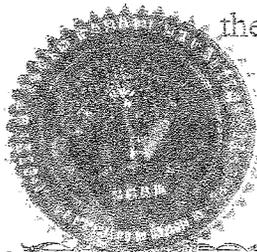
**Kay Rosser**  
2013 Image Award Recipient

In recognition of outstanding efforts to enhance the image of the City beyond its borders by serving as Co-Chair to the Restoration Concert Series Committee of the Friends of the South Pasadena Public Library

Dated this 15<sup>th</sup> day of January, 2014

Marina Khubestrian, M.D., Mayor

Evelyn G. Znetner, City Clerk



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**MINUTES OF THE SPECIAL MEETING OF THE  
CITY COUNCIL OF THE CITY OF SOUTH PASADENA  
CONVENED THIS 18<sup>TH</sup> DAY OF DECEMBER, 2013 7:04 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**ROLL CALL**

Mayor Schneider convened the special meeting of the South Pasadena City Council at 7:04 p.m. This special meeting/study session was called to hear a report on energy efficiency and sustainability practices. Deputy City Clerk Jimenez called the roll. Present were City Councilmembers Cacciotti, Joe and Mahmud; Mayor Pro Tem Khubesrian; and Mayor Schneider. Absent: None. Other Officials present: City Manager Gonzalez; City Attorney Adams; Assistant City Manager Straus; Police Chief Miller; Finance Director Batt; Public Works Director Toor; Planning and Building Director Watkins; Water Conservation Analyst Figoni; Grants Analyst Perkosky; Deputy City Clerk Jimenez; and former City Clerk Kilby.

**PUBLIC COMMENT ON  
ITEM ON THE AGENDA  
Need for water conservation**

Kim Hughes, 1956 Huntington Drive, Chair, Natural Resources and Environmental Commission, made remarks about the need for water conservation. She acknowledged efforts of Water Conservation Analyst Figoni.

**REPORT ON ENERGY  
EFFICIENCY AND  
SUSTAINABILITY  
PRACTICES**

The staff "Green Team," led by Assistant City Manager Straus and consisting of Water Conservation Analyst Figoni, Grants Analyst Perkosky, and Planning and Building Director Watkins, made a presentation on the City of South Pasadena's energy efficiency and sustainability practices, accompanied by handout materials. They responded to questions. Assistant City Manager Straus presented next steps in the City Council-directed project.

**ADJOURNMENT**

By consensus, the City Council adjourned the special meeting at 7:37 p.m.

\_\_\_\_\_  
Evelyn G. Zneimer  
City Clerk

\_\_\_\_\_  
Marina Khubesrian, M.D.  
Mayor

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**MINUTES OF THE REGULAR MEETING OF THE  
CITY COUNCIL/REDEVELOPMENT SUCCESSOR AGENCY/PUBLIC  
FINANCING AUTHORITY/HOUSING AUTHORITY OF THE CITY OF SOUTH  
PASADENA CONVENED THIS 18<sup>TH</sup> DAY OF DECEMBER, 2013 7:42 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**ROLL CALL, INVOCATION,  
PLEDGE OF ALLEGIANCE**

Mayor Schneider convened the regular meeting of the South Pasadena City Council/Redevelopment Successor Agency (Agency)/Public Financing Authority (Authority) /Housing Authority (Authority) at 7:42 p.m. Deputy City Clerk Jimenez called the roll. Present were City Councilmembers/Agency/Authority Members Cacciotti, Joe and Mahmud; Mayor Pro Tem/Agency/Authority Vice Chair Khubesian; and Mayor/Agency/Authority Chair Schneider. Absent: None. Other Officials present: City Manager/Agency/Authority Executive Director Gonzalez; City Attorney/Agency/Authority Counsel Adams; Assistant City Manager Straus; Police Chief Miller; Fire Chief Wallace; Finance Director Batt; City Librarian Fjeldsted; Community Services Director Pautsch; Public Works Director Toor; Planning and Building Director Watkins; Executive Assistant to the City Manager Kbjian; Deputy City Clerk Jimenez; City Clerk Zneimer; and former City Clerk Kilby.

Councilmember Joe offered the invocation. As requested by Councilmember Joe, Police Chief Miller led the Pledge of Allegiance.

**CLOSED SESSION  
ANNOUNCEMENTS**

City Attorney Adams reported that at approximately 6:00 p.m., Mayor Schneider called to order the regular meeting of the City Council of December 18, 2013. He said there was no one from the public wishing to comment on the one item on the Closed Session agenda. He said Mayor Schneider recessed the meeting into Closed Session to discuss labor negotiations, allowed into Closed Session pursuant to Government Code Section 54957.6. He said the City Council received a briefing from City negotiators concerning labor negotiations with the South Pasadena Police Officers' Association (POA). He said the City Council provided direction but took no final action.

**PRESENTATION OF STATE-  
OF-THE-CITY ADDRESS BY  
OUTGOING MAYOR  
RICHARD D. SCHNEIDER,  
M.D.**

Mayor Schneider presented the State-of-the-City Address, which consisted of an audio-visual presentation and comments on his mayoral year.

**ELECTION OF MAYOR AND  
MAYOR PRO TEM FOR THE  
2013-2014 TERM (OFFICERS  
ALSO SERVE AS  
REDEVELOPMENT  
SUCCESSOR AGENCY  
CHAIR AND VICE CHAIR;  
PUBLIC FINANCING  
AUTHORITY CHAIR AND  
VICE CHAIR; HOUSING  
AUTHORITY CHAIR AND  
VICE CHAIR)**

City Attorney Adams, as requested by Mayor Schneider, announced the recommended protocol for the nomination process. Mayor Schneider took nominations for Mayor/Redevelopment Successor Agency Chair/Public Financing Authority Chair/Housing Authority Chair. Councilmember Mahmud nominated Mayor Pro Tem Khubesrian, and she accepted the nomination. No additional nominations were made, and a roll call vote was called by Deputy City Clerk Jimenez. After three "yes" votes were voiced (Cacciotti, Mahmud, Joe), Mayor Schneider declared that Mayor Pro Tem Khubesrian had been elected 2013-2014 Mayor and Redevelopment Successor Agency Chair/Public Financing Authority Chair/Housing Authority Chair. The two changed seats and newly elected Mayor Khubesrian took charge of the meeting.

Mayor Khubesrian took nominations for Mayor Pro Tem. Councilmember Cacciotti nominated Councilmember Joe, and he accepted the nomination. No additional nominations were made, and a roll call vote was called by Deputy City Clerk Jimenez. After three "yes" votes were voiced (Schneider, Cacciotti, Mahmud), Mayor Khubesrian declared that Councilmember Joe had been elected 2013-2014 Mayor Pro Tem/Redevelopment Successor Agency Vice Chair/Public Financing Authority Vice Chair/Housing Authority Vice Chair.

**PRESENTATION TO  
OUTGOING MAYOR  
RICHARD D. SCHNEIDER  
BY INCOMING MAYOR**

Mayor Khubesrian, on behalf of the City and the City Council, expressed thanks to outgoing Mayor Schneider for his exceptional service as Mayor over the past year. She presented him with a wooden plaque with the Mayor's gavel and an engraved plate listing his two mayoral terms. She presented him with a personalized City Council jacket as a gift from the City. He expressed appreciation.

**COMMENTS BY INCOMING  
MAYOR**

Mayor Khubesrian acknowledged the honor of being Mayor in such a special city. She said the

people of the town inspire her. She listed some strengths of the City of South Pasadena. She said staff should prioritize public engagement, and she said she wanted to encourage new voices as well as existing voices in South Pasadena.

**PRESENTATION OF  
CERTIFICATE OF  
RECOGNITION AND CITY  
PIN TO TYREE P. JACKSON,  
RETIRING POSTMASTER,  
SOUTH PASADENA POST  
OFFICE, UNITED STATES  
POSTAL SERVICE, FOR  
SERVICE TO THE SOUTH  
PASADENA COMMUNITY;  
AND PRESENTATION OF  
CITY PINS TO SOUTH  
PASADENA POST OFFICE  
EMPLOYEES TO THANK  
THEM FOR THEIR  
COURTEOUS SERVICE**

Mayor Khubesrian presented a Certificate of Recognition to Tyree P. Jackson, retiring U.S. Postmaster for the City of South Pasadena. Several U.S. Post Office employees joined him at the podium. Mayor Khubesrian provided Postmaster Jackson with City pins for his entire staff. Council-member Cacciotti expressed appreciation to the Postmaster and staff of the U.S. Post Office for their service to the City. Postmaster Jackson made remarks, stating that this was his “dream job.”

**PRESENTATION OF  
CERTIFICATES OF  
APPRECIATION TO TODD  
SCHROEDER AND SCOTT  
PETERSON FOR  
ORGANIZING THE HIGHLY  
SUCCESSFUL HALLOWEEN  
HAUNTED HOUSE  
“THEATRE OF TERROR,”  
DRAWING MORE THAN  
2,400 PEOPLE TO SOUTH  
PASADENA, AND  
INCREASING AWARENESS  
OF THE FREMONT CENTRE  
THEATRE AND THE SOUTH  
PASADENA ARTS COUNCIL  
(SPARC)**

Mayor Khubesrian presented Certificates of Appreciation to Todd Schroeder and Scott Peterson for organizing the highly successful Halloween Haunted House, the “Theatre of Terror,” which she said drew more than 2,400 people to South Pasadena, and increased awareness of the Fremont Centre Theatre and the South Pasadena Arts Council (SPARC). Awardee Schroeder made remarks.

**PRESENTATION OF THE FY  
2012-13 ANNUAL REPORT  
OF THE PLANNING  
COMMISSION**

Kris Morrish, Vice Chair, Planning Commission, presented the Commission’s Fiscal Year 2012-13 Annual Report. Mayor Pro Tem Joe made remarks.

**COUNCILMEMBERS'  
COMMENTS (3 MINUTES  
EACH)**

Councilmember Schneider announced that the City received a “gold level” award for energy efficiency. He reported on the California Transportation Commission meeting related to the proposed SR-710 extension. He announced the holiday tree pick-up schedule. He announced the upcoming “Crunch Time” fundraiser for the South Pasadena Tournament of Roses float. He reminded staff that he had asked for a report on the excess water cost caused by a pump failure. He requested that at the strategic planning session, the need for a long-range tree-replacement program be discussed.

Councilmember Mahmud made remarks about the CTC meeting. She reported on a meeting of the Transit Commission. She requested that staff develop and propose a program for low-income water customers at the upcoming regular meeting of the City Council on January 15, 2014, seconded by Councilmember Cacciotti.

Councilmember Cacciotti announced an upcoming Water Facilities Tour on Saturday, January 11, 2014. He displayed photographs of the recent Tiger Run. He made remarks about the recent Breakfast with Santa event and the Arroyo Vista Elementary School “Parade of the States.” He acknowledged efforts of the Natural Resources and Environmental Commission.

Mayor Pro Tem Joe displayed photographs of the recent Breakfast with Santa event and acknowledged the efforts of staff. He expressed appreciation to the Youth Commission members for assisting. He made comments about the Tiger Run.

Mayor Pro Tem Joe said that Barbara Eisenstein submitted a letter or email to the City regarding the planting plan for the Arroyo Seco Pedestrian and Bicycle Trail. He asked the City Manager whether there is still time to submit comments. City Manager Gonzalez responded that the selection of plants has not been made as the project has not been funded. City Manager Gonzalez said it is not too late, and that staff will put this letter on file as the project moves forward. Councilmember Cacciotti requested that this issue be referred to the Natural Resources

and Environmental Commission, seconded by Mayor Pro Tem Joe.

Mayor Khubesrian reported on the Public Works Commission. She requested that staff identify intersections that could be considered for roundabouts, seconded by Councilmember Cacciotti.

Mayor Khubesrian requested that staff work with the City Attorney and the City Councilmembers who are members of the City Council Ad Hoc Subcommittee on Massage to draft a resolution for consideration at a future City Council meeting to suspend the issuance of business licenses for any new stand-alone massage establishment, and to introduce new regulations for existing stand-alone massage establishments, including but not limited to, limiting the hours of operation, requiring patrons to enter the business using the front door, prohibiting completely blacked out windows/doors, and monitoring operations. She requested that samples of language from similar resolutions from the Cities of Sierra Madre, La Habra, La Cañada Flintridge, El Monte, and Azusa be included. This was seconded by Councilmember Mahmud and Mayor Pro Tem Joe.

#### **CITY MANAGER COMMUNICATIONS**

City Manager Gonzalez reported on the actions being taken by himself and the City Council Ad Hoc Subcommittee on Massage, whose members he said are Mayor Khubesrian and Mayor Pro Tem Joe. He announced that Police Chief Miller has been accepted as a member of the Massage Therapy Governing Board, representing all Police Chiefs in the State of California. He said much is being done on this issue. Mayor Pro Tem Joe added to the discussion.

City Manager Gonzalez displayed an overhead slide containing a schedule of upcoming water-related meetings: a Water Rate Community Meeting to be held on January 9, 2014; a Water Facilities Tour to be held on January 11, 2014; and a hearing on water rates to be held on January 15, 2014. Councilmember Cacciotti requested that the City publish a half-page advertisement in local media. Mayor Khubesrian indicated support for the request. Coun-

cilmember Schneider requested that special efforts be made to notify those who have submitted written protests to the water rate increase. Councilmember Cacciotti requested that a letter be prepared and sent to the schools to introduce this topic to science teachers as part of the curriculum, or to ask staff to visit the schools to introduce this topic to teachers. Mayor Khubesrian suggested that a note be sent to school contacts. City Manager Gonzalez said that this would be done.

City Manager Gonzalez announced that Fire Chief Wallace, who has more than 40 years experience in the Fire Service and seven and one-half years with the City, will be leaving the City at the end of the year. He presented Fire Chief Wallace with a gift from the Management Team: a birdhouse constructed in the shape of the lifeguard tower that is located in front of his home in Huntington Beach. Mayor Khubesrian thanked Fire Chief Wallace for his service.

City Manager Gonzalez presented former City Clerk Kilby with a gift from the Management Team: a commissioned painting by local artist Leslie Saeta of the South Pasadena Gold Line Station intersection. The Management Team joined her at the podium and she displayed the painting. Mayor Khubesrian expressed appreciation to former City Clerk Kilby.

**REORDERING OF AND  
ADDITIONS TO THE  
AGENDA**

City Manager Gonzalez requested that Item #23, Professional Services Agreement with Clancy System International, be removed from the agenda for additional work. No objections were voiced.

Without opposition, Mayor Khubesrian appointed Councilmember Mahmud to the City Council Ad Hoc Committee on the Mission Meridian Village.

**ITEMS PULLED FROM THE  
CONSENT CALENDAR FOR  
SEPARATE  
CONSIDERATION**

Councilmember Cacciotti requested that Item #14, Award of contract to Gentry Bros., and Item #20, Approval of fire services agreement, be removed from the Consent Calendar for separate consideration. Mayor Pro Tem Joe requested that Item #16, Changes to Deputy City Clerk job description, and Item #18, Sponsorship of the Relay For Life, be

removed from the Consent Calendar for separate consideration. Councilmember Mahmud requested that Item #17, Request for proposal for the Community Center Feasibility Study, be removed from the Consent Calendar for separate consideration.

**APPROVAL OF THE  
MINUTES OF THE  
REGULAR CITY COUNCIL  
MEETING OF DECEMBER 4,  
2013**

By roll call vote (5 ayes), the City Council approved the minutes of the regular City Council meeting of December 4, 2013.

(Schneider, Cacciotti)

**APPROVAL OF PREPAID  
WARRANTS IN THE  
AMOUNT OF \$660,804.63,  
GENERAL CITY  
WARRANTS IN THE  
AMOUNT OF \$419,464.57  
AND PAYROLL IN THE  
AMOUNT OF \$482,226.25**

By roll call vote (5 ayes), the City Council approved Prepaid Warrants #181167-181241 in the amount of \$660,804.63, General City Warrants #181242-181447 in the amount of \$419,464.57, Payroll 12-06-13 in the amount of \$431,379.98 and Special Payroll 12-13-13 for \$50,846.27, for a total of \$1,562,495.45. Sitting as the Successor Agency to the Community Redevelopment Agency, the City Council approved Redevelopment Successor Agency warrants for \$17,859.43 (included in above total).

(Schneider, Cacciotti)

**AWARD OF CONTRACT IN  
THE AMOUNT OF \$162,180  
TO GK AND ASSOCIATES  
FOR CONSTRUCTION  
MANAGEMENT AND  
INSPECTION SERVICES FOR  
THE HANSCOM DRIVE  
STREET IMPROVEMENT  
PROJECT PHASE II**

By roll call vote (5 ayes), the City Council accepted a proposal dated October 21, 2013, from GK and Associates for construction management and inspection services for the Hanscom Drive Street Improvement Project Phase II; rejected all other proposals received; and authorized the City Manager to execute an agreement with GK and Associates for a not-to-exceed amount of \$162,180.

(Schneider, Cacciotti)

**MONTHLY INVESTMENT  
REPORTS FOR OCTOBER  
2013**

By roll call vote (5 ayes), the City Council, and the City Council as the Redevelopment Successor Agency and the Board of the Public Financing Authority, approved the monthly investment reports for October 2013.

(Schneider, Cacciotti)

**AUTHORIZE BUDGET  
AMENDMENT TO AMTECH**

By roll call vote (5 ayes), the City Council approved and authorized the City Manager to

**ELEVATOR SERVICES FOR THE LIBRARY ELEVATOR UPGRADE PROJECT IN THE AMOUNT OF \$39,414**

execute the proposed amendment in the amount of \$39,414; and authorized transfer of funds in the amount of \$39,414 from General Fund Reserves to the Library Elevator Upgrade Project account 101-9000-9323.

(Schneider, Cacciotti)

**AWARD OF CONTRACT TO GENTRY BROS, INC., FOR THE CONSTRUCTION OF THE HANSCOM DRIVE STREET IMPROVEMENT PROJECT PHASE II**

Councilmember Cacciotti asked for clarification on the projected start and completion dates for the Hanscom Drive Street Improvement Project Phase II. Staff is recommending an award of contract to Gentry Brothers, Inc., he said. Public Works Director Toor said that a pre-construction meeting will be held after the holidays, with work starting in February 2014 and ending approximately a year later. Councilmember Cacciotti requested that staff investigate the possibility of installing a stop sign in the vicinity. Public Works Director Toor said a stop sign was not warranted but said he would follow up on the issue.

By roll call vote (5 ayes), the City Council accepted a bid dated October 1, 2013, from Gentry Brothers, Inc., for the construction of the Hanscom Drive Street Improvement Project Phase II; rejected all other bids received; and authorized the City Manager to enter into a contract with Gentry Brothers, Inc., for a not-to-exceed amount of \$1,041,600.

(Cacciotti, Joe)

**APPROVAL OF FIRE SERVICES AGREEMENT WITH THE CITY OF SAN GABRIEL FOR FIRE DEPARTMENT DIVISION CHIEF SERVICES**

City Manager Gonzalez responded to questions posed by Councilmember Cacciotti about savings resulting from approving a fire services agreement with the City of San Gabriel for Fire Department Division Chief services and about potential agreements with other cities.

By roll call vote (5 ayes), the City Council approved the proposed fire services agreement with the City of San Gabriel for Fire Department Division Chief services in substantially the form as proposed.

(Cacciotti, Joe)

**RESOLUTION NO. 7326  
APPROVING CHANGES TO  
THE DEPUTY CITY CLERK  
JOB DESCRIPTION AND  
AUTHORIZING AN  
INCREASE IN THE SALARY  
RANGE FOR THE POSITION**

Mayor Pro Tem Joe asked about the proposed changes to the job description and salary range of the Deputy City Clerk. He said that former City Clerk Kilby had provided information today on the differences between the job descriptions of the Chief Deputy City Clerk and the Deputy City Clerk and annual salaries. He said he wanted to ensure that the two positions did not overlap in responsibilities. He requested that these documents be added as an attachment to the staff report, and former City Clerk Kilby said that this would be done. Mayor Pro Tem Joe noted that although the City Clerk's Office reconfiguration is budget neutral, when the City Council approved the reorganization, cost savings were anticipated. Assistant City Manager Straus said there is a nominal cost savings. Mayor Khubesrian acknowledged former City Clerk Kilby's work to leave the position in a sustainable and doable manner.

By roll call vote (5 ayes), the City Council approved and adopted Resolution No. 7326, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING CHANGES TO THE DEPUTY CITY CLERK POSITION, approving changes to the Deputy City Clerk job description and authorizing an increase in the salary range for the position.

(Joe, Mahmud)

**APPROVAL OF REQUEST  
TO SPONSOR THE 2014  
SOUTH PASADENA RELAY  
FOR LIFE AMERICAN  
CANCER SOCIETY  
FUNDRAISER TO BE HELD  
APRIL 26-27, 2014**

Mayor Pro Tem Joe asked questions about the proposal to sponsor the 2014 South Pasadena Relay For Life American Cancer Society Fundraiser to be held April 26-27, 2014. Community Services Director Pautsch said that the 2013 event was not well coordinated by the organization. She said that the upcoming event is being better planned. He said approval will not come automatically every year.

By roll call vote (5 ayes), the City Council approved the request for the City of South Pasadena to sponsor the 12<sup>th</sup> Annual South Pasadena Relay For Life, a fundraiser for the American Cancer Society (ACS), to be held April 26-27, 2014; directed staff to schedule hanging the Relay For Life banner over

Fair Oaks Avenue or Mission Street in the weeks prior to the event and approved waiving the fee for hanging the banner; approved the use of City facilities for holding the event at Orange Grove Park and for planning meetings in 2013-2014; and approved the use of City staff from the Community Services and Public Works Departments for planning, implementation and management of the event, set-up, event maintenance, supplies and clean-up of event.

(Joe, Cacciotti)

**AUTHORIZATION FOR THE ISSUANCE OF THE REQUEST FOR PROPOSAL FOR THE COMMUNITY CENTER FEASIBILITY STUDY**

Councilmember Mahmud asked questions about the proposed authorization for the issuance of the Request for Proposal for the Community Center Feasibility Study. She expressed concern about the time between the date that the draft Community Center Feasibility report is due and the date by which the Study is to be completed, which she said has been identified as September 15, 2015. She asked if it is possible to accelerate the completion of the final Study to June 20, 2015. City Manager Gonzalez said that he met with Community Services Director Pautsch and that this could be accomplished.

By roll call vote (5 ayes), the City Council approved authorization for the issuance of the Request for Proposal for the Community Center Feasibility Study, as amended to change the final proposed Study completion date to June 20, 2015.

(Mahmud, Cacciotti)

**PUBLIC COMMENT**

There was no public comment.

**PUBLIC HEARING SECOND READING AND ADOPTION OF AN ORDINANCE AND URGENCY ORDINANCE REPEALING THE CURRENT ARTICLE 1 OF CHAPTER 9 OF THE SOUTH PASADENA MUNICIPAL CODE AND ADDING A NEW ARTICLE 1**

Planning and Building Director Watkins presented the staff report on the proposed ordinances repealing the current Article I of Chapter 9 of the South Pasadena Municipal Code and adding a new Article I of Chapter 9 to adopt by reference and amend the 2014 Los Angeles County Building, Electrical, Mechanical, Plumbing, and Residential Codes. He responded to questions.

Mayor Khubesrian opened the public hearing. No

**OF CHAPTER 9 TO ADOPT BY REFERENCE AND AMEND THE 2014 LOS ANGELES COUNTY BUILDING, ELECTRICAL, MECHANICAL, PLUMBING, AND RESIDENTIAL CODES**

**ORDINANCE NO. 2260  
ORDINANCE NO. 2261**

one came forward and she closed the public hearing.

By roll call vote (5 ayes), the City Council read by title only for second reading, waiving further reading, and adopted Ordinance No. 2260, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS AND REPEALING THE CURRENT ARTICLE I OF CHAPTER 9 (IN GENERAL) OF THE SOUTH PASADENA MUNICIPAL CODE TO ADD A NEW ARTICLE I OF CHAPTER 9 (IN GENERAL) TO ADOPT BY REFERENCE AND AMEND THE 2014 LOS ANGELES COUNTY BUILDING CODE, ELECTRICAL CODE, PLUMBING CODE, MECHANICAL CODE AND RESIDENTIAL CODE; and Ordinance No. 2261, AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, MAKING CERTAIN FINDINGS AND REPEALING THE CURRENT ARTICLE I OF CHAPTER 9 (IN GENERAL) OF THE SOUTH PASADENA MUNICIPAL CODE TO ADD A NEW ARTICLE I OF CHAPTER 9 (IN GENERAL) TO ADOPT BY REFERENCE AND AMEND THE 2014 LOS ANGELES COUNTY BUILDING CODE, ELECTRICAL CODE, PLUMBING CODE, MECHANICAL CODE AND RESIDENTIAL CODE.

(Cacciotti, Joe)

**APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CLANCY SYSTEM INTERNATIONAL FOR PARKING SERVICES FOR THE MISSION-MERIDIAN VILLAGE PARKING GARAGE**

Mayor Khubesian noted that this item had been removed from the agenda for further work.

**FIRST READING AND INTRODUCTION OF AN ORDINANCE APPROVING REVISED SPEED LIMITS ON PORTIONS OF PETERSON AVENUE AND HANSCOM DRIVE IN THE SOUTHWEST**

Public Works Director Toor presented the staff report on the proposed ordinance to revise speed limits on portions of Peterson Avenue and Hanscom Drive in the Southwest Monterey Hills. He responded to questions.

By roll call vote (5 ayes), the City Council read by

**MONTEREY HILLS AND  
AMENDING SECTION 19.13-1  
OF THE SOUTH PASADENA  
MUNICIPAL CODE**

title only for first reading, waiving further reading, and introduced AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING AN ENGINEERING AND TRAFFIC SURVEY AND AMENDING SECTION 19.13-1 (SPEED LIMITS) OF ARTICLE I (IN GENERAL) OF CHAPTER 19 (MOTOR VEHICLES AND TRAFFIC) OF THE SOUTH PASADENA MUNICIPAL CODE WITH THE ADDITION OF A SUBSECTION "C" ESTABLISHING SPEED LIMITS FOR PORTIONS OF PETERSON AVENUE AND HANSCOM DRIVE.

(Cacciotti, Mahmud)

**APPROVAL OF  
MEMORANDUM OF  
UNDERSTANDING AND  
AUTHORIZATION OF  
CITY'S PARTICIPATION IN  
A "5-CITIES ALLIANCE" TO  
SHARE RESOURCES AND  
COLLABORATE EFFORTS  
RELATED TO THE SR-710  
NORTH STUDY**

City Manager Gonzalez presented the staff report on the proposed Memorandum of Understanding and authorization of the City's participation in a "5-Cities Alliance" (Alliance) to share resources and collaborate efforts related to the SR-710 North Study. He responded to questions.

Sam Burgess, 626 Prospect Avenue, said the City of Los Angeles is not part of the agreement. He asked if Los Angeles had been invited, and if not, why it wasn't, who contacted the City of Los Angeles from South Pasadena, who was contacted, and why Los Angeles chose not to be part of this process. He asked if any other public agency has petitioned to join or if the City of South Pasadena is asking other agencies to become partners in this endeavor. He asked about the consequences if one of the cities goes over budget in one particular study area. He asked how the cities were assigned to specific topics and asked if any of the study areas included freight rail.

City Manager Gonzalez responded that the City of Los Angeles had been invited and that a representative attended the first meeting. Los Angeles is able to join at any point, he said. He described how the subject areas were assigned among the cities. He said that freight movement was not identified as a primary topic but could be added if the group believes that it is needed. Councilmember Schneider said this could be added

to the environmental quality subject area. Councilmember Cacciotti said that this topic should be included early in the process since the mover behind the tunnel concept is goods movement. City Manager Gonzalez said he will take these comments under advisement when he meets with the Alliance on January 22, 2014. He said that by the end of February 2014, proposals should have been received in the subject areas.

By roll call vote (5 ayes), the City Council approved the proposed Memorandum of Understanding and authorized the City's participation in a "5-Cities Alliance" between the Cities of Glendale, La Cañada Flintridge, Pasadena, Sierra Madre, and South Pasadena to share resources and collaborate efforts related to the SR-710 North Study.

(Joe, Mahmud)

#### **GLOBAL WATER BILLING ISSUES**

Finance Director Batt presented the report on Global Water billing issues. He said that most of the serious issues have been resolved with the company. He responded to questions. Councilmember Mahmud asked that the Global Water website be linked to the City's website. Finance Director Batt said he would follow up. Mayor Pro Tem Joe suggested that staff create a matrix to identify customer problems, the resolution or schedule to resolve the problem, and contact responsibility—with all to be shared with Global Water.

Alan Ehrlich, 1221 Lyndon Street, asked about customers who have not been billed for water service. City Manager Gonzalez said the Finance Committee received a report on anomalies in the billing system that allowed for this to happen. He said staff is preparing a report with recommendations on how to resolve this issue.

Bianca Richards, no address stated, asked whether all accounts are being reviewed for potential billing problems, not just the accounts of those who have complained. Finance Director Batt responded and invited all customers with concerns to confer with the Finance Department. Speaker Richards said that

not all customers have access to the internet to review their accounts. Finance Director Batt said all accounts are being reviewed. City Manager Gonzalez added to the discussion on water billing. Councilmember Cacciotti requested that an information session be conducted at the Senior Center on how to read the water bill.

Without objection, the City Council approved to receive and file the Global Water Billing Issues Report.

(Cacciotti, Joe)

#### **ADJOURNMENT**

The City Councilmembers extended holiday/ birthday wishes and thanked their families and the community for their support.

The City Council adjourned the regular meeting of the South Pasadena City Council/Redevelopment Successor Agency/Public Financing Authority/Housing Authority at 10:18 p.m.

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Evelyn G. Zneimer  
City Clerk

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Marina Khubesrian, M.D.  
Mayor

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *JG*  
FROM: David Batt, Finance Director *B*  
SUBJECT: **Approval of Prepaid Warrants in the Amount of \$1,372,499.79,  
General City Warrants in the Amount of \$965,098.12 and Payroll  
in the Amount of \$800,268.41**

## **Recommendation**

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

## **Fiscal Impact**

Prepaid Warrants:

Warrant # 181448 – 181543 \$ 1,372,499.79

General City Warrants:

Warrant # 181544 – 181720 \$ 965,098.12

Payroll 12-20-13 \$ 381,492.71

Payroll 01-03-14 \$ 418,775.70

Total \$ 3,137,866.32

## **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  
January 15, 2014  
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 12-20-13 and Payroll 01-03-14
5. Redevelopment Successor Agency Check Summary Total

**ATTACHMENT 1**  
**Warrant Summary**

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

	Fund No.	Date 01.15.14 Amounts		
		Prepaid	Written	Payroll
General Fund	101	197,359.18	399,738.00	462,936.27
Facilities & Equip.Cap. Fund	105			
MTA Pedestrian Improvement	201			
Local Transit Return "A"	205	1,654.62	7,272.94	14,162.35
Local Transit Return "C"	207	2,330.92	80,180.00	13,590.32
Blue Line Betterments Grant/Metro	209			
Sewer Fund	210	2,044.96	2,971.23	25,982.86
CTCTraffic Improvement	211			
Street Lighting Fund	215	36,732.21	11,442.71	8,533.34
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			
Business Improvement Tax	220		24,100.00	
Gold Line Mitigation Fund	223		14,766.19	
Mission Meridian Public Garage	226	2,274.81	473.54	
Housing Authority Fund	228			
State Gas Tax	230	2,301.05	1,940.12	30,882.42
County Park Bond Fund	232	153.11	1,217.59	
Measure R	233			
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
SGVCOG Grant Fund	247			
ARRA Grant Fund	250			
Capital Growth Fund	255			
CDBG	260		5,116.32	
Asset Forfeiture	270			
Police Grants - State	272			
Police Subventions-CLEEP	273			
Homeland Security Grant	274			
Park Impact Fees	275			
Public Library Fund Grant	280			
99 Pasadena Ave.	290			
Arroyo Seco Golf Course	295			
Sewer Capital Projects Fund	310		15,196.87	
Water Fund	500	734,789.95	400,422.91	100,198.37
Public Financing Authority	550			
Payroll Clearing Fund	700	383,247.45		131,425.62
Employee Special Event Fund	900			
Redev.Oblig.Retirement Fund	927			
<b>Column Totals</b>		<b>1,362,888.26</b>	<b>964,838.42</b>	<b>787,711.55</b>
<b>City Report Totals</b>			<b>3,115,438.23</b>	

**Recap by fund**

	Fund No.	Amounts		
		Prepaid	Written	Payroll
RSA	227	9,611.53	259.70	12,556.86
<b>Column Totals</b>		<b>9,611.53</b>	<b>259.70</b>	<b>12,556.86</b>
<b>RSA Report Totals</b>			<b>22,428.09</b>	

	Amounts		
	Prepaid	Written	Payroll
<b>Grand Report Total</b>	<b>1,372,499.79</b>	<b>965,098.12</b>	<b>800,268.41</b>
		<b>3,137,866.32</b>	

Marina Khubesrian, M.D., Mayor

*David Batt*  
David Batt, Finance Director

**ATTACHMENT 2**  
**Prepaid Warrant List**

**Voided Checks**  
**181399      \$ 3,389.00**

**AKD Consulting**

Inv. CSP2013-9			
12/21/13	Water Facilities Mgmt Svcs 11/	500-6010-6711-8170-000	12,000.00
Ck. 12/24/13 181501	Total		12,000.00

**Almansor Court**

Inv. ACI10147			
12/16/13	2013 Employee Holiday Lunch Ba	101-2010-2013-8020-000	547.49
Ck. 12/19/13 181480	Total		547.49

**Ameritas**

Inv. P/R/E 12/15/13			
12/17/13	Vision Ins Jan-14	700-0000-0000-2268-000	2,820.20
Ck. 12/19/13 181467	Total		2,820.20

**Amtech Elevator Services**

Inv. DVA32969003			
05/28/13	Library ADA Elevator Improveme	101-9000-9323-9323-000	3,238.00
Inv. DVA32969004			
05/28/13	Library ADA Elevator Improveme	101-9000-9323-9323-000	2,305.00
Inv. DVA32969005			
05/28/13	Library ADA Elevator Improveme	101-9000-9323-9323-000	33,871.00
Ck. 12/19/13 181481	Total		39,414.00

**Arcano Inc.**

Inv. 121613-1			
12/16/13	Finance Director Svcs 12/1-15/	210-6010-6501-8170-000	481.80
12/16/13	Finance Director Svcs 12/1-15/	500-3010-3012-8170-000	1,204.50
12/16/13	Finance Director Svcs 12/1-15/	227-7200-7210-8170-000	1,445
12/16/13	Finance Director Svcs 12/1-15/	101-3010-3011-8170-000	1,686.00
Ck. 12/19/13 181482	Total		4,818.00

**Inv. 123113-1**

12/31/13	Finance Director Svcs 12/16-31	210-6010-6501-8170-000	573.05
12/31/13	Finance Director Svcs 12/16-31	500-3010-3012-8170-000	1,432.62
12/31/13	Finance Director Svcs 12/16-31	227-7200-7210-8170-000	1,719.15
12/31/13	Finance Director Svcs 12/16-31	101-3010-3011-8170-000	2,005.68
Ck. 01/02/14 181528	Total		5,730.50

**AT & T**

Inv. 000004716666			
10/10/13	0086 810 8/20-9/19/13	500-6010-6710-8150-000	231.46
Inv. 000004716667			
10/10/13	0087 658 8/20-9/19/13	205-8030-8022-8150-000	133.60
Inv. 000004716673			
10/10/13	0743 422 9/27-10/26/13	101-5010-5011-8150-000	133.60
Inv. 000004716696			
10/10/13	3048 942 9/27-10/26/13	101-4010-4011-8150-000	82.30
Inv. 000004716703			
10/10/13	0099 018 9/27-10/26/13	101-4010-4011-8150-000	133.60
Inv. 000004716716			
10/10/13	1753 935 8/20-9/19/13	101-8030-8021-8150-000	107.60
10/10/13	1753 935 8/20-9/19/13	101-8010-8011-8150-000	251.08
Inv. 000004716717			
10/10/13	1754 936 8/20-9/19/13	500-6010-6710-8150-000	366.06
Inv. 000004716801			
10/10/13	2994 203 9/27-10/26/13	101-4010-4011-8110-000	185.12
Inv. 000004718319			
10/10/13	0802 338 8/20-9/19/13	101-4010-4011-8150-000	64.20
Inv. 000004718320			
10/10/13	0756 338 9/27-10/26/13	101-4010-4011-8150-000	64.24

Inv. 000004727657			
10/10/13	CLAPDSOPAS 8/27-9/26/13	101-4010-4011-8150-000	1,219.36
Inv. 000004729806			
10/10/13	0384 071 9/3-10/2/13	101-5010-5011-8150-000	208.61
Inv. 000004729807			
10/10/13	0675 233 9/3-10/2/13	101-8010-8011-8150-000	152.84
Inv. 000004729808			
10/10/13	1191 293 9/27-10/26/13	101-4010-4011-8150-000	353.86
Inv. 000004729809			
10/10/13	2876 572 9/27-10/26/13	101-4010-4011-8150-000	154.48
Inv. 000004729810			
10/10/13	3596 634 9/3-10/2/13	101-8030-8031-8150-000	56.73
Inv. 000004729812			
10/10/13	6273 010 9/3-10/2/13	215-6010-6115-8150-000	112.02
Inv. 000004729815			
10/10/13	6359 881 9/3-10/2/13	215-6010-6115-8150-000	112.47
Inv. 000004729817			
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Inv. 000004729818			
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Inv. 000004730291			
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Inv. 000004748239			
10/10/13	2790 212 9/27-10/26/13	500-6010-6710-8150-000	44.54
Inv. 000004750473			
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Inv. 000004750474			
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Inv. 000004752745			
10/10/13	5778 627 9/27-10/26/13	500-6010-6710-8150-000	188.34
Inv. 000004755353			
10/10/13	5005 942 9/27-10/26/13	500-6010-6710-8150-000	52.00
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Inv. 000004765220			
10/10/13	1986 425 9/27-10/26/13	101-8010-8011-8150-000	32.63
Inv. 000004765222			
10/10/13	9048 875 9/27-10/26/13	101-4010-4011-8150-000	63.74
Inv. 000004765223			
10/10/13	4358 152 9/27-10/26/13	500-6010-6710-8150-000	282.01
Inv. 000004765853			
10/10/13	8022 114 9/27-10/26/13	101-3010-3041-8150-000	401.04
Inv. 000004768502			
10/10/13	0905 346 9/27-10/26/13	101-3010-3041-8150-000	213.91
Inv. 000004768503			
10/10/13	2124 371 9/27-10/26/13	500-6010-6710-8150-000	29.76
Inv. 000004768504			
10/10/13	2452 103 9/27-10/26/13	101-8010-8011-8150-000	48.59
Inv. 000004768505			
10/10/13	3711 371 9/27-10/26/13	500-6010-6710-8150-000	29.76
Inv. 000004768506			
10/10/13	4047 783 9/27-10/26/13	101-8030-8031-8150-000	75.07
Inv. 000004768507			
10/10/13	4049 244 9/27-10/26/13	101-8030-8031-8150-000	129.83
Inv. 000004768508			
10/10/13	4956 974 9/27-10/26/13	101-3010-3032-8150-000	729.48
Inv. 000004768509			
10/10/13	9100 538 9/27-10/26/13	101-8010-8011-8150-000	90.37
Inv. 000004768922			
10/10/13	2870 423 9/27-10/26/13	101-4010-4011-8150-000	56.96
Inv. 000004768923			
10/10/13	2856 294 9/27-10/26/13	101-4010-4011-8150-000	28.48

10/10/13	2856 294 9/27-10/26/13	101-5010-5011-8150-000	28.
Inv. 000004768924			
10/10/13	2095 213 9/27-10/26/13	101-8030-8021-8180-000	62.00
Inv. 000004768930			
10/10/13	2841 274 9/27-10/26/13	205-8030-8022-8150-000	56.96
Inv. 000004768979			
10/10/13	3075 470 9/27-10/26/13	101-4010-4011-8150-000	62.00
Inv. 000004781580			
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10/10/13	2407 991 9/27-10/26/13	101-6010-6601-8150-000	69.54
Inv. 000004781581			
10/10/13	6163 371 9/27-10/26/13	500-6010-6710-8150-000	29.77
Inv. 000004815725			
10/27/13	0951 665 9/27-10/26/13	500-6010-6711-8150-000	16.16
Inv. 000004815726			
10/27/13	2319 371 9/27-10/26/13	500-6010-6710-8150-000	120.17
Inv. 000004815728			
10/27/13	0182 661 9/27-10/26/13	101-8030-8031-8150-000	94.25
Inv. 000004815734			
10/27/13	4602 889 9/27-10/26/13	101-8030-8021-8150-000	16.16
Inv. 000004815736			
10/27/13	6301 234 9/27-10/26/13	101-6010-6011-8150-000	70.67
Inv. 000004815737			
10/27/13	6317 525 9/27-10/26/13	215-6010-6115-8150-000	167.37
Inv. 000004816215			
10/27/13	6497 357 9/27-10/26/13	101-5010-5011-8150-000	0.28
Inv. 000004851889			
11/10/13	6412 115 9/27-10/26/13	101-3010-3041-8150-000	696.40
Ck. 12/24/13 181502	Total		8,892.80
<b>AT &amp; T U-Verse</b>			
Inv. 130464796			
11/17/13	11/18-12/17/13	500-6010-6710-8150-000	70.00
Ck. 12/24/13 181503	Total		70.00
<b>AT&amp;T</b>			
Inv. 065 081-5011			
12/01/13	11/13-12/12/13	101-3010-3041-8150-000	282.10
Inv. 248 134-6100			
12/01/13	12/1-31/13	101-3010-3041-8150-000	15.72
Inv. 626 405-0051			
10/11/13	10/11-11/10/13	101-4010-4011-8150-000	548.36
Inv. 626 441-6497			
11/13/13	11/13-12/12/13	101-5010-5011-8150-000	200.21
Inv. 626 577-6657			
11/13/13	11/13-12/12/13	101-4010-4011-8150-000	118.09
Ck. 12/24/13 181504	Total		1,164.48
<b>AT&amp;T --Cingular Wireless</b>			
Inv. 287014917916X12			
12/08/13	City IPAD's 11/9-12/8/13	101-1020-1021-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-2010-2011-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-2010-2021-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-4010-4011-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-5010-5011-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-8010-8011-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-8030-8031-8150-000	30.46
12/08/13	City IPAD's 11/9-12/8/13	101-7010-7101-8150-000	55.9
12/08/13	City IPAD's 11/9-12/8/13	101-6010-6011-8150-000	60.5
12/08/13	City IPAD's 11/9-12/8/13	101-1010-1011-8150-000	151.84

Ck. 01/02/14 181529	Total		481.90
<b>Athens Disposal Company</b>			
Inv. Nov 2013			
12/05/13	Estimate Recycling Fees 11/13	500-0000-0000-5360-000	15,872.93
12/05/13	Estimate Rubbish Fees 11/13	500-0000-0000-5360-000	340,678.03
Inv. Oct 2013			
12/05/13	Low Income Fees 10/13	101-0000-0000-4210-001	2,437.19
12/05/13	Yard Waste Fees 10/13	500-0000-0000-5525-000	14,198.96
Ck. 12/12/13 181448	Total		373,187.11
Inv. Dec 2013			
12/13/13	Estimate Recycling Fees 12/13	500-0000-0000-5360-000	13,807.79
12/13/13	Estimate Rubbish Fees 12/13	500-0000-0000-5360-000	261,880.39
Inv. Nov 2013			
12/13/13	Low Income Fees 11/13	101-0000-0000-4210-001	1,449.53
12/13/13	Yard Waste Fees 11/13	500-0000-0000-5525-000	10,677.24
Ck. 12/19/13 181483	Total		287,814.95
<b>Avant Garden Events</b>			
Inv. 896286			
12/16/13	2013 Holiday Luncheon Centerpi	101-2010-2013-8020-000	85.00
Ck. 12/19/13 181484	Total		85.00
<b>Barrera, Jesus</b>			
Inv. P/R/E 12/29/13			
12/31/13	Movie Detail 12/20/13	101-0000-0000-2910-200	560.00
Inv. P/R/E 12/29/13A			
12/31/13	Movie Detail 12/18/13	101-0000-0000-2910-200	560.00
Inv. P/R/E 12/29/13B			
12/31/13	Predictive Policing 12/19/13	101-4010-4011-7000-000	138.06
Ck. 01/02/14 181512	Total		1,258.06
<b>Bautista, Alejandro</b>			
Inv. 691190			
12/03/13	Van Cleaning #73,74,75,76 & 77	205-8030-8025-8100-000	365.00
Ck. 12/19/13 181485	Total		365.00
<b>Brown, Alycia</b>			
Inv. R43052			
12/12/13	Refund Youth House Deposit 12	101-0000-0000-2920-000	250.00
Ck. 12/19/13 181486	Total		250.00
<b>CA Franchise Tax Board</b>			
Inv. P/R/E 12/15/13			
12/17/13	Garnishment	700-0000-0000-2264-000	555.00
Ck. 12/19/13 181468	Total		555.00
Inv. P/R/E 12/29/13			
12/31/13	Garnishment	700-0000-0000-2264-000	555.00
Ck. 01/02/14 181513	Total		555.00
<b>CA Franchise Tax Board</b>			
Inv. P/R/E 12/15/13			
12/17/13	Garnishment	700-0000-0000-2264-000	51.10
Ck. 12/19/13 181469	Total		51.10
Inv. P/R/E 12/29/13			
12/31/13	Garnishment	700-0000-0000-2264-000	51.68

Ck. 01/02/14 181514	Total		51.
<b>Ca. State Disbursement Unit</b>			
Inv. P/R/E 12/15/13			
12/17/13	Garnishment	700-0000-0000-2264-000	400.50
Ck. 12/19/13 181470	Total		400.50
<b>CAL PERS 457 PLAN</b>			
Inv. P/R/E 12/15/13			
12/17/13	Deferred Comp	700-0000-0000-2260-000	3,113.05
Ck. 12/19/13 181471	Total		3,113.05
Inv. P/R/E 12/29/13			
12/31/13	Deferred Comp	700-0000-0000-2260-000	3,113.05
Ck. 01/02/14 181515	Total		3,113.05
<b>Cantu Graphics</b>			
Inv. 3627			
12/16/13	PD 200 Holiday Cards	101-4010-4011-8050-000	327.00
Ck. 12/19/13 181487	Total		327.00
<b>Chan, Anthony</b>			
Inv. P/R/E 12/1/13			
12/09/13	Coverage 12/1/13	101-4010-4011-7000-000	122.72
Ck. 12/12/13 181449	Total		122.72
Inv. P/R/E 12/15/13			
12/17/13	Predictive Policing 12/2/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13A			
12/17/13	Predictive Policing 12/4/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13B			
12/17/13	Predictive Policing 12/11/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13C			
12/17/13	Coverage 12/3/13	101-4010-4011-7000-000	322.14
Inv. P/R/E 12/15/13D			
12/17/13	Coverage 12/7/13	101-4010-4011-7000-000	291.46
Inv. P/R/E 12/15/13E			
12/17/13	Coverage 12/14/13	101-4010-4011-7000-000	276.12
Ck. 12/19/13 181472	Total		1,303.90
Inv. P/R/E 12/29/13			
12/31/13	Movie Detail 12/19/13	101-0000-0000-2910-200	560.00
Inv. P/R/E 12/29/13A			
12/31/13	Predictive Policing 12/16/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/29/13B			
12/31/13	Predictive Policing 12/18/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/29/13C			
12/31/13	Night Time Bike Patrol 12/18/13	101-4010-4011-7000-000	76.70
Inv. P/R/E 12/29/13D			
12/31/13	Coverage 12/21/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13E			
12/31/13	Coverage 12/28/13	101-4010-4011-7000-000	368.16
Ck. 01/02/14 181516	Total		1,649.14
<b>City of Pasadena</b>			
Inv. AR2100589			
09/30/13	PD Inmate Housing 8/13	101-4010-4011-8180-000	1,906.00
Inv. AR2100659			
10/09/13	PD Inmate Housing 9/13	101-4010-4011-8180-000	1,368.00

Ck. 12/12/13 181450	Total		3,274.00
<b>City of South Pasadena PD Pett</b>			
Inv. 12/10/13			
12/12/13	Reimb. Petty Cash	101-4010-4011-8020-000	8.00
12/12/13	Reimb. Petty Cash	101-4010-4011-8010-000	46.00
12/12/13	Reimb. Petty Cash	101-4010-4011-8100-000	73.35
Ck. 12/12/13 181451	Total		127.35
<b>City of South Pasadena-FD</b>			
Inv. 12/10/13			
12/10/13	Reimb. Petty Cash	101-5010-5011-8020-000	10.02
12/10/13	Reimb. Petty Cash	101-5010-5011-8100-000	18.80
12/10/13	Reimb. Petty Cash	101-5010-5011-8000-000	19.60
12/10/13	Reimb. Petty Cash	101-5010-5011-8200-000	90.00
12/10/13	Reimb. Petty Cash	101-5010-5011-8120-000	105.61
Ck. 12/12/13 181452	Total		244.03
<b>City of South Pasadena-Library</b>			
Inv. 12/27/13			
12/27/13	Reimb. Petty Cash	101-8010-8011-8010-000	79.16
12/27/13	Reimb. Petty Cash	101-8010-8011-8020-000	190.10
Ck. 01/02/14 181530	Total		269.26
<b>City of South Pasadena-Yard</b>			
Inv. 12/11/13			
12/12/13	Reimb. Petty Cash	500-6010-6710-8020-000	4.00
12/12/13	Reimb. Petty Cash	500-6010-6711-8070-000	12.09
12/12/13	Reimb. Petty Cash	101-6010-6410-8020-000	14.12
12/12/13	Reimb. Petty Cash	210-6010-6501-8020-000	20.00
12/12/13	Reimb. Petty Cash	101-6010-6601-8020-000	20.00
12/12/13	Reimb. Petty Cash	230-6010-6116-8020-000	24.06
12/12/13	Reimb. Petty Cash	500-6010-6710-8070-000	109.89
Ck. 12/12/13 181453	Total		204.16
<b>Communications Center</b>			
Inv. 93710*			
10/31/13	Remove PIPS ALPR Sys Unit0805	101-4010-4011-8110-000	706.00
Ck. 12/19/13 181488	Total		706.00
<b>Conn, Ji H.</b>			
Inv. 33021			
12/30/13	Refund Permit Fee	101-0000-0000-4460-000	50.00
Ck. 01/02/14 181531	Total		50.00
<b>Creek, Michael</b>			
Inv. P/R/E 12/1/13			
12/12/13	Instructor/Firearms Training 1	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/1/13A			
12/12/13	Instructor/Firearms Training 1	101-4010-4011-7000-000	368.16
Ck. 12/12/13 181454	Total		736.32
Inv. P/R/E 12/29/13			
12/31/13	Movie Detail 12/18/13	101-0000-0000-2910-200	840.00
Ck. 01/02/14 181517	Total		840.00
<b>MFO</b>			
Inv. 2014			
12/31/13	Membership-David Batt Finance	101-3010-3011-8060-000	110.00

Ck. 01/02/14 181532	Total		110.
<b>D &amp; S Printing</b>			
Inv. 8304			
12/24/13	CAFR Printing	101-3010-3011-8050-000	647.46
Ck. 01/02/14 181533	Total		647.46
<b>Delta Dental</b>			
Inv. P/R/E 12/29/13			
12/31/13	Dental Ins Jan-14	700-0000-0000-2267-000	11,181.65
Ck. 01/02/14 181518	Total		11,181.65
<b>Dominguez, Natali</b>			
Inv. I			
12/11/13	Employee Luncheon Holiday Cook	101-2010-2013-8020-000	375.00
Ck. 12/12/13 181455	Total		375.00
<b>Dooley Enterprises Inc</b>			
Inv. 48969			
08/30/13	PD Ammo Supplies	101-4010-4011-8020-000	8,947.80
Ck. 12/12/13 181456	Total		8,947.80
Inv. 49345			
12/12/13	PD Ammo Supplies	101-4010-4011-8020-000	10,600.20
Ck. 12/19/13 181489	Total		10,600.20
<b>E. D. D.</b>			
Inv. P/R/E 12/8/13			
12/10/13	State w/h Tax	700-0000-0000-2220-000	1,653.
Ck. 12/12/13 181457	Total		1,653.45
Inv. P/R/E 12/15/13			
12/17/13	State w/h Tax	700-0000-0000-2220-000	15,181.91
Ck. 12/19/13 181473	Total		15,181.91
Inv. P/R/E 12/29/13			
12/31/13	State w/h Tax	700-0000-0000-2220-000	17,887.96
Ck. 01/02/14 181519	Total		17,887.96
<b>ECMC</b>			
Inv. P/R/E 12/15/13			
12/17/13	Garnishment	700-0000-0000-2264-000	246.55
Ck. 12/19/13 181474	Total		246.55
Inv. P/R/E 12/29/13			
12/31/13	Garnishment	700-0000-0000-2264-000	246.55
Ck. 01/02/14 181520	Total		246.55
<b>First Choice Services</b>			
Inv. 422758			
12/17/13	City Hall Coffee & Supplies	101-2010-2011-8020-000	107.63
Ck. 12/19/13 181490	Total		107.63
<b>Flex Advantage</b>			
Inv. 78839			
12/16/13	Adminstration Cost	101-3010-3041-7131-000	72.00
Inv. P/R/E 12/15/13			
12/16/13	Retiree Health Reimbursement 1	101-3010-3041-7131-000	529.84
Ck. 12/19/13 181491	Total		601.84

**Giron, Aaron**

Inv. P/R/E 12/15/13			
12/17/13	Movie Detail 12/4/13	101-0000-0000-2910-200	630.00
Inv. P/R/E 12/15/13A			
12/17/13	Coverage 12/7/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/15/13B			
12/17/13	Coverage 12/8/13	101-4010-4011-7000-000	260.78
Inv. P/R/E 12/15/13C			
12/17/13	Coverage 12/9/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/15/13D			
12/17/13	Coverage 12/13/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/15/13E			
12/17/13	Bike Patrol 12/2/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13F			
12/17/13	Bike Patrol 12/3/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13G			
12/17/13	Bike Patrol 12/8/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/15/13H			
12/17/13	Bike Patrol 12/11/13	101-4010-4011-7000-000	138.06
Ck. 12/19/13 181475	Total		2,547.50

Inv. P/R/E 12/29/13			
12/31/13	Predictive Policing 12/20/13	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/29/13A			
12/31/13	Bike Patrol Busn. District 12/	101-4010-4011-7000-000	138.06
Inv. P/R/E 12/29/13B			
12/31/13	Coverage 12/18/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13C			
12/31/13	Coverage 12/21/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13D			
12/31/13	Coverage 12/22/13	101-4010-4011-7000-000	184.08
Inv. P/R/E 12/29/13E			
12/31/13	Coverage 12/23/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13F			
12/31/13	Coverage 12/25/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13G			
12/31/13	Coverage 12/27/13	101-4010-4011-7000-000	368.16
Ck. 01/02/14 181521	Total		2,301.00

**Gonzales, Claude**

Inv. P/R/E 12/29/13			
12/31/13	Movie Detail 12/18/13	101-0000-0000-2910-200	700.00
Inv. P/R/E 12/29/13A			
12/31/13	Movie Detail 12/19/13	101-0000-0000-2910-200	560.00
Ck. 01/02/14 181522	Total		1,260.00

**Gov't Finance Officers Ass'n**

Inv. 193123001			
12/24/13	CAFR Award Review	101-3010-3011-8020-000	435.00
Ck. 12/24/13 181505	Total		435.00

**Hernandez, Jr., Joseph**

Inv. P/R/E 12/29/13			
12/31/13	Coverage 12/20/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13A			
12/31/13	Coverage 12/23/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13B			
12/31/13	Coverage 12/24/13	101-4010-4011-7000-000	368.16
Inv. P/R/E 12/29/13C			
12/31/13	Coverage 12/26/13	101-4010-4011-7000-000	368.16

Ck. 01/02/14 181523	Total		1,472..
<b>Home Depot Credit Services</b>			
Inv. 1972045			
11/19/13	Supplies	500-6010-6710-8020-000	16.72
Inv. 2970016			
10/29/13	Supplies	500-6010-6711-8020-000	55.84
Inv. 5035546			
11/05/13	Supplies	101-6010-6601-8020-000	494.47
Inv. 5035548			
11/05/13	Supplies	101-6010-6601-8020-000	321.75
Inv. 5086687			
11/15/13	Supplies	101-6010-6410-8020-000	237.27
Inv. 5105225			
11/25/13	Supplies	101-8030-8021-8020-000	75.91
11/25/13	Supplies	101-0000-0000-2994-001	250.00
11/25/13	Supplies	101-8030-8032-8264-000	304.11
Inv. 8206021			
11/12/13	Supplies	230-6010-6116-8020-000	671.13
Ck. 12/19/13 181492	Total		2,427.20
<b>ICMA</b>			
Inv. P/R/E 12/15/13			
12/17/13	Deferred Comp	700-0000-0000-2260-000	4,521.73
Ck. 12/19/13 181476	Total		4,521.73
Inv. P/R/E 12/29/13			
12/31/13	Deferred Comp	700-0000-0000-2260-000	4,506.53
Ck. 01/02/14 181524	Total		4,506.
<b>ING Life Ins. &amp; Annuity Co.</b>			
Inv. P/R/E 12/15/13			
12/17/13	Deferred Comp	700-0000-0000-2260-000	2,801.45
Ck. 12/19/13 181477	Total		2,801.45
Inv. P/R/E 12/29/13			
12/31/13	Deferred Comp	700-0000-0000-2260-000	2,803.22
Ck. 01/02/14 181525	Total		2,803.22
<b>Ismail, Christina</b>			
Inv. 12/19/13			
12/19/13	Refund Cancelled Svc Upgrade	500-0000-0000-5540-000	2,365.48
Ck. 12/24/13 181506	Total		2,365.48
<b>Jones Coffee Roasters</b>			
Inv. 33545			
12/24/13	FD Dept. Supplies	101-5010-5011-8020-000	131.25
Ck. 01/02/14 181534	Total		131.25
<b>Kilby, Sally</b>			
Inv. 12/13/13			
12/13/13	Reimb. Outgoing Official's Rec	101-1010-1011-8090-000	12.61
Inv. 12/13/13 A			
12/13/13	Reimb. Outgoing Mayoral Gift	101-1020-1021-8020-000	53.36
Ck. 12/19/13 181493	Total		65.97
Inv. 12/27/13			
12/27/13	Reimb. Keyboard & Mouse	101-1020-1021-8530-000	23.6
Ck. 01/02/14 181535	Total		23.60

**Lance,Soll, & Lunghard, LLP**

Inv. 9051				
11/30/13	2013 City & Successor Agency A	227-7200-7210-8170-000		6,120.00
11/30/13	2013 City & Successor Agency A	500-3010-3012-8170-000		7,320.00
11/30/13	2013 City & Successor Agency A	101-3010-3041-8170-000		10,980.00
Ck. 01/02/14 181536	Total			24,420.00

**Lopez Ramirez Roofing Inc.**

Inv. 0133				
12/19/13	Reroof Svc Fac Bldg,Sr.Center	101-9000-9000-9000-000		4,000.00
Inv. 0134				
12/19/13	Reroof Svc Fac Bldg,Sr.Center	101-9000-9000-9000-000		4,200.00
Ck. 01/02/14 181537	Total			8,200.00

**Mike Roos & Company**

Inv. 5102B				
11/30/13	Strategic Planning & Consultin	101-2010-2021-8170-000		3,000.00
Ck. 12/19/13 181494	Total			3,000.00

**Miller, Brian**

Inv. 10/13-12/1/13				
12/04/13	Instructor Soccer-Tots Class	101-8030-8032-8267-000		1,933.75
Ck. 12/12/13 181458	Total			1,933.75

**Mission-Meridian Village**

Inv. 88888-7				
11/20/13	Property Owners Assn Dues-Hosp	226-2010-2029-8060-000		857.56
Inv. 88888-8				
11/20/13	Property Owners Assn Dues-Park	226-2010-2029-8060-000		41.08
11/20/13	Property Owners Assn Dues-Park	207-2010-2260-8061-000		1,700.00
Inv. 88888-9				
11/20/13	Property Owners Assn Dues-Util	226-2010-2029-8060-000		1,376.17
Ck. 12/12/13 181459	Total			3,974.81

**Nettech Computers Inc**

Inv. 017797				
10/08/13	1 CT 4GB	101-4010-4011-8000-000		90.75
Ck. 12/12/13 181460	Total			90.75

**Orchard Supply Hardware #00565**

Inv. 0540				
10/29/13	Building Supplies	230-6010-6116-8020-000		187.44
Inv. 0710				
10/30/13	Building Supplies	500-6010-6710-8020-000		131.07
Inv. 1440				
11/19/13	Building Supplies	101-6010-6410-8020-000		57.45
Inv. 3458				
11/19/13	Building Supplies	101-6010-6410-8020-000		68.43
Inv. 5938				
11/06/13	Building Supplies	101-6010-6601-8020-000		146.61
Inv. 6424				
10/30/13	Building Supplies	500-6010-6710-8020-000		38.10
Inv. 8973				
11/13/13	Building Supplies	101-6010-6601-8020-000		92.63
Ck. 12/19/13 181495	Total			721.73

**Technologies**

Inv. 9455*				
09/30/13	PD Computer Support 9/16-30/13	101-4010-4011-8170-000		617.20

Inv. 9459				
09/30/13	General Computer Support 9/16-		101-3010-3032-8170-000	3,460.34
Inv. 9460				
09/30/13	General Computer Support 9/16-		101-3010-3032-8170-000	5,037.50
Ck. 12/12/13 181461	Total			9,115.04

**P.O.A.L.A.C.**

Inv. 1/16/14				
12/17/13	PD Training R/Ofcr. Chan		101-4010-4011-8200-000	50.00
Ck. 12/19/13 181496	Total			50.00

**Pasadena Water & Power**

Inv. 80176-1				
11/22/13	Water Svc 60 E. State St. 10/1		500-6010-6711-8231-000	3,471.33
Ck. 12/12/13 181462	Total			3,471.33

**Perez, Christopher A.**

Inv. P/R/E 12/29/13				
12/31/13	Movie Detail 12/20/13		101-0000-0000-2910-200	560.00
Ck. 01/02/14 181526	Total			560.00

**Pers Health Insurance**

Inv. P/R/E 12/15/13				
12/18/13	Health Ins Jan-14		227-7200-7210-7131-000	326.98
12/18/13	Health Ins Jan-14		207-2010-2260-7131-000	630.92
12/18/13	Health Ins Jan-14		205-2010-2210-7131-000	787.50
12/18/13	Health Ins Jan-14		210-6010-6501-7131-000	916.45
12/18/13	Health Ins Jan-14		215-6010-6310-7131-000	1,252.63
12/18/13	Health Ins Jan-14		230-6010-6116-7131-000	1,372.00
12/18/13	Health Ins Jan-14		500-6010-6710-7131-000	2,224.30
12/18/13	Health Ins Jan-14		500-6010-6711-7131-000	2,224.33
12/18/13	Health Ins Jan-14		101-3010-3041-7131-000	36,317.02
12/18/13	Health Ins Jan-14		700-0000-0000-2262-000	99,307.90
Ck. 12/19/13 181497	Total			145,360.42

**Pers Retirement**

Inv. P/R/E 12/15/13				
12/17/13	Retirement Svc Period 12/2-12/		700-0000-0000-2240-000	107,918.72
Ck. 12/19/13 181478	Total			107,918.72

**Pers Retirement**

Inv. P/R/E 12/29/13				
12/31/13	jRetirement Svc Period 12/16-1		700-0000-0000-2240-000	104,318.25
Ck. 01/02/14 181538	Total			104,318.25

**PETTY CASH - Recreation**

Inv. 12/10/13				
12/10/13	Reimb. Petty Cash		101-8030-8031-8120-000	5.44
12/10/13	Reimb. Petty Cash		101-8030-8021-8090-000	22.50
12/10/13	Reimb. Petty Cash		101-8030-8032-8090-000	22.50
12/10/13	Reimb. Petty Cash		101-8030-8031-8020-000	30.47
12/10/13	Reimb. Petty Cash		101-8030-8021-8020-000	44.46
12/10/13	Reimb. Petty Cash		101-8030-8031-8090-000	45.00
12/10/13	Reimb. Petty Cash		101-8030-8032-8020-000	408.42
Ck. 12/12/13 181463	Total			578.79

**Platinum Plus for Business**

Inv. 8930				
11/05/13	HR Interview Snacks-Vons		101-2010-2013-8020-000	9.4
Inv. 8930 A				
11/06/13	Council Meals 11/6/13-Float in		101-1020-1021-8090-000	83.89

Inv. 8930 B 11/07/13	Transit Drug Testing-Drug Free	205-8030-8025-8200-000	50.00
Inv. 8930 C 11/12/13	Emergency Mgmt System Packets-	101-4010-4011-8000-000	98.06
Inv. 8930 D 11/12/13	HR Interview Snacks-Vons	101-2010-2011-8020-000	16.54
Inv. 8930 E 11/18/13	PD Chief Miller Conf. Airline-	101-4010-4011-8090-000	535.60
Inv. 8930 F 11/20/13	Sr. Center Supplies-Stats	101-8030-8021-8020-000	100.32
Inv. 8930 G 11/20/13	Sr. Center Supplies-Smart N Fi	101-8030-8021-8020-000	259.77
Inv. 8930 H 11/20/13	Sr. Center Supplies-Michael's	101-8030-8021-8020-000	153.20
Inv. 8930 I 11/20/13	Sr. Center Supplies-Party City	101-8030-8021-8020-000	140.98
Inv. 8930 J 11/21/13	Council Meals 12/3/13-Canoe Ho	101-1020-1021-8090-000	100.00
Inv. 8930 K 11/25/13	PD Training 12/13/13-Tracking	101-4010-4011-8200-000	75.00
Inv. 8930 L 12/03/13	Comm. Svcs Supplies-Bristol Fa	101-8030-8032-8090-000	22.08
12/03/13	Comm. Svcs Supplies-Bristol Fa	101-8030-8031-8090-000	22.09
Inv. 8930 M 12/03/13	Comm. Svcs Supplies-Starbucks	101-8030-8031-8090-000	12.47
12/03/13	Comm. Svcs Supplies-Starbucks	101-8030-8032-8090-000	12.48
Inv. 8930 N 12/03/13	Comm. Svcs Supplies-Target	101-8030-8021-8020-000	89.93
Inv. 8930 O 12/03/13	Comm. Svcs Supplies-Target	101-8030-8032-8264-000	329.54
Ck. 12/24/13 181507	Total		2,111.41

**Platinum Plus-Business Card**

Inv. 5752 11/20/13	CALPELRA Conf-Old Fisherman's	101-2010-2013-8200-000	57.50
Inv. 5752 A 11/23/13	CALPELRA Conf 11/19-22/13-Marr	101-2010-2013-8200-000	600.48
Inv. 5752 B 11/23/13	CALPELRA Conf 11/19-22/13-Marr	101-2010-2013-8200-000	616.38
Ck. 12/24/13 181508	Total		1,274.36

**Registrar-Recorder/County Cler**

Inv. 14-3033 12/12/13	Candidate Statements-11/5/13 E	101-1020-1022-8170-000	1,551.55
Ck. 01/02/14 181539	Total		1,551.55

**Rossmann and Moore, LLP**

Inv. 11/13 12/03/13	Legal Svcs 710 Fwy Extension I	101-2010-2021-8160-000	1,161.00
Ck. 12/19/13 181498	Total		1,161.00

**S.P.Tournament of Roses Co**

Inv. 12/29/13 12/16/13	Crunch Time Tickets	101-1010-1011-8020-000	160.00
Ck. 12/19/13 181499	Total		160.00

**Fuels**

Inv. 2304112 09/11/13	Yard Unleaded Fuel	101-0000-0000-1400-000	7,485.18
Ck. 12/12/13 181464	Total		7,485.18

**So. CA Edison Co.**

Inv. 3-002-4472-77				
11/26/13	10/22-11/21/13	101-8010-8011-8140-000		2,141.69
Inv. 3-002-4472-78				
11/26/13	10/22-11/21/13	101-8030-8021-8140-000		707.00
Inv. 3-003-3929-47				
11/26/13	10/22-11/21/13	500-6010-6711-8140-000		89.96
Inv. 3-003-6653-57				
11/26/13	10/22-11/21/13	101-6010-6410-8140-000		706.30
Inv. 3-008-8091-11				
12/06/13	11/1-12/1/13	215-6010-6201-8140-000		3,347.74
Inv. 3-008-8091-12				
12/06/13	11/1-12/1/13	215-6010-6115-8140-000		750.08
Inv. 3-008-8091-13				
12/06/13	7/12-11/1/13	215-6010-6201-8140-000		(38.23)
12/06/13	10/18-11/1/13	215-6010-6201-8140-000		4.76
12/06/13	11/1-12/1/13	215-6010-6201-8140-000		7,871.97
Inv. 3-008-8091-14				
12/06/13	11/1-12/1/13	215-6010-6201-8140-000		11.62
Inv. 3-008-8091-16				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		150.32
Inv. 3-008-8091-17				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		67.95
Inv. 3-008-8091-18				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		59.31
Inv. 3-008-8091-19				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		48.71
Inv. 3-008-8091-20				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		76.6
Inv. 3-008-8091-21				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		83.93
Inv. 3-008-8091-22				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		52.42
Inv. 3-008-8091-23				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		84.12
Inv. 3-008-8091-24				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		77.80
Inv. 3-008-8436-55				
12/06/13	11/1-12/4/13	215-6010-6201-8140-000		146.40
Inv. 3-011-4089-57				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		49.40
Inv. 3-022-6897-72				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		25.84
Inv. 3-022-6898-28				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		25.00
Inv. 3-023-6580-86				
11/26/13	10/22-11/21/13	215-6010-6201-8140-000		29.08
Inv. 3-023-7462-29				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		197.72
Inv. 3-023-7844-31				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		26.23
Inv. 3-023-8283-79				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		31.12
Inv. 3-025-4910-19				
12/06/13	11/1-12/4/13	215-6010-6115-8140-000		141.24
Inv. 3-026-3223-65				
11/26/13	10/22-11/21/13	215-6010-6115-8140-000		38.65
Inv. 3-026-6343-40				
12/06/13	11/1-12/4/13	215-6010-6115-8140-000		38.1
Inv. 3-028-7013-82				
11/26/13	10/22-11/21/13	101-6010-6410-8140-000		121.10

Inv. 3-028-7594-32			
11/26/13	10/22-11/21/13	500-6010-6711-8152-000	1,579.56
Inv. 3-029-2458-05			
11/26/13	10/22-11/21/13	101-8030-8031-8140-000	67.14
Inv. 3-032-0513-93			
11/26/13	10/22-11/21/13	215-6010-6115-8140-000	55.01
Inv. 3-032-2521-62			
11/26/13	10/22-11/21/13	215-6010-6201-8140-000	88.04
Inv. 3-032-4192-98			
11/26/13	10/22-11/21/13	215-6010-6201-8140-000	79.80
Inv. 3-035-3494-19			
11/26/13	10/22-11/21/13	215-6010-6115-8140-000	48.18
Inv. 3-035-6502-21			
11/22/13	10/22-11/21/13	101-6010-6601-8140-000	128.87
Inv. 3-037-6075-39			
11/26/13	10/22-11/21/13	215-6010-6115-8140-000	82.21
Ck. 12/24/13 181509	Total		19,292.82
Inv. 3-000-5677-90			
12/20/13	11/15-12/17/13	500-6010-6711-8152-000	983.05
Inv. 3-000-5950-21			
12/20/13	11/15-12/17/13	101-6010-6410-8140-000	83.41
Inv. 3-000-5950-22			
12/20/13	10/23-11/22/13	101-6010-6410-8140-000	198.69
Inv. 3-000-7125-63			
12/20/13	10/23-11/22/13	101-6010-2015-8140-000	25.62
Inv. 3-000-7125-66			
12/20/13	10/23-11/22/13	500-6010-6711-8140-000	38.05
Inv. 3-000-7152-57			
12/20/13	10/23-11/22/13	101-6010-6410-8140-000	26.33
Inv. 3-000-8455-69			
12/20/13	10/23-11/22/13	215-6010-6115-8140-000	52.42
Inv. 3-000-9969-52			
12/20/13	11/19-12/19/13	101-6010-6410-8140-000	13.43
12/20/13	11/19-12/19/13	215-6010-6201-8140-000	13.44
Inv. 3-001-1810-93			
12/20/13	11/1-12/1/13	101-6010-6410-8140-000	37.21
Inv. 3-001-1810-94			
12/20/13	10/23-11/22/13	500-6010-6711-8140-000	175.26
Inv. 3-001-1810-98			
12/20/13	10/23-11/22/13	500-6010-6711-8152-000	32,166.97
Inv. 3-001-1811-29			
12/20/13	10/23-11/22/13	101-6010-6601-8140-000	4,676.38
Inv. 3-001-1811-44			
12/20/13	11/19-12/19/13	215-6010-6201-8140-000	78.78
12/20/13	11/19-12/19/13	101-6010-6410-8140-000	78.78
Inv. 3-001-1811-45			
12/20/13	11/19-12/19/13	215-6010-6201-8140-000	61.06
12/20/13	11/19-12/19/13	101-6010-6410-8140-000	61.06
Inv. 3-001-1811-48			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	44.01
Inv. 3-001-1811-56			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	60.59
Inv. 3-001-1811-58			
12/20/13	11/1-12/1/13	101-6010-6410-8140-000	33.55
Inv. 3-001-1811-59			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	35.04
Inv. 3-001-1811-63			
12/20/13	10/22-11/21/13	101-6010-6410-8140-000	25.22
Inv. 3-001-1811-64			
12/20/13	10/22-11/21/13	101-6010-6410-8140-000	61.25

Inv. 3-001-1811-67			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	35.04
Inv. 3-001-1811-68			
12/20/13	10/22-11/21/13	101-8010-8011-8140-000	888.48
Inv. 3-001-1811-69			
12/20/13	11/1-12/1/13	215-6010-6201-8140-000	23.38
Inv. 3-001-1811-75			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	97.58
Inv. 3-001-1811-76			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	49.15
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	49.15
Inv. 3-001-1811-77			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	87.56
Inv. 3-001-1811-79			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	86.48
Inv. 3-001-1811-80			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	48.90
Inv. 3-001-1811-86			
12/20/13	10/22-11/21/13	101-6010-6410-8140-000	75.08
Inv. 3-001-1811-87			
12/20/13	10/22-11/21/13	500-6010-6711-8140-000	83.18
Inv. 3-001-1811-89			
12/20/13	11/1-12/1/13	101-6010-6410-8140-000	16.77
12/20/13	11/1-12/1/13	215-6010-6201-8140-000	16.78
Inv. 3-001-1811-90			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	43.59
Inv. 3-001-1811-91			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	58.91
Inv. 3-001-1811-92			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	73.
Inv. 3-001-1811-93			
12/20/13	10/22-11/21/13	215-6010-6115-8140-000	62.44
Inv. 3-001-1811-95			
12/20/13	10/22-11/21/13	101-6010-6410-8140-000	48.84
Inv. 3-001-1811-96			
12/20/13	10/22-11/21/13	500-6010-6711-8140-000	51.59
Inv. 3-001-1811-97			
12/20/13	10/23-11/23/13	500-6010-6711-8152-000	1,980.20
Inv. 3-001-1811-98			
12/20/13	10/23-11/23/13	215-6010-6115-8140-000	16.58
Inv. 3-001-1812-06			
12/20/13	10/23-11/23/13	101-6010-6410-8140-000	153.23
Inv. 3-001-1812-07			
12/20/13	11/19-12/19/13	500-6010-6711-8140-000	30.24
Inv. 3-001-1812-08			
12/20/13	10/23-11/23/13	215-6010-6115-8140-000	52.83
Inv. 3-001-1812-09			
12/20/13	11/1-12/1/13	101-6010-6410-8140-000	300.74
Inv. 3-001-1812-10			
12/20/13	10/23-11/23/13	232-6010-6417-8140-000	153.11
Inv. 3-001-1812-11			
12/20/13	10/23-11/23/13	215-6010-6115-8140-000	31.29
Inv. 3-001-1812-12			
12/20/13	10/23-11/23/13	215-6010-6115-8140-000	29.14
Inv. 3-001-1812-25			
12/20/13	10/23-11/23/13	101-6010-6410-8140-000	26.33
Inv. 3-001-1812-26			
12/20/13	10/23-11/23/13	101-6010-6410-8140-000	782.07
Inv. 3-001-1812-27			
12/20/13	10/23-11/23/13	215-6010-6115-8140-000	53.3
Inv. 3-001-1812-31			
12/20/13	10/23-11/23/13	101-6010-6410-8140-000	53.45

Inv. 3-001-1812-32				
12/20/13	11/1-12/1/13	101-6010-6410-8140-000		13.71
Inv. 3-001-1812-33				
12/20/13	10/23-11/23/13	500-6010-6711-8140-000		40.72
Inv. 3-001-1812-34				
12/20/13	10/23-11/23/13	500-6010-6711-8152-000		3,030.62
Inv. 3-001-1812-35				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		16.83
Inv. 3-001-1812-36				
12/20/13	10/23-11/23/13	101-6010-6410-8140-000		83.54
Inv. 3-001-1812-38				
12/20/13	10/23-11/23/13	101-6010-6410-8140-000		24.92
Inv. 3-001-1812-39				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		48.02
Inv. 3-001-9413-97				
12/20/13	10/23-11/23/13	500-6010-6711-8152-000		2,895.85
Inv. 3-002-4372-43				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		78.42
Inv. 3-002-4473-12				
12/20/13	10/23-11/23/13	500-6010-6711-8140-000		25.08
Inv. 3-003-7341-83				
12/20/13	11/1-12/1/13	101-6010-6410-8140-000		11.66
Inv. 3-004-3214-58				
12/20/13	10/23-11/23/13	500-6010-6711-8140-000		39.92
Inv. 3-004-4562-56				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		61.43
Inv. 3-016-0678-82				
12/20/13	10/23-11/23/13	215-6010-6201-8140-000		117.58
Inv. 3-022-6051-15				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		73.80
Inv. 3-022-6897-57				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		27.36
Inv. 3-022-6897-89				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		26.02
Inv. 3-022-6897-99				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		25.76
Inv. 3-022-6898-05				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		25.88
Inv. 3-022-6898-17				
12/20/13	10/23-11/23/13	215-6010-6115-8140-000		25.72
Ck. 01/02/14 181540	Total			51,281.24
<b>So. Cal. Gas Co.</b>				
Inv. 196-493-8529 1				
12/05/13	Natural Gas Fuel 11/1-12/1/13	500-6010-6710-8020-000		17.93
12/05/13	Natural Gas Fuel 11/1-12/1/13	210-6010-6501-8020-000		19.60
12/05/13	Natural Gas Fuel 11/1-12/1/13	205-8030-8025-8105-000		261.56
Ck. 01/02/14 181541	Total			299.09
<b>Sorensen, Scott</b>				
Inv. 12/11/13				
12/11/13	Christmas Trees for City Facil	101-4010-4011-8120-000		100.00
12/11/13	Christmas Trees for City Facil	101-6010-6601-8120-000		200.00
Ck. 12/12/13 181465	Total			300.00
<b>The Gas Company</b>				
Inv. 072 519 1300 5				
12/17/13	11/13-12/13/13	101-6010-6410-8140-000		50.12
Inv. 080 919 2900 3				
12/17/13	11/13-12/13/13	101-6010-6601-8140-000		893.50

Inv. 080 919 3600 8			
12/17/13	11/13-12/13/13	101-8030-8031-8140-000	60.55
Inv. 083 019 3600 4			
12/17/13	11/13-12/13/13	500-6010-6710-8140-000	135.10
Inv. 135 519 3700 9			
12/17/13	11/13-12/13/13	101-8010-8011-8140-000	193.02
Inv. 137 619 3700 5			
12/17/13	11/13-12/13/13	101-8030-8021-8140-000	117.82
Inv. 148 220 0900 8			
12/17/13	11/13-12/13/13	101-6010-6410-8140-000	72.86
Ck. 12/24/13 181510	Total		1,522.97

**Time Warner Cable**

Inv. 008 0012179			
12/16/13	PD Cable 12/16/13-1/15/14	101-4010-4011-8110-000	17.76
Inv. 008 0269985			
12/17/13	City Hall - 2nd Modem 12/17/13	101-3010-3032-8150-000	142.93
Ck. 12/19/13 181500	Total		160.69

Inv. 008 0251967			
12/22/13	1102 Oxley St. 12/22/13-1/21/1	101-8030-8021-8110-000	153.01
Ck. 01/02/14 181542	Total		153.01

**United Way**

Inv. P/R/E 12/15/13			
12/17/13	Payroll Deduction	700-0000-0000-2258-000	6.00
Ck. 12/19/13 181479	Total		6.00

Inv. P/R/E 12/29/13			
12/31/13	Payroll Deduction	700-0000-0000-2258-000	6.00
Ck. 01/02/14 181527	Total		6.00

**Verizon Wireless**

Inv. 9715229920			
11/19/13	Scada System 10/20-11/19/13	500-6010-6711-8020-000	35.11
Inv. 9715674280			
11/26/13	PW Cell Phone 10/27-11/26/13	210-6010-6501-8020-000	34.06
11/26/13	PW Cell Phone 10/27-11/26/13	101-6010-6011-8020-000	36.72
11/26/13	PW Cell Phone 10/27-11/26/13	230-6010-6116-8020-000	46.06
11/26/13	PW Cell Phone 10/27-11/26/13	500-6010-6710-8020-000	65.06
11/26/13	PW Cell Phone 10/27-11/26/13	101-6010-6601-8020-000	70.78
11/26/13	PW Cell Phone 10/27-11/26/13	215-6010-6310-8020-000	73.87
11/26/13	PW Cell Phone 10/27-11/26/13	500-6010-6711-8020-000	110.82
Ck. 12/12/13 181466	Total		472.48

**West Coast Arborists, Inc.**

Inv. 90666			
08/31/13	City Wide Tree Svcs 8/16-31/13	215-6010-6310-8180-000	17,405.00
Inv. 91122			
09/15/13	City Wide Tree Svcs 9/1-15/13	215-6010-6310-8180-000	2,070.00
Ck. 01/02/14 181543	Total		19,475.00

**Whittier Cultural Arts Foundat**

Inv. 1/15/14			
12/23/13	Concert Share Event-L.Hakobian	101-8030-8032-8264-000	30.00
Ck. 12/24/13 181511	Total		30.00

**Total** **1,372,499.7.**

**ATTACHMENT 3**  
**General City Warrant List**

**Affordable Generator Svcs Inc.**

Inv. 3118			
12/10/13	PD & FD Generator Inspection	101-4010-4011-8020-000	244.78
12/10/13	PD & FD Generator Inspection	101-5010-5011-8020-000	244.79
12/10/13	PD & FD Generator Inspection	226-2010-2029-8020-000	473.54
Ck. 01/15/14 181544	Total		963.11

**Alhambra Foundry Co LTD**

Inv. 85874			
12/09/13	Storm Drain Bars	215-6010-6115-8020-000	1,746.94
Ck. 01/15/14 181545	Total		1,746.94

**American Planning Association**

Inv. 156221-13106			
11/26/13	Zoning Practices	101-7010-7101-8060-000	95.00
Ck. 01/15/14 181546	Total		95.00

**Antrim's Security Co., Inc.**

Inv. 44895			
12/12/13	Orange Grove Mid Level Door Re	101-6010-6601-8020-000	135.00
Inv. 44920			
12/10/13	Keys	101-8010-8011-8120-000	84.48
Ck. 01/15/14 181547	Total		219.48

**Aramark Uniform Services**

Inv. 502-8371188			
12/12/13	Uniform Svc w/12/12/13	500-6010-6711-8132-000	14.98
12/12/13	Uniform Svc w/12/12/13	230-6010-6116-8132-000	14.98
12/12/13	Uniform Svc w/12/12/13	500-6010-6710-8132-000	14.
12/12/13	Uniform Svc w/12/12/13	210-6010-6501-8132-000	14.99
12/12/13	Uniform Svc w/12/12/13	101-6010-6601-8132-000	14.99
12/12/13	Uniform Svc w/12/12/13	215-6010-6201-8132-000	14.99
12/12/13	Uniform Svc w/12/12/13	215-6010-6310-8132-000	14.99
Inv. 502-8387917			
12/19/13	Uniform Svc w/12/19/13	500-6010-6711-8132-000	21.99
12/19/13	Uniform Svc w/12/19/13	500-6010-6710-8132-000	21.99
12/19/13	Uniform Svc w/12/19/13	230-6010-6116-8132-000	21.99
12/19/13	Uniform Svc w/12/19/13	210-6010-6501-8132-000	21.99
12/19/13	Uniform Svc w/12/19/13	101-6010-6601-8132-000	22.00
12/19/13	Uniform Svc w/12/19/13	215-6010-6201-8132-000	22.00
12/19/13	Uniform Svc w/12/19/13	215-6010-6310-8132-000	22.00
Inv. 502-8421594			
01/02/14	Uniform Svc w/1/2/14	500-6010-6711-8132-000	14.98
01/02/14	Uniform Svc w/1/2/14	230-6010-6116-8132-000	14.98
01/02/14	Uniform Svc w/1/2/14	500-6010-6710-8132-000	14.99
01/02/14	Uniform Svc w/1/2/14	210-6010-6501-8132-000	14.99
01/02/14	Uniform Svc w/1/2/14	101-6010-6601-8132-000	14.99
01/02/14	Uniform Svc w/1/2/14	215-6010-6201-8132-000	14.99
01/02/14	Uniform Svc w/1/2/14	215-6010-6310-8132-000	14.99
Ck. 01/15/14 181548	Total		363.78

**ARC**

Inv. 7284935			
12/19/13	Mission/Oxley St Improvement P	101-6010-6011-8050-000	13.63
Ck. 01/15/14 181549	Total		13.63

**Arcadis US Inc.**

Inv. 0561059			
12/04/13	WilsonRservoirReplacementProje	500-9000-9265-9265-000	29,170.00
Ck. 01/15/14 181550	Total		29,170.00

**Armstrong Lock & Safe Co.**

Inv. 4405			
12/02/13	Open & Install Cabinet Lock	101-2010-2011-8020-000	193.60
Ck. 01/15/14 181551	Total		193.60

**Arroyo Plumbing Inc.**

Inv. Q11132			
11/25/13	Install Water Supply Booster P	101-6010-6601-8520-000	5,190.00
11/25/13	Install Water Supply Booster P	101-6010-6601-8520-000	6,430.00
Ck. 01/15/14 181552	Total		11,620.00

**Artic Mechanical Inc.**

Inv. 131024-021			
12/16/13	Preventative Maint. @ PD	101-6010-6601-8120-000	191.25
Inv. 131029-079			
11/25/13	Preventative Maint @ Iron Work	101-6010-6601-8120-000	100.00
Inv. 131029-080			
11/25/13	Preventative Maint @ FD	101-6010-6601-8120-000	240.00
Inv. 131029-084			
11/25/13	Preventative Maint @ Council C	101-6010-6601-8120-000	240.00
Inv. 131029-086			
11/25/13	Preventative Maint @ City Hall	101-6010-6601-8120-000	200.00
Ck. 01/15/14 181553	Total		971.25

**AT&T --Cingular Wireless**

Inv. 879338213X1223			
12/15/13	FD Cell Charges 11/16-12/15/13	101-5010-5011-8150-000	81.91
Ck. 01/15/14 181554	Total		81.91

**Audio Editions**

Inv. 1484044			
12/16/13	Library Books on Cassette & CD	101-8010-8011-8080-000	983.38
Ck. 01/15/14 181555	Total		983.38

**Baker & Taylor Books**

Inv. 3019156067			
11/15/13	Library Books & Materials	101-8010-8011-8080-000	31.95
Inv. 3019171896			
11/24/13	Library Books & Materials	101-8010-8011-8080-000	35.94
Inv. 3019188204			
12/03/13	Library Books & Materials	101-8010-8011-8080-000	48.08
Inv. 3019201426			
12/06/13	Library Books & Materials	101-8010-8011-8080-000	29.35
Inv. 3019216553			
12/13/13	Library Books & Materials	101-8010-8011-8080-000	33.55
Inv. 4010696382			
11/13/13	Library Books & Materials	101-8010-8011-8080-000	1,503.58
Inv. 4010697762			
11/14/13	Library Books & Materials	101-8010-8011-8080-000	132.93
Inv. 4010702695			
11/20/13	Library Books & Materials	101-8010-8011-8080-000	221.63
Inv. 4010708642			
11/22/13	Library Books & Materials	101-8010-8011-8080-000	100.83
Inv. 4010710279			
11/27/13	Library Books & Materials	101-8010-8011-8080-000	692.54
Inv. 4010713560			
12/02/13	Library Books & Materials	101-8010-8011-8080-000	674.30
Inv. 4010717993			
12/06/13	Library Books & Materials	101-8010-8011-8080-000	2,200.60
Inv. 4010719039			
12/04/13	Library Books & Materials	101-8010-8011-8080-000	37.12

Inv. 4010720719 12/09/13	Library Books & Materials	101-8010-8011-8080-000	1,725.97
Inv. 4010721758 12/10/13	Library Books & Materials	101-8010-8011-8080-000	530.15
Inv. 4010726693 12/13/13	Library Books & Materials	101-8010-8011-8080-000	568.02
Inv. 4010727884 12/12/13	Library Books & Materials	101-8010-8011-8080-000	262.70
Inv. 4010737161 12/19/13	Library Books & Materials	101-8010-8011-8080-000	121.24
Inv. 4010738217 12/20/13	Library Books & Materials	101-8010-8011-8080-000	115.44
Ck. 01/15/14 181556	Total		9,065.92

**Baker & Taylor Entertainment**

Inv. M31046230 12/12/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	33.34
Inv. T00032570 12/11/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	19.35
Inv. T00059150 12/11/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	20.42
Inv. T00444060 12/16/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	12.24
Inv. T00684580 12/19/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	11.28
Inv. T00685170 12/24/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	36.33
Inv. T00824090 12/24/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	12
Inv. T00863180 12/24/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	12.90
Inv. W96849440 11/20/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	22.05
Inv. W97117690 11/20/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	16.99
Inv. W97133930 11/21/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	50.67
Inv. W97208520 11/25/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	73.30
Inv. W97208530 11/25/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	47.12
Inv. W97271160 11/25/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	6.44
Inv. W97271190 11/25/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	6.44
Inv. W97333490 11/27/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	24.52
Inv. W97338740 11/29/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	69.40
Inv. W97856190 12/04/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	74.96
Inv. W97856200 12/04/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	189.16
Inv. W97919020 12/04/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	17.13
Inv. W97961020 12/11/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	67.81
Inv. W98270870 12/10/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	24.
Inv. W98365550 12/10/13	Library CD's, DVD's & Material	101-8010-8011-8080-000	22.02

Ck. 01/15/14 181557	Total		870.80
<b>Bartl, Robert</b>			
Inv. 12/13/13			
12/16/13	Reimb. PD Training Expense	101-4010-4011-8200-000	20.43
Ck. 01/15/14 181558	Total		20.43
<b>Berk, Susan</b>			
Inv. 11/19/13			
12/20/13	Design & Faciliation Customer	101-8010-8011-8200-000	2,000.00
Ck. 01/15/14 181559	Total		2,000.00
<b>Bernal, Ryan</b>			
Inv. 12/4/13			
12/20/13	Reimb. PD Training Expense	101-4010-4011-8200-000	52.43
Ck. 01/15/14 181560	Total		52.43
<b>Bishop Supply Co.</b>			
Inv. 370256			
12/09/13	Aerial Basket Cover	215-6010-6310-8020-000	195.91
Ck. 01/15/14 181561	Total		195.91
<b>Byun, Suk W.</b>			
Inv. R43054			
12/13/13	Refund Sr. Center Deposit Rent	101-0000-0000-2920-000	250.00
Ck. 01/15/14 181562	Total		250.00
<b>Background Investig Ass'n</b>			
Inv. 2014			
12/18/13	Membership-SSA Peggy Grangetto	101-4010-4011-8060-000	60.00
Ck. 01/15/14 181563	Total		60.00
<b>CA Dental Buying Group</b>			
Inv. 12300915			
12/31/13	FD Oxygen Cylinder Rental	101-5010-5011-8025-000	117.00
Ck. 01/15/14 181564	Total		117.00
<b>CA Linen Services</b>			
Inv. 974299			
12/16/13	FD Dept. Supplies	101-5010-5011-8020-000	117.20
Inv. 976501			
12/23/13	FD Dept. Supplies	101-5010-5011-8020-000	120.87
Inv. 978463			
12/30/13	FD Dept. Supplies	101-5010-5011-8020-000	113.98
Inv. 980397			
01/06/14	FD Dept. Supplies	101-5010-5011-8020-000	105.14
Ck. 01/15/14 181565	Total		457.19
<b>CA Maintenance &amp; Environmental</b>			
Inv. 18477			
12/18/13	Fuel Tank Inspections	101-2010-2011-8100-000	2.00
12/18/13	Fuel Tank Inspections	101-6010-6011-8100-000	2.00
12/18/13	Fuel Tank Inspections	101-7010-7101-8100-000	2.00
12/18/13	Fuel Tank Inspections	101-5010-5011-8100-000	8.00
12/18/13	Fuel Tank Inspections	101-4010-4011-8100-000	86.00
Ck. 01/15/14 181566	Total		100.00
<b>Cacciotti, Michael</b>			
Inv. 11/5/13			
12/27/13	Refund Candidate Statement Bal	101-0000-0000-5440-000	179.38

Ck. 01/15/14 181567	Total		179.
<b>Califa Group</b>			
Inv. 5781			
12/06/13	Electronic Reference 1/1-12/31	101-8010-8011-8031-000	3,033.65
Ck. 01/15/14 181568	Total		3,033.65
<b>California Party Rentals</b>			
Inv. 68617			
12/16/13	Sr.Center Xmas Party	101-8030-8021-8020-000	610.00
Ck. 01/15/14 181569	Total		610.00
<b>Caltronics Business Systems</b>			
Inv. 1434986			
11/30/13	Copier Overage Charges 8/28-11	101-8010-8011-8110-000	585.08
Ck. 01/15/14 181570	Total		585.08
<b>Camacho, Julian</b>			
Inv. R0366927			
12/17/13	Refund Busn. Application Fee	101-0000-0000-5150-001	25.00
Ck. 01/15/14 181571	Total		25.00
<b>Cannon Associates</b>			
Inv. 55670			
11/30/13	Street Improvement Projects 11	101-9000-9390-9390-000	13,530.00
Ck. 01/15/14 181572	Total		13,530.00
<b>Cantu Graphics</b>			
Inv. 3341			
07/17/13	Poster Copies	101-2010-2021-8050-000	240.76
Inv. 3616			
12/11/13	2014 Busn By Vehicle Stickers	101-3010-3011-8050-000	391.31
Inv. 3628			
12/16/13	Poster Copies	101-2010-2011-8050-000	77.66
Ck. 01/15/14 181573	Total		709.73
<b>CarUnlockTools.com</b>			
Inv. 1212-6115			
12/12/13	FD Equipment to Unlock Cars	101-0000-0000-2700-000	(26.46)
12/12/13	FD Equipment to Unlock Cars	101-5010-5011-8110-000	345.41
Ck. 01/15/14 181574	Total		318.95
<b>Catering Systems Inc.</b>			
Inv. 2923			
12/02/13	Sr. Center Meals w/11/25-27/13	260-8030-8023-8180-000	610.28
12/02/13	Sr. Center Meais w/11/25-27/13	101-0000-0000-2994-001	752.40
Inv. 2932			
12/07/13	Sr. Center Meals w/12/2-6/13	260-8030-8023-8180-000	1,262.36
Inv. 2940			
12/14/13	Sr. Center Meals w/12/9-13/13	260-8030-8023-8180-000	1,241.46
Inv. 2948			
12/20/13	Sr. Center Meals w/12/16-20/13	101-0000-0000-2994-001	836.00
12/20/13	Sr. Center Meals w/12/16-20/13	260-8030-8023-8180-000	1,061.72
Inv. 2954			
12/28/13	Sr. Center Meals w/12/23-27/13	260-8030-8023-8180-000	940.50
Ck. 01/15/14 181575	Total		6,704.72
<b>CBE Los Angeles</b>			
Inv. 1555981			
12/05/13	Copier Overage Charges 11/5-12	500-3010-3012-8110-000	9.98

12/05/13	Copier Overage Charges 11/5-12	101-3010-3011-8110-000	9.98
12/05/13	Copier Overage Charges 11/5-12	101-7010-7101-8110-000	19.96
Inv. 1555982			
12/05/13	PW Copier Overages 9/5-12/4/13	101-6010-6011-8300-000	194.06
Inv. 1558699			
12/18/13	Toner Shipping	101-3010-3011-8000-000	18.13
Ck. 01/15/14 181576	Total		252.11

**Cetro, Louis**

Inv. 12/11/13			
12/12/13	Reimb. PD Training Expense	101-4010-4011-8200-000	8.00
Ck. 01/15/14 181577	Total		8.00

**CIT Technology Financial Servi**

Inv. 24408052			
12/24/13	Copier Lease	500-3010-3012-8110-000	314.39
12/24/13	Copier Lease	101-3010-3011-8110-000	314.39
12/24/13	Copier Lease	101-7010-7101-8110-000	628.78
Ck. 01/15/14 181578	Total		1,257.56

**Clean Energy**

Inv. CE11532936			
11/30/13	CNG Fuel Unit#13	500-6010-6711-8020-000	33.41
Ck. 01/15/14 181579	Total		33.41

**Clean Source Inc.**

Inv. 2799493-00			
12/16/13	Restroom Supplies	101-6010-6601-8020-000	467.44
Inv. 2799497-00			
12/16/13	Restroom Supplies	101-6010-6601-8020-000	196.15
Inv. 2799502-00			
12/16/13	Restroom Supplies	232-6010-6417-8020-000	467.44
Inv. 2799503-00			
12/16/13	Restroom Supplies	232-6010-6417-8020-000	196.15
Inv. 2801172-00			
12/26/13	Janitorial Svcs Supplies	101-8010-8011-8120-000	681.82
Ck. 01/15/14 181580	Total		2,009.00

**Commline Inc.**

Inv. XP030122			
01/02/14	PD Radio Maint. Svcs 1/14	101-4010-4011-8170-000	1,172.00
Ck. 01/15/14 181581	Total		1,172.00

**Community Economic Solutions**

Inv. 1725			
12/09/13	Infrastructure Updating Svcs 1	500-3010-3012-8170-000	950.00
12/09/13	Infrastructure Updating Svcs 1	101-3010-3011-8170-000	2,850.00
Ck. 01/15/14 181582	Total		3,800.00

**Conney Safety**

Inv. 04577851			
12/03/13	Steel Toe Rubber Boots	500-6010-6710-8132-000	96.84
Ck. 01/15/14 181583	Total		96.84

**Cook Fire Extinguisher Co**

Inv. 22996			
12/23/13	Annual Svc Fire Extinguishers	101-6010-6601-8020-000	1,284.60
Ck. 01/15/14 181584	Total		1,284.60

**CoreLogic Information Solution**

Inv. 81027960			
11/30/13	RealQuest.com Svcs 11/13	101-7010-7101-8020-000	148.17
Ck. 01/15/14 181585	Total		148.17

**Courtesy Electric Wholesale**

Inv. S1266389.001			
11/19/13	Street Lighting Supplies	215-6010-6201-8020-000	83.44
Inv. S1266759.001			
11/21/13	Street Lighting Supplies	101-6010-6601-8020-000	4.22
Ck. 01/15/14 181586	Total		87.66

**Crown Coffee & Refreshment Svc**

Inv. 24838			
12/18/13	A/C Water Cooler	101-8030-8032-8020-000	45.78
Inv. 24888			
12/18/13	Sr.Center Coffee & Supplies	101-8030-8021-8020-000	205.30
Ck. 01/15/14 181587	Total		251.08

**D & S Printing**

Inv. 8284			
12/09/13	1M Reserve Time Cards	101-4010-4011-8050-000	81.75
Ck. 01/15/14 181588	Total		81.75

**Dave Long & Associates**

Inv. 1/30-8/1/14			
12/17/13	PD Training-Det. Salcido	101-4010-4011-8200-000	199.00
Ck. 01/15/14 181589	Total		199.00

**Day Wireless Systems**

Inv. 66684			
12/13/13	Repairs Made to Engine 81	101-5010-5011-8100-000	373.62
Ck. 01/15/14 181590	Total		373.62

**De Lage Landen**

Inv. 20350583			
12/02/13	Copier Lease 12/15/13-1/14/14	101-2010-2011-8300-000	127.58
12/02/13	Copier Lease 12/15/13-1/14/14	101-1020-1021-8300-000	127.58
12/02/13	Copier Lease 12/15/13-1/14/14	101-6010-6011-8300-000	127.58
Ck. 01/15/14 181591	Total		382.74

**Delery, Ashley**

Inv. 12/13			
01/02/14	Instructor Pep Up Your Life Cl	101-8030-8021-8267-000	120.00
Ck. 01/15/14 181592	Total		120.00

**Delgado Click, Ana Maria**

Inv. 12/1-31/13			
01/02/14	Instructor Yoga Class	101-8030-8021-8267-000	48.00
Ck. 01/15/14 181593	Total		48.00

**Dell Marketing L.P.**

Inv. XJ923DPT3			
12/11/13	Network Supplies	101-3010-3032-8110-000	121.93
Inv. XJ9446K37			
12/17/13	Computer Upgrade Supplies	101-1020-1021-8530-000	943.95
Inv. XJ9446K45			
12/17/13	Computers & Softwares	205-8030-8025-8530-000	506.60
Inv. XJ94RDK88			
12/18/13	Computer Upgrade Supplies	101-1020-1021-8530-000	989.89

Inv. XJ94X3F29			
12/18/13	Computers Software	101-8030-8021-8020-000	345.47
Inv. XJ951R778			
12/18/13	Computers & Softwares	205-8030-8025-8530-000	1,981.01
Inv. XJ9558MT9			
12/18/13	Computer Upgrade Supplies	101-1020-1021-8530-000	2,619.92
Inv. XJ9717PK7			
12/23/13	Computers	101-8030-8021-8530-000	1,105.39
Ck. 01/15/14 181594	Total		8,613.58

**Dept of Motor Vehicles**

Inv. 04192301			
12/10/13	Pull Notice Account # 138794	205-8030-8025-8020-000	11.00
Ck. 01/15/14 181595	Total		11.00

**Dr. Detail PhD**

Inv. 000005			
12/20/13	Carpet Cleaning Svcs 12/20/13	101-8010-8011-8120-000	75.00
Inv. 00003			
12/04/13	Scotch Guard Application on On	101-8010-8011-8120-000	25.00
12/10/13	Carpet Cleaning Svcs 12/10/13	101-8010-8011-8120-000	75.00
Inv. 00004			
12/15/13	Carpet Cleaning 12/15/13	101-8010-8011-8120-000	200.00
Ck. 01/15/14 181596	Total		375.00

**Dudek**

Inv. 20135156			
12/10/13	Engineering Design Svcs 10/26-	310-6010-6712-8333-000	10,586.50
. 01/15/14 181597	Total		10,586.50

**E.C.Construction**

Inv. 15527			
11/14/13	GlendonWay & El Centro St. Rai	223-9000-9288-9288-000	14,766.19
Inv. 15545			
11/30/13	Street Improvement Projects	210-9000-9390-9390-000	825.00
11/30/13	Street Improvement Projects	500-6010-6710-8020-000	26,423.54
11/30/13	Street Improvement Projects	207-9000-9390-9390-000	80,180.00
11/30/13	Street Improvement Projects	101-9000-9374-9374-000	85,909.47
11/30/13	Street Improvement Projects	101-9000-9393-9393-000	106,058.00
Ck. 01/15/14 181598	Total		314,162.20

**Embassy Consulting Svcs**

Inv. 1/27/14			
01/03/14	PD Training-Sgt.Neff & Abdalla	101-4010-4011-8210-000	112.50
Inv. 2/3/14			
01/06/14	PD Training-Cpl. Ronnie & Ofcr	101-4010-4011-8210-000	75.00
Ck. 01/15/14 181599	Total		187.50

**Empire Cleaning Supply**

Inv. 705999			
12/18/13	FD Dept. Cleaning Supplies	101-5010-5011-8020-000	498.60
Inv. 706010			
12/18/13	FD Dept. Cleaning Supplies	101-5010-5011-8020-000	224.23
Ck. 01/15/14 181600	Total		722.83

**Euler, Linda**

Inv. 12/9/13			
12/09/13	Reimb. Mileage for Home Delive	101-8030-8021-8020-000	32.69
Ck. 01/15/14 181601	Total		32.69

**Eurofins Eaton Analytical**

Inv. L0140571				
10/15/13	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0146757				
12/06/13	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0146758				
12/06/13	Water Quality Testing	500-6010-6711-8170-000		562.50
Inv. L0147297				
12/10/13	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0147602				
12/13/13	Water Quality Testing	500-6010-6711-8170-000		500.00
Inv. L0147603				
12/13/13	Water Quality Testing	500-6010-6711-8170-000		250.00
Inv. L0148349				
12/17/13	Water Quality Testing	500-6010-6711-8170-000		32.00
Inv. L0148352				
12/17/13	Water Quality Testing	500-6010-6711-8170-000		230.00
Inv. L0148353				
12/17/13	Water Quality Testing	500-6010-6711-8170-000		22.00
Inv. L0148724				
12/19/13	Water Quality Testing	500-6010-6711-8170-000		250.00
Ck. 01/15/14 181602	Total			2,556.50

**EVG**

Inv. 17029				
12/11/13	Door Repair to RA-81	101-5010-5011-8100-000		95.00
Ck. 01/15/14 181603	Total			95.00

**Federal Express**

Inv. 2-502-86024				
12/20/13	Overnight Shipping-Acura Embed	101-5010-5011-8010-000		85.28
Inv. 2-510-69101				
12/27/13	Overnight Shipping-State Water	101-6010-6011-8010-000		67.61
Ck. 01/15/14 181604	Total			152.89

**Ferguson Water Works #1083**

Inv. 0454226-2				
11/27/13	Water Distribution Supplies	500-0000-0000-1400-000		1,399.69
Ck. 01/15/14 181605	Total			1,399.69

**First Choice Services**

Inv. 430320				
12/30/13	Yard Coffee & Supplies	101-6010-6410-8020-000		32.39
12/30/13	Yard Coffee & Supplies	101-6010-6601-8020-000		32.39
12/30/13	Yard Coffee & Supplies	210-6010-6501-8020-000		32.39
12/30/13	Yard Coffee & Supplies	215-6010-6201-8000-000		32.39
12/30/13	Yard Coffee & Supplies	215-6010-6310-8020-000		32.39
12/30/13	Yard Coffee & Supplies	230-6010-6116-8020-000		32.39
12/30/13	Yard Coffee & Supplies	500-6010-6710-8020-000		32.39
12/30/13	Yard Coffee & Supplies	500-6010-6711-8020-000		32.39
Inv. 430325				
12/30/13	City Hall Coffee & Supplies	101-2010-2011-8020-000		163.66
Ck. 01/15/14 181606	Total			422.78

**Fjeldsted, Steven**

Inv. 12/6/13				
12/06/13	Reimb. Repairs to IPAD	101-8010-8011-8110-000		271.41
Ck. 01/15/14 181607	Total			271.

**Gale Research**

Inv. 173433			
12/01/13	Electronic Subscription 1/24/1	101-8010-8011-8031-000	4,129.97
Ck. 01/15/14 181608	Total		4,129.97

**Garda CL West Inc.**

Inv. 194-530213			
12/01/13	Armored Car Svc 12/13	500-3010-3012-8020-000	775.67
12/01/13	Armored Car Svc 12/13	101-3010-3011-8020-000	775.68
Ck. 01/15/14 181609	Total		1,551.35

**Gateway Cities Council of Govt**

Inv. FY 13-14			
12/12/13	Admin & Monitoring Plan LA Riv	101-6010-2015-8020-000	2,274.85
Ck. 01/15/14 181610	Total		2,274.85

**Gaylord Bros., Inc.**

Inv. 2234590			
12/19/13	Technical Svcs Supplies	101-8010-8011-8020-000	3,643.79
Ck. 01/15/14 181611	Total		3,643.79

**GE Capital**

Inv. 59873907			
12/08/13	Copier Lease	101-8030-8021-8300-000	99.19
12/08/13	Copier Lease	101-8030-8031-8300-000	99.19
12/08/13	Copier Lease	101-8030-8032-8300-000	99.19
12/08/13	Copier Lease	205-8030-8025-8300-000	99.19
01/15/14 181612	Total		396.76

**George L.Throop Co.**

Inv. 175375			
12/09/13	Concrete	230-6010-6116-8020-000	145.79
Inv. 175529			
12/23/13	Concrete	230-6010-6116-8020-000	217.73
Ck. 01/15/14 181613	Total		363.52

**GK & Associates**

Inv. 13-091			
11/30/13	Construction Mgmt & Inspection	101-9000-9392-9392-000	94.00
11/30/13	Construction Mgmt & Inspection	101-9000-9394-9394-000	188.00
11/30/13	Construction Mgmt & Inspection	101-9000-9391-9391-000	470.00
Ck. 01/15/14 181614	Total		752.00

**Glendale Memorial Occupational**

Inv. 3959-24288			
11/21/13	Medical Exam-Juan Navarro	205-8030-8025-8020-000	45.00
Ck. 01/15/14 181615	Total		45.00

**Golden State Overnight**

Inv. 2498024			
11/30/13	Express Delivery Svcs	101-6010-6011-8010-000	6.74
Ck. 01/15/14 181616	Total		6.74

**Grady, Anthony Q.**

Inv. 10/9-12/18/13			
12/10/13	Instructor Jiu Jitsu Class	101-8030-8032-8267-000	44.52
01/15/14 181617	Total		44.52

**Graffiti Control Systems**

Inv. SPAS1113			
11/30/13	Citywide Graffiti Removal 11/1	101-6010-6410-8262-000	1,009.40
Ck. 01/15/14 181618	Total		1,009.40

**Great Match Consulting**

Inv. 1690002642			
11/26/13	Temp Workers w/e 11/24/13	101-9000-9287-9287-000	3,292.80
Inv. 1690002643			
11/26/13	Temp Workers w/e 11/24/13	101-6010-6601-8180-000	940.80
Inv. 1690002650			
12/03/13	Temp Workers w/e 12/1/13	101-9000-9287-9287-000	1,975.68
Inv. 1690002651			
12/03/13	Temp Workers w/e 12/1/13	101-6010-6601-8180-000	564.48
Inv. 1690002658			
12/10/13	Temp Workers w/e 12/8/13	101-9000-9287-9287-000	3,292.80
Inv. 1690002659			
12/10/13	Temp Workers w/e 12/8/13	101-6010-6601-8180-000	940.80
Inv. 1690002667			
12/18/13	Temp Workers w/e 12/15/13	101-6010-6601-8180-000	940.80
Ck. 01/15/14 181619	Total		11,948.16

**Greg's Automotive Services**

Inv. 7590			
12/12/13	Maint. Unit#8	500-6010-6710-8100-000	422.79
Ck. 01/15/14 181620	Total		422.79

**Gutierrez, Michael**

Inv. 12/27/13			
12/27/13	Reimb. Home Delivery Mileage	101-8030-8021-8020-000	21.47
Ck. 01/15/14 181621	Total		21.47

**Haynes Building Services LLC**

Inv. 2314			
12/10/13	Janitorial Svcs 12/13	232-6010-6417-8180-000	554.00
12/10/13	Janitorial Svcs 12/13	101-6010-6601-8540-000	8,055.00
Ck. 01/15/14 181622	Total		8,609.00

**HD Supply Waterworks, Ltd.**

Inv. B748312			
12/06/13	4" Fire Hydrant Supplies	500-0000-0000-1400-000	4,259.08
Ck. 01/15/14 181623	Total		4,259.08

**HdL Hinderliter, deLlamas & Ass**

Inv. 0021654			
12/23/13	Contract Svcs Saies Tax 4th Qu	101-3010-3011-8170-000	975.00
Inv. 0021654 A			
12/23/13	Audit Svcs-Sales Tax	101-3010-3011-8170-000	165.82
Ck. 01/15/14 181624	Total		1,140.82

**Hernandez, J. Jesus**

Inv. 2012-2013			
11/13/13	Refund St.Light & Lib Assess P	101-0000-0000-4150-000	24.00
11/13/13	Refund St.Light & Lib Assess P	215-0000-0000-4100-000	71.26
Ck. 01/15/14 181625	Total		95.26

**Hi-Way Safety Inc**

Inv. 11036			
11/14/13	Safety Cones	215-6010-6310-8134-000	296.26

Ck. 01/15/14 181626	Total		296.26
<b>HPC Computers Inc.</b>			
Inv. 22511			
12/11/13	Repair Printer	101-7010-7101-8110-000	191.82
Inv. 22512			
12/04/13	Repair Printer	101-7010-7101-8110-000	45.00
Ck. 01/15/14 181627	Total		236.82
<b>InfoSend, Inc.</b>			
Inv. 74685			
11/29/13	Prop 218 Data Process Mailings	500-3010-3012-8170-000	5,118.41
Ck. 01/15/14 181628	Total		5,118.41
<b>Int'l Ass'n for Prop &amp; Evid In</b>			
Inv. M14-12268			
12/18/13	Membership Dues-SSA Peggy Gran	101-4010-4011-8060-000	50.00
Ck. 01/15/14 181629	Total		50.00
<b>International Code Council</b>			
Inv. 0303685			
12/11/13	Signify Changes to CA Bldg/Res	101-7010-7101-8060-000	92.72
Ck. 01/15/14 181630	Total		92.72
<b>Jack's Auto Repair</b>			
Inv. 13649			
12/11/13	Maint. Unit#1112	101-4010-4011-8100-000	240.06
Inv. 13651			
12/11/13	Replace Front Side Mark Lens U	101-4010-4011-8100-000	191.07
Inv. 13655			
12/11/13	Maint. Unit#0218	101-4010-4011-8100-000	250.75
Ck. 01/15/14 181631	Total		681.88
<b>JHM Supply</b>			
Inv. 400839			
11/20/13	Irrigation Supplies	215-6010-6416-8020-000	207.59
Ck. 01/15/14 181632	Total		207.59
<b>John L. Hunter Associates, In</b>			
Inv. SOPASCAL1213			
11/19/13	2014 Environmental Program Pos	101-6010-2015-8172-000	840.00
11/19/13	2014 Environmental Program Pos	101-6010-2015-8173-000	840.00
Inv. SOPASNP1113			
12/11/13	NPDES & FOG Consulting Svcs11/	101-6010-2015-8170-000	5,087.50
Ck. 01/15/14 181633	Total		6,767.50
<b>Kaminski, Belen Marie</b>			
Inv. 12/17/13			
12/18/13	Reimb. PD Training Expense	101-4010-4011-8210-000	42.47
Ck. 01/15/14 181634	Total		42.47
<b>Kennedy/Jenks Consultants</b>			
Inv. 78217			
12/12/13	Design Svcs Garfiel Resv-Addit	500-9000-9252-9252-000	75.43
12/12/13	Garfield Reservoir Design Svcs	500-9000-9252-9252-000	900.64
12/12/13	Garfield Reservoir Replacement	500-9000-9252-9252-000	16,462.28
01/15/14 181635	Total		17,438.35

**Kingsbury Uniforms**

Inv. 44607				
11/27/13	Transit Uniforms	205-8030-8025-8132-000		435.32
Inv. 44608				
11/27/13	Transit Uniforms	205-8030-8025-8132-000		474.01
Inv. 44609				
11/27/13	Transit Uniforms	205-8030-8025-8132-000		332.86
Inv. 44831				
12/24/13	Transit Staff Uniforms	205-8030-8025-8132-000		50.50
Ck. 01/15/14 181636	Total			1,292.69

**Kosmont Companies**

Inv. 0005				
12/17/13	DonwtownRevitalization Project	101-0000-0000-2990-013		2,118.54
Ck. 01/15/14 181637	Total			2,118.54

**L.A.C. M. T. A.**

Inv. 800057466				
12/10/13	MTA Passes 11/13	205-0000-0000-5500-000		504.00
12/10/13	MTA Passes 11/13	205-2010-2210-8250-000		504.00
Ck. 01/15/14 181638	Total			1,008.00

**L.A.C. Police Chief's Associat**

Inv. 2014				
12/10/13	2014 Membership Dues	101-4010-4011-8060-000		500.00
Ck. 01/15/14 181639	Total			500.00

**L.N. Curtis & Sons**

Inv. 1294118-00				
12/10/13	Intake Valve Engine-81	101-5010-5011-8100-000		1,381.05
Inv. 1297572-00				
12/23/13	FD Safety Equipment	101-5010-5011-8134-000		207.59
Inv. 6231008-00				
11/26/13	FD Safety Equipment	101-5010-5011-8134-000		240.00
Ck. 01/15/14 181640	Total			1,828.62

**LDI Color ToolBox**

Inv. 188797 1				
11/26/13	2nd Fl Copier Lease & Maint 11	101-2010-2011-8300-000		71.35
11/26/13	2nd Fl Copier Lease & Maint 11	101-1020-1021-8300-000		71.35
11/26/13	2nd Fl Copier Lease & Maint 11	101-6010-6011-8300-000		71.35
Ck. 01/15/14 181641	Total			214.05

**League of CA Cities**

Inv. 136836				
12/06/13	Membership Dues 2014	101-3010-3041-8060-000		9,534.00
Ck. 01/15/14 181642	Total			9,534.00

**Life-Assist Inc.**

Inv. 661796				
12/23/13	FD Medical Supplies	101-5010-5011-8025-000		1,888.03
Ck. 01/15/14 181643	Total			1,888.03

**Litwin, Louis**

Inv. 12/9/13				
12/11/13	Admin Hearings	101-4010-4011-8180-000		225.00
Ck. 01/15/14 181644	Total			225.00

**Louie, Spencer**

Inv. 12/17/13				
12/18/13	Reimb. PD Training Expense	101-4010-4011-8200-000		43.60
Ck. 01/15/14 181645	Total			43.60

**M3**

Inv. 25368-0				
12/06/13	Replacement Arm for Chair	101-6010-6011-8020-000		45.40
Ck. 01/15/14 181646	Total			45.40

**Macias Gini & O'Connell LLP**

Inv. 191564				
12/05/13	Temp Assistant Fin Director Sv	227-7200-7210-8170-000		259.70
12/05/13	Temp Assistant Fin Director Sv	210-6010-6501-8170-000		519.40
12/05/13	Temp Assistant Fin Director Sv	500-3010-3012-8170-000		1,817.90
12/05/13	Temp Assistant Fin Director Sv	101-3010-3011-8170-000		2,597.00
Ck. 01/15/14 181647	Total			5,194.00

**Mahmud, Diana**

Inv. 11/5/13				
12/27/13	Refund Candidate Statement Bal	101-0000-0000-5440-000		89.69
Ck. 01/15/14 181648	Total			89.69

**Matt Chlor Inc**

Inv. 12866				
11/30/13	Sodium Hypochlorite	500-9000-9265-9265-000		430.10
Ck. 01/15/14 181649	Total			430.10

**McCarthy, Katheryn**

Inv. 3647				
12/19/13	Refund Fee	101-0000-0000-5200-002		220.00
Ck. 01/15/14 181650	Total			220.00

**Melchiorre, Mark**

Inv. 10/12-12/28/13				
12/12/13	Instructor Qigong Class	101-8030-8032-8267-000		96.00
Ck. 01/15/14 181651	Total			96.00

**Midwest Tape**

Inv. 91481635				
12/11/13	Books & Periodicals	101-0000-0000-2700-000		(1.35)
12/11/13	Books & Periodicals	101-8010-8011-8080-000		17.21
Ck. 01/15/14 181652	Total			15.86

**Mission Framing**

Inv. 12/10/13				
12/10/13	Frame Award	101-8010-8011-8257-000		74.12
Ck. 01/15/14 181653	Total			74.12

**Muller, Kristen M.**

Inv. R05412				
12/09/13	Refund Lost & Paid Library Mat	101-0000-0000-5260-003		17.00
Ck. 01/15/14 181654	Total			17.00

**Nat'l Assoc. Fire Investigator**

Inv. 9633-4250				
12/17/13	Membership Rob Jones 2014-2015	101-5010-5011-8060-000		65.00
Ck. 01/15/14 181655	Total			65.00

**National Construction Rentals**

Inv. 3794936			
12/04/13	Temp Fence for Wilson Well#2	500-6010-6711-8020-000	29.70
Ck. 01/15/14 181656	Total		29.70

**Natural Gas Systems Inc.**

Inv. 2979			
12/13/13	Install Pressure Relief Device	101-6010-6601-8180-000	3,645.94
Ck. 01/15/14 181657	Total		3,645.94

**Ninyo & Moore**

Inv. 176956			
11/29/13	Material Testing-Wilson Reserv	500-9000-9265-9265-000	12,310.25
Ck. 01/15/14 181658	Total		12,310.25

**O' Reilly Automotive Inc.**

Inv. 3213-281043			
12/02/13	Vehicle Maint. Supplies	101-6010-6410-8020-000	102.71
Inv. 3213-281832			
12/09/13	Transit Vans Supplies	205-8030-8025-8100-000	201.68
Ck. 01/15/14 181659	Total		304.39

**Olympic Staffing Services**

Inv. 175465			
12/11/13	Temp Employee w/e 12/8/13	101-3010-3011-8170-000	243.00
12/11/13	Temp Employee w/e 12/8/13	500-3010-3012-8170-000	729.00
Inv. 175699			
12/24/13	Temp Employee w/e 12/15/13 & 1	101-3010-3011-8170-000	486.00
12/24/13	Temp Employee w/e 12/15/13 & 1	500-3010-3012-8170-000	1,458.00
Ck. 01/15/14 181660	Total		2,916.00

**Pacific Hydrotech Corp.**

Inv. #11			
11/30/13	Wilson Reservoir Replacement 1	500-9000-9265-9265-000	292,721.32
Ck. 01/15/14 181661	Total		292,721.32

**Palmieri, Michael**

Inv. 12/10-11/13			
12/12/13	Reimb. PD Training	101-4010-4011-8200-000	72.46
Ck. 01/15/14 181662	Total		72.46

**Performance Pipeline Technolog**

Inv. 7342			
12/11/13	Swr Video Inspection & Cleanin	310-9000-9379-9379-000	4,610.37
Ck. 01/15/14 181663	Total		4,610.37

**Personal Court Reporters Inc.**

Inv. 28374			
12/06/13	Transcribing Svcs SP CC Mtg 11	101-7010-7101-8170-000	425.00
Inv. 28403			
12/05/13	Transcribing Svcs SP CC Mtg 12	101-7010-7101-8170-000	439.00
Inv. 28460			
12/11/13	Transcribing Svcs SP CC Mtg 12	101-7010-7101-8170-000	450.50
Ck. 01/15/14 181664	Total		1,314.50

**Pettee, Jack**

Inv. 29266			
12/11/13	Elected Officials Photos	101-1020-1021-8020-000	501.40
Ck. 01/15/14 181665	Total		501.40

**Pitney Bowes Global Fin. Svc L**

Inv. 8346314-DC13			
12/13/13	Postege Meter Lease 9/30-12/30	101-2010-2013-8110-000	43.21
12/13/13	Postege Meter Lease 9/30-12/30	101-1020-1021-8110-000	43.21
12/13/13	Postege Meter Lease 9/30-12/30	101-6010-6011-8110-000	43.21
12/13/13	Postege Meter Lease 9/30-12/30	101-5010-5011-8110-000	43.21
12/13/13	Postege Meter Lease 9/30-12/30	500-6010-6710-8110-000	43.21
12/13/13	Postege Meter Lease 9/30-12/30	101-2010-2021-8010-000	43.22
12/13/13	Postege Meter Lease 9/30-12/30	500-3010-3012-8110-000	86.43
12/13/13	Postege Meter Lease 9/30-12/30	101-7010-7101-8110-000	129.64
12/13/13	Postege Meter Lease 9/30-12/30	101-3010-3011-8110-000	172.85
12/13/13	Postege Meter Lease 9/30-12/30	101-4010-4011-8110-000	216.07
Inv. 8383960-DC13			
12/13/13	Postage Meter Lease 9/30-12/30	101-8010-8011-8150-000	323.63
Ck. 01/15/14 181666	Total		1,187.89

**Pitney Bowes-Reserve Account**

Inv. 34133033			
12/18/13	Reimb. Postage Meter	101-2010-2013-8010-000	0.46
12/18/13	Reimb. Postage Meter	500-3010-3012-8010-000	1.06
12/18/13	Reimb. Postage Meter	101-1020-1021-8010-000	2.38
12/18/13	Reimb. Postage Meter	101-1010-1011-8010-000	9.24
12/18/13	Reimb. Postage Meter	101-2010-2011-8010-000	14.40
12/18/13	Reimb. Postage Meter	101-5010-5011-8010-000	34.42
12/18/13	Reimb. Postage Meter	101-6010-6011-8010-000	102.22
12/18/13	Reimb. Postage Meter	101-7010-7101-8010-000	184.01
12/18/13	Reimb. Postage Meter	101-4010-4011-8010-000	287.67
12/18/13	Reimb. Postage Meter	101-3010-3011-8010-000	333.36
01/15/14 181667	Total		969.22

**Plumbers Depot Inc.**

Inv. PD-22992			
11/25/13	Swr Division Hydro-Jet Repairs	210-6010-6501-8100-000	1,486.00
Ck. 01/15/14 181668	Total		1,486.00

**Plumbing Wholesale Outlet Inc**

Inv. 231857			
12/10/13	Plumbing Supplies	101-6010-6601-8020-000	228.98
Ck. 01/15/14 181669	Total		228.98

**Pollardwater.com-East**

Inv. 1368701			
12/03/13	USA Marking Paints	101-0000-0000-2700-000	(18.58)
12/03/13	USA Marking Paints	500-6010-6710-8020-000	299.11
Ck. 01/15/14 181670	Total		280.53

**Popular Printers**

Inv. 42068			
12/17/13	Teacher Loan Cards Printing	101-8010-8011-8050-000	174.40
Ck. 01/15/14 181671	Total		174.40

**Post Alarm Systems**

Inv. 658090			
12/04/13	Monitoring System 1/14	101-8030-8032-8180-000	42.95
Ck. 01/15/14 181672	Total		42.95

**Pet Distributors**

Inv. 97779			
10/30/13	DogPot Litter Pick Up Bags 30	101-8030-8032-8020-000	1,242.95

Ck. 01/15/14 181673	Total		1,242.
<b>Prothero, Dr. Donald R.</b>			
Inv. 12/16/13			
12/17/13	Lecture 12/16/13	101-8030-8021-8267-000	100.00
Ck. 01/15/14 181674	Total		100.00
<b>Public Safety Training Consult</b>			
Inv. 1/24/14			
12/16/13	PD Training-PA Rodriguez	101-4010-4011-8210-000	110.00
Ck. 01/15/14 181675	Total		110.00
<b>Putnam, Philip C.</b>			
Inv. 11/5/13			
12/27/13	Refund Candidate Statement Bal	101-0000-0000-5440-000	89.69
Ck. 01/15/14 181676	Total		89.69
<b>Quinn Company</b>			
Inv. W0810159715			
11/20/13	Repair Backhoe	230-6010-6116-8540-000	512.46
Ck. 01/15/14 181677	Total		512.46
<b>Quinoveva, Anacleto</b>			
Inv. 1			
11/24/13	2013-2014 DAR Workbook Develop	205-8030-8025-8020-000	180.00
Ck. 01/15/14 181678	Total		180.00
<b>Red Wing Shoe Store</b>			
Inv. 15000002412			
12/12/13	Safety Boots-Felipe Morales	500-6010-6710-8132-000	250.00
Inv. 1500000350			
12/12/13	Safety Boots-Kris Frymark	500-6010-6711-8132-000	250.00
Ck. 01/15/14 181679	Total		500.00
<b>Reynolds, Alan</b>			
Inv. 11/5/13			
12/27/13	Refund Candidate Statement Bal	101-0000-0000-5440-000	89.69
Ck. 01/15/14 181680	Total		89.69
<b>Richmond's Office Equipment</b>			
Inv. 1913			
12/19/13	Typewriter Repairs	101-5010-5011-8110-000	125.00
Ck. 01/15/14 181681	Total		125.00
<b>Roadline Products Inc. USA</b>			
Inv. 10293			
11/21/13	Street Signal Stop Signs	215-6010-6201-8020-000	2,441.60
Ck. 01/15/14 181682	Total		2,441.60
<b>Robledo, Shannon</b>			
Inv. 12/4/13			
12/12/13	Reimb. PD Training Expense	101-4010-4011-8200-000	8.00
Ck. 01/15/14 181683	Total		8.00
<b>Robles, Vivian</b>			
Inv. 12/1-31/13			
01/02/14	Instructor Line Dance Class	101-8030-8021-8267-000	163.20
Ck. 01/15/14 181684	Total		163.20

**Kossmann and Moore, LLP**

Inv. 12/13				
01/02/14	Legal Svcs-710 Fwy Extension 1		101-2010-2021-8160-000	2,451.00
Ck. 01/15/14 181685	Total			2,451.00

**S.P.Chamber of Commerce**

Inv. 4624				
12/12/13	2013-2014 3rd Quarter BIT Allo		220-2010-2301-8185-000	24,100.00
Ck. 01/15/14 181686	Total			24,100.00

**S.P.Publishing Co**

Inv. 1489				
10/30/13	Halloween Ads		101-8030-8032-8040-000	120.00
Inv. 1622				
11/27/13	Breakfast w/Santa Ads		101-8030-8032-8040-000	120.00
Ck. 01/15/14 181687	Total			240.00

**S.P.Review**

Inv. 1300				
09/04/13	Hansom Drive Ads		101-6010-6011-8040-000	60.00
Inv. 1661				
12/11/13	Public Notice-Oneonta Church		101-7010-7101-8040-000	56.00
Inv. 1661 A				
12/11/13	Public Notice-Housing Element		101-7010-7101-8040-000	56.00
Inv. 1661 B				
12/11/13	Public Notice-819 Montrose Ave		101-7010-7101-8040-000	56.00
Inv. 1661 C				
12/11/13	Public Notice-County/Bldg Code		101-7010-7101-8040-000	148.00
.. 01/15/14 181688	Total			376.00

**Salcido, Juan**

Inv. 7/30-8/1/14				
12/24/13	Reimb. PD Training Expense		101-4010-4011-8200-000	346.47
Ck. 01/15/14 181689	Total			346.47

**Sandoval, Fernando**

Inv. 12/11/13				
12/12/13	Reimb. PD Training Expense		101-4010-4011-8200-000	27.78
Ck. 01/15/14 181690	Total			27.78

**SC Fuels**

Inv. 2378791				
12/11/13	City Vehicle Fuel		101-2010-2011-8100-000	190.57
12/11/13	City Vehicle Fuel		101-6010-6011-8100-000	190.57
12/11/13	City Vehicle Fuel		101-7010-7101-8100-000	190.57
12/11/13	City Vehicle Fuel		101-5010-5011-8100-000	762.29
12/11/13	City Vehicle Fuel		101-4010-4011-8100-000	8,194.62
Ck. 01/15/14 181691	Total			9,528.62

**Service Pro**

Inv. 139434				
12/10/13	One Time Pest Control Svc 12/9		101-6010-6601-8120-000	160.00
Ck. 01/15/14 181692	Total			160.00

**Shono, Jean**

Inv. 12/1-31/13				
01/02/14	Instructor Knitting Class		101-8030-8021-8267-000	24.00
Ck. 01/15/14 181693	Total			24.00

**Shred-It North Los Angeles Inc**

Inv. 9402850977			
11/21/13	Rec Dept Shredding Svcs 11/21/	101-8030-8032-8050-000	243.07
Ck. 01/15/14 181694	Total		243.07

**Siemens Industry Inc.**

Inv. 400116883			
12/16/13	Traffic Signal Call Outs 11/13	215-6010-6115-8180-000	868.61
Ck. 01/15/14 181695	Total		868.61

**So Cal Office Technologies**

Inv. 639180			
11/19/13	Quarterly Maint.	205-8030-8025-8300-000	106.01
11/19/13	Quarterly Maint.	101-8030-8021-8300-000	106.02
11/19/13	Quarterly Maint.	101-8030-8031-8300-000	106.02
11/19/13	Quarterly Maint.	101-8030-8032-8300-000	106.02
Ck. 01/15/14 181696	Total		424.07

**St. George's Medical Clinic**

Inv. 80743.0			
09/19/13	Medical Exam-Stephen Houlemard	101-6010-6601-8020-000	85.00
Inv. 88123.0			
01/31/13	Medical Exam-Luis Bardales	500-6010-6710-8020-000	85.00
Inv. 88124.0			
01/30/13	Medical Exam-Anthony Torres	500-6010-6710-8020-000	85.00
Inv. 89702.0			
05/20/13	Medical Exam-Matilde Martinez	101-8030-8032-8020-000	35.00
Inv. 92111			
11/05/13	Medical Exam-Adam Levins	101-2010-2013-8170-000	585.00
Ck. 01/15/14 181697	Total		875.00

**Staples Business Advantage**

Inv. 3215867809			
11/27/13	Yard Office Supplies	230-6010-6116-8020-000	568.91
Inv. 3215917263			
11/28/13	Library Office Supplies	101-8010-8011-8000-000	112.60
Inv. 3216707705			
12/04/13	FD Office Supplies	101-5010-5011-8000-000	70.80
Inv. 3216707719			
12/04/13	Yard Office Supplies	500-6010-6711-8000-000	41.09
12/04/13	Yard Office Supplies	101-6010-6410-8000-000	41.09
12/04/13	Yard Office Supplies	230-6010-6116-8000-000	41.09
12/04/13	Yard Office Supplies	500-6010-6710-8000-000	41.10
12/04/13	Yard Office Supplies	210-6010-6501-8000-000	41.10
12/04/13	Yard Office Supplies	101-6010-6601-8000-000	41.10
Inv. 3217283557			
12/12/13	Library Office Supplies	101-8010-8011-8000-000	370.00
Inv. 3217340839			
12/13/13	Recreation Office Supplies	101-8030-8031-8000-000	42.76
12/13/13	Recreation Office Supplies	101-8030-8032-8110-000	93.00
Inv. 3217340841			
12/13/13	Recreation Office Supplies	101-8030-8032-8110-000	5.44
Inv. 3217340842			
12/13/13	Recreation Office Supplies	101-8030-8032-8110-000	127.52
Inv. 3217340844			
12/13/13	Yard Office Supplies	500-6010-6711-8000-000	15.36
12/13/13	Yard Office Supplies	101-6010-6410-8000-000	15.36
12/13/13	Yard Office Supplies	230-6010-6116-8000-000	15.36
12/13/13	Yard Office Supplies	500-6010-6710-8000-000	15.37
12/13/13	Yard Office Supplies	210-6010-6501-8000-000	15.37
12/13/13	Yard Office Supplies	101-6010-6601-8000-000	15.37

12/13/13	Yard Office Supplies	101-6010-6011-8020-000	285.46
Inv. 3217710337			
12/17/13	Yard Office Supplies	101-6010-6410-8000-000	70.87
12/17/13	Yard Office Supplies	230-6010-6116-8020-000	118.58
Inv. 3217763845			
12/18/13	FD Office Supplies	101-5010-5011-8000-000	289.37
Inv. 3218289691			
12/27/13	FD Office Supplies	101-5010-5011-8000-000	172.83
Inv. 3218436892			
12/28/13	Finance Office Supplies	101-3010-3011-8000-000	513.78
Ck. 01/15/14 181698	Total		3,180.68

**Studio Spectrum**

Inv. 17766			
12/27/13	AV Svcs 12/13	101-1020-1021-8170-000	3,247.46
Ck. 01/15/14 181699	Total		3,247.46

**Supreme Trophies & Gifts Co**

Inv. 26071			
12/19/13	2 2013 Image Awards Statues	101-1010-1011-8020-000	196.20
Ck. 01/15/14 181700	Total		196.20

**The Book Club of CA**

Inv. 17069			
09/11/13	Membership	101-8010-8011-8060-000	95.00
Ck. 01/15/14 181701	Total		95.00

**Wiley Crane Inspection Svc Co**

Inv. 13253			
10/04/13	Annual Inspection for Genie Li	101-6010-6601-8110-000	350.00
Inv. 13254			
10/04/13	Annual Inspection for Unit#635	215-6010-6201-8100-000	350.00
Ck. 01/15/14 181702	Total		700.00

**Tom's Clothing & Uniforms Inc**

Inv. 75879			
11/22/13	FD Uniforms	101-5010-5011-8134-000	437.00
Inv. 76983			
10/28/13	FD Uniforms	101-5010-5011-8134-000	437.09
Ck. 01/15/14 181703	Total		874.09

**Tracy, Kyle**

Inv. 13139445			
12/18/13	Refund Citation	101-0000-0000-4610-000	48.00
Ck. 01/15/14 181704	Total		48.00

**Transtech Engineers Inc.**

Inv. 13121273			
12/01/13	Bldg & Safety Svcs 11/13	101-7010-7101-8180-000	23,629.90
Inv. 13121274			
12/01/13	Soils Report Svcs	101-0000-0000-2970-001	1,749.00
Inv. 13121275			
12/01/13	Code Adoption	101-7010-7101-8180-000	3,071.25
Inv. 13121276			
12/01/13	Plan Checker CNG Upgrade Proje	101-9000-9307-9307-000	819.00
Ck. 01/15/14 181705	Total		29,269.15

**TruGreen Landcare-West**

Inv. 7622345			
11/30/13	Monthly Landscape 11/13	215-6010-6416-8180-000	5,012.36

11/30/13	Monthly Landscape 11/13	101-6010-6410-8180-000	12,061.
Ck. 01/15/14 181706	Total		17,074.00
<b>UCLA Center for Prehospital Ca</b>			
Inv. 819			
12/01/13	Paramedic Training	101-5010-5011-8170-000	1,845.73
Ck. 01/15/14 181707	Total		1,845.73
<b>Underground Service Alert</b>			
Inv. 1120130663			
12/01/13	Underground Svc Alerts 11/13	500-6010-6710-8020-000	79.50
Ck. 01/15/14 181708	Total		79.50
<b>United Site Services, Inc.</b>			
Inv. 114-1662354			
11/12/13	Portable Toilet Svc Skate11/12	101-8030-8032-8180-000	245.21
Inv. 114-1723394			
12/10/13	Portable Toilet Svc Skate12/10	101-8030-8032-8180-000	245.21
Ck. 01/15/14 181709	Total		490.42
<b>UPS</b>			
Inv. 0000R0R420503			
12/14/13	Shipping to Baker & Taylor	101-8010-8011-8010-000	130.71
Ck. 01/15/14 181710	Total		130.71
<b>Vernon Library Supplies Inc</b>			
Inv. 0070767			
12/10/13	Library Supplies	101-0000-0000-2700-000	(49.68)
12/10/13	Library Supplies	101-8010-8011-8000-000	617.
Ck. 01/15/14 181711	Total		568.10
<b>Vision Internet Providers Inc.</b>			
Inv. 26246			
12/20/13	Web Hosting Monthly Fee 12/13	101-3010-3032-8020-000	200.00
Ck. 01/15/14 181712	Total		200.00
<b>Vortex Industries, Inc</b>			
Inv. 03-787547-1			
11/18/13	Garage Door Repair	500-6010-6710-8120-000	497.06
Inv. 03-794174-1			
12/17/13	Emerg.Repairs to Apparatus Doo	101-5010-5011-8120-000	730.14
Ck. 01/15/14 181713	Total		1,227.20
<b>Vyeda, Gary</b>			
Inv. R05265			
12/24/13	Refund Lost & Paid Library Mai	101-0000-0000-5260-003	16.00
Ck. 01/15/14 181714	Total		16.00
<b>Warren, Robert</b>			
Inv. R0366564			
12/11/13	Refund Busn Applicant Fee	101-0000-0000-5150-001	25.00
Ck. 01/15/14 181715	Total		25.00
<b>Whitney, Linda</b>			
Inv. R43053			
12/13/13	Refund WMB Deposit Rental 12/1	101-0000-0000-2920-000	500.00
Ck. 01/15/14 181716	Total		500.00

**Wittman Enterprises LLC**

Inv. 1311059				
12/18/13	Paramedic Payment 11/13		101-0000-0000-5290-001	2,030.82
Ck. 01/15/14 181717	Total			2,030.82

**Wong, Pauline**

Inv. 12/1-31/13				
01/02/14	Instructor Line Dance Class		101-8030-8021-8267-000	40.00
Ck. 01/15/14 181718	Total			40.00

**Y Tire Sales**

Inv. 113380				
12/12/13	TransitVan#75 CNG New Tires &		205-8030-8025-8100-000	1,252.82
Inv. 113396				
12/10/13	Flat Tire Repair Unit# 54		230-6010-6116-8100-000	16.70
Inv. 113401				
12/10/13	Repair Batt.8 Tire		101-5010-5011-8100-000	17.74
Inv. 113421				
12/12/13	2 Tires Unit#54		230-6010-6116-8100-000	219.16
Inv. 113514				
12/26/13	TransitVan#77 CNG New Tire & I		205-8030-8025-8100-000	469.55
Inv. 113527				
12/27/13	TransitVan#73 Gas Maint.		205-8030-8025-8100-000	119.97
Ck. 01/15/14 181719	Total			2,095.94

**Zee, Yuet**

Inv. 10/9-12/14/13				
12/12/13	Instructor Line Dance Class		101-8030-8032-8267-000	91.00
.. 01/15/14 181720	Total			91.00

**Total** **965,098.12**

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**ATTACHMENT 4**  
**Payroll 12-20-13**  
**Payroll 01-03-14**

**PAYROLL ACCOUNT RECONCILIATION**  
**City of South Pasadena**  
**for Payroll 12.20.13**

Account Number	Account Name	01.15.14
101-0000-0000-1010-000	General Fund - Payroll cash	528,074.76
	Other Withholding Payables	\$ 319,726.28
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	208,348.48
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	7,232.48
207-0000-0000-1010-000	Prop C - Payroll Cash	7,583.36
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	14,309.60
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	4,692.33
227-0000-0000-1010-000	CRA - Payroll Cash	6,580.06
229-0000-0000-1010-000	CRA Housing - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	17,003.99
247-0000-0000-1010-000	SGVCOG Grant Fund	
260-0000-0000-1010-000	CDBG - Payroll Cash	
274-0000-0000-1010-000	Homeland Security Grant	
500-0000-0000-1010-000	Water Fund - Payroll Cash	54,096.74
700-0000-0000-2210-000	Internal Revenue Service	48,218.67
700-0000-0000-2230-000	Internal Revenue Service	13,427.00
<b>Total Checks &amp; Direct Deposits</b>		<b>381,492.71</b>
Checks		21,600.37
Direct Deposits		298,246.67
I.R.S Payments		61,645.67
		<hr/>
		<b>381,492.71</b>
To 700		617,972.95
Other PR Payable		319,726.28
ACH Payable		298,246.67
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**PAYROLL ACCOUNT RECONCILIATION**  
**City of South Pasadena**  
**for Payroll 01.03.14**

Account Number	Account Name	01.15.14
101-0000-0000-1010-000	General Fund - Payroll cash	477,378.75
	Other Withholding Payables	\$ 222,790.96
<hr/>		
101-0000-0000-1010-000	Net General Fund - Payroll Cash	254,587.79
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	6,929.87
207-0000-0000-1010-000	Prop C - Payroll Cash	6,006.96
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	11,673.26
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Assessment - PR C	3,841.01
227-0000-0000-1010-000	CRA - Payroll Cash	5,976.80
229-0000-0000-1010-000	CRA Housing - Payroll Cash	
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	13,878.43
247-0000-0000-1010-000	SGVCOG Grant Fund	
260-0000-0000-1010-000	CDBG - Payroll Cash	
274-0000-0000-1010-000	Homeland Security Grant	
500-0000-0000-1010-000	Water Fund - Payroll Cash	46,101.63
700-0000-0000-2210-000	Internal Revenue Service	55,431.43
700-0000-0000-2230-000	Internal Revenue Service	14,348.52
<b>Total Checks &amp; Direct Deposits</b>		<b>418,775.70</b>
Checks		23,189.05
Direct Deposits		325,806.70
I.R.S Payments		69,779.95
		<hr/>
		<b>418,775.70</b>
To 700		548,597.66
Other PR Payable		222,790.96
ACH Payable		325,806.70
		<hr/>

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**ATTACHMENT 5**  
**Redevelopment Successor Agency Check Summary Total**

**Redevelopment Successor Agency Check Summary Total**

Agency Warrants      **01.15.14**

<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 12/15/13	ACH	227.0000.0000.1010.000	Payroll PE 12.15.13	\$ 6,580.06
City of South Pasadena	P/R/E 12/29/13	ACH	227.0000.0000.1010.000	Payroll PE 12.29.13	\$ 5,976.80
Arecano Inc.	121613-1	181482	227.7200.7210.8170.000	Finance Director Svcs 12/1-15/13	\$ 1,445.40
Arecano Inc.	123113-1	181528	227.7200.7210.8170.000	Finance Director Svcs 12/16-31/13	\$ 1,719.15
Macias Gini & O'Connell LL	191564	181647	227.7200.7210.8170.000	Temp.Asst.Fin.Director Svcs 11/13	\$ 259.70
Pers Health Insurance	P/R/E 12/15/13	181497	227.7200.7210.7131.000	Health Ins. Jan-14	\$ 326.98
Lance,Soll & Lunghard	9051	181536	227.7200.7210.8170.000	2013 City & Successor Agency Audit	\$ 6,120.00

RSA Report Total

**\$ 22,428.09**

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Marina Khubesrian, M.D., Agency Chair

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Evelyn G. Zneimer, Agency Secretary

  
\_\_\_\_\_  
David Batt, Agency Treasurer

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

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

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

COUNCIL AGENDA: January 15, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

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

SUBJECT: **Second Reading and Adoption of an Ordinance Approving Revised Speed Limits on Portions of Peterson Avenue and Hanscom Drive in the Southwest Monterey Hills and Amending Section 19.13-1 of the South Pasadena Municipal Code**

## **Recommendation**

It is recommended that the City Council read by title only for second reading, waive further reading, and adopt an ordinance revising speed limits for certain streets in the Southwest Monterey Hills, and amending Section 19.13-1 (speed limits) of the South Pasadena Municipal Code.

## **Fiscal Impact**

There are nominal costs associated with changing speed limit signs on the affected street segments. These costs can be absorbed in the Public Works Department operations budget.

## **Commission Review and Recommendation**

This matter has been discussed with the Southwest Monterey Hills Citizens Committee (Committee) on multiple occasions, most recently at its meeting of August 29, 2012. The Committee supported revising the speed limits as recommended in the Engineering and Traffic (E&T) Survey.

## **Background**

On May 16, 2012, the South Pasadena City Council approved the reconstitution of the Southwest Monterey Hills Citizens Committee to consider the implementation the Committee's recommendations originally approved by the City Council in 2006. One of the approved recommendations was to investigate whether speed limits in the Southwest Monterey Hills could be reduced to 15 miles per hour. The City of South Pasadena's consulting traffic engineer conducted an E&T Survey as required by the California Vehicle Code to determine the appropriate speed limits for the streets in the Southwest Monterey Hills.

At the City Council meeting held on October 16, 2013, the City Council approved the recommendations of the Committee, which included revising the speed limits.

The ordinance was introduced for first reading at the December 18, 2013 City Council meeting.

**Analysis**

The California Vehicle Code Sections 40801 and 40802 require E&T Surveys for the proper posting of speed limits to enable the Police Department to utilize radar or other electronic speed measuring devices for speed enforcement. An E&T Survey was conducted in August 2012. The following is a summary of the findings:

<i>Street</i>	<i>Limits</i>	<i>Existing Speed Limit</i>	<i>Proposed Speed Limit</i>
Peterson Ave.	Hanscom Dr. to Hill Dr.	25 mph	<b>20 mph</b>
Peterson Ave.	Harriman Ave. to Hanscom Dr.	25 mph	<b>15 mph</b>
Hanscom Dr.	Peterson Ave. to Illinois Dr. (north)	25 mph	<b>20 mph</b>
Hanscom Dr.	Illinois Dr. (north) to Hill Dr.	25 mph	25 mph
Illinois Dr.	Hanscom Dr. (south) to Hanscom Dr. (north)	25 mph	25 mph

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

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

Attachment: Ordinance

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
ADOPTING AN ENGINEERING AND TRAFFIC SURVEY AND  
AMENDING SECTION 19.13-1 (SPEED LIMITS) OF ARTICLE I  
(IN GENERAL) OF CHAPTER 19 (MOTOR VEHICLES AND  
TRAFFIC) OF THE SOUTH PASADENA MUNICIPAL CODE  
WITH THE ADDITION OF A SUBSECTION "C" ESTABLISHING  
SPEED LIMITS FOR PORTIONS OF PETERSON AVENUE AND  
HANSCOM DRIVE**

**WHEREAS**, Section 22358.3 of the California Vehicle Code (CVC) gives local authorities the right to determine upon the basis of an Engineering and Traffic (E&T) Survey that the prima facie speed limit of 25 miles per hour in a business or residence district or in a public park on any street having a roadway not exceeding 25 feet in width, other than a state highway, is more than is reasonable or safe, the local authority may, by ordinance or resolution, determine and declare a prima facie speed limit of 20 or 15 miles per hour, whichever is found most appropriate and is reasonable and safe; and

**WHEREAS**, the firm of Minagar & Associates, Inc. has prepared an E&T Survey for certain streets in the Southwest Monterey Hills; and

**WHEREAS**, the E&T Survey recommends no change in speed limits on the following street segments:

Hanscom Drive from Illinois Drive (north) to Hill Drive  
Illinois Drive from Hanscom Drive (north) to Hanscom Drive (south); and

**WHEREAS**, the E&T Survey recommends a change in speed limits on the following street segments:

Peterson Avenue from Hanscom Drive to Hill Drive  
Peterson Avenue from Harriman Drive to Hanscom Drive  
Hanscom Drive from Peterson Avenue to Illinois Drive (south); and

**WHEREAS**, the City Council has approved the speed limits recommended in the E&T Survey; and

**WHEREAS**, the establishment of speed limits is designed to protect the health, safety and welfare of citizens, motorists, bicyclists and pedestrians within the City of South Pasadena.

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

**SECTION 1.** The City Council hereby adopts the E&T Survey.

**SECTION 2.** Section 19.13-1 of the South Pasadena Municipal Code is hereby amended with the addition of a subsection (c) as follows, based on the recommendations of the E&T Survey:

**19.13-1 Speed limits.**

...

(c) This subsection is adopted under the authority of Section 22358.3 of the California Vehicle Code giving local authorities the right to decrease speed limits less than twenty-five miles per hour. This Council, in adopting this section, has read and considered the engineering and traffic survey conducted at the instance of the South Pasadena Police Department and it determines that a prima facie speed limit of twenty-five miles per hour is more than is reasonable or safe upon such streets. This Council further determines that the respective decreases in are appropriate to facilitate the orderly movement of traffic and are reasonable and safe. Appropriate signs giving notice of the prima facie speed limits shall be erected and maintained under the supervision of the city manager.

No person shall drive a vehicle upon any of the streets hereinafter described at a speed greater than is reasonable or prudent, having due regard for the traffic on, and the surface and width of, the highway, and at no event at a speed which endangers the safety of persons or property, this being known as the basic rule. The speed of any vehicle upon any of such streets not in excess of the limit hereinafter specified is lawful unless clearly proved to be in violation of the basic rule. The speed of any vehicle upon any of the streets in excess of the limit specified is prima facie unlawful unless the driver establishes by competent evidence that his or her speed in excess of such limit did not constitute a violation of the basic rule at the time, place and under the conditions then existing. The prima facie speed limits are as follows:

Peterson Avenue between Hanscom Drive and Hill Drive —Twenty miles per hour;

Peterson Avenue between Harriman Drive and Hanscom Drive —Fifteen miles per hour;

Hanscom Drive between Peterson Avenue and Illinois Drive (north)—Twenty miles per hour.

**SECTION 3.** This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED, AND ADOPTED** this 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, City Attorney

Date: \_\_\_\_\_

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: Gary E. Pia, City Treasurer  
David Batt, Finance Director   
SUBJECT: **Monthly Investment Reports for November 2013**

## **Recommendation**

It is recommended that the City Council, the Successor Agency to the Community Redevelopment Agency (CRA), and the Public Financing Authority (PFA) receive and file the monthly investment reports for November 2013.

## **Fiscal Impact**

None.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

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

The reports reflect all investments at the above-referenced date and are in conformity with the City's Investment Policy and the Successor Agency's Investment Policy as stated in Resolution Nos. 7315 and 2013-08 SA respectively. Copies of these resolutions are available at the City Clerk's office. The investments herein provide sufficient cash flow liquidity to meet the estimated expenditures, as required in the investment policies.

**Legal Review**

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

**Public Notification of Agenda Item**

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

Attachments:

1. City Investment Reports for November 2013
2. Successor Agency to the Community Redevelopment Agency Investment Reports for November 2013
3. Public Financing Authority Investment Reports for November 2013

**ATTACHMENT 1**  
City Investment Reports for November 2013

Exhibit A

City of South Pasadena

INVESTMENT REPORT

November 30, 2013

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:					
LAIF City	ON DEMAND	0.263%	76.50%	10,581,583.06	10,581,583.06
SUBTOTAL			76.50%	<u>10,581,583.06</u>	<u>10,581,583.06</u>
CITIBANK SMITH BARNEY					
Certificates of Deposit	See Exhibit B-2	0.733%	23.50%	<u>3,250,000.00</u>	<u>3,255,051.50</u>
SUBTOTAL			23.50%	<u>3,250,000.00</u>	<u>3,255,051.50</u>
TOTAL INVESTMENTS			100.00%	<u>\$13,831,583.06</u>	<u>\$13,836,634.56</u>

BANK ACCOUNTS:

Bank of America Account Balance:	\$3,366,841.20
Smith Barney Uninvested Cash Balance:	\$1,927,858.72
Smith Barney Unsettled Transactions	\$0.00

Required Disclosures:

Average weighted maturity of the portfolio 69 DAYS

Average weighted total yield to maturity of the portfolio 0.374%

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

All investments are in conformity with the City Investment Policy.

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

Exhibit B-1

Funds and Investments  
Held by Contracted (Third) Parties  
November 30, 2013

	Account / Investment Description	Account / Investment Value	Date of Valuation
<b>2004 Water Revenue Bonds</b>			
<b>Pooled CSCDA Financing</b>			
<b>Trustee: Union Bank of California</b>			
<b>City of South Pasadena Accounts</b>			
Project Fund -- 6711728914	Local Agency Investment Fund (LAIF)	\$0.00	11/30/2013
Project Fund -- 6711728914	Blackrock Provident Institutional Treasury Funds	\$0.00	11/30/2013
Total South Pasadena Funds Managed by Trustee		\$0.00	
<b>Common (Pooled) Accounts *</b>			
Costs of Issuance Fund -- 6711728905	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Revenue Fund -- 6711728901	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Interest Account Fund -- 6711728902	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Principal Account Fund -- 6711728903	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Installment Fund -- 6711728912	Blackrock Provident Institutional Treasury Funds	0.46	11/30/2013
Reserve Fund -- 6711728913	Blackrock Provident Institutional Treasury Funds	1.00	11/30/2013
Sinking Fund -- 6711728904	n/a	0.00	11/30/2013
Total Common Accounts Funds		\$1.46	
Grand Total Accounts on Monthly Statement		\$1.46	
<p>* Common accounts are shared on a pro-rata basis by the five agencies that engaged the pooled bonding. These amounts are not available to the City of South Pasadena for project spending. Union Bank reports this information as an integral component of the City's monthly account statement.</p>			
Escrow Fund -- 6712024900 - Information Only		0.00	11/30/2013

**Exhibit B-2**

**Funds and Investments  
Held by Contracted (Third) Parties  
November 30, 2013**

**Citibank Smith Barney Investments**

Investment Type	Issuer	CUSIP	Settlement Date	Par Value	Adjusted Premium	Adjusted Cost	Coupon Rate	YTM at Purchase	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
1 CD	World Financial - DE	982999KQ6	9/19/2012	200,000.00		200,000.00	0.750%	0.750%	200,026.00	0.705%	3/19/2014	109	26.00
2 CD	Bank of China - NY	06426NFZ0	9/19/2012	250,000.00		250,000.00	0.650%	0.650%	250,667.50	0.640%	9/19/2014	293	667.50
3 CD	Merrick Bank - UT	59012YW94	9/19/2012	250,000.00		250,000.00	0.550%	0.550%	250,672.50	0.540%	9/19/2014	293	672.50
4 CD	Sallie Mae Bank - UT	795450PF6	9/19/2012	250,000.00		250,000.00	0.850%	0.850%	250,667.50	0.517%	9/19/2014	293	667.50
5 CD	Sovereign Bank - DE	84603M2T2	9/19/2012	250,000.00		250,000.00	0.750%	0.750%	250,667.50	0.750%	9/19/2014	293	667.50
6 CD	BMW Bank - UT	05568PY92	9/21/2012	250,000.00		250,000.00	0.750%	0.750%	250,670.00	0.750%	9/22/2014	296	670.00
7 CD	Franklin Bank - PA	35463PDX5	9/25/2012	250,000.00		250,000.00	0.400%	0.400%	250,672.50	0.390%	9/25/2014	299	672.50
8 CD	Ally Bank - UT	02005QS46	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,270.00	0.816%	9/21/2015	660	1,270.00
9 CD	Discover Bank - DE	254671GJ3	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,315.00	0.806%	9/21/2015	660	1,315.00
10 CD	Goldman Sachs	38143AE68	9/19/2012	250,000.00		250,000.00	1.150%	1.150%	251,277.50	0.865%	9/21/2015	660	1,277.50
11 CD - Callable	Marlin Bank - UT	57116AES3	9/25/2012	250,000.00		250,000.00	0.650%	0.650%	248,752.50	0.927%	9/25/2015	664	(1,247.50)
12 CD	Apple Bank - NY	037830RK4	9/26/2012	50,000.00		50,000.00	0.550%	0.550%	50,260.50	0.540%	9/28/2015	667	260.50
13 CD	Business Bank - MO	12325EFP2	9/28/2012	250,000.00		250,000.00	0.500%	0.500%	248,057.50	0.930%	9/28/2015	667	(1,942.50)
14 CD - Callable	Safra National - NY	7865803H1	9/27/2012	250,000.00		250,000.00	0.950%	0.950%	250,075.00	0.933%	9/28/2015	667	75.00
<b>Subtotal CDs</b>				<b>3,250,000.00</b>		<b>3,250,000.00</b>		<b>0.778%</b>	<b>3,255,051.50</b>	<b>0.733%</b>			<b>5,051.50</b>
Money Market	Liquid Asset Fund			0.00		1,927,614.55	0.010%	0.010%	1,927,614.55	0.010%		1	
Uninvested Cash				0.00		244.17			244.17			1	
<b>Grand Totals</b>				<b>3,250,000.00</b>		<b>5,177,858.72</b>	<b>0.488%</b>	<b>0.488%</b>	<b>5,182,910.22</b>	<b>0.464%</b>		<b>288</b>	<b>5,051.50</b>
<b>Unsettled Transactions</b>													
<b>Totals incl. Unsettled Transactions</b>				<b>3,250,000.00</b>		<b>5,177,858.72</b>			<b>5,182,910.22</b>				<b>5,051.50</b>
<b>Adjustments</b>													
Differential due to Valuing Short-Term CD's at Cost									0.00				0.00
<b>Adjusted Total</b>									<b>5,182,910.22</b>				<b>5,051.50</b>
<b>Totals per Bank Statement</b>						<b>5,177,858.72</b>			<b>5,182,910.22</b>				<b>5,051.50</b>

Exhibit C

City of South Pasadena  
Investment Report

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
JULY	7,275,000	7,880,380	9,903,906	13,890,011	18,506,000	20,273,657	13,579,652	11,604,558	14,003,563	17,332,153
AUGUST	6,525,000	7,068,673	8,050,382	12,821,952	17,256,000	20,608,628	12,099,372	11,595,476	13,043,563	17,330,985
SEPTEMBER	6,136,950	6,275,728	7,075,316	12,830,016	16,766,000	17,292,659	11,000,410	11,582,026	11,783,420	16,331,557
OCTOBER	5,583,702	5,474,520	8,079,227	12,648,943	16,266,000	17,297,628	10,757,440	10,575,907	11,795,960	13,841,158
NOVEMBER	5,297,340	4,901,808	8,179,951	12,813,000	15,646,000	16,621,046	10,499,526	8,992,178	11,800,260	13,836,635
DECEMBER	7,176,087	7,802,755	9,959,808	15,063,000	18,756,000	18,487,198	10,634,416	10,185,282	11,805,140	
JANUARY	7,566,893	8,544,600	11,719,732	17,143,000	20,582,573	20,210,860	12,629,088	9,186,793	11,816,031	
FEBRUARY	7,893,344	8,020,111	11,800,280	17,684,000	20,284,404	19,519,072	12,619,768	9,184,331	13,818,580	
MARCH	7,691,498	8,457,766	12,480,215	16,654,000	19,715,013	18,448,613	12,610,790	9,126,552	13,319,038	
APRIL	8,758,847	10,326,041	15,460,860	18,784,000	22,169,776	19,317,280	12,605,200	11,130,863	17,327,604	
MAY	10,057,012	11,745,463	17,070,125	20,209,000	23,010,520	16,191,609	12,595,623	11,128,155	19,327,983	
JUNE	9,586,797	10,535,314	15,170,118	20,014,000	23,385,906	15,871,761	12,581,680	10,275,475	19,323,510	

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**ATTACHMENT 2**  
Successor Agency to the Community  
Redevelopment Agency Investment Reports for  
November 2013

**Exhibit A**

**CITY OF SOUTH PASADENA  
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY  
INVESTMENT REPORT  
November 30, 2013**

**Investment Balances at Month End**

INSTITUTION NAME	MATURITY DATE	RATE OF INTEREST	PAR VALUE	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
LOCAL AGENCY INVESTMENT FUND:						
LAIF -- SA-CRA	ON DEMAND	0.263%			908,532.42	
SUBTOTAL				100.00%	<u>908,532.42</u>	
TOTAL INVESTMENTS				<u>100.00%</u>	<u>\$908,532.42</u>	
BANK ACCOUNTS:						
Bank of America SA-CRA Account Balance:					\$10,238.76	
Bank of America SA-CRA Housing Loans (Collateralization) Account Balance:					\$27,381.35	

Required Disclosures:

Average Maturity of the portfolio 1 DAY

Average total yield to maturity of the portfolio 0.263%

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

There have been no variances to the Agency investment Policy

\* Current Market Valuation required for investments with maturities of more than twelve months.

**Exhibit B**

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

**Summary of Investment Activity for the Month  
November 30, 2013**

SA-CRA LAIF Account Beginning Balance:	\$908,532.42
Add Deposits	
Subtract Withdrawals	
Ending LAIF Balance:	\$908,532.42

**Exhibit C**

**CITY OF SOUTH PASADENA  
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY  
INVESTMENT REPORT  
November 30, 2013**

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

	Account/Investment Description	Account/Investment Value *	Date of Valuation
<b>2000 Downtown Revitalization Project #1 Tax Allocation Bonds</b>			
Trustee: Union Bank of California			
Debt Service Fund	Blackrock Provident Institutional Treasury Funds	\$1.70	11/30/2013
Interest Account	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Principal/Sinking Account	Blackrock Provident Institutional Treasury Funds	0.00	11/30/2013
Reserve Account	Blackrock Provident Institutional Treasury Funds	<u>199,583.30</u>	11/30/2013
Total Funds Managed by Union Bank of California		\$199,585.00	

\* Asset valuations provided by Union Bank through monthly reports.

Exhibit D

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

Summary of Invested Funds -- Last Day of the Month

MONTH	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
JULY	2,828,887	2,985,323	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
AUGUST	2,828,887	2,985,323	2,917,877	3,017,198	3,108,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
66 SEPTEMBER	2,828,887	2,810,323	2,917,877	2,777,198	2,808,000	3,103,080	1,984,558	1,894,269	1,753,205	907,945
OCTOBER	2,840,801	2,834,110	2,953,905	2,816,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532
NOVEMBER	2,910,801	2,834,110	3,034,905	2,831,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532
DECEMBER	2,910,801	2,834,110	3,177,905	2,991,650	2,959,419	2,205,097	1,987,121	1,796,085	1,754,833	
JANUARY	2,975,191	2,859,997	3,237,463	3,052,641	2,977,435	2,208,580	1,989,403	820	1,756,257	
FEBRUARY	2,975,191	3,157,997	3,237,463	3,052,641	2,977,435	2,208,580	2,139,403	820	1,756,257	
MARCH	3,055,191	3,167,997	3,334,463	3,052,641	2,977,435	2,208,580	1,939,403	2,000,820	906,257	
APRIL	2,859,677	2,984,072	2,802,720	3,084,227	3,141,429	2,211,614	1,941,969	2,001,427	907,394	
MAY	2,934,677	3,035,072	2,977,720	3,084,227	3,141,429	1,981,614	1,941,969	2,001,427	907,394	
JUNE	2,934,677	2,840,072	2,977,720	3,084,227	3,091,429	1,981,614	1,891,969	2,001,427	907,394	

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**ATTACHMENT 3**  
Public Financing Authority Investment Reports for  
November 2013

Exhibit A

South Pasadena  
Public Financing Authority  
INVESTMENT REPORT  
November 30, 2013

Investment Balances at Month End

INSTITUTION NAME	MATURITY DATE	YIELD TO CALL OR MATURITY	PERCENT OF PORTFOLIO	COST	CURRENT MARKET VALUE *
WELLS FARGO - RELIANCE TRUST - TVI					
Cash Equivalents	See Exhibit B	0.087%	68.54%	20,218,721.48	20,218,721.48
Certificates of Deposit / Govt. Securities	See Exhibit B	0.783%	31.46%	9,281,974.00	9,281,974.00
SUBTOTAL			100.00%	29,500,695.48	29,500,695.48
TOTAL INVESTMENTS			100.00%	\$29,500,695.48	\$29,500,695.48
OTHER ACCOUNTS:					
Wells Fargo 2009 Bonds Revenue Fund				\$9.05	
Wells Fargo 2009 Bonds Interest Fund				\$1.12	
Wells Fargo 2013 Bonds Cost of Issuance Fund				\$18,615.08	

Required Disclosures:

Average weighted maturity of the portfolio 137 DAYS

Average weighted total yield to maturity of the portfolio 0.306%

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

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

**Exhibit B**

**Funds and Investments  
Held by Contracted (Third) Parties  
November 30, 2013**

**2009 PFA Water Revenue Bonds**

**Wells Fargo - Reliance Trust - TVI Investments**

###

Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
<b>Reserve Fund</b>									
1 Cash				0.010%	0.00	0.010%		1	
2 Federated Treasury Obligations			216,989.75	0.010%	216,989.75	0.010%		1	
3 Government Advantage Money Market			11,650.40	0.010%	11,650.40	0.010%		1	
4 FDIC Insured Money Market Accts.			0.00	0.600%	0.00	0.600%		1	
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>228,640.15</b>		<b>228,640.15</b>				
1 CDARS - CD	Crest Savings - NJ	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	173	
2 CDARS - CD	Northwestern Bank - MN	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	173	
3 CDARS - CD	People's Bank - OH	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	173	
4 CDARS - CD	1 California Bank - WA	5/28/2009	80,000.00	2.650%	80,000.00	2.650%	5/22/2014	173	
5 CDARS - CD	Settlers Bank	5/28/2009	84,000.00	2.650%	84,000.00	2.650%	5/22/2014	173	
6 CDARS - CD	So. Missouri Bank - MO	6/4/2009	84,000.00	2.650%	84,000.00	2.650%	5/29/2014	180	
7 CDARS - CD	First State Bank - ND	6/4/2009	78,000.00	2.650%	78,000.00	2.650%	5/29/2014	180	
8 CDARS - CD	1 California Bank - WA	6/4/2009	4,000.00	2.650%	4,000.00	2.650%	5/29/2014	180	
9 CDARS - CD	Sallie Mae Bank	6/4/2009	84,000.00	2.650%	84,000.00	2.650%	5/29/2014	180	
10 CDARS - CD	Gulfstream Bank - FL	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	187	
11 CDARS - CD	First State Bank - ND	6/11/2009	6,000.00	2.700%	6,000.00	2.700%	6/5/2014	187	
12 CDARS - CD	Banner Co. Bank - NE	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	187	
13 CDARS - CD	Welch State Bank - OK	6/11/2009	84,000.00	2.700%	84,000.00	2.700%	6/5/2014	187	
14 CDARS - CD	Nashville Bank & Trust	6/11/2009	67,000.00	2.700%	67,000.00	2.700%	6/5/2014	187	
15 CDARS - CD	Salem Co-op Bank - NH	6/18/2009	82,000.00	2.700%	82,000.00	2.700%	6/12/2014	194	
16 CDARS - CD	Kanza Bank - KS	6/18/2009	84,000.00	2.700%	84,000.00	2.700%	6/12/2014	194	
17 CDARS - CD	Blue Ridge Bank - VA	6/18/2009	84,000.00	2.700%	84,000.00	2.700%	6/12/2014	194	
18 CDARS - CD	Eagle Bank - MD	6/25/2009	82,000.00	2.750%	82,000.00	2.750%	6/19/2014	201	
19 CDARS - CD	Lusk State Bank - WY	6/25/2009	82,000.00	2.750%	82,000.00	2.750%	6/19/2014	201	
20 CDARS - CD	First Comm. Bank - VA	6/25/2009	36,000.00	2.750%	36,000.00	2.750%	6/19/2014	201	
21 CDARS - CD	Provident Bank - NY	7/2/2009	50,000.00	2.750%	50,000.00	2.750%	6/26/2014	208	
22 CDARS - CD	Pender State Bank - NE	7/9/2009	48,000.00	2.750%	48,000.00	2.750%	7/3/2014	215	
23 CDARS - CD	Town Bank - WI	7/9/2009	32,000.00	2.750%	32,000.00	2.750%	7/3/2014	215	
24 CDARS - CD	Savings Bank - CT	7/16/2009	80,000.00	2.750%	80,000.00	2.750%	7/10/2014	222	
25 CDARS - CD	First National Bank - TX	7/16/2009	86,000.00	2.750%	86,000.00	2.750%	7/10/2014	222	
26 CDARS - CD	Platte Valley Bank - WY	7/16/2009	4,000.00	2.750%	4,000.00	2.750%	7/10/2014	222	
27 CDARS - CD	Gateway Bank - FL	7/16/2009	80,000.00	2.750%	80,000.00	2.750%	7/10/2014	222	
28 CDARS - CD	Key Bank Natl. Assn. -OH	3/13/2013	225,000.00	0.450%	225,000.00	0.450%	3/13/2015	468	
29 CDARS - CD	Medallion Bank - UT	3/15/2013	248,000.00	5.500%	248,000.00	5.500%	3/15/2016	836	
30 CDARS - CD	American State Bank -IA	3/28/2013	248,000.00	0.700%	248,000.00	0.700%	3/28/2017	1,214	
31 CDARS - CD	CIT Bank - UT	3/13/2013	248,000.00	1.100%	248,000.00	1.100%	3/13/2018	1,564	
32 CDARS - CD	First Bank - PR	3/15/2013	248,000.00	1.050%	248,000.00	1.050%	3/15/2018	1,566	
33 CD - Callable	JP Morgan Chase - OH	3/15/2013	248,000.00	0.750%	248,000.00	0.750%	3/15/2018	1,566	
<b>Subtotal CDs</b>			<b>3,286,000.00</b>	<b>2.213%</b>	<b>3,286,000.00</b>	<b>2.213%</b>		<b>648</b>	<b>0.00</b>
<b>Total Reserve Fund</b>			<b>3,514,640.15</b>	<b>2.069%</b>	<b>3,514,640.15</b>	<b>2.069%</b>		<b>605</b>	<b>0.00</b>

**Project Fund**

1 Cash			0.00	0.010%	0.00	0.010%		1	
2 Federated Treasury Obligations			843,609.22	0.010%	843,609.22	0.010%		1	
3 Government Advantage Money Market			14,112,053.99	0.010%	14,112,053.99	0.010%		1	
4 USA Mutuals Partners Insured			5,034,418.12	0.320%	5,034,418.12	0.320%		1	
5 FDIC Insured Money Market Accts.			0.00	0.200%	0.00	0.200%		1	
<b>Subtotal Cash &amp; Cash Equivalents</b>			<b>19,990,081.33</b>		<b>19,990,081.33</b>	<b>0.088%</b>		<b>1</b>	
1 Govt. Securities	Fed. Home Loan Mtg. Co.	12/16/2011	2,011,974.00	0.625%	2,011,974.00	0.625%	12/29/2014	394	
2 CDARS - CD	Private Bank & Trust	10/4/2013	249,000.00	0.650%	249,000.00	0.650%	10/5/2015	674	
3 CDARS - CD	First United Bank	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	678	
4 CDARS - CD	North American Banking Co.	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	678	
5 CDARS - CD	Bridgewater Bank	10/10/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	678	

**Exhibit B**

**Funds and Investments  
Held by Contracted (Third) Parties  
November 30, 2013**

**2009 PFA Water Revenue Bonds**

**Wells Fargo - Reliance Trust - TVI Investments**

###	Investment Type	Issuer	Settlement Date	Par Value	Coupon Rate	Market Value	Current YTM	Maturity Date	Days to Maturity	Unrealized Gain/Loss
6	CDARS - CD	Luana Savings Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	678	
7	CDARS - CD	Lyons National Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/13/2015	682	
8	CDARS - CD	Pilot Bank	10/17/2013	249,000.00	0.500%	249,000.00	0.500%	10/16/2015	685	
9	CDARS - CD	Enerbank	10/17/2013	249,000.00	0.550%	249,000.00	0.550%	10/19/2015	688	
10	CDARS - CD	Doral Bank	11/8/2013	249,000.00	0.350%	249,000.00	0.350%	11/7/2014	342	
11	CDARS - CD	Bank Baroda NY	11/12/2013	249,000.00	0.350%	249,000.00	0.350%	11/12/2014	347	
12	CDARS - CD	Compass Bank AL	11/13/2013	249,000.00	0.550%	249,000.00	0.550%	5/13/2015	529	
13	CDARS - CD	First Third Bank Columbus	11/13/2013	249,000.00	0.300%	249,000.00	0.300%	11/13/2014	348	
14	CDARS - CD	Mizuho Bank USA	11/13/2013	249,000.00	0.300%	249,000.00	0.300%	5/13/2014	164	
15	CDARS - CD	TCF Natl Bank Sioux Falls S	11/13/2013	249,000.00	0.400%	249,000.00	0.400%	5/13/2015	529	
16	CDARS - CD	Beal Bank NV	11/14/2013	249,000.00	0.350%	249,000.00	0.350%	8/13/2014	256	
17	CDARS - CD	BBCN Bank CA	11/18/2013	249,000.00	0.300%	249,000.00	0.300%	11/18/2014	353	
<b>Subtotal CDs &amp; Securities</b>				<b>5,995,974.00</b>	<b>0.295%</b>	<b>5,995,974.00</b>	<b>0.295%</b>		<b>317</b>	<b>0.00</b>
<b>Total Project Fund</b>				<b>25,986,055.33</b>	<b>0.068%</b>	<b>25,986,055.33</b>	<b>0.136%</b>		<b>74</b>	<b>0.00</b>
<b>Grand Totals</b>				<b>29,500,695.48</b>	<b>0.306%</b>	<b>29,500,695.48</b>	<b>0.366%</b>		<b>137</b>	

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

*Marina Khubesrian, M.D., Mayor/Authority Chair*  
*Robert S. Joe, Mayor Pro Tem/Authority Vice Chair*  
*Michael A. Cacciotti, Council/Authority Member*  
*Diana Mahmud, Council/Authority Member*  
*Richard D. Schneider, M.D., Council/Authority Member*  
  
*Evelyn G. Zneimer, City Clerk/Authority Secretary*  
*Gary E. Pia, City Treasurer*

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: David Batt, Finance Director *B*  
SUBJECT: **Adoption of Resolutions Authorizing Signatories on City/Agency  
Banking Accounts and Related Banking Documents**

## **Recommendation**

It is recommended that the City Council and the Successor Agency to the South Pasadena Community Redevelopment Agency (Successor Agency) adopt the attached resolutions providing signatory authorization for the Mayor/Agency Chairperson, City Treasurer, City Manager/Executive Director, Finance Director and Assistant Finance Director.

## **Fiscal Impact**

There is no fiscal impact to this action.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

The Mayor/Agency Chairperson and City Treasurer serve as signatories on the City's bank accounts. With the transition of the Mayor's/Chairperson's position, it is necessary to authorize revisions to the bank account signatory assignments.

## **Analysis**

By adopting the attached resolutions, Marina Khubesrian, M.D., Mayor/Agency Chairperson, and Pearl Lieu, Assistant Finance Director will have signatory authority on the City and Agency bank accounts and related banking documentation. The signatory authority of Sergio Gonzalez, City Manager/Executive Director, Gary Pia, City Treasurer, and David Batt, Finance Director/Agency Treasurer will remain unchanged.

## **Legal Review**

The City Attorney has reviewed this item.

## **Public Notification of Agenda Item**

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

inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Resolution Authorizing Signatures on City of South Pasadena Bank Accounts
2. Resolution Authorizing Signatures on the Successor Agency to the Community Redevelopment Agency Bank Accounts
3. Resolution Authorizing Signatures on the LAIF City Account
4. Resolution Authorizing Signatures on the LAIF-Successor Agency Account

**ATTACHMENT 1**  
Resolution Authorizing Signatures on City of South  
Pasadena Bank Accounts

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SOUTH PASADENA, CALIFORNIA, AUTHORIZING  
SIGNATURES ON CITY BANK ACCOUNTS**

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

**SECTION 1.** The City Council or its designee has the authority to manage the City of South Pasadena's (City) bank accounts.

**SECTION 2.** To authorize Marina Khubesrian, M.D., Mayor, effective December 18, 2013, as a signatory on all City of South Pasadena bank accounts and related documentation with Bank of America.

**SECTION 3.** The use of the facsimile signature of Mayor Khubesrian is hereby authorized and said banks are hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.

**SECTION 4.** To authorize Gary Pia, City Treasurer effective December 21, 2011, as a signatory on all City of South Pasadena bank accounts and related documentation with Bank of America.

**SECTION 5.** The use of the facsimile signature of Gary Pia, City Treasurer is hereby authorized and said banks are hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are countersigned by one other signatory.

**SECTION 6.** To authorize Sergio Gonzalez, City Manager, David Batt, Finance Director and Pearl Lieu, Assistant Finance Director, as signatories on all City of South Pasadena bank accounts and related documentation with Bank of America.

**SECTION 7.** This resolution supersedes and cancels all prior resolutions authorizing signatures on city bank accounts.

**SECTION 8.** This resolution shall become effective immediately upon its adoption.

**SECTION 9.** 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 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, 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 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 2**  
Resolution Authorizing Signatures on the Successor  
Agency to the Community Redevelopment Agency  
Bank Accounts

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE SUCCESSOR AGENCY  
TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE  
CITY OF SOUTH PASADENA, CALIFORNIA,  
AUTHORIZING SIGNATURES ON AGENCY BANK ACCOUNTS**

**WHEREAS**, pursuant to Health and Safety Code Section 34173(d), the City of South Pasadena elected to become the Successor Agency to the South Pasadena Redevelopment Agency (“Successor Agency”) on January 4, 2012, and the Successor Agency is a separate legal entity from the City of South Pasadena.

**NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE  
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF SOUTH  
PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND  
ORDER AS FOLLOWS:**

**SECTION 1.** The Successor Agency to the Community Redevelopment Agency (Successor Agency) or its designee has the authority to manage the Successor Agency’s bank accounts.

**SECTION 2.** To authorize Marina Khubesrian, M.D., Agency Chair effective December 18, 2013, as a signatory on all Successor Agency bank accounts and related documentation with Bank of America.

**SECTION 3.** The use of the facsimile signature of Agency Chair Khubesrian is hereby authorized and said banks are hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are manually countersigned by one other signatory.

**SECTION 4.** To authorize David Batt, Agency Treasurer, as a signatory on all City of South Pasadena bank accounts and related documentation with Bank of America.

**SECTION 5.** The use of the facsimile signature of David Batt, Agency Treasurer is hereby authorized and said banks are hereby authorized to honor and pay any and all checks and drafts so signed provided said checks and drafts are manually countersigned by one other signatory.

**SECTION 6.** To authorize Sergio Gonzalez, Executive Director and Pearl Lieu, Assistant Finance Director as signatories on all Successor Agency bank accounts and related documentation with Bank of America.

**SECTION 7.** This resolution supersedes and cancels all prior resolutions authorizing signatures on agency bank accounts.

**SECTION 8.** This resolution shall become effective immediately upon its adoption.

**SECTION 9.** The Agency Secretary shall certify to the passage and adoption of this resolution and its approval by the Successor Agency and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED ON** this 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Agency Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Evelyn G. Zneimer, Agency Secretary  
(seal)

\_\_\_\_\_  
Richard L. Adams II, Agency Counsel

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the Successor Agency to the Community Redevelopment Agency of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, Agency Secretary  
(seal)

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**ATTACHMENT 3**

Resolution Authorizing Signatures on City of South  
Pasadena Local Agency Investment Fund Account

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF SOUTH PASADENA, CALIFORNIA,  
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL  
AGENCY INVESTMENT FUND**

**WHEREAS**, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, the City of South Pasadena does hereby find that the deposit and withdrawal of money of the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the City of South Pasadena.

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

**SECTION 1.** that the City Council does hereby authorize the deposit and withdrawal of the City of South Pasadena monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

**SECTION 2.** that the following City of South Pasadena Officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Gary Pia  
City Treasurer

Sergio Gonzalez  
City Manager

David Batt  
Finance Director

Pearl Lieu  
Assistant Finance  
Director

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**SECTION 3.** 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 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, City Attorney

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 4**

Resolution Authorizing Signatures on the Successor  
Agency to the Community Redevelopment Agency  
Local Agency Investment Fund Account

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE SUCCESSOR AGENCY  
TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE  
CITY OF SOUTH PASADENA, CALIFORNIA,  
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL  
AGENCY INVESTMENT FUND**

**WHEREAS**, pursuant to Health and Safety Code Section 34173(d), the City of South Pasadena elected to become the Successor Agency to the South Pasadena Redevelopment Agency (“Successor Agency”) on January 4, 2012, and the Successor Agency is a separate legal entity from the City of South Pasadena; and

**WHEREAS**, the Successor Agency does hereby find that the deposit and withdrawal of money of the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein as in the best interests of the Successor Agency.

**NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE  
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF SOUTH  
PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND  
ORDER AS FOLLOWS:**

**SECTION 1.** that the Agency Board does hereby authorize the deposit and withdrawal of the Successor Agency monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer’s Office of all banking information provided in that regard.

**SECTION 2.** that the following Successor Agency Officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Sergio Gonzalez  
Executive Director

David Batt  
Agency Treasurer

Pearl Lieu  
Assistant Finance Director

---

**SECTION 3.** The Agency Secretary shall certify to the passage and adoption of this resolution and its approval by the Successor Agency and shall cause the same to be listed in the records of the City.

**PASSED, APPROVED AND ADOPTED ON** this 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Agency Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Evelyn G. Zneimer, Agency Secretary  
(seal)

\_\_\_\_\_  
Richard L. Adams II, Agency Counsel

**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the Successor Agency to the Community Redevelopment Agency of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, Agency Secretary  
(seal)

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

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

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

COUNCIL AGENDA: January 15, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Arthur J. Miller, Chief of Police   
Tracey Perkosky, Grants Analyst 

SUBJECT: **Approval of Memorandum of Understanding for Narcotics  
Canine Services Between the City of South Pasadena and the  
South Pasadena Unified School District**

## **Recommendation**

It is recommended that the City Council authorize the City Manager to execute the Memorandum of Understanding (MOU) between the City of South Pasadena and the South Pasadena Unified School District (SPUSD) for Narcotics Canine Services.

## **Fiscal Impact**

The execution of this MOU will provide for up to \$12,000 in annual costs for the narcotics canine program. These funds will pay for recurring and onetime costs such as monthly and annual training or certification fees, food, veterinary expenses, equipment, and handler overtime at the request of SPUSD.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

In the spring of 2013, staff began the financial analysis of adding a second canine that was trained in narcotics detection to the Police Department. The City's other canine, now deceased, was trained in explosives detection and patrol. Using the actual costs for care, training and related expenses, the annual average cost of a canine is between \$8,000 and \$10,000, excluding overtime costs for the handler. The overtime costs were excluded since the City does not track which overtime expenses were directly related to a call-out for a canine and which were staffing related. To decrease the impact to the General Fund, the City sought a partner and began discussions with the South Pasadena Unified School District (SPUSD).

## **Analysis**

SPUSD previously contracted out for the narcotics canine services paying on a per-call basis and

averaged \$10,000 to \$12,000 annually. This partnership will provide better service to SPUSD while off-setting much of the cost of the expansion of the canine program. SPUSD will pay an annual fee of \$12,000 and if the annual expenses for the narcotics canine fall under this amount, the City will refund the difference. The canine will be available for regular searches and education programs during the handler's regular shift and will be available on an as-needed basis for after school events such as sports, dances, etc. SPUSD will benefit as they will receive a greater number of calls for service at the same or lower cost than their previous contract. The City will benefit by having a partner to share in the expenses. The City funded the initial purchase and training of the narcotics canine and handler through the State of California's Citizens Options for Public Safety (COPS) grant. The overall impact of the new canine on the General Fund will be low. The narcotics canine is also available to the City's mutual aid partners throughout the San Gabriel Valley.

This partnership will continue to strengthen the close, collaborative relationship between the City and SPUSD which will augment the School Resource Officer program. The South Pasadena Unified School District Board agreed to the contract during their regular meeting on December 10, 2013.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

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

Attachment: Memorandum of Understanding for Narcotics Canine Services

**MEMORANDUM OF UNDERSTANDING  
NARCOTICS CANINE SERVICES**

THIS AGREEMENT ("Agreement") is made as of this \_\_\_ day of \_\_\_\_\_, 2013 by and between the CITY OF SOUTH PASADENA, a municipal corporation ("CITY") and the SOUTH PASADENA UNIFIED SCHOOL DISTRICT, a California school district ("SPUSD"), cumulatively referred to as the "Parties".

**RECITALS**

- A. The CITY recently acquired a narcotics canine and certified a police officer as a narcotics canine handler;
- B. SPUSD and CITY wish to partner to provide narcotics canine services to SPUSD;
- C. CITY has expended a Citizens Options for Public Safety Grant in the amount of fifteen thousand eight hundred and thirty dollars (\$15,830) for the initial costs to purchase the canine, initial supplies and officer training;
- D. CITY has all the responsibility for maintaining the documentation as required by the funder.
- E. SPUSD will provide a fee in the amount of \$12,000 annually ("Annual Fee") for the costs of maintaining the canine, including but not limited food, veterinary bills, certification, handler training and certification costs, officer overtime costs incurred at the request of SPUSD, and all other necessary costs.
- F. CITY will perform narcotics searches for SPUSD on an as needed basis at school facilities, sporting and entertainment events, and offer educational opportunities as needed during classes, assemblies and other events ("Narcotics Canine Program").

**NOW, THEREFORE**, in consideration of the mutual promises of the Parties contained in this Agreement and other good and valuable consideration, the Parties agree, promise and covenant to each other as follows:

- 1. **ANNUAL FEE PAYMENT.** SPUSD agrees to pay the Annual Fee of \$12,000 in advance on October 1<sup>st</sup> of each year of the term of this agreement, commencing on October 1, 2013.
- 2. **ANNUAL COSTS.** CITY shall provide to SPUSD, on or before November 1<sup>st</sup> of each year of the term of this MOU, a detailed accounting of all of the costs set forth in Section "E" herein, incurred for the narcotics canine and handler during the preceding year. Said accounting shall commence on November 1, 2014. If the amount of said costs is less than the annual fee, the CITY will issue a check to

SPUSD for the difference. The City will be responsible for any costs that exceed the Annual Fee.

3. **TERM OF AGREEMENT.** This agreement shall remain in force for 10 years, with the option to extend for one additional two year term.
4. **EXTRAORDINARY COSTS.** Should an incident arise requiring extraordinary costs, such as major surgery for the canine, the CITY and SPUSD will mutually decide the division of financial responsibility.
5. **HOLD HARMLESS; INDEMNIFICATION.** SPUSD shall be responsible for all damages to persons or property that occur as a result of SPUSD's or its officers, agents, employees, and/or servants fault or negligence in connection with SPUSD's participation in the Narcotics Canine Program. Further, SPUSD shall indemnify and save harmless the CITY, its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, description, brought for, or on account of, injuries to or death of any person or damage to property resulting from the fault or negligence of SPUSD, its officers, agents, employees, and/or servants in connection with the Narcotics Canine Program.

CITY shall indemnify and save harmless SPUSD, its officers, agents, employees and servants from all claims, suits, or actions of every name, kind, description, brought for, or on account of, injuries to or death of any person or damage to property resulting from the fault or negligence of the City, its officers, agents, employees, and/or servants in connection with the Narcotics Canine Program

6. **INSURANCE** SPUSD and CITY shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with their respective participation and the participation of their respective agents, representatives, employees or subcontractors in the Narcotics Canine Program. CITY shall maintain Worker's Compensation Insurance (Statutory Limits) for the canine handler. These insurance requirement may be satisfied with a certificate of self-insurance.
7. **NOTICES.** All notices given or required to be given pursuant to this Agreement shall be in writing and may be given by personal delivery or by mail. Notice sent by mail shall be addressed as follows:

CITY: Sergio Gonzalez, City Manager  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

SPUSD: Joel Shapiro, Superintendent of Schools  
South Pasadena Unified School District  
10201 El Centro Street  
South Pasadena, CA 91030

If the name of the principal representative designated to receive the notices, demands or communications, or the address of such person, is changed, written notice shall be given within five (5) working days of said changes.

8. **MODIFICATION OF AGREEMENT.** This Agreement may not be modified, nor may any of the terms, provisions or conditions be modified or waived or otherwise affected, except by a written amendment signed by all parties.
9. **WAIVER.** If at any time one party shall waive any term, provision or condition of this Agreement, either before or after any breach thereof, no party shall thereafter be deemed to have consented to any future failure of full performance hereunder.
10. **RIGHT TO TERMINATE.** CITY may terminate this Agreement at any time, with or without cause, in its sole discretion, with thirty (30) days written notice.
11. **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with laws of the State of California.
12. **LITIGATION FEES.** Should litigation arise out of this Agreement for the performance thereof, the court shall award costs and expenses, including attorney's fees, to the prevailing party.
13. **SEVERABILITY.** If any provision of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions nevertheless will continue in full force and effect without being impaired or invalidated in any way.
14. **FORCE MAJEURE.** The respective duties and obligations of the parties hereunder shall be suspended while and so long as performance hereto is prevented or impeded by strikes, disturbances, riots, fire, severe weather, government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

**IN WITNESS WHEREOF**, the CITY and the SPUSD have signed this Agreement on the date set forth herein below.

CITY OF SOUTH PASADENA

SOUTH PASADENA UNIFIED SCHOOL  
DISTRICT

By: \_\_\_\_\_

By: Joel Shyrin

Date: \_\_\_\_\_

Date: 12-11-13

ATTEST

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

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

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

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

COUNCIL AGENDA: January 15, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, P.E., Public Works Director   
John A. Wolitarsky, Water Project Manager

SUBJECT: **Authorization to Amend Design Agreement with URS for  
Engineering Design Services for the Wilson Reservoir  
Replacement Project**

## Recommendation

It is recommended that the City Council authorize the City Manager to execute a fifth contract amendment with URS for an additional not-to-exceed amount of \$55,000 to provide necessary plan revisions as well as engineering assistance during construction.

## Fiscal Impact

There are adequate funds budgeted in account 500-9255 to cover this amendment.

Original Agreement (approved 12/3/08)	\$320,760
Amendment No. 1 (approved 6/17/09)	\$ 37,650
Amendment No. 2 (approved 3/3/10)	\$101,610
Amendment No. 3 (approved 5/18/12)	\$103,362
Amendment No. 4 (approved 8/15/12)	\$151,742
Amendment No. 5 (proposed)	<u>\$ 55,000</u>
TOTAL	\$770,124

## Commission Review and Recommendation

This matter was not reviewed by a Commission.

## Background

The 0.9 million gallon Wilson Reservoir was constructed in 1923. It was a concrete reservoir with a wooden roof, and was predominantly buried. The reservoir blends water from three wells, two of which are located onsite. There is a booster station consisting of three pumps along with a gaseous chlorine injection room.

On December 3, 2008, City Council awarded to URS a contract for final design services.

A contract amendment was approved at the June 17, 2009 meeting, amending the original design contract to incorporate a clearwell into the project, which was necessary to continue operating its wells during the construction of the Wilson Reservoir.

On March 3, 2010, City Council authorized a second amendment to the contract in order to modify the design from a steel reservoir to a concrete reservoir.

On May 18, 2011, City Council authorized a third amendment to provide architectural revisions as requested by staff and residents of San Gabriel based upon the outcome of community meetings.

On August 15, 2012, City Council authorized a fourth amendment which included modifications to the design of the demolition, ventilation, retaining wall and chlorination plans. Also included in this amendment was the inclusion of bidding and construction services which were not part of the original scope of services.

#### **Analysis**

The proposed fifth amendment is to revise the plans due to changes in the scope of services and/or to accommodate unforeseen field conditions. More specifically, the design changes include the following:

- Well No. 4 Meter Relocation
- Well No. 1 Revisions
- Clearwell Modifications
- Temporary Tank Vortex
- Hypochlorite Pump Controls
- Automatic Gate
- Landscape
- Design Amendment for Early Use of Reservoir

The key component of this proposed amendment is the actual number of submittals that URS will review as part of this project. URS staff estimated having to review 75 submittals at the time of submitting the proposals. However, the number of submittals more than doubled partially due to the proposed design amendments.

Staff had several meetings with URS to discuss the details of the proposed amendment. Fee for the additional services was negotiated and staff believes that the recommended fee is fair and equitable based upon the amended scope of work. Pursuant to staff discussions with principles of URS staff, there will not be any further design contract amendments (unless otherwise initiated by the City) to complete this project and URS staff acknowledged the same in writing.

Amend Design Services Agreement for Wilson Reservoir  
January 15, 2014  
Page 3 of 3

**Legal Review**

The City Attorney has reviewed the Amendment.

**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: Amendment

FIFTH AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT TO THE AGREEMENT ("Amendment") is made as of this 15<sup>th</sup> day of January, 2014 by and between the CITY OF SOUTH PASADENA ("City") and URS Corporation ("Consultant").

RECITALS

WHEREAS, On December 3rd, 2008, City and Consultant entered into an Agreement For Consultant Services ("Agreement") for Consultant to provide final design Services for the Wilson Reservoir Replacement Project.

WHEREAS, since the time of the award, the scope of the project has been modified which has necessitated revisions to the design of the project. These revisions include Well #4 meter relocation, Well #1 revisions, clearwell modifications, temporary tank vortex, Hypochlorite pump controls, design of an automatic gate, landscaping, design changes for early use of the reservoir and the addition of 75 submittals for review.

WHEREAS, the City wishes to add an additional scope of services for the additional work required and increase the compensation to cover the additional scope of services.

NOW THEREFORE, City and Consultant agree as follows:

- a) CONSULTANT SERVICES. Paragraph No. 1 of the Agreement is hereby amended to add an additional scope of services which is attached hereto as Exhibit "1A."
- b) TERM OF AGREEMENT. Paragraph No. 2 of the Agreement hereby remains unchanged.
- c) PAYMENT FOR SERVICES. Paragraph No. 3 of the Agreement is hereby amended to add an additional not to exceed amount of fifty five thousand (\$55,000) dollars for the aforementioned additional scope of services.
- d) REMAINING PROVISIONS OF AGREEMENT. All other terms, conditions, and remain in full force and effect.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF this Agreement is signed by the parties hereto on the date first above written.

Dated: \_\_\_\_\_

“CITY”

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated: \_\_\_\_\_

“CONSULTANT”

By: \_\_\_\_\_  
Brian E. Wynne, Vice President

APPROVED AS TO FORM:

\_\_\_\_\_  
Richard L. Adams II, City Attorney

January 7, 2014

Mr. John Wolitarsky, PE  
Water Projects Manager  
Department of Public Works  
1414 Mission Street  
South Pasadena, CA 91030

**Subject: Wilson Reservoir Replacement Project  
Amendment No 5 for Professional Engineering Services  
Bidding and Construction Services Additional Work**

Dear John:

URS is submitting this proposal for work performed in excess of what was originally proposed for Bidding and Construction Services under Amendment No. 4 dated August 15, 2012. As we have discussed, additional services have been required during the Bidding and Construction phase of the project.

Under Amendment No. 4 dated June 28, 2012 for additional design work and for Bidding and Construction Services, we proposed the following services and allocated fees shown in the table below.

<b>Amendment No. 4</b>	
<b>Additional Design Services</b>	<b>Amount (\$)</b>
1. Revise Demolition Plans	\$14,158
2. San Gabriel Design Review	\$6,496
3. Design Revisions	\$15,438
<b>Design Subtotal</b>	<b>\$36,092</b>
<b>Bidding and Construction Services</b>	
A. Bidding Services	\$11,340
B. Review Submittals (75 submittals originally assumed)	\$27,990
C. Review Requests for Information (50 RFI's originally assumed)	\$18,000
D. Prepare Plan Revisions	\$18,800
E. Meetings (20 meetings originally assumed)	\$21,660
F. Prepare Record Documents	\$17,860
<b>Bidding and Construction Subtotal</b>	<b>\$115,650</b>
<b>Amendment No. 4 Total</b>	<b>\$151,742</b>

Since the beginning of the Construction Services, we have far exceeded the original assumption of 75 total submittal reviews under Task B. As of December 31, 2013, we have already processed approximately 230 submittals and we also have approximately 20 submittals remaining to be processed making a total of 250 submittals to date. We further anticipate there will also be additional submittals in the remaining contract time, which extends to November, 2014.

Also through December 31, 2013:

- We have processed 48 RFI's out of our assumed 50 RFI's under Task C. We further anticipate that additional RFI's will develop during construction of the various structures on site.
- We have completed four plan revisions under Task D related to proposed change orders (PCO's).
- We have attended 28 construction meetings while we had originally budgeted for 20 meetings under Task E. We further anticipate that additional construction meeting, either in person or by teleconference will be required.

The completed plan revisions and associated level of effort for each are listed in the following table:

<b>Completed Plan Revisions</b>			
PCO #2	Temporary Tank VortexSuppressions	4 hours Professional at \$173/hour	\$692
PCO #4	Well No. 4 Meter Relocation	6 hours Professional at \$173/hour	\$1,038
PCO #7, #9	Well No. 1 Revisions	20 hours Professional at \$173/hour 4 hours Technical at \$86/hour	\$3,804
PCO #10	Clearwell Modifications	12 hours Professional at \$173/hour 8 hours Technical at \$86/hour	\$2,764
<b>Subtotal</b>			<b>\$8,298</b>

There are currently three additional PCO's in progress. The on-going plan revisions and estimated level of effort for each are listed in the following table.

<b>In-Progress Plan Revisions</b>			
PCO #12	Reservoir Early Use and Well No. 2 Development	24 hours Professional at \$173/hour 8 hours Technical at \$86/hour	\$4,840
PCO #13	Hypochlorite Pump Controls	20 hours Professional at \$173/hour 16 hours Technical at \$86/hour	\$4,836
PCO #14	Automatic Gate	4 hours Professional at \$173/hour 4 hours Technical at \$86/hour	\$1,036
<b>Subtotal</b>			<b>\$10,712</b>
<b>Total – Completed and In-Progress Plan Revisions</b>			<b>\$19,010</b>

The total estimated cost for completed and on-going plan revisions is \$19,010 as shown. We anticipate that additional PCO's will develop as the above grade structures are being constructed and during start-up and testing of the facility. Future PCO's are unknown at this time.

As an estimate of the future work that may be required until the completion of the project, we have estimated that there may be a total of 250 submittals, 60 RFI's and 40 meetings may be required through the duration of our services. In addition, we anticipate that the effort for plan revisions may be estimated to double from the originally proposed cost of \$18,800 to \$37,600. However, as we have discussed and negotiated, we are only requesting equitable additional compensation for the additional work required for review of additional Contractor submittals. Additional costs for RFI's, Plan Revisions and Meetings will be absorbed by URS.

In our original proposal, we had assumed 75 submittals to be completed for a total cost of \$27,990 yielding a unit cost of \$373.20 per submittal. As we have further discussed, an additional fee of \$55,000 has been determined to be equitable compensation for the additional 175 submittals being processed by URS at a revised unit cost of approximately \$314.25 per submittal.

Based on the above, we are requesting an additional \$55,000 for Amendment 5 to complete the project. As such, we request that the final contract cost ceiling be increased to \$770,124 as shown below:

Summary	
Current Design Contract	\$715,124
Amendment No 5	\$55,000
<b>Total</b>	<b>\$770,124</b>

URS intends to assist the City in completing the project with the above adjusted \$55,000 additional compensation. We would like to insure you that the additional \$55,000 will be sufficient to complete the required construction assistance work as related to the current design of the Wilson Reservoir facilities. However, plan revisions request from the City outside of the current Wilson Reservoir design intent may require an additional budget increase, although, we do not foresee this happening.

All other Terms and Conditions of our original agreement dated December 12, 2008, as amended, remain in force.

Please call Mr. Mike Agbodo at (909) 942-4127 if you have any questions or comments regarding this proposal.

Sincerely,  
**URS Corporation**

Mike Agbodo, PE  
Project Manager

Enclosure

cc: Paul Toor  
Brian Wynne  
Bernie Pyska  
Tariq Hussain

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Paul Toor, P.E. Public Works Director *PT*  
John A. Wolitarsky, Water Project Manager  
SUBJECT: **Authorization to Amend the Existing Agreement with Pacific Hydrotech Corporation for the Inclusion of a Supervisory Control and Data Acquisition (SCADA) System at the Wilson Reservoir**

## **Recommendation**

It is recommended that the City Council authorize the City Manager to execute a first contract amendment with Pacific Hydrotech Corporation for an additional not-to-exceed amount of \$112,366, to additional work which was not included as part of the original scope of services for the Wilson Reservoir Replacement project.

## **Fiscal Impact**

There are adequate funds budgeted in account 500-9255 to cover the cost of this amendment.

Original Contract (approved 10/3/12)	\$7,869,900
Amendment No. 1 (Proposed)	\$112,366

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

On October 3, 2012, City Council approved entering into an agreement with Pacific Hydrotech Corporation for construction of the Wilson Reservoir Replacement Project. The Project has been under construction since January 2012 and is currently approximately 55% complete.

Supervisory Control and Data Acquisition (SCADA) system is an integral part of water utility operations and during the design phase of this project was not included in the scope of work. The SCADA system consists of central computers, a communication network, and programmable logic controllers (PLC) in the field. A SCADA system allows personnel to view from a central location, the status of remote sites located throughout the City.

The SCADA System also contains a historical database to sort past values of various system parameters, such as levels and pressures.

All City wells and reservoirs are equipped with SCADA systems that communicate vital information. The System selected for the Wilson Reservoir Replacement Project is state of the art and will be set up by the same local company (Control Automation Design Inc.) that has been providing services to the City for over a decade.

The proposed SCADA system will include supply, installation, calibration, programming and testing including but not limited to the following components:

- 2 Ultrasonic Level Transmitters
- 1 Submersible Level Transmitter
- 8 Pressure Switches
- 7 Pressure Transmitters
- 9 Hatch Intrusion Switches
- 6 Float Switches

#### **Analysis**

The proposed first amendment is to include the furnishing of materials, calibration, and installation of a SCADA system that was not included as part of the original scope of services for the project. Staff has met with both Pacific Hydrotech Corporation and Control Automation Design, Inc., to review the scope of work and proposed fees. The recommended fee for services is just and reasonable with respect to the scope of work.

#### **Legal Review**

The City Attorney has reviewed this item.

#### **Public Notification of Agenda Item**

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

Attachment: Contract Amendment – Wilson Reservoir Replacement Project

AMENDMENT TO  
AGREEMENT FOR CONTRACTOR SERVICES

THIS AMENDMENT TO THE AGREEMENT (“Amendment”) is made as of this 15<sup>th</sup> day of January, 2014 by and between the CITY OF SOUTH PASADENA (“City”) and Pacific Hydrotech Corporation (“Contractor”).

RECITALS

WHEREAS, On October 3<sup>rd</sup>, 2012, City and Contractor entered into an Agreement For Construction Services (“Agreement”) for Contractor to construct the Wilson Reservoir Replacement Project.

WHEREAS, since the time of the award, the scope of the project has been modified which has necessitated revisions to the scope of the project. These revisions include the installation of a Supervisory, Control and Data Acquisition System (SCADA).

WHEREAS, the City wishes to add an additional scope of services for the additional work required and increase the compensation to cover the additional scope of services.

NOW THEREFORE, City and Contractor agree as follows:

- a) **CONTRACTOR SERVICES.** Paragraph No. 1 of the Agreement is hereby amended to add an additional scope of services which is attached hereto as Exhibit “1A.”
- b) **TERM OF AGREEMENT.** Paragraph No. 2 of the Agreement remains unchanged.
- c) **PAYMENT FOR SERVICES.** Paragraph No. 3 of the Agreement is hereby amended to add an additional not to exceed amount of One Hundred Twelve thousand Three Hundred sixty-six (\$112,366) dollars for the aforementioned additional scope of services.
- d) **REMAINING PROVISIONS OF AGREEMENT.** All other terms, conditions, and remain in full force and effect.

[SIGNATURES TO FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF this Agreement is signed by the parties hereto on the date first above written.

Dated: \_\_\_\_\_

“CITY”

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated: \_\_\_\_\_

“CONTRACTOR”

By: \_\_\_\_\_  
Kirk Harns, President

APPROVED AS TO FORM:

\_\_\_\_\_  
Richard L. Adams II, City Attorney



**PACIFIC HYDROTECH CORPORATION**

314 E. 3<sup>rd</sup> STREET, PERRIS, CA 92570  
(909) 943-8803 FAX (909) 943-1093

**January 7, 2014**

**City of South Pasadena**  
1414 Mission St.  
South Pasadena, CA 91030

**Attention:** John Wolitarsky

**Reference:** 2008-01 Wilson Reservoir Replacement Contract Amendment

John,

At the City's request Pacific Hydrotech Corporation (PHC) is pleased to issue a Purchase Order to Control Automation Design, Inc. (CAD) in the amount of \$97,710.00, per the attached proposal dated 12/30/13, and approved submittals. Due to the additional efforts required and responsibilities assumed by PHC we respectfully require a contract amendment in the amount of \$112,366.00 which includes a 15% markup to cover associated overhead costs. CAD will be exclusively responsible for their own schedule and performance of work and any delays or additional costs incurred by PHC due to non-performance by CAD will be addressed with a Change Order to the City.

As we have not received a definitive schedule from CAD to determine if there is additional contract time needed, a contract time extension may be required. Thank you for your consideration and please confirm if this is acceptable by issuing a contract amendment.

Sincerely,

Heath Chehey  
Project Coordinator  
Pacific Hydrotech Corporation  
314 E. 3rd. Street  
Perris, Ca 92570

951.943.8803 PH  
951.943.1093 FAX  
951.250.1382 CELL

# Control Automation Design, Inc.

1107 Fair Oaks Avenue, #526, South Pasadena, CA 91030

Ph. 213.219.0655

December 30, 2013

Pacific HydroTech  
314 E. 3rd Street  
Perris, CA 92570

Attention: Heath Chehey

Subject: Wilson Reservoir Replacement Project

Mr. Chehey:

Control Automation Design (CAD) is pleased to have the opportunity to work with you and your staff.

Per the specifications, CAD will furnish the following:

A. Furnish and Calibrate the following instrumentation:

- Ultrasonic Level Transmitter ( Qty = 2 )
- Submersible Level Transmitter ( Qty = 1 )
- Pressure Switch ( Qty = 8 )
- Pressure Transmitter ( Qty = 7 )
- Hatch Intrusion Switch ( Qty = 9 )
- Float Switch ( Qty = 6 )

Our scope will include furnishing of the above materials and calibration, only. Installation, mounting hardware, wiring, and termination shall be by others.

B. Programming and Furnishing of the following equipment for the SCADA System:

- PLC Cabinet
- Radio Cabinet
- Radio Study for the final location
- Programming of the final PLC and SCADA

Mounting of the PLC Cabinet and Radio Cabinet, and re-locating the antenna will be by others.

C. Submittals, Wiring Diagrams, Testing, Start-Up, and O & M



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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *SG*  
FROM: Paul Toor, P.E., Public Works Director *PT*  
Shin Furukawa, P.E., Deputy Public Works Director *SF*  
Gabriel B. Nevarez, Public Works Project Manager *GBN*  
SUBJECT: **Award of Contract in the Amount of \$29,600 to DMR Team, Inc.,  
for Engineering Support Services for the Hanscom Drive Street  
Improvement Project Phase II**

## Recommendation

It is recommended that the City Council:

1. Accept a proposal dated October 22, 2013 from DMR Team, Inc., for engineering support services during construction of the Hanscom Drive Street Improvement Project Phase II; and
2. Authorize the City Manager to execute an agreement with DMR Team, Inc., for a not-to-exceed amount of \$29,600.

## Fiscal Impact

There are sufficient funds available in the Hanscom Drive Street Improvement Project Phase II account 101-9000-9386 for the construction of this project.

## Commission Review and Recommendation

This matter has not been reviewed by a Commission.

## Background

While construction management and inspection will be provided by others, engineering support services are needed in case design issues arise during construction and a quick turnaround time is required to minimize disruption to the residents and maximize public safety. DMR Team, Inc., will provide design capabilities at short notice to resolve design issues expeditiously to enable the contractor to proceed with the work.

The improvements for the project consist of construction of retaining walls at various locations on both high and low sides along the roadway, cold milling of existing pavement, construction of curb and gutter where there is no retaining wall, construction of a gutter pan along the proposed retaining wall on the low side and a concrete swale along the retaining wall on the high side, installation of Petromat, 1.5" asphalt overlay, replacement of damaged portions of existing vitrified clay pipe (VCP) sewer, reconnection of the sewer laterals, and construction of a storm drain system.

### **Analysis**

Section 2.99-29(j) of the South Pasadena Municipal Code states that services of a value greater than twenty-five thousand dollars may be authorized by City Council if it is for the best interest of the City:

*Section 2.99-29(j). The City Council may authorize purchase of supplies, equipment and services of a value greater than twenty-five thousand dollars without complying with the above procedures when in the opinion of the council, compliance with the procedure is not in the best interest of the City.*

Staff negotiated the proposed fees and the recommended fee is reasonable for the scope of work. DMR Team, Inc., is the engineer of record for the design of this project, therefore uniquely qualified to perform as-needed engineering support services. Additionally, Hanscom Drive is one of the older City streets and does not have a standard street section which will require design engineering support services during construction. DMR designed and provided construction management and inspection services for the first phase of this project. This is available experience that will help in constructing the second phase.

DMR Team, Inc., is a small engineering firm who has provided various as-needed services to the City for almost 10 years, including design of street improvement projects for the past six years. They have provided similar services to municipal agencies such as the Cities of La Canada-Flintridge, Baldwin Park, Santa Monica, Culver City, Buena Park, Lynwood and others. Because they are a small firm and have low overhead, they have provided responsive service for many years.

### **Legal Review**

The City Attorney has been asked to review this item.

### **Public Notification of Agenda Item**

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

Attachment: Agreement

AGREEMENT  
FOR SERVICES

THIS AGREEMENT is made as of this 15th day of January, 2014 by and between the CITY OF SOUTH PASADENA ("City") and DMR TEAM, INC., INC. ("Consultant").

1. CONSULTANT'S SERVICES. Consultant agrees to perform during the term of this Agreement, the tasks, obligations, and services set forth in the "Scope of Services" attached to and incorporated into this Agreement as Exhibit "A" (the "Services").
2. TERM OF AGREEMENT. The term of this Agreement shall be from the effective date pursuant to Paragraph "38" of this Agreement and shall end on January 31, 2014.
3. FAMILIARITY WITH WORK. By execution of this Agreement, Consultant warrants that:
  - (1) It has thoroughly investigated and considered the work to be performed, based on all available information; and
  - (2) It carefully considered how the work should be performed; and
  - (3) It fully understands the difficulties and restrictions attending the performance of the work under this Agreement; and
  - (4) It has the professional and technical competency to perform the work and the production capacity to complete the work in a timely manner with respect to the schedule included in the scope of services.
4. PAYMENT FOR SERVICES. City shall pay for the services performed by Consultant pursuant to the terms of this Agreement, the compensation set forth in the "Schedule of Compensation" attached to and incorporated into this Agreement as Exhibit "B." The fees for services shall not exceed the authorized amount of \$29,600 as set forth in Exhibit "A", unless the CITY has given specific advance approval in writing.
5. TIME FOR PERFORMANCE. Consultant shall not perform any work under this Agreement until (a) Consultant furnishes proof of insurance as required under Paragraph "8" of this Agreement. All services required by Consultant under this Agreement shall be completed on or before the end of the term of the Agreement.
6. DESIGNATED REPRESENTATIVE. Consultant hereby designates Sam Talebian as the Consultant Representative, and said Representative shall be

coordination with the City. Consultant's professional services shall be actually performed by, or shall be immediately supervised by, the Consultant Representative. In case the Consultants elects to change the designated representative a request may be submitted 30 days in advance. The City may consider the replacement of representative at its sole discretion.

7. **HOLD HARMLESS; INDEMNIFICATION.** Consultant hereby agrees to protect, indemnify and hold City and its employees, officers and servants free and harmless from any and all losses, claims, liens, demands and causes of action of every kind and character including, but not limited to, the amounts of judgment, interests, court costs, legal fees and other expenses incurred by the City arising in favor of any party, including claims, liens, debts, personal injuries, including employees of the City, death or damages to property (including property of the City) and without limitation by enumeration, all other claims or demands of every character occurring or arising directly out of the negligent acts, recklessness or willful misconduct of Consultant in the performance of its services under this Agreement. This provision is not intended to create any cause of action in favor of any third party against Consultant or the City or to enlarge in any way the Consultant's liability but is intended solely to provide for indemnification of the City for liability for damages or injuries to third persons or property arising from Consultant's negligent performance hereunder.
8. **INSURANCE.** Consultant shall procure and maintain at all times during the term of this Agreement insurance as set forth in Exhibit "C" attached hereto. Proof of insurance shall consist of a Certificate of Insurance provided on IOS-CGL form No. CG 00 01 11 85 or 88 executed by Consultant's insurer and in a form approved by, the City's City Attorney.
9. **LICENSES, PERMITS, AND FEES.** Consultant shall obtain a City of South Pasadena Business License and any and all other permits and licenses required for the services to be performed under this Agreement.
10. **INDEPENDENT CONTRACTOR STATUS.** City and Consultant agree that Consultant, in performing the Services herein specified, shall act as an independent Contractor and shall have control of all work and the manner in which it is performed. Consultant shall be free to contract for similar services to be performed for other entities while under contract with City. Consultant is not an agent or employee of City, and is not entitled to participate in any pension plan, insurance, bonus or similar benefits City provides for its employees. Consultant shall be responsible to pay and hold City harmless from any and all payroll and other taxes and interest thereon and penalties, therefore, which may become due as a result of services performed hereunder.
11. **ASSIGNMENT.** This Agreement is for the specific services with Consultant as set forth herein. Any attempt by Consultant to assign the benefits or burdens of

this Agreement without written approval of City is prohibited and shall be null and void; except that Consultant may assign payments due under this Agreement to a financial institution.

12. STANDARD. Consultant agrees that the services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily provided by an experienced and competent professional organization rendering the same or similar services. Consultant shall re-perform any of said services, which are not in conformity with standards as determined by the City.
13. CONFIDENTIALITY. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.
14. RECORDS AND INSPECTIONS. Consultant shall maintain full and accurate records with respect to all services and matters covered under this Agreement. City shall have free access at all reasonable times to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all program data, documents, proceedings and activities. Consultant shall maintain an up-to-date list of key personnel and telephone numbers for emergency contact after normal business hours.
15. OWNERSHIP OF CONSULTANT'S WORK PRODUCT. All reports, documents, all analysis, computations, plans, correspondence, data, information, computer media, including disks or other written material developed and/or gathered by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Such Material shall not be the subject of a copyright application by Consultant. Any re-use by City of any such materials on any project other than the project for which they were prepared shall be at the sole risk of City unless City compensates Consultant for such use. Such work product shall be transmitted to City within ten (10) days after a written request therefore. Consultant may retain copies of such products.
16. NOTICES. All notices given or required to be given pursuant to this Agreement shall be in writing and may be given by personal delivery or by mail. Notice sent by mail shall be addressed as follows:

City: Sergio Gonzalez, City Manager  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

Contractor: Sam Talebian, P.E.  
DMR Team, Inc.  
12063A Jefferson Blvd  
Culver City, CA 90230

If the name of the principal representative designated to receive the notices, demands or communications, or the address of such person, is changed, written notice shall be given within five (5) working days of said changes.

17. TAXPAYER IDENTIFICATION NUMBER. Consultant shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W-9, as issued by the Internal Revenue Service.
18. APPLICABLE LAWS, CODES AND REGULATIONS. Consultant shall perform all services described in accordance with all applicable laws, codes and regulations required by all authorities having jurisdiction over the Services. Consultant agrees to comply with prevailing wage requirements as specified in the California Labor Code, Sections 1770, et seq.
19. RIGHT TO UTILIZE OTHERS. City reserves the right to utilize others to perform work similar to the Services provided hereunder.
20. BENEFITS. Consultant will not be eligible for any paid benefits for federal, social security, state workers' compensation, unemployment insurance, professional insurance, medical/dental, California Public Employees Retirement System ("PERS") or fringe benefits offered by the City of South Pasadena.
21. PERS ELIGIBILITY INDEMNITY. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the PERS to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or

benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

22. TRAVEL/EXPENSES. Any reimbursement expenses must be pre-authorized and shall be based upon the approved rates of L.A. County Auditor-Controller.
23. CONFLICT OF INTEREST. Consultant agrees that any conflict or potential conflict of interest shall be fully disclosed prior to execution of contract and Consultant shall comply with all applicable federal, state and county laws and regulations governing conflict of interest.
24. ECONOMIC INTEREST STATEMENT. Consultant hereby acknowledges that pursuant to Government Code Section 87300 and the Conflict of Interest Code adopted by City hereunder, Consultant is designated in said Conflict of Interest Code and is therefore required to file an Economic Interest Statement (Form 700) with the City Clerk, for each employee providing advise under this Agreement, prior to the commencement of work.
25. POLITICAL ACTIVITY/LOBBYING CERTIFICATION. Consultant may not conduct any activity, including any payment to any person, officer, or employee of any governmental agency or body or member of Congress in connection with the awarding of any federal contract, grant, loan, intended to influence legislation, administrative rulemaking or the election of candidates for public office during time compensated under the representation that such activity is being performed as a part of this Agreement.
26. NON-DISCRIMINATION. In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, national origin, ancestry, age physical or mental handicap, medical condition, or sexual orientation. Consultant will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition, or sexual orientation.
27. AUDIT OR EXAMINATION. Consultant shall keep all records of funds received from City and make them accessible for audit or examination for a period of three years after final payments are issued.
28. MODIFICATION OF AGREEMENT. This Agreement may not be modified, nor may any of the terms, provisions or conditions be modified or waived or otherwise affected, except by a written amendment signed by all parties.

29. WAIVER. If at any time one party shall waive any term, provision or condition of this Agreement, either before or after any breach thereof, no party shall thereafter be deemed to have consented to any future failure of full performance hereunder.
30. COVENANTS AND CONDITIONS. Each term and each provision of this Agreement to be performed by Consultant shall be construed to be both a covenant and a condition.
31. RIGHT TO TERMINATE. City may terminate this Agreement at any time, with or without cause, in its sole discretion, with thirty (30) days written notice.
32. EFFECT OF TERMINATION. Upon termination as stated in Paragraph "31" of this Agreement, City shall be liable to Consultant only for work performed by Consultant up to and including the date of termination of this Agreement, unless the termination is for cause, in which event Consultant need be compensated only to the extent required by law. Consultant shall be entitled to payment for work satisfactorily completed to date, based on proration of the monthly fees set forth in Exhibit "B" attached hereto. Such payment will be subject to City's receipt of a close-out billing.
33. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Los Angeles. In the event of litigation in a U.S. District Court, exclusive venue shall lie in the Central District of California.
34. LITIGATION FEES. Should litigation arise out of this Agreement for the performance thereof, the court shall award costs and expenses, including attorney's fees, to the prevailing party. In awarding attorney's fees, the court shall not be bound by any court fee schedule but shall award the full amount of costs, expenses and attorney's fees paid and/or incurred in good faith. "Prevailing Party" shall mean the party that obtains a favorable and final judgment or order from a court of law described in paragraph "33." This paragraph shall not apply and litigation fees shall not be awarded based on an order or otherwise final judgment that results from the parties' mutual settlement, arbitration, or mediation of the dispute.
35. SEVERABILITY. If any provision of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions nevertheless will continue in full force and effect without being impaired or invalidated in any way.
36. FORCE MAJEURE. The respective duties and obligations of the parties hereunder shall be suspended while and so long as performance hereto is prevented or impeded by strikes, disturbances, riots, fire, severe weather,

government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

37. INTEGRATED AGREEMENT. This Agreement, together with Exhibits "A," "B" and "C" supersede any and all other agreements, either oral or in writing, between the parties with respect to the subject matter herein. Each party to this Agreement acknowledges that no representation by any party, which is not embodied herein, nor any other agreement; statement or promise not contained in this Agreement shall be valid and binding. Any modification of the Agreement shall be effective only if it is in writing and signed by all parties.
38. EFFECTIVE DATE. The effective date of this Agreement is the date the Notice to Proceed is received by Consultant, and shall remain in full force and effect until amended or terminated.

Dated: \_\_\_\_\_

"CITY"

By: \_\_\_\_\_  
Sergio Gonzalez, City Manager

Dated: \_\_\_\_\_

"CONSULTANT"

By: \_\_\_\_\_  
Sam Talebian, P.E.

APPROVED AS TO FORM:

\_\_\_\_\_  
Richard L. Adams II, City Attorney

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

**EXHIBIT "A"**  
**SCOPE OF SERVICES**

## **PROJECT DEFINITION**

It is our understanding that the City of South Pasadena desires assistance in construction monitoring and field engineering during construction phase of Hanscom Drive Improvements Project. While construction management and inspection will be provided by others, the requested services are to provide for an on going monitoring of the field activities, as well as responding to contractor's, and project manager's questions during the 9 month course of the construction.

Therefore, the Scope of Services proposed here provides for construction monitoring and field assistance program in getting the Hanscom Drive Improvement Project through the construction phase by on going monitoring of field activities, responding to Request for Information, providing solutions to changed conditions, as well as assisting in change order negotiations.

## EXHIBIT "B"

### SCHEDULE OF COMPENSATION

- I. AMOUNT OF COMPENSATION. For performing and completing all services pursuant to Exhibit "A" Scope of Services, is \$80 per hour for a total amount not to exceed \$29,600.
- II. BILLING. At the end of each calendar month in which services are performed or expenses are incurred under this Agreement, Contractor shall submit an invoice to the City at the following address:

Paul Toor, P.E.  
Public Works Director  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

The invoice submitted pursuant to this paragraph shall show the:

- 1) Purchase order number;
  - 2) Project name/description;
  - 3) Name and hours worked by each person who performed services during the billing period;
  - 4) The title/classification under which they were billed;
  - 5) The hourly rate of pay;
  - 6) Actual out-of-pocket expenses incurred in the performance of services; and,
  - 7) Other such information as the City may reasonably require.
- III. METHOD OF PAYMENT. Payment to Contractor for the compensation specified in Section I, above, shall be made after the City Manager or designee determines that the billing submitted pursuant to Section II, above, accurately reflects work satisfactorily performed. City shall pay Contractor within thirty (30) days therefrom.

**PROPOSED FEE**

Task	Project Manager 80\$/hr	Designer/ Drafter 58\$/hr	Clerical 40\$/hr	TOTAL
Field Monitoring	370			29,600
<b>GRAND TOTAL</b>				<b>\$29,600</b>

Based on a 9 month  
project duration

**EXHIBIT "C"**

The Consultant shall maintain throughout the duration of the term of the Agreement, liability insurance covering the Consultant and, with the exception of Professional Liability Insurance, designating City including its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants, as additional insured against any and all claims resulting in injury or damage to persons or property (both real and personal) caused by any aspect of the Consultant 's work, in amounts no less than the following and with such deductibles as are ordinary and reasonable in keeping with industry standards. It shall be stated, in the Additional Insured Endorsement, that the Consultant 's insurance policies shall be primary as respects any claims related to or as the result of the Consultant 's work. Any insurance, pooled coverage, or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory.

Professional Liability Insurance                      \$1,000,000/\$2,000,000

General Liability:

- a.      General Aggregate                                      \$2,000,000
- b.      Products Comp/Op Aggregate                              \$2,000,000
- c.      Personal & Advertising Injury                              \$1,000,000
- d.      Each Occurrence    \$1,000,000
- e.      Fire Damage (any one fire)                              \$    50,000
- f.      Medical Expense (any one person)                      \$     5,000

Workers' Compensation:

- a.      Workers' Compensation                                      Statutory Limits
- b.      EL Each Accident    \$1,000,000
- c.      EL Disease - Policy Limit                                      \$1,000,000
- d.      EL Disease - Each Employee                                      \$1,000,000

Automobile Liability

- a.      Any vehicle, combined single limit                      \$1,000,000

The Consultant shall provide thirty (30) days advance notice to City in the event of material changes or cancellation of any coverage. Certificates of insurance and additional insured endorsements shall be furnished to City thirty (30) days prior to the effective date of this Agreement. Refusal to submit such certificates shall constitute a material breach of this Agreement entitling City to any and all remedies at law or in equity, including termination of this Agreement. If proof of insurance required under this Agreement is not delivered as required or if such insurance is canceled and not adequately replaced, City shall have the right but not the duty to obtain replacement

insurance and to charge the Consultant for any premium due for such coverage. City has the option to deduct any such premium from the sums due to the Consultant.

Insurance is to be placed with insurers authorized and admitted to write insurance in California and with a current A.M. Best's rating of A-:VII or better. Acceptance of insurance from a carrier with a rating lower than A-:VII is subject to approval by City's Risk Manager. Consultant shall immediately advise City of any litigation that may affect these insurance policies.

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: Paul Toor, P.E. Public Works Director   
John A. Wolitarsky, Water Project Manager  
SUBJECT: **Approval of Payment for Emergency Repair of Wilson Well #4 to General Pump Company**

## **Recommendation**

It is recommended that the City Council approve the emergency repair work for Wilson Well #4 retroactively and authorize the City Manager to release payment in the amount of \$95,900 to General Pump Company.

## **Fiscal Impact**

The funding for the emergency repair work will be made available from water utility operations reserves.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

On November 17, 2013, pump failure at Wilson Well #4 caused a shutdown that necessitated immediate action.

Prior to the shutdown, both Wilson Well #3 and #4 have been providing potable water while the Wilson Reservoir Replacement Project is under construction.

In order to avoid the purchase of water from Metropolitan Water District (MWD), staff moved quickly to install a shelf-ready pump available to get Wilson Well #4 operational. General Pump Company was contacted and on November 20, 2013 provided the City of South Pasadena with a proposal to provide the necessary repairs. General Pump Company is a reputed firm in the water utility industry and is very familiar with the City's water operations.

**Analysis**

Staff concluded that repair work to Wilson Well #4 had to proceed immediately. Having only one well operational at Wilson was not sufficient for the day to day water needs of the City. In order to avoid paying the high cost of water from MWD, it was cost effective to put the well back in service as soon as it was practical. The City Council was informed about the emergency repair work via memorandum dated November 25, 2013 and December 16 (attached). The work has been completed, and Well #4 was put back in service on December 12, 2013.

The recently installed pump will be in place while staff will initiate the design of a new permanent pump. Upon delivery of the new pump, the existing pump will be taken out and kept as a backup for future needs. The City has not received the final water bill from MWD. The cost of water purchased while Well #4 was out of service will be reported to the City upon receiving the bill from MWD.

**Legal Review**

The City Attorney has reviewed this item.

**Public Notification of Agenda Item**

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

**Attachment**

1. Memorandum dated December 16, 2013
2. Memorandum dated November 25, 2013
3. General Pump Fee Proposal

**ATTACHMENT 1**  
Memorandum dated December 16, 2013

# Memo

December 16, 2013

**To:** City Council

**From:** Paul Toor, Public Works Director

**Via:** Sergio Gonzalez, City Manager

**Re:** Emergency Repairs for Wilson Well #4-Second Update

---

The purpose of this memorandum is to provide a second status report for the emergency repairs for the Wilson Well #4.

General Pump Company started work on well #4 on December 6<sup>th</sup> coordinating the work with Pacific Hydrotech, the general contractor for the Wilson Reservoir construction project. The old submersible pump was removed on December 7<sup>th</sup>, 2013. After completing the video survey, installation of new pump was started on Monday, December 9<sup>th</sup> and was completed on December 10<sup>th</sup>, 2013. Water sample were collected on December 11<sup>th</sup>, 2013 and well was put back in service on December 12<sup>th</sup> after receiving the lab results.

The condition of the existing 10" column pipe was extremely poor, therefore, the entire column pipe have to be replaced along with new pump. The estimated cost of the project is \$96,000 and formal retroactive approval will be requested at the regular City Council meeting on January 15<sup>th</sup>, 2013.

Public Works water division operation's staff did an excellent job to keep the water system running while the well was out of service, minimizing the purchase of water from the Metropolitan Water District. Although, we have not yet received the bill for the water purchased, estimated cost should be less than \$5,000.

In the mean time, if you have any questions or need additional information, please let me know.

**ATTACHMENT 2**  
Memorandum dated November 25, 2013

# Memo

November 25, 2013

**To:** City Council

**From:** Paul Toor, Public Works Director

**Via:** Sergio Gonzalez, City Manager

**Re:** Emergency Repairs for Wilson Well #4

---

The purpose of this memorandum is to provide a status report for the emergency repairs for the Wilson Well #4.

As reported earlier, the Wilson Well # 4 is out of service since November 17<sup>th</sup>, 2013. Wilson Well # 3 and Well # 4 are located in the City of San Gabriel and are the main source of water supply (Over 90%) for the South Pasadena residents. Well # 4 was constructed in 1972 and has 200 Horse Power submersible pump with a production capacity of 1100 gallons per minute. A request was submitted to Metropolitan Water District (MWD) to supplement the water supply immediately after the pump went out of service. Assessing the water supply system demands, determination was made to carry out the well repairs as soon as practical. After consulting the City's Hydro-Geologist, General Pump Company was requested to submit a proposal to carry out the well repairs on emergency basis. General Pump Company is a reputed contractor in the water utility industry since 1952 and is providing services to the City on call basis as needed.

As there is limited information available about the existing well conditions and there is a substantial lead time (16 weeks) for delivery of new pump after placing the order, staff has decided to purchase a temporary pump which is readily available and get the well back in service as quickly as practical. This approach will provide an opportunity to assess the well condition and develop a plan for a complete rehabilitation of the well. Moreover, it is prudent to take this approach as the supplemental water is very expensive. The temporary pump will be kept as a backup which can be used for all the City owned wells.

It is expected that temporary pump will be delivered early next week & installation will be completed within a week after delivery. One of the additional challenges we have is to coordinate the well repair work with the Wilson Reservoir contractor as Wilson well # 4 is located in the middle of construction site and the work space is extremely limited.

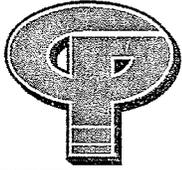
At present, the estimated cost of the work is in the range of \$78,000 to \$96,000 depending upon the condition of the column pipe. The cost of the new pump/motor assembly is \$30,000 (Included in the estimated cost) which will be eventually used as

a backup. The replacement cost of supplemental water from MWD is \$927/Acre Feet which may run about \$3000 per day based on the system demand. Operation's staff is working diligently to optimize the pumping minimizing the purchase of supplemental water. Next update report will be provided to the City Council during the week of December 2<sup>nd</sup>, 2013 and formal retroactive approval will be requested during the regular City Council meeting in January, 2014.

In the mean time, if you have any questions or need additional information, please let me know.

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**ATTACHMENT 3**  
General Pump Fee Proposal



**GENERAL  
PUMP  
COMPANY**

159 N. ACACIA STREET · SAN DIMAS, CA 91773  
PHONE: (909) 599-9606 · FAX: (909) 599-6238

WELL & PUMP SERVICE SINCE 1952

Lic. #496765

November 20, 2013

*Via E-mail*

City of South Pasadena  
1414 Mission Street  
South Pasadena, California 91030  
*Attn: Marcelino Aguilar*

***Subject: Wilson Well 4 – Emergency Repair - Breakdown***

Dear Marcelino:

General Pump Company is pleased to submit the following cost breakdown that was used in our November 20<sup>th</sup> budget cost of **\$78,000** for the emergency temporary pump.

• Pull pump and prepare for video.	\$ 7,500.00
• Video log well and submit report	1,080.00
• Spare pump / motor assembly.	30,000.00
• Dekron airline and gauge assembly.	2,200.00
• Camera / sounding tube assembly.	2,100.00
• Refurbish head.	750.00
• 10" column pipe (2 @ \$895/Ea)	1,790.00
• Submersible cable.	19,450.00
• Splice kit.	680.00
• Shop Labor	2,360.00
• Chlorination	770.00
• Installation	8,100.00
• Startup and testing	<u>1,220.00</u>
	<b><i>Subtotal</i> \$78,000.00</b>

***Note:*** If we need to replace the remaining twenty (20) sections of column, you would need to ***add*** - \$17,900.00

***Grand Total (includes sales tax & freight)* \$95,900.00**

Should you have any questions regarding the above summary and associated costs, please do not hesitate to contact us. Thank you.

Michael Bodart  
Michael Bodart  
Director of Engineering

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: David G. Watkins, Director of Planning & Building   
Debby Linn, Contract Planner   
SUBJECT: **Approval of a Resolution Adopting the 2014-2021 General Plan Housing Element Update and Negative Declaration**

## Recommendation

It is recommended that the City Council:

1. Open the public hearing and receive public testimony on the Draft Negative Declaration and Draft 2014-2021 General Plan Housing Element Update; and
2. Adopt the resolution (Attachment 1) approving the Negative Declaration (Attachment 2), and adopting the 2014-2021 General Plan Housing Element Update (Attachment 3).

## Fiscal Impact

Adoption of the attached resolution approving the Negative Declaration and adopting the 2014-2021 General Plan Housing Element Update will not have a fiscal impact.

## Commission Review and Recommendation

The Planning Commission reviewed this matter at public hearings conducted September 23, 2013 and December 2, 2013 and adopted P.C. Resolution No. 13-36 (Attachment 4), recommending that the City Council approve the Negative Declaration and adopt the 2014-2021 General Plan Housing Element Update.

## Background

State law requires cities to update their mandated General Plan Housing Element approximately every four years. Housing Elements are subject to detailed statutory requirements and mandatory review by the State of California Department of Housing and Community Development (HCD). The City of South Pasadena's current Fourth Cycle, 2006-2014 Housing Element Update was adopted by the City on January 18, 2012 and certified by HCD as compliant with State law on April 26, 2012.

In February 2012, the State commenced the Fifth Cycle Housing Element Update process for the 2014 - 2021 planning period with the release of the statewide Housing Needs Assessment. In November 2012, the City Council initiated the City's Fifth Cycle, 2014-2021 General Plan Housing Element Update process. State law provides that cities submitting their Fifth Cycle Draft Housing Element to HCD for review by October 15, 2013 and adopting their Fifth Cycle Housing Element within 120 days from the October 15, 2013 submittal deadline (February 15, 2014), would not be required to

prepare another Housing Element Update for eight years instead of a four-year cycle. On September 12, 2013, staff submitted the Draft 2014-2021 General Plan Housing Element Update (Draft Housing Element Update) to HCD for their preliminary review and comment pursuant to State law requirements. On September 23, 2013, the Planning Commission conducted a public hearing on the Draft Housing Element Update and adopted P.C. Resolution No. 13-31 (Attachment 5), recommending City Council approval of the Negative Declaration and Draft Housing Element Update. On November 12, 2013, the City received the formal review comments from HCD on the Draft Housing Element Update (Attachment 6). In addition to the written comments, HCD provided verbal comments to staff recommending incorporation of certain revisions to the Draft Housing Element Update which would ensure State certification of the City's Final 2014-2021 General Plan Housing Element Update. On December 2, 2013, the Planning Commission conducted a second public hearing to amend the Draft Housing Element Update incorporating the revisions recommended by HCD and adopted Resolution P.C. 13-36 recommending that the City Council approve the Negative Declaration and adopt the Amended Draft Housing Element Update.

State certification of a local government housing element is desirable in order to assure that the City has an adequate General Plan and to enable the City to be eligible to apply for a number of State financial programs and grants including funding for parks and open space, infrastructure, and senior housing. The consequences of non-certification and the benefits associated with certification of a housing element were discussed with City Council on July 17, 2013, as described in the July 17, 2013 City Council staff report (Attachment 7).

#### Analysis

The Housing Element Update process begins with allocating the region's share of the statewide Housing Needs Assessment to each Council of Governments (COG) in the state. Housing need is determined by the State based on Department of Finance population projections and regional population forecasts used in preparing regional transportation plans. The Southern California regional COG, the Southern California Association of Governments (SCAG), develops a Regional Housing Need Assessment Allocation Plan which assigns the region's share of the statewide housing need to the cities and counties within the region. Subsequently, each jurisdiction in the Southern California region receives a fair share Regional Housing Need Assessment (RHNA). The RHNA established for the City of South Pasadena for the Fifth Cycle planning period is 63 new residential units, less than the previous allocation of 166 new residential units established for the Fourth Cycle (2006-2014) Housing Element planning period.

Housing element law requires local governments to be accountable for ensuring that their projected RHNA can be accommodated through the policies and programs of their housing elements. Specifically, HCD requires that housing elements either identify adequate sites zoned to accommodate the RHNA or include a rezoning program for identified sites to address any shortfall of adequate sites. The City is not required to construct housing to accommodate the RHNA but is required to identify within the Housing Element adequate sites available in the City to accommodate private development of the number and type of residential units identified in the RHNA.

The City's Draft Housing Element identifies five sites which are adequately zoned to accommodate the City's Fifth Cycle RHNA of 63 new residential units. Therefore, the City's Draft Housing Element does not include any policies or programs requiring rezoning of sites.

#### HCD Review of Draft Housing Element Update

HCD reviewed the Draft Housing Element Update submitted September 12, 2013, which included a discussion of the City's program accomplishments associated with implementation of the Fourth Cycle (2006-2014) General Plan Housing Element Update. One program objective met by the City was the adoption of a Zoning Code Amendment to comply with State law, Senate Bill 2 (SB2), which requires local government housing elements to identify a zoning district where emergency shelters are permitted by right and to identify how the Zoning Code provides for transitional and supportive housing to be considered a residential use in any zone which allows for residential use subject to the same regulations and standards that are required of other residential use in the same zone. Pursuant to State law requirements, the City adopted a Zoning Code Amendment in August 2013 establishing emergency shelters as a land use permitted "by right" in the BP zoning district and adopting special development regulations requiring that a minimum buffer distance of 300 feet be provided between emergency shelters and between any emergency shelter and any public park, school or residential use and establishing a maximum of 12 beds allowed per shelter. The same Zoning Code Amendment also added transitional and supportive housing as permitted land uses in the RE, RS, RM, and RH zoning districts subject to the same development regulations as required for other residential uses in these zoning districts.

HCD has informed the City that pursuant to the provisions of SB2, the special Zoning Code development regulations establishing a buffer distance for emergency shelters are limited to the establishment of a minimum 300 foot separation distance between emergency shelters. SB2 does not allow for the establishment of buffer requirements between an emergency shelter and other land uses. Additionally, SB2 allows for special Zoning Code regulations to establish a maximum number of beds allowed in any one shelter, provided the maximum allowable number of beds adequately addresses the City's homeless population need. The Draft Housing Element Update identifies a homeless population in the City of 15 individuals. In order for the City's Zoning Code regulations to fully comply with SB2 and for the Housing Element Update to comply with all statutory requirements, HCD recommended that the Draft Housing Element Update be amended to include a proposed program objective that the City amend the Zoning Code to eliminate the requirement for a minimum 300 foot distance separation between an emergency shelter and a residential use, public park or public school and to increase the maximum number of beds allowed within an emergency shelter from 12 to 16 beds.

HCD also stated that SB2 requires that transitional and supportive housing be considered residential land uses and allowed in any zone where residential uses are allowed. The City's August 2013 Zoning Code Amendment added transitional and supportive housing as permitted uses in all residential zoning districts but because the Zoning Code also permits residential uses as part of mixed use development in the CG and Mission Street Specific Plan (MSSP) zoning districts, HCD recommended that the Zoning Code clarify that transitional and supportive housing be considered residential uses and allowed in any zone where residential uses are allowed. For this reason HCD recommended that the Draft Housing Element Update be amended to include a proposed program

objective that the City amend the Zoning Code to clarify that transitional and supportive housing are considered residential uses and allowed in any zone where residential development is allowed.

At the December 2, 2013 Planning Commission hearing, the Planning Commission amended the Draft Housing Element Update to add the following program objectives to Section 6.6.24 "Removing Government Constraints:"

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to delete language establishing buffer distance requirements between an emergency shelter and any public park, school, or residential use and to establish the maximum number of beds permitted in any one emergency shelter at 16 beds.

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to add clarifying language to the Zoning Code definition of residential projects to include transitional and supportive housing.

In the HCD letter dated November 12, 2013 received by the City, HCD concluded that the City's Draft Housing Update meets the statutory requirements of State housing element law by demonstrating the City can meet its housing needs through the proposed housing programs and pursuant to a commitment by the City to include the Draft Housing Element Update program objectives above relating to the removal of governmental constraints governing the regulation of emergency shelters and transitional and supportive housing in order to fully comply with SB2.

#### Housing Element Update Summary

The following is a summary of the Draft Housing Element Update.

#### Public Outreach

Housing element law requires that local governments make a diligent effort to achieve public participation of all economic segments of the community in the development of a housing element update. The City conducted a comprehensive public outreach program prior to the public hearings on the Draft Housing Element Update in order to incorporate as many creative ideas as possible on the programs and policies. Specifically, the public outreach effort focused on obtaining as much input as possible on proposed housing programs to address the needs of low income and special needs populations. The public outreach program included the following:

- Outreach to seniors through a Senior Citizen Commission public workshop held on June 13, 2013 to obtain input on the draft programs and policies for the Housing Element Update.
- Outreach to the community through a public Planning Commission study session held on June 24, 2013 to provide an overview of the components of the Housing Element Update, to obtain public input on policies and programs for the Housing Element Update, and to obtain direction from the Planning Commission on policies and/or programs for the Housing Element Update.

- Outreach to the Regional Center of the California Department of Developmental Services (Regional Center) serving the City of South Pasadena to obtain input on the number of developmentally disabled individuals in the City served by the Regional Center and the housing needs of those individuals.
- Outreach to the San Gabriel Valley Consortium on Homelessness (Consortium), a 501 (c) (3) non-profit organization, which develops and supports coordinated, region wide strategies to address homelessness in the region. The City contacted the Consortium for input into potential programs for inclusion in the Housing Element Update to address the homeless population in South Pasadena. Representatives of the Consortium were also invited to attend the June 24, 2013 Planning Commission study session.
- Outreach to the City of South Pasadena Police Department for information on the number and locations of homeless individuals in the City, the special needs of these individuals, and types of service programs available to the homeless provided by the City including referrals to adjacent cities.
- Outreach to Pasadena Heritage Partners, an affordable housing developer located in the City of Pasadena, with whom the City of South Pasadena has previously partnered on development of affordable housing, to obtain input on potential programs to assist in the provision of affordable housing through partnership with the City's Housing Authority.
- The Draft Housing Element Update was posted on the City's web page for public review prior to the Planning Commission public hearings to obtain public input.
- Advertising in English and Spanish languages was published on the City's web newsletter notifying the public that the Draft Housing Element Update was available for public review and also providing the contact information for City staff to enable members of the public to meet with City staff and provide input into the Draft Housing Element Update.
- Printed copies of the Draft Housing Element Update were made available at the City's Senior Citizens' Center, Public Library, and City Hall for public review.

#### Housing Needs Assessment

The Draft Housing Element Update includes a discussion of the City's population profile, including household size and composition, employment trends in the City, the City's special needs groups such as the elderly, the City's housing profile, including age and condition of housing and housing affordability, and the City's RHNA. An assessment of the existing and projected housing needs of the region and the City are evaluated in this section. The need for housing for lower income residents within the City of South Pasadena is predominantly one of provision of affordable housing for seniors who qualify as low-income due to fixed incomes rather than due to employment in low paying jobs. The discussion of housing needs assessment includes the City's RHNA below.

**SOUTH PASADENA HOUSING NEED 2014-2021**

Income Group	Number of New Units	Percentage
Very Low Income/Extremely Low Income	17	27%
Low Income	10	16%
Moderate Income	11	17%
Above Moderate Income	25	40%
<b>Total</b>	<b>63</b>	<b>100%</b>

Source: SCAG Regional Housing Needs Assessment 2012

Housing Constraints

The Draft Housing Element Update includes an analysis of the existing governmental, economic, physical, and environmental constraints affecting housing development in the City and, as applicable, in the region as a whole. The City's topographic and environmental conditions as they impact the ability for development of new housing and the economic conditions related to the cost of development are discussed in this section. This section also discusses the City's regulatory process and the affect of this process on the ability to develop new housing.

Housing Development Resources

This section of the Draft Housing Element Update identifies the resources available for housing development, including a discussion of adopted land use policies and zoning regulations which provide incentives for development of affordable housing, an inventory of available sites zoned for development of housing to meet the RHNA, and a discussion of the federal, state, and local economic resources available for housing development. Economic resources identified in the Draft Housing Element Update include specific Federal and State grants and financing instruments such as loans and tax credits that are available to housing developers. A complete site inventory of vacant properties suitable for housing development is described in the Draft Housing Element Update table below.

**VACANT SITES OR SITES APPROVED FOR NEW RESIDENTIAL DEVELOPMENT NOT YET VACATED**

Site	APN	GP / Zoning Allowable Density	Ac.	Realistic Unit Capacity	Existing Use	Infra-structure	On Site Constraints
1.	5312-002-007, 008,009,025 (no address)	RH/RH 24.0 du/ac	.38 City of So. Pas (.05 City of L.A.*)	9	Vacant	Yes	No
2	5315-003-044 5315-003-058 5315-003-901,902,903&904 5315-003-044 Downtown Revitalization Site	CG /CG 24.0 du/ac	1.46 acre portion of 3.0 acre project site to be developed as new mixed use	60	Commercial buildings and parking lots	Yes	No

3.	5315-008-900 (1020 El Centro Ave.)	MSSP/ MSSP 36.7 du/ac	1.9	69	School District building and parking lot	Yes	No
4.	5315-008-042 (1141 Mission Street)	MSSP/ MSSP 36.0 ac	.45	16	Vacant	Yes	No
5.	5315-017-041 & 042, 030 & 032 (820 Mission Street)	MSSP/ MSSP 57.0 du/ac	1.9	38	Parking lot and vacant office building	Yes	Existing building to remain as part of new mixed use project
<b>Total</b>			<b>6.09</b>	<b>192</b>			

This section identifies proposed program objectives involving future City adoption of certain Zoning Code Amendments in order to help remove governmental constraints on the development of affordable housing and to promote energy efficiency as described below.

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to delete language establishing buffer distance requirements between an emergency shelter and any public park, school, or residential use and to establish the maximum number of beds permitted in any one emergency shelter at 16 beds.

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to add clarifying language to the Zoning Code definition of residential projects to include transitional and supportive housing.

**Eight-year Objective:** The City will adopt an amendment to the Zoning Code within one year following the approval of the Housing Element to eliminate the requirement for approval of a conditional use permit for development projects which request and qualify for approval of a planned development permit and to extend the term for an approved planned development permit to a period of 36 months with the potential for approval of an extension for an additional 36 months.

**Eight-year Objective:** The City will explore options for requiring that new residential development projects of a certain size include a percentage of the units to be universally accessible.

**Eight-year Objective:** The City will explore amendments to the Zoning Code to provide incentives for the development of energy saving residential development including deviations or waivers from compliance with established development standards as part of a development proposal involving either adaptive reuse of existing buildings or the construction of new residential units. Such deviations or waivers may include a reduction in the minimum required lot area for all housing types, an increase from the established maximum floor area ratio and other similar standards. The City will explore amendments to the Zoning Code to

implement “green” building design guidelines and development standards, including the use of solar energy, to reduce energy costs to residents.

Housing Element Performance

The goals and policies contained in the City’s adopted 2006-2014 General Plan Housing Element Update are discussed in this section along with a review of the progress the City has made in the achieving the program objectives and quantified objectives stated in the 2006-2014 General Plan Housing Element Update.

Housing Plan

The goals, policies and programs that will guide the City’s actions for the 2014 - 2021 Housing Element Update planning period are presented in this section, along with quantified objectives. The policies and programs described in the Draft Housing Element Update are intended to promote the private sector development of new housing to meet the City’s RHNA and to encourage the rehabilitation and conservation of existing housing. The housing programs proposed in the Draft Housing Element Update include programs to promote conservation of the existing supply of affordable housing, assist in the provision of new affordable housing, provide for adequate residential sites, remove governmental constraints, promote equal housing opportunities, and promote energy conservation. With the exception of the proposed program objectives described above, the Draft Housing Element Update programs are on-going programs that are carried over from the 2006-2014 General Plan Housing Element Update and updated for the Fifth Cycle planning period. These housing programs are designed to help the City meet the following quantified goals for provision of new housing and rehabilitation and conservation of existing housing as described in the Draft Housing Element Update table below.

**QUANTIFIED HOUSING IMPLEMENTATION SUMMARY**

<b>Income Category</b>	<b>New Construction</b>	<b>Rehabilitated and/or Conserved</b>
Extremely Low/Very Low Income	17	
Low Income	10	1
Moderate Income	11	1
Above Moderate	25	
<b>Total</b>	<b>63</b>	<b>2</b>

Legal Review

The City Attorney has reviewed this report.

CEQA

Pursuant to the provisions of the California Environmental Quality Act, it is determined that the adoption of the Draft 2014-2021 General Plan Housing Element Update would not have a significant effect on the environment, and pursuant to Section 15070, a Negative Declaration has been prepared for the project.

**Public Notification of Agenda Item**

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

Attachments:

1. City Council Resolution
2. Negative Declaration
3. 2014-2021 General Plan Housing Element Update
4. PC Resolution No. 13-36
5. PC Resolution No. 13-31
6. HCD Comments
7. City Council Staff Report, July 17, 2013

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**ATTACHMENT 1**  
City Council Resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY  
CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A  
NEGATIVE DECLARATION AND THE 2014 – 2021 GENERAL  
PLAN HOUSING ELEMENT UPDATE AND GENERAL PLAN  
AMENDMENT**

**WHEREAS**, the Housing Element is one of seven General Plan Elements mandated by the State of California; and

**WHEREAS**, the City of South Pasadena's (City) current 2006-2014 General Plan Housing Element Update was adopted by the City Council on January 18, 2012, and certified by the State Department of Housing and Community Development on April 26, 2012; and

**WHEREAS**, the State of California mandates that cities update their General Plan Housing Element approximately every five years; and

**WHEREAS**, the State of California has determined that the current Housing Element Update planning period shall extend from October 2014 to 2021; and

**WHEREAS**, a Draft 2014-2021 General Plan Housing Element Update has been prepared for public review by the City of South Pasadena Department of Planning and Building; and

**WHEREAS**, adoption of the Draft 2014-2021 General Plan Housing Element Update would constitute an amendment to the City's General Plan; and

**WHEREAS**, pursuant to the provisions of the California Environmental Quality Act (CEQA), staff found that adoption of the 2014-2021 General Plan Housing Element Update would not have significant effects on the environment and, therefore, a Negative Declaration was prepared; and

**WHEREAS**, after notices issued pursuant to the requirements of the South Pasadena Development Code and CEQA, the Planning Commission held a duly noticed public hearing on September 23, 2013, at which all interested parties were given the opportunity to be heard and present evidence and after having received all public testimony, the Planning Commission adopted P.C. Resolution No. 13-31 recommending that the City Council approve the Negative Declaration and adopt the Draft 2014-2021 General Plan Housing Element Update; and

**WHEREAS**, pursuant to the State Department of Housing and Community Development review of the Draft 2014-2021 General Plan Housing Element Update, certain

amendments to the Draft 2014-2021 Housing Element Update were necessary in order for the City's 2014-2021 Housing Element Update to be deemed compliant with all statutory requirements; and

**WHEREAS**, after notices issued pursuant to the requirements of the South Pasadena Development Code and CEQA, the Planning Commission held a duly noticed public hearing on December 2, 2013, at which all interested parties were given the opportunity to be heard and present evidence and after having received all public testimony, the Planning Commission adopted P.C. Resolution No. 13-35 recommending that the City Council approve the Negative Declaration and adopt the Amended Draft 2014-2021 General Plan Housing Element Update.

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

**SECTION 1:** Based on the environmental document referenced above, written and oral staff reports, and all written and oral testimony submitted before and during the public hearing, the City Council hereby adopts a Negative Declaration finding that the proposed 2014-2021 General Plan Housing Element Update will not have any significant effect on the environment, and no further analysis is necessary to make a fully informed decision regarding the environmental effects of the proposal.

**SECTION 2:** Based on the staff report, minutes and other record of proceeding, and all written and oral testimony submitted before and during the public hearing and pursuant to South Pasadena Municipal Code (SPMC) Section 36.620.070 (General Plan Amendments/Zoning Code Map Amendments), the City Council of the City of South Pasadena hereby makes the following two findings regarding the 2014-2021 General Plan Housing Plan Update and General Plan Amendment:

**1. The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan.**

The City of South Pasadena General Plan consists of seven elements: 1) Land Use & Community Design; 2) Circulation & Accessibility; 3) Economic Development & Revitalization Element; 4) Historic Preservation; 5) Open Space & Resource Conservation; 6) Housing; and 7) Safety & Noise. The 2014-2021 General Plan Housing Element Update builds upon the other General Plan elements and is consistent with the policies and goals set forth by the entire General Plan. Consistency among General Plan elements includes the incorporation of residential development capacities established in the Land Use Element within the Housing Element and inclusion of a discussion of environmental constraints in the Housing Element based on information from the Safety & Noise Elements.

**2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.**

The proposed 2014-2021 General Plan Housing Element Update is prepared to address the requirements of the State of California Department of Housing and Community Development and the Regional Housing Needs Assessment established by the Southern California Association of Governments for the City of South Pasadena. As such, the Housing Element Update identifies and analyzes existing and projected housing needs and contains goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing. The City of South Pasadena Housing Element Update provides a framework for meeting the housing goals of the City and serves as an information document to the current and prospective residents of the community, businesses, and developers. The proposed 2014-2021 General Plan Housing Element Update will not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

**SECTION 3:** For the foregoing reasons and based on the information and findings included in this Resolution, the staff report and all written and oral testimony provided before and during the public hearing, the City Council of the City of South Pasadena hereby adopts the 2014-2021 General Plan Housing Element Update and General Plan Amendment incorporated herein by reference.

**SECTION 4.** 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 15<sup>th</sup> day of January, 2014.

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Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

---

Richard L. Adams II, 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 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 2**  
Negative Declaration

**City of South Pasadena**  
**Planning & Building Department**  
1422 Mission Street  
South Pasadena, CA 91030  
(626) 403-7200

## **NEGATIVE DECLARATION**

**Date Submitted: September 12, 2013**

**Project Title:** 2014-2021 General Plan Housing Element Update      **Contact:** David Watkins, Director Planning and Building Email: [dwatkins@ci.south-pasadena.ca.us](mailto:dwatkins@ci.south-pasadena.ca.us)

**Lead Agency:** City of South Pasadena

**Project Proponent and Address:** City of South Pasadena, 1422 Mission Street, South Pasadena, CA 91030

**Existing Zoning:** N/A

**Project Location:** Citywide.

**The Draft 2014-2021 General Plan Housing Element Update Document is on File at City Hall, the City's Web Site, the City Public Library, and the City Senior Citizen Center.**

**Project Description:** State law requires each city and county to adopt a general plan containing at least seven elements including a housing element. Unlike the other mandatory general plan elements, the housing element is required to be updated approximately every eight years and is subject to detailed statutory requirements and mandatory review by the State of California Department of Housing and Community Development (HCD). Housing elements have been mandatory portions of general plans since 1969. This reflects the statutory recognition that the availability of housing is a matter of statewide importance and that cooperation between government and the private sector is critical to attainment of the State's housing goals. The regulation of the housing supply through planning and zoning powers affects the State's ability to achieve its housing goal of "decent housing and a suitable living environment for every California family" and is critical to the State's long-term economic competitiveness.

Housing element law requires local governments to adequately plan to meet their existing and projected housing needs, including their share of the regional housing need. Housing element law is the State's primary market based strategy to increase housing supply, choice, and affordability. The law recognizes that in order for the private sector to adequately address housing needs and demand, local governments must adopt land-use plans and regulatory schemes that provide opportunities for and do not unduly constrain housing development.

The housing element process begins with HCD allocating a region's share of the statewide housing need to Councils of Governments (COG) based on Department of Finance population projections and regional population forecasts used in preparing regional transportation plans. The COG develops a Regional Housing Need Plan (RHNP) allocating the region's share of the statewide need to the cities and counties within the region. The RHNP is required to promote the following objectives:

- Increase the housing supply and the mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner;
- Promote infill development and socioeconomic equity, the protection of environmental and agricultural resources, and the encouragement of efficient development patterns; and
- Promote an improved intraregional relationship between jobs and housing.

Housing element law recognizes the most critical decisions regarding housing development occur at the local level within the context of the periodically updated general plan. The RHNP component of the general plan requires local governments to balance the need for growth, including the need for additional housing, against other competing local interests. The RHNP process of housing element law promotes the State's interest in encouraging open markets and providing

opportunities for the private sector to address the State's housing demand, while leaving the ultimate decision about how and where to plan for growth at the regional and local levels. While land-use planning is fundamentally a local issue, the availability of housing is a matter of statewide importance.

Housing element law requires local governments to be accountable for ensuring projected housing needs can be accommodated. The process insures local control over where and what type of development should occur in local communities while providing the opportunity for the private sector to meet market demand.

Consistent with State law requirements and HCD guidelines, the City's Housing Element Update includes the following required components:

#### A Public Participation Program

The City's public participation effort included the following:

1. A public study session/workshop was held with the Planning Commission on June 24, 2013 to provide a forum for the public and the Planning Commission to identify housing needs and recommend goals and programs for the Draft Housing Element Update. The public, developers and organizations providing community services within the City were invited to attend the Planning Commission workshop.
2. The Draft Housing Element Update was posted on the City's web page for public review prior to the completion of the final Draft Housing Element Update to obtain public input.
3. Advertising, in English and Spanish languages, was published on the City's web newsletter notifying the public that the Draft Housing Element Update was available for public review and also providing the contact information for City staff to enable members of the public to meet with City staff and provide input into the Draft Housing Element Update.
4. Printed copies of the Draft Housing Element Update were made available at the City's Senior Citizens' Center, Public Library, and City Hall for public review.
5. Outreach efforts were extended to the City's Senior Citizen Commission in order to identify housing needs and to obtain input on the policies and programs to be contained in the Draft Housing Element Update. A workshop was conducted on June 18, 2013 to review the requirements for the Housing Element Update and to solicit input on housing programs to be included in the Draft Housing Element Update.
6. Outreach efforts were extended to affordable housing developers.
7. Outreach efforts were extended to governmental and non-profit agencies providing services to the developmentally disabled residents in the City and homeless persons.

#### A Housing Needs Assessment:

Existing Needs – A community profile describing the City's population, household characteristics, and employment characteristics of the City, the number of households overpaying for housing, living in overcrowded conditions, or with special housing needs (e.g., the elderly, large families, homeless), the number of housing units that need rehabilitation, and assisted affordable units at risk of converting to market-rate and special needs populations including the elderly, disabled, homeless, farmworkers, large families, and female head of household

Projected Needs - The City's share of the regional housing need as established in the RHNP prepared by the COG is assigned by the COG to the City as the Regional Housing Needs Assessment (RHNA) The RHNA establishes the number of new units needed, by income category, to accommodate expected population growth over the planning period of the housing element. The RHNA provides a benchmark for evaluating the adequacy of local zoning and regulatory actions to ensure the City is providing sufficiently zoned land and opportunities for housing development to address population growth and job generation.

#### Analysis of Constraints on Housing

An assessment of potential and existing governmental and non-governmental constraints affecting the development of new housing and the maintenance of existing units for all income levels which includes an assessment of market conditions, environmental constraints, and governmental programs and regulations that affect the provision of adequate and affordable

housing. The Housing Element Update includes a description of governmental land use controls, fees and exactions, on- and off-site improvement requirements, building codes and their enforcement, permit and processing procedures, and potential constraints on the development or improvement of housing for persons with disabilities.

### Resources

Identification of adequate sites to be made available through appropriate zoning and development standards as well as zoning provisions, such as affordable housing incentives, intended to encourage the development of a variety of housing types for all income levels, including multifamily rental and for sale housing, residential second units, emergency shelters, mobile homes, housing types for the disabled and elderly, and transitional and supportive housing.

The Housing Element Update includes a detailed land inventory and analysis including a sites specific inventory listing of properties along with zoning and general plan designation, size and existing uses, a general analysis of environmental constraints and the availability of infrastructure, and evaluation of the suitability, availability and realistic development capacity of the sites to accommodate the City's RHNA.

The Housing Element Update also includes an identification of Federal, state and local financial resources available to the City to assist in the provision of affordable housing and an assessment of opportunities for energy conservation.

### Housing Element Performance

An assessment of program achievements under the previously adopted housing element compared with what was projected or planned in the previously adopted Housing Element Update. The results of the analysis provide the basis for developing the comprehensive housing program strategy for the next planning period.

### Housing Programs

Programs and quantifiable objectives are required to identify adequate sites to accommodate the City's RHNA, assist in the development of housing for low- and moderate-income households, remove or mitigate governmental constraints, conserve and improve the existing affordable housing stock, promote equal housing opportunity, preserve any identified at-risk units, and promote energy efficiency.

**Other Public Agencies Who's Approval is Required (Responsible or Trustee Agencies):** State of California Department of Housing and Community Development.

**Initial Study Prepared by:** Debby Linn, Linn & Associates, 562-433-9444.

**Scheduled Public Meetings or Hearings:** South Pasadena Planning Commission hearing September 23, 2013; City Council hearing to be determined. The proposed Housing Element Update will be implemented subsequent to City Council adoption.

**ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED**

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a “Potentially Significant Impact” as indicated by the checklist on the following pages.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Aesthetics                    | <input type="checkbox"/> Agriculture Resources              | <input type="checkbox"/> Air Quality            |
| <input type="checkbox"/> Biological Resources          | <input type="checkbox"/> Cultural Resources                 | <input type="checkbox"/> Geology/Soils          |
| <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality            | <input type="checkbox"/> Land Use/Planning      |
| <input type="checkbox"/> Mineral Resources             | <input type="checkbox"/> Noise                              | <input type="checkbox"/> Population/Housing     |
| <input type="checkbox"/> Public Services               | <input type="checkbox"/> Recreation                         | <input type="checkbox"/> Transportation/Traffic |
| <input type="checkbox"/> Utilities/Service Systems     | <input type="checkbox"/> Mandatory Findings of Significance |   |

**DETERMINATION: On the basis of this initial evaluation:**

1. I find that the project **could not** have a significant effect on the environment, and a **NEGATIVE DECLARATION** would be prepared.
2. I find that although the proposed project could have a significant effect on the environment, there would not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** would be prepared.
3. I find the proposed project **may have a significant effect** on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
4. I find that the proposed project **may have a “potentially significant impact” or “potentially significant unless mitigated impact”** on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
5. I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or Negative Declaration pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or Negative Declaration, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

\_\_\_\_\_  
Director of Planning and Building

\_\_\_\_\_  
Date

## EVALUATION OF ENVIRONMENTAL IMPACTS:

1. A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project would not expose sensitive receptors to pollutants, based on project-specific screening analysis).
2. All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction and operational impacts.
3. Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
4. “Negative Declaration: Less Than Significant With Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact”. The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from earlier analyses may be cross-referenced, as discussed below).
5. Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063 (c)(3)(D). In this case, a brief discussion should identify the following:
  - a. Earlier Analysis Used. Identify and state where they are available for review.
  - b. Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
  - c. Mitigation Measures. For effects that are “Less than Significant with Mitigation Measures Incorporated”, describe the mitigation measures, which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
6. Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
7. Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
8. This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project’s environmental effects in whatever format is selected.
9. The explanation of each issue should identify:
  - a. The significance criteria or threshold, if any, used to evaluate each question; and
  - b. The mitigation measure identified, if any, to reduce the impact too less than significance.

**Environmental Setting:**

The proposed project is the 2014-2021 General Plan Housing Element Update (Housing Element Update) which is a citywide policy document. The City (project area) is a primarily residential community that is almost completely built-out. Because of the built-out nature of the City, no substantial changes to topography, soils, plants and animals, cultural, historic, or scenic aspects of the City will occur if the proposed Housing Element Update is implemented. The City of South Pasadena is located in Southern California, in the west San Gabriel Valley. It consists predominantly of single-family residential areas with limited local serving commercial development. South Pasadena is surrounded by the Cities of Alhambra to the south, San Marino to the east, Pasadena to the north and east, and the City of Los Angeles to the west and northwest. The project area is fully urbanized, and no intensification of land uses is contemplated by the proposed project. The project is a policy document update to the existing City General Plan. New development projects occurring subsequent to the adoption of the Housing Element Update will be evaluated on a case-by-case basis in order to ensure that specific projects are consistent with the General Plan and that they comply with Zoning Code and Building Code requirements.

**CHECKLIST OF ENVIRONMENTAL IMPACT ISSUES:**

		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
<b>1.</b>	<b>AESTHETICS.</b> <i>Would the project:</i>				
(a)	Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis**

**a) No Impact.**

The proposed Housing Element Update will apply citywide. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Any future development projects proposed to address the goals and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and adopted design criteria which protect the City’s scenic vistas. No substantial changes to scenic aspects of the City will occur as a result of the implementation of the proposed Housing Element Update, therefore, the proposed project would not impact a scenic vista.

**b) No Impact.** There are no scenic highways affected by the implementation of the proposal. Any future development projects proposed to address the goals and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and adopted design criteria which protect scenic resources. No substantial changes to scenic aspects of the City will occur as a result of the implementation of the proposed Housing Element Update, therefore, the proposed project would not impact scenic resources. The project would not have any impact to a scenic highway.

**c) No Impact.** The proposed Housing Element Update will apply citywide. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Any future development projects proposed to address the goals

and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and adopted design criteria. The proposed project would not significantly impact the visual character of the City.

d) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Any future development projects proposed to address the goals and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and adopted design criteria, specifically with respect to compliance with Municipal Code Section 36.300.090 Outdoor Lighting, and for potential glare impacts that could result from the projects. The proposal would have no light and glare impacts.

2. **AGRICULTURAL RESOURCES.** (In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland.) *Would the project*

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis**

a) **No Impact.** There are no agricultural uses within the City. The City does not have areas designated as Prime, Farmland, Unique Farmland, or Farmland of Statewide Importance by the State Department of Conservation. The proposed project would have no impacts to any type of agricultural land. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The proposed project will not result in the conversion of Prime, Farmland, Unique Farmland, or Farmland of Statewide Importance by the State Department of Conservation to non-agricultural use.

b) **No Impact.** There are no agricultural zoning districts within the City. The City does not have areas designated as Prime, Farmland, Unique Farmland, or Farmland of Statewide Importance by the State Department of Conservation. The project would have no impacts to any type of agricultural land. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The proposal will not conflict with any agricultural zoning or a Williamson Act contract.

c) **No Impact.** There is no Farmland in the City of South Pasadena. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project, therefore, the proposed project would not encourage or result in the conversion of farmland to non-agricultural use.

3. **AIR QUALITY.** (Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations.) *Would the project:*

	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

(b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e) Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f) Global warming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The City of South Pasadena is located in the South Coast Air Basin, which is governed by the South Coast Air Quality Management District (SCAQMD). The SCAQMD has adopted an Air Quality Management Plan (AQMP) to reduce air emissions in the Basin. The proposed Housing Element Update will apply citywide. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Any future development projects proposed to address the goals and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and design criteria. The proposal does not provide for an increase in use or intensity of development that would generate emissions in quantities that would conflict with or obstruct the implementation of the AQMP by exceeding current air emission thresholds. The proposal does not provide for an increase in use or intensity of development over that permitted in the adopted City General Plan and would not allow more development than could occur in the City at the current time. Therefore, the proposed project would not have an impact on the implementation of the AQMP.

b) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Because the proposal would not permit an increase in the amount of development that could occur over the amount of development currently permitted in the adopted City General Plan, future development projects proposed will not create any short and long-term air emissions any greater than allowed by the existing General Plan and Zoning Code. The project would not impact air quality.

c) **No Impact.** Because the project does not propose to increase the intensity of development that could occur in the City there would be no cumulative impact to criteria pollutants and air quality by the proposed project.

d) **No Impact.** The project would not expose sensitive receptors to substantial pollutant concentrations because the proposed project is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Air emissions generated by future development projects would be within the threshold allowed by the current General Plan and Zoning Code and future development projects would be located on sites zoned for and surrounded by similar uses. The project would not result in generation of emissions greater than the level of development allowed by the City's adopted General Plan and would not expose sensitive receptors to substantial pollutant concentrations.

e) **No Impact.** Because the project is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project, the proposed project would have no impact with regards to odors.

f) **No Impact.** The proposal would not generate air emissions that could significantly contribute to global warming. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Although any future development project would generate air emissions and incrementally add to global emissions, the proposed project does not allow development any greater than presently allowed by the City's General Plan. The project would have no impact on global warming.

4. <b>BIOLOGICAL RESOURCES.</b> <i>Would the project:</i>	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The proposed Housing Element Update will apply citywide. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Any future development projects proposed to address the goals and policies contained in the Housing Element Update will be evaluated on a case by case basis and required to meet City General Plan policies, Zoning Code requirements and adopted design criteria. The City is considered a developed urbanized environment and there are no plants or animals within the boundary of the City that could be candidates as a sensitive or special species that is recognized by either California Fish and Game or U.S. Fish and Wildlife Service. There are no known sensitive, rare, or endangered plant species within the City. The wildlife likely to be present includes species that are associated with urban environment such as rabbits, raccoons, opossums, mockingbirds, etc. None of the animals that are associated with urban environments are classified or candidates as sensitive, rare, or endangered animal species. The project would have no impact, either directly or through habitat modifications, to any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service

b) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Because the City is developed, there is no impact to riparian habitat.

c) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out and there are no wetlands within the City. The project would have no impact to wetlands.

d) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. Areas of the City that could provide native vegetation or bodies of water that could support the movement of migratory fish or wildlife or

support a nursery for wildlife include areas designated in the City’s General Plan as parks and open space. The proposed project does not allow development within park and open space land use areas and would not impact any movement of wildlife within these areas that may presently occur.

e) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is consistent with other General Plan elements and City ordinances established to protect biological resources and tree preservation.

f) **No Impact.** The City of South Pasadena does not have and is not located in a Natural Communities Conservation Plan (NCCP). Therefore, the proposed project would not impact a NCCP or any other conservation plan.

5. CULTURAL RESOURCES. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is consistent with other General Plan elements and City ordinances including the Historic Preservation Element which states that one of the purposes of the Historic Element is to, “Preserve and maintain sites, structures, and neighborhoods that serve as significant reminders of the City’s social, educational, architectural and religious history”. To protect the architecture and cultural resources in South Pasadena, the City has established a Cultural Heritage Commission that is responsible for the establishment of criteria and recommendations for the designations of Landmarks and Historic Districts subject to City Council approval. In addition, the Commission advises the City on matters relating to the identification, protection, retention, and preservation of landmarks and historic districts in the City. The project would not change any existing City General Plan policies and requirements applicable to future development projects or any requirements that future development projects be reviewed by the Cultural Heritage Commission, as applicable. The project would have no impact to historical resources.

b) **No Impact.** There are no known archaeological resources in the City as defined in CEQA §15064.5. Because the proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and not a specific development project the proposed project would have no impact to archaeological resources. Future development projects would be reviewed on a case by case basis and required to comply with the review procedures of the Cultural Heritage Commission and CEQA Guidelines §15064.5 and Public Resources Code §21083.2, as applicable.

c) **No Impact.** Based on the City of South Pasadena General Plan, there are no paleontological resources or unique geologic features within the City. The proposed project would have no impacts to paleontological resources.

d) **No Impact.** There is no evidence in the South Pasadena General Plan or any other public document that provides evidence that a burial site or human remains could exist within the City. The City is a developed, urbanized area that has been disturbed during construction of the existing development, and any human remains that may have been present have in all likelihood been disturbed and destroyed. There are no uses associated with the proposed project that would increase the likelihood that human remains would be disturbed to any greater degree than with development that is currently allowed. The proposed project would have no impact to human remains.

6. <b>GEOLOGY AND SOILS.</b> <i>Would the project:</i>	Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:				
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii) Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv) Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

ai) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is consistent with the existing General Plan Safety and Noise Element and applicable City ordinances. The project would not expose people or structures to any greater risk, including the risk of loss, injury, or death involving the rupture of an earthquake fault to any greater degree than currently exist. The project would not increase or decrease the potential risk of a rupture from a known earthquake fault due to development that would be allowed by the project. The potential risk associated with any type of future development within the City would not change and would be the same for development that could be constructed today as allowed by the General Plan and Zoning Code. The Raymond Hill Fault is located within the City and other active faults in the area could impact future development projects, however the proposed project would not change the current risk to future development projects to any greater or lesser degree than presently exists.

aii) **No Impact.** The proposal would not change by increasing or decreasing the exposure of future development allowed by the General Plan to seismic ground shaking. Development consistent with the General Plan would be exposed to the same seismic impacts that existing projects are exposed. As with all projects in South Pasadena, development allowed by the General Plan would be required to meet all applicable seismic requirements of the South Pasadena Building Code.

aiii) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is consistent with the existing General Plan Safety and Noise Element and applicable City ordinances. Future development projects would be evaluated on a case by case basis to determine whether there are known physical features that could impact development due to a seismic event. The proposed project does not expose people or structures to adverse impacts involving seismic related ground failure.

aiv) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is consistent with the existing General Plan Safety and Noise Element and applicable City ordinances. Future development projects would be evaluated on a case by case basis to determine whether there are known physical features that could impact development due to landslides and would be required to comply with the City's Building Code soils and geotechnical construction requirements. The proposed project does not expose people or structures to adverse impacts involving landslides.

b) **No Impact.** The proposal is a policy document and not a specific development proposal. The project would not change the potential for soil erosion or loss of topsoil for development allowed by the project compared to current conditions.

Future development projects would not change or increase the potential for soil erosion or loss of topsoil to any greater level or degree than the development that is currently allowed and would be required to prepare a Water Quality Management Plan (WQMP) with Best Management Practices (BMPs) to control soil erosion and loss of topsoil. The incorporation of all pre- and post-construction soil erosion protection measures in an approved WQMP would minimize soil erosion and the loss of top soil during project construction and the life of the project. The proposed project would not increase soil erosion or the loss of topsoil impacts because it does not modify the current City Zoning Code and Building Code requirements for projects to implement WQMPs, which includes soil erosion and topsoil protection measures.

c) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. The City is a primarily residential community that is almost completely built-out. The City is developed and the existing soils within the City would not prevent or impact additional development. Structures within the City have existed safely for many years with no evidence of unstable soil. Based on the review of the State Seismic Hazard Zones map, the City is not located on a geological unit or unstable soil that would impact development allowed by the project. The project does not propose any uses considered unstable for development. All future development projects would be reviewed on a case by case basis and required to provide proof (preliminary geotechnical and/or soils report) to the City prior to project approval that the development project site is not located within a liquefaction area or an area subject to earthquake induced landslides based on the State of California Seismic Hazard Zones, Orange Quadrangle map dated March 25, 1999.

d) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be required to demonstrate that the soils on the development site are not expansive as defined in Table 18-1-B of the UBC and would not create a substantial risk to future development. The proposed project would not create substantial risk due to expansive soil.

e) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be required to connect to the existing public wastewater treatment system, which is available to serve new development projects in the City. The project would not have impacts with regards to soils supporting the use of septic tanks.

7. HAZARDS AND HAZARDOUS MATERIALS. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Create a significant hazard to the public or the environment through reasonable foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f)	For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(g)	Impair implementation of or physically interfere with an adopted emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

response plan or emergency evacuation plan?				
(h) Expose people or structures to a significant risk of loss, injury, or death involving wild land fires, including where wild lands are adjacent to urbanized areas or where residences are intermixed with wild lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** Because the proposed project is a policy document and not a specific development proposal, the project does not propose any use that would create a significant hazard with the use, disposal or transportation of hazardous materials.

b) **No Impact.** Because the proposed project is a policy document and not a specific development proposal, there are no activities associated with the project that would create a significant hazard or release hazardous materials into the environment as discussed in “a)” above. The uses allowed by the project do not include the manufacturing, or disposal of hazardous materials that could result a hazard to the public or the environment through a release of hazardous materials. The proposed project would have no impact with regards to creating a situation that could result in the release of a hazardous material into the environment.

c) **No Impact.** Because the proposed project is a policy document of the City’s General Plan the project is consistent with the City’s adopted General Plan Safety and Noise Element which establishes policies guiding development impacts related to manmade hazards. There are no activities associated with the proposed project that would release hazardous materials and impact any schools in the City.

d) **No Impact.** The City does not have any sites located on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5. The project is a policy document of the City’s General Plan and not a specific development proposal. The proposed project would not create a significant hazard to the public or the environment.

e) **No Impact.** The closest public airport to the City is the El Monte Airport in the City of El Monte, which is more than twelve miles east of the City limits. The residents and employees within the City would not be impacted by operations at the El Monte Airport since it is more than twelve miles from the City.

f) **No Impact.** Because the proposed project is a policy document of the City’s General Plan the proposed project is consistent with the City’s adopted General Plan Safety and Noise Element which does not identify any private airstrips within proximity of the City that would expose residents and employees within the City to any safety hazards from the operation of a private airstrip.

g) **No Impact.** The project does not propose any changes to the alignment of streets or any other physical changes within the City that would impact an evacuation route or emergency response plan. The proposed project would not impact any established evacuation and emergency plans.

h) **No Impact.** The proposed project does not allow any uses or increase intensity of allowed uses in areas designated in the City’s General Plan as possible areas that could be affected by wildfires. The proposed project would not increase the threat of a wild land fire.

8. HYDROLOGY AND WATER QUALITY. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner, which	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	would result in a substantial erosion or siltation on- or off-site.				
(d)	Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	Create or contribute runoff water, which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f)	Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(g)	Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(h)	Place within a 100-year flood hazard area structures, which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(i)	Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(j)	Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(k)	Potentially impact storm water runoff from construction activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(l)	Potentially impact storm water runoff from post-construction activities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(m)	Result in a potential for discharge of storm water pollutants from areas of material storage, vehicle or equipment fueling, vehicle or equipment maintenance (including washing), waste handling, hazardous materials handling or storage, delivery areas, loading docks or other outdoor work areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(n)	Result in the potential for discharge of storm water to affect the beneficial uses of the receiving waters?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(o)	Create the potential for significant changes in the flow velocity or volume of storm water runoff to cause environmental harm?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(p)	Create significant increases in erosion of the project site or surrounding areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The uses allowed by the proposed project are currently allowed by the City’s General Plan. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be reviewed on a case by case basis to assure compliance with required water quality standards. The project does not propose any use or activities that would cause a violation of Regional Water Quality wastewater discharge requirements.

b) **No Impact.** The project would not increase the intensity or amount of development that could occur compared to the existing land use designations allowed in the City’s adopted General Plan Land Use Element. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Therefore, the proposed project would not increase the volume of ground water that is consumed compared to the volume that would be consumed by the build out of the existing General Plan land use plan.

c) **No Impact.** The City is developed and served by an existing public storm drainage system. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects would be reviewed on a case by case basis to assure that development proposals would not increase the volume of surface water runoff generated to the storm drain system or, in the event the quantity of surface water discharged from a development project does generate substantial increases to surface water runoff, alterations to storm water discharge facilities would be required as part of a development project.

d) **No Impact.** The existing drainage patterns throughout the City would be maintained and not change. The development allowed by the project is the currently allowed by the General Plan, and a substantial alteration to the existing drainage

patterns, including downstream rivers or other drainage facilities would not be required. Because the existing drainage patterns would not change, surface water runoff would not impact existing drainage patterns that could result in either on or off-site flooding.

e) **No Impact.** As discussed in “d)” above, the project would not increase the amount of surface water compared to existing conditions. The existing storm drain collection system that serves the City has capacity to handle runoff. The project would not have an impact on the capacity of the existing drainage system that serves the City. As discussed in “a)” above, the proposed project would not change or increase additional sources of polluted runoff.

f) **No Impact.**

The uses allowed by the proposed project are allowed by the City’s General Plan. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be reviewed on a case by case basis to assure compliance with required water quality standards. The project does not propose any use or activities that would cause a violation of Regional Water Quality wastewater discharge requirements.

g) **No Impact.** Based on the Federal Emergency Management Agency Flood Insurance Rate Map (FIRM Map No. 0650671) the City is located in Zone C, which designates the area as minimal flooding. There are no flood plain areas in the City. The project would not place housing in a 100-year flood zone.

h) **No Impact.** As noted in “g)” above, the City is not located in a 100-year flood plain. Therefore, the proposed project would have no impact with regards to impeding or redirecting flood flows.

i) **No Impact.** The closest dam upstream of South Pasadena is Devils Gate Dam, which is approximately five miles north of the City. Due to the distance, the City is not within the dam inundation area of Devils Gate Dam. There are no levees upstream of the site that could impact the project. Development within the City would not be exposed to flooding by the failure of a dam or levee.

j) **No Impact.** There are no lakes or other large bodies of water, such as a water tank, on the site or in the immediate area that could impact the City due to a seiche. South Pasadena is approximately twenty miles from the Pacific Ocean and would not be inundated by a tsunami.

k) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be reviewed on a case by case basis to assure development projects include approved Water Quality Management Plan with Best Management Practices to reduce the amount of debris and pollutants in surface water prior that is discharged from a development project site. The proposed project would not have a significant impact to storm water runoff.

l) **No Impact.** The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be reviewed on a case by case basis to assure development projects include approved Water Quality Management Plan with Best Management Practices to include post-construction BMPs listed in an approved WQMP that would be required to be installed and maintained during the life of a development project.

m) **No Impact.** There are no land uses allowed by the project that would allow vehicle handling or fueling, vehicle maintenance, waste handling, etc. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects allowed by the project would be reviewed on a case by case basis to assure development projects comply with a required WQMP to include BMP’s to reduce pollutants, including urban pollutants from parking lots. The proposed project would not significantly impact water bodies.

n) **No Impact.** The project would not result in the potential for discharge of storm water to affect the beneficial uses of the receiving waters. See response “M” above.

o) **No Impact.** The project would not create the potential for significant changes in the flow velocity or volume of storm water runoff to cause environmental harm. The surface water runoff that would be generated by future development allowed by the project would not be any greater than the quantity of surface water that could be generated by development that is currently allowed under the adopted City General Plan. The proposed project would not cause an increase in surface water runoff that would cause environmental harm. See response “e)” above.

p) **No Impact.** As discussed in “c)” above, the City is developed and served by an existing public storm drainage system. The proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing within the framework of the existing City General Plan and is not a proposal for a specific development project. Future development projects would be reviewed on a case by case basis to assure that development proposals would not increase the volume of surface water runoff generated to the storm drain system or, in the event the quantity of surface water discharged from a development project does generate substantial increases to surface water runoff, alterations to storm water discharge facilities would be required as part of a development project. All surface water from a specific development proposal would be required to discharge into the existing storm drain system preventing the potential for soil erosion downstream of the development site.

9. LAND USE/PLANNING. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Conflict with any applicable habitat conservation plan or natural community conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project would not divide an established community. The project does not propose any physical barriers that would divide the existing community.

b) **Less Than Significant Impact.** The project proposal is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing. The project would not increase the intensity or amount of development that could occur compared to the existing land use designations allowed in the City’s adopted General Plan Land Use Element and is consistent with the Land Use Element. The proposed project does not conflict with any adopted City land use policies.

c) **No Impact.** The City of South Pasadena is not within a natural community conservation plan or any other natural community conservation plan. The proposed project would not impact any conservation plan.

10. MINERAL RESOURCES. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** As stated in the Open Space and Resource Conservation Element of the General Plan, there are no areas in South Pasadena that are designated as Mineral Resource Zones possessing minerals that are of state-wide or regional importance in South Pasadena.<sup>1</sup> The proposed project would not have an impact on mineral resources since there are no known mineral resources within the City that are of value to the region or state residents.

b) **No Impact.** As noted in “a” above, the South Pasadena General Plan does not designate any locally important mineral resource (aggregates) in the City. Therefore, the proposed project would not impact the availability of a locally important mineral resource, including aggregates.

11. NOISE. <i>Would the project result in:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Exposure of persons to or generation of excessive ground borne vibration or ground borne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f)	For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The proposed project is consistent with the adopted General Plan Noise Element. Future development projects allowed by the project will be evaluated on a case by case basis to ensure that the development project complies with the General Plan Noise Element and Chapter 8.24 of the Municipal Code to ensure that the project would have no noise impacts. The proposed project will not expose persons to noise levels or generate noise impacts in excess of the standards established by the City.

b) **No Impact.** As described in a) above, the project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The proposed project is consistent with the adopted General Plan Noise Element. Future development projects allowed by the project will be evaluated on a case by case basis to ensure that the development project would not expose persons to excessive noise impacts or generate excessive noise impacts. No noise impacts area associated with the proposed project.

c) **No Impact.** Because the project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project, the proposed project would not cause a substantial permanent increase in the ambient noise level in the project vicinity.

d) **No Impact.** Because the project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project, the project would not generate temporary and periodic noise level increases above existing levels typically experienced with construction projects.

<sup>1</sup> City of South Pasadena General Plan, Chapter VII Open Space & Resource Conservation Element, page VI-12.

e) **No Impact.** The project is not located within two miles of a public airport as discussed in the response under Hazards “e.”

f) **No Impact.** The project is not located within two miles of a private airstrip as discussed in the response under Hazards “f.”

12. POPULATION AND HOUSING. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project will not induce a substantial population growth in South Pasadena. The project will not increase the total number of residential units that could be constructed over the total of residential units currently allowed in the City’s adopted General Plan.

b) **No Impact.** The project includes programs to encourage the development of new housing on vacant sites and the rehabilitation and preservation of existing housing in the City. The proposed project would not result in the displacement of any existing houses requiring replacement elsewhere.

c) **No Impact.** As discussed in “b)” above, the project includes programs to encourage the development of new housing on vacant sites and the rehabilitation and preservation of existing housing in the City. The proposed project would not result in the displacement of substantial numbers of people, necessitating construction of replacement housing elsewhere.

13. PUBLIC SERVICES. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Would the project result in substantial adverse physical impacts associated with the provision of or need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
	i) Fire Protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	ii) Police Protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	iii) Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	iv) Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	v) Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) i) **No Impact.** The South Pasadena Fire Department provides fire protection services to the City. The project contains programs to encourage development of new housing and the rehabilitation and preservation of existing housing but does not constitute a specific development project. Future specific development projects will be required to comply with the City’s Zoning Code. All development would be required to meet and comply with Chapter 14 Fire Prevention of the Municipal Code and the 2000 Edition of the Uniform Fire Code. In addition, all residential development is required to pay development fees required by Chapter 16A, Growth Requirement

Capital Fee of the South Pasadena Municipal Code. The use of the fee would be used to provide additional fire protection serves as necessary to serve the specific development projects proposed. With the payment of development fees, as required by Chapter 16A of the Municipal Code, new development will not have an impact on the level of fire services or necessitate the construction or physical alteration of fire facilities. The proposed project is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project, therefore there are no impacts to fire protection services.

ii) **No Impact.** The City of South Pasadena Police Department provides police protection to the City. The project contains programs to encourage development of new housing and the rehabilitation and preservation of existing housing but does not constitute a specific development project. The amount of new development planned for within the programs of the project is within the development threshold limitation that is currently allowed by the adopted General Plan. Future specific development projects will be required to comply with the City's Zoning Code. The Police Department routinely reviews development plans for safety and security impacts and recommends design changes that could reduce crime and calls for service. Like fire protection service, all residential development would be required to pay development fees required by Chapter 16A, Growth Requirement Capital Fee of the South Pasadena Municipal Code. Future specific development projects would have no impact to the South Pasadena Police Department with the incorporation of all applicable safety measures recommended by the Police Department during plan check review and payment of all applicable fees required by Chapter 16A of the Municipal Code.

iii) **No Impact.** The South Pasadena Unified School District serves the City. The project contains programs to encourage development of new housing and the rehabilitation and preservation of existing housing but does not constitute a specific development project. The amount of new development planned for within the programs of the project is within the development threshold limitation that is currently allowed by the adopted General Plan. Therefore, the project is not anticipated to generate more students than would be generated by development allowed by the General Plan and Zoning Code presently. All new residential development would be required to pay school impact fees that are used to provide additional school facilities to serve new students. The payment of the required State of California school impact fee by new development would reduce any impact additional students would have on the District. Because the proposed project is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project, there are no impacts to schools.

iv) **No Impact.** The City of South Pasadena has six parks including Arroyo Seco Park, Garfield Park, Orange Grove Park, Eddie Park, Library Park, and War Memorial Park. The City parks provide a variety of active and passive park space for its residents. Chapter 16A Growth Requirement Capital Fee of the Municipal Code requires a developer to pay a cultural and recreational facilities fee at the time building permits are issued. The fee is used by the City to provide park and recreational facilities for residents of a project. The development allowed by the project would have no impact to park and recreational facilities with payment of the required cultural and recreational facilities fee. Because the proposed project is a policy document establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project, there are no impacts to parks.

v) **No Impact.** There are no other public facilities that would be impacted by the project.

14. RECREATION. <i>Would the project:</i>		Less than Significant With Mitigation Incorporated			
		Potentially Significant Impact	Less Than Significant Impact	No Impact	
(a)	Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Does the project include recreational facilities or require the construction or expansion of recreational facilities, which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project contains programs to encourage development of new housing and the rehabilitation and preservation of existing housing but does not constitute a specific development project. The amount of new development planned for within the programs of the project is within the development threshold limitation that is currently allowed by the adopted General Plan. Future specific development projects will be required to comply with the City’s Zoning Code. Specific development project proposals would be reviewed for on-site recreational facilities to meet some of the needs of the project residents. The use of City parks and recreational facilities in South Pasadena by new City residents is anticipated to be insignificant and would not cause the physical deterioration of the facilities. As discussed in “13 a.iv” above, development is required to pay a cultural and recreational facilities fee that as required by Chapter 16A Growth Requirement Capital Fee of the Municipal Code. The fee is used to provide additional new or upgraded park and recreational facilities to meet the needs of project residents. The proposed project would not have an impact on parks and recreational facilities in South Pasadena.

b) **No Impact.** As discussed in “13 a.iv” and “14 a)” above, the proposed project would have no impact on recreational facilities in the City of South Pasadena and would not result in the construction or expansion of recreational facilities in the City.

15. TRANSPORTATION/TRAFFIC. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Cause an increase in traffic, which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Substantially increase hazards due to a design feature (e. g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f)	Result in inadequate parking capacity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(g)	Conflict with adopted policies, plans, or programs supporting alternative transportation (e.g., bus turnouts, bicycle racks)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The proposed project is consistent with the adopted General Plan Circulation and Accessibility Element. The project does not propose any use or intensity of development that would generate a significant amount of traffic beyond the levels anticipated with the build out of the development capacity allowed by the adopted General Plan. The proposed project would not impact the local transportation system.

b) **No Impact.** As described in a) the proposed project is not anticipated to generate more traffic than development that is currently allowed in the General Plan, therefore, the traffic anticipated at General Plan build out would not exceed, either individually or cumulatively, the existing level of service standard established by the City.

c) **No Impact.** The proposed project would not change or impact air traffic patterns at any airports that could result in safety risks because there are no airports within two miles of the site.

d) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The project does not propose any street design or intersection changes or allow any incompatible land use that would result in hazards. The City

would review all subsequent specific development project proposals following approval of the project for potential design hazards and require changes, if necessary. The proposed project would have no impact on or be impacted by design hazards.

e) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The project does not propose to change or alter any of the existing streets or the alignment of any streets or roads in the project area. Emergency vehicles would continue to have adequate access to the project area. As part of the approval process for all future specific development project proposals, the police and fire departments would review all site plans and building plans for adequate emergency access prior to their approval to ensure that adequate emergency access is provided. As a result, all development allowed by the proposed project would have to provide adequate emergency access in order for the project to be constructed and occupied. The proposed project would not result in inadequate emergency access.

f) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. As part of the approval of future specific development project proposals the City would require that these projects provide adequate parking as required by South Pasadena Municipal Code Article 3 Site Planning and General Development Standards, Chapter 36 Zoning, Division 36.310 Parking and Loading. The proposed project will result in inadequate parking capacity.

g) **No Impact.**

The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing and not a specific development project. The proposed project is consistent with the adopted General Plan Circulation and Accessibility Element. As part of the approval of future specific development project proposals the City would require that these projects comply with City Municipal Code Chapter 19, Article VII – Trip Reduction and Travel Demands. The proposed project will not conflict with any City plans, policies or programs supporting alternative transportation.

16. UTILITIES/SERVICE SYSTEMS. <i>Would the project:</i>		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(b)	Require or result in the construction of new water or wastewater treatment or collection facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d)	Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(e)	Result in a determination by the wastewater treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(f)	Be served by a landfill with insufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(g)	Comply with federal, state, and local statutes and regulations related to solid wastes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing. There is no development proposed as part of the project. Specific development project proposals submitted to the City following City approval of the project, would be required to comply with the wastewater treatment requirements of the Regional Water Quality Control Board. The types and density of

development allowed by the project would not be any greater than the development that is currently allowed in the City's adopted General Plan. The proposed project would not generate wastewater that would cause the Regional Water Quality Control Board to exceed wastewater requirements.

b) **No Impact.** The project proposal is a policy document of the General Plan establishing goals and policies to enable the City to adequately plan for the provision of adequate housing. There is no development proposed as part of the project. The types of development and intensity of development allowed by the project would not be greater than the development allowed currently by the current adopted General Plan and Zoning Code. Since there is not a specific development proposal included as part of the project, the project would not require or result in the construction of new water or wastewater treatment or collection facilities or expansion of existing facilities, the construction of which could cause significant environmental effects. Future specific development projects submitted to the City following approval of the project would be required to comply with South Pasadena Municipal Code Chapter 35 Water and Articles I-III to conserve water. The project would not have an impact on water or wastewater treatment or collection facilities.

c) **No Impact.** The project area is a developed, urban area served by existing storm drain facilities adequate to handle the surface water from the City including any new development allowed by the project. New storm drain facilities or the expansion of existing storm drain facilities would not be required to handle any incremental increase in storm water quantity. Local improvements to storm drain facilities such as new or expanded catch basins or upsizing of existing storm drain lines may be required for specific development projects submitted to the City following approval of the project, however, these would be small local improvements such as new catch basins or the relocation of catch basins and would not cause any significant environmental effects since all construction would occur in existing streets. The proposed project would have no storm water impacts.

d) **No Impact.** The project area is a developed, urban area served by adequate water supply from existing City facilities. Future development allowed by the project would not significantly increase the amount of water that would be consumed by the uses allowed currently by the adopted General Plan and Zoning Code. All future development projects allowed by the project would be required to incorporate water conservation measures as required by Municipal Code Chapter 35, Water, including Articles II and III, to minimize water consumption. The proposed project would not impact existing City water supplies and no new entitlements, water resources, or new or expanded entitlements would be needed.

e) **No Impact.** The amount of development allowed by the project is the same as the development allowed by the existing adopted General Plan and Zoning Code. As a result, the project would not generate a significant amount of wastewater and result in a determination by the wastewater treatment provider that additional treatment capacity would be required. The wastewater treatment plant that serves the City has adequate capacity to handle any incremental increase in wastewater generated by the project. The proposed project would not impact the existing capacity of the wastewater treatment system.

f) **No Impact.** The solid waste that is generated in South Pasadena is transported to a local materials recovery facility operated by a private waste hauler. The materials that can be recycled are removed from the waste stream and all remaining solid waste is hauled to Puente Hills Landfill. While the project is not anticipated to generate more solid waste than would be generated as a result of the build out capacity of the General Plan, any incremental solid waste would be minimal and not significantly impact the life expectancy of the Puente Hills Landfill. Because solid waste collected in the City is recycled as much as feasible, remaining solid waste that would be hauled to a landfill would have no impact on the capacity of the landfill.

g) **No Impact.** The project would not impact or change the City's ability to comply with federal, state, and local statutes and regulations related to solid waste. The uses allowed by the project would not generate an amount of solid waste over that anticipated with the build out of the adopted City General Plan and cause the City to be in noncompliance with any applicable statutes or regulations related to solid waste.

17. MANDATORY FINDINGS OF SIGNIFICANCE		Potentially Significant Impact	Less than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
(a)	Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?				
(b)	Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(c)	Does the project have environmental effects, which would cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Impact Analysis:**

a) **No Impact.** The project would not degrade the environment, reduce habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory because there are no biological or historical resources within the project area that could be impacted by the project. The project area is developed with a variety of urban uses. There are no native plant or animal species within the project area, or suspected to be on the project area, that would be impacted by future development allowed by the project. There are no historical buildings, archaeological, or paleontological resources within the project area that would be eliminated. The project would not degrade the project area for fish or wildlife since none are known or suspected to exist within the project area.

b) **No Impact.** There are no individual impacts associated with the project that could result in cumulative impacts. There are no aspects of the project that would result in significant cumulative impacts.

c) **No Impact.** As discussed in the environmental analysis in the preceding sections above, there are no aspects of the project that could have environmental effects that could cause substantial adverse effects on human beings, either directly or indirectly.

**ATTACHMENT 3**  
2014-2021 General Plan Housing Element Update

NOTE to Reader:

**Updated** in the text of the Draft Housing Element Update indicates updated data since the 2006-2013 certified Housing Element Update.

**Highlight** in the text of the Draft Housing Element Update indicates new information.

# City of South Pasadena DRAFT 2014 - 2021 GENERAL PLAN HOUSING ELEMENT UPDATE

## 6.1 Introduction

### 6.1.1 Overview

The Housing Element is one of the seven General Plan Elements mandated by the State of California. In addition to the Housing Element, the City of South Pasadena General Plan contains a Land Use & Community Design Element, a Circulation & Accessibility Element, an Economic Development & Revitalization Element, a Historic Preservation Element, an Open Space & Resource Conservation Element, and a Safety & Noise Element. Each General Plan Element is designed to be consistent with the remaining elements.

The California Government Code considers the availability of housing and the attainment of a suitable living environment for every California family a priority of the highest order. The Housing Element is the only General Plan Element subject to review and “certification” by the State that all statutory requirements have been met. State law is more specific about the content of local housing elements than the remaining General Plan elements. The State agency responsible for review and certification of housing elements is the State Department of Housing and Community Development (HCD). The Housing Element is required to identify and analyze existing and projected housing needs and contain goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing.

The City of South Pasadena General Plan Housing Element provides a framework for meeting the housing goals of the City and serves as an information document to the current and prospective residents of the community, businesses, and developers. General Plan housing elements became mandatory in 1969. The City of South Pasadena adopted its first Housing Element in 1984 and subsequently adopted General Plan Housing Element Updates on March 7, 2001 for the planning period covering March 2001 through March 2006 and on January 18, 2012 for the planning period of June 2006 to June 2014. **This General Plan Housing Element Update covers the planning period from October 2014 to October 2021.**

## 6.1.2 Purpose and Authority of the Housing Element

The General Plan Housing Element is required to include an assessment of housing needs of all economic segments of the community and an implementation program formulated to meet those needs. Local governments should consider economic, environmental, and fiscal factors as well as the community goals set forth in the General Plan in preparing a Housing Element and should cooperate with other local governments and the State in addressing regional housing needs. Housing Elements are required to address the local government's "fair share of regional housing need" as reflected in the Regional Housing Need Assessment (RHNA) as determined by the local Council of Governments (COG). The COG for the Southern California region, including South Pasadena, is the Southern California Association of Governments (SCAG). A local government's identified RHNA includes both the existing and projected housing needs of the locality. In order to address their respective fair share of regional housing need, each local housing element must include an assessment of available suitable housing sites based not only upon the existing zoning and land use restrictions of the locality, but also on the potential for increased residential development under alternative zoning and land use restrictions.

The following minimum components are required for the General Plan Housing Element.

### **Housing Needs Assessment**

The housing needs assessment addresses the existing needs of a jurisdiction and includes an analysis of the number of households overpaying for housing, households living in overcrowded conditions, or households with special housing needs such as the elderly, developmentally disabled, large families, and homeless. The number of housing units that need rehabilitation and the number assisted affordable units at-risk of converting to market-rate must also be identified. The housing needs assessment also must analyze a jurisdiction's projected housing need, as established by the COG, identifying the number of new units needed by income category to accommodate expected population growth over the planning period of the housing element. This provides a benchmark for evaluating the adequacy of local zoning and regulatory actions to ensure each local government is providing sufficient, appropriately designated land and opportunities for housing development to address population growth and job generation.

### **Site Inventory and Analysis:**

A housing element must include a detailed land inventory and analysis of vacant properties suitable for residential development, a general analysis of environmental constraints, the availability of infrastructure, and an evaluation of the suitability, availability, and realistic development capacity of sites to accommodate the jurisdiction's RHNA by income level. To meet this statutory requirement, local governments must either provide a detailed analysis demonstrating how adopted residential densities accommodate the regional housing need for lower income households, or as an option and alternative to preparing the analysis described above, Government Code Section 65583.2(c)(3)(B) allows local governments to elect the option of utilizing "default" density standards that are "deemed appropriate to accommodate housing for lower income households." The default density option is not a mandated density. The default density standard provides a streamlined option for local governments to meet the density requirement. No analysis to establish the appropriateness of the default density is required and HCD must accept that density as appropriate in its review. The minimum default residential density established for South Pasadena by HCD to accommodate the RHNA for lower income residential development is 30.0 dwelling units per acre.

If the housing element does not demonstrate adequate sites, appropriately zoned at the HCD established default density to meet the jurisdiction's RHNA by income level, the housing element must include a program to provide the needed sites such as providing zoning that allows owner-occupied and rental multifamily uses based on an analysis that includes, but is not limited to, factors such as market demand, financial feasibility, or information based on development project experience within a zone or zones that provide housing for lower income households.

**Analysis of Constraints on Housing:**

A housing element must include an assessment of both the governmental and non-governmental constraints to development of housing such as land-use controls, fees and exactions, on-site and off-site improvement requirements, building codes and their enforcement, permit and processing procedures, and potential constraints on the development or improvement of housing for persons with disabilities.

**Housing Programs**

Housing elements must identify programs designed to assist in the development of housing for low- and moderate-income households, remove or mitigate governmental constraints, conserve and improve the existing affordable housing stock, promote equal housing opportunity, and preserve any units identified as at risk of conversion from affordable housing.

**Quantified Objectives**

A housing element must include estimates of the number of units, by income level, to be constructed, rehabilitated, and conserved over the planning period of the housing element.

### **6.1.3 General Plan Housing Element Update Organization**

The South Pasadena 2014-1021 General Plan Housing Element Update (Housing Element Update) is comprised of the following components in addition to Section 6.1, Introduction.

**Section 6.2 Housing Needs Assessment**

This section is a discussion of the City's population profile, including household size and composition, employment trends in the City, the City's special needs groups such as the elderly, developmentally disabled, homeless and large families, the City's housing profile, including age and condition of housing and housing affordability, and the City's RHNA. The existing and projected housing needs in the City are evaluated in this section.

**Section 6.3 Housing Constraints**

This section is an analysis of the existing governmental, economic, physical, and environmental constraints affecting housing development in the City and, as applicable, in the region as a whole.

**Section 6.4 Housing Development Resources**

This section identifies the resources available for housing development, including a discussion of adopted land use policies and zoning regulations providing incentives for development of affordable housing, a complete site inventory of vacant sites suitable for housing development to meet the RHNA, and a discussion of the economic resources available for housing development at the federal, state, and local level.

## **Section 6.5 Performance Review of 2006-2014 General Plan Housing Element Update Performance**

The goals and policies contained in the 2006-2014 General Plan Housing Element Update are discussed in this section along with a review the progress in addressing quantified objectives.

## **Section 6.6 Housing Plan**

The goals, policies and programs that will guide the City's actions for the planning period between July 2014 and October 2021 are presented in this section, along with the quantified objectives for the Housing Element Update planning period.

### **6.1.4 Authority and Scope of the Housing Element**

Adopted policies and guidelines affecting the preparation and content of the Housing Element, in addition to the State Housing Element guidelines, include the City's General Plan Land Use Element adopted in 1998. The General Plan Land Use Element identifies general housing goals, policies, and programs to implement the community's vision for the ultimate build out of the City and establishes acceptable residential densities for development in the City. The Land Use Element also contains plans for each neighborhood of the City, identifying existing and projected housing units and population.

### **6.1.5 Public Participation**

The City conducted an outreach program with key constituencies in the community including seniors, affordable housing developers, and service providers to the homeless and developmentally disabled in order to identify housing programs and policies that can be implemented during the Housing Element Update Planning period. Lower income residents within the City of South Pasadena are predominantly seniors who qualify as low-income due to fixed incomes rather than due to employment in low paying jobs. To ensure the broadest community involvement, particularly among low-income and special needs groups, the City conducted an outreach program targeted to seniors, developers of low/moderate income housing, and service providers for special needs groups in the City to obtain as many ideas and recommendations as possible from these groups and/or the service providers to these groups. The City's public participation effort included the following:

1. A public study session was held with the Planning Commission on June 24, 2013 to provide a forum for the public and the Planning Commission to identify housing needs and recommend goals and programs for the Draft Housing Element Update. The public, developers and organizations providing community services within the City were invited to attend the Planning Commission study session.
2. The Draft Housing Element Update was posted on the City's web page for public review prior to the completion of the final Housing Element Update to obtain public input.
3. Advertising, in English and Spanish languages, was published on the City's web newsletter notifying the public that the Draft Housing Element Update was available for public review and also providing the contact information for City staff

to enable members of the public to meet with City staff and provide input into the Draft Housing Element Update.

4. Printed copies of the Draft Housing Element Update were made available at the City's Senior Citizens' Center, Public Library, and City Hall for public review.
5. Outreach efforts were extended to the City's Senior Citizen Commission in order to identify housing needs and to obtain input on the policies and programs to be contained in the Draft Housing Element Update. A workshop was conducted on June 13, 2013 to review the requirements for the Housing Element Update and to solicit input on housing programs to be included in the Draft Housing Element Update.
6. Outreach efforts were extended to affordable housing developers.
7. Outreach efforts were extended to governmental and non-profit agencies providing services to the developmentally disabled residents in the City and homeless persons.

### **Outreach to the Community**

A public study session was conducted with the City's Planning Commission on June 24, 2013 as part of the preparation of the Draft Housing Element Update. The agenda for this meeting is included as Appendix A of the Draft Housing Element Update.

The public study session was open to all members of the public, organizations providing community service in the City and affordable housing developers. The Housing Element Update requirements and draft of the 2014-2021 Housing Element Update goals and objectives were discussed with the Planning Commission, and input was solicited from the public and the Planning Commission. Staff responded to questions from the Planning Commission and reviewed the HCD deadlines and schedule for Housing Element Update adoption with the Planning Commission. There were no additional comments or questions from the public.

### **Outreach to Senior Citizens**

The City of South Pasadena appoints a Senior Citizen Commission which meets once a month and also publishes a monthly newsletter. The Senior Citizen Commission recommends to City Council on matters affecting senior citizens and the special issues affecting this group such as affordable and accessible housing, health care, and City sponsored senior recreational activities conducted through the City's Senior Citizens' Center. A workshop was conducted at the regularly scheduled meeting of the Senior Citizen Commission on June 13, 2013 in order to acquaint the Senior Citizen Commission with the Draft Housing Element Update and to obtain input on housing needs and programs to be considered in the Draft Housing Element Update.

The meeting was open to all senior citizen residents of the City. At the meeting, the City's RHNA and the programs available to assist in the provision of affordable housing were discussed. Ideas presented to staff from the meeting participants included the following:

1. The importance of continued participation by the City in the HUD Section 8 housing voucher program was emphasized. It was suggested that the City actively work with the

- County agency administering the Section 8 program to increase the number of vouchers issued in the City.
2. The City should continue to administer the existing home improvement programs to qualified low-income homeowners.
  3. More senior housing and assisted living housing should be developed in the City through the possible acquisition by a developer of some existing underperforming senior market rate apartments and the conversion of these units by the developer into affordable senior independent living and/or assisted apartments.
  4. Options for requiring universal accessibility for a percentage of units in new multi-family residential development should be explored.

The input received at the Senior Citizen Commission workshop guided staff in the development of programs that were included in the Draft Housing Element Update designed to address the suggestions above.

### **Outreach to service providers of special needs groups**

The San Gabriel Valley Consortium on Homelessness (Consortium) is a 501 (c) (3) non-profit organization leading the effort to end homelessness in the San Gabriel Valley by facilitating partnerships, coordinating educational programs with community and member agencies, and advocating for appropriate housing and services by developing and supporting coordinated, region wide strategies to address homelessness in the region. The Consortium was contacted for input into potential programs for inclusion in the Housing Element Update to address the homeless population in South Pasadena. Representatives of the Consortium were also invited to attend the June 24, 2013 Planning Commission workshop. The City of South Pasadena Police Department provided information on the number and locations of homeless individuals in the City, the special needs of these individuals, and service programs available to the homeless in the City provided by the City and through referrals to adjacent cities.

The Regional Center of the California Department of Developmental Services (Regional Center) serving the City of South Pasadena was contacted to obtain input on the number of developmentally disabled individuals in the City served by the Regional Center and the housing needs of these individuals. Representatives provided information on the number of developmentally disabled individuals in the City and the types of services provided by the Regional Center.

### **Outreach to affordable housing providers**

There are several properties in the City acquired by CalTrans as part of the 710 Freeway right of way acquisitions that are required by State law to be made available for affordable housing. In the past the City has partnered with a local affordable housing developer in efforts to acquire CalTrans properties for redevelopment as affordable housing. Input received from this development entity during the preparation of the City's 2006-2014 General Plan Housing Element Update included a recommendation that the City create a Housing Authority, empowered to acquire and develop these CalTrans properties as affordable housing with the use of Redevelopment Agency set aside funds designated for this purpose. On April 6, 2011, the City created a Housing Authority for this

purpose. The City has contacted the affordable housing developer as part of the community outreach effort for the Draft 2014-2021 Housing Element Update to obtain input on potential programs to assist in the provision of affordable housing through partnership with the City's Housing Authority.

In conclusion, to increase the level of public participation in the preparation of the Draft Housing Element Update beyond that provided as part of required public hearings, the City conducted an outreach program with key constituencies in the community to identify housing programs and policies that can be implemented during the Housing Element Update planning period.

### **6.1.6 California Environmental Quality Act**

The California Environmental Quality Act (CEQA) requires that local jurisdictions evaluate the environmental impacts of any General Plan Update. Pursuant to Section 15070 of the CEQA Guidelines it was determined that the adoption of the City's 2014-2021 General Plan Housing Element Update would not have a significant effect on the environment, and a Negative Declaration was prepared. The Housing Element Update is a policy document of the City's General Plan providing policies to accommodate the housing needs of South Pasadena residents and does not constitute a project that would result in significant impacts on the environment, therefore a Negative Declaration was prepared. The policies of the Housing Element Update do not alter any existing patterns of land use or result in an increased intensity of land use above that provided for in the General Plan. Potential impacts of the Housing Element cannot be traced to specific projects or areas. Other General Plan elements that establish land use patterns and development intensity within the City such as the Land Use Element, Open Space/Conservation Element, and Circulation Element, were reviewed pursuant to CEQA Guidelines, and an EIR was certified for these General Plan Elements at the time of their adoption. The Housing Element Update is linked to the EIR previously completed for the General Plan.

### **6.1.7 Relationship to Other General Plan Elements**

The City of South Pasadena General Plan consists of seven elements: 1) Land Use & Community Design; 2) Circulation & Accessibility; 3) Economic Development & Revitalization Element; 4) Historic Preservation; 5) Open Space & Resource Conservation; 6) Housing; and 7) Safety & Noise. The Housing Element builds upon the other General Plan elements and is consistent with the policies and goals set forth by the entire General Plan. Consistency among General Plan elements includes the incorporation of residential development capacities established in the Land Use Element within the Housing Element and inclusion of a discussion of environmental constraints as part of the Housing Element based on information from the Safety & Noise Elements.

## **6.2 HOUSING NEEDS ASSESSMENT**

Assuring the availability of adequate housing for all social and economic sectors of the City's present and future population is an important goal for South Pasadena. To accomplish this goal, an assessment of the housing needs of the community and the region must first be conducted. The

following section of the Housing Element Update describes and analyzes the current demographic, socio-economic, and housing characteristics of South Pasadena in an effort to determine the nature and extent of the City's specific housing needs.

## 6.2.1 Community Profile

The characteristics of a city's population are important factors affecting the housing market in the community. Issues such as population growth, age, race, ethnicity, and employment all help determine the city's housing needs. Table VI-1 compares the population estimates of the City of South Pasadena and Los Angeles County from 1970 to 2012. The 1970, 1980, 1990, 2000, and 2010 figures are provided by the U.S. Census and the 2012 figures are an estimate provided by the California Department of Finance. The City's population increased between 1970 and 2012 by 11.7% with an average annual growth of 0.3%. The current 2012 population of the City is 25,664. The City's population has represented a small percentage of the County's population at an average of 3% since 1970.

**Table VI-1  
HISTORIC POPULATION ESTIMATES  
1970 – 2012**

YEAR	CITY OF SOUTH PASADENA			LA COUNTY	
	POPULATION	PERCENT OF COUNTY	AVERAGE ANNUAL GROWTH	POPULATION	AVERAGE ANNUAL GROWTH
1970	22,979	3%		7,041,980	
1980	22,681	3%	-0.1%	7,477,421	0.6%
1990	23,936	3%	.06%	8,832,500	1.8%
2000	24,292	3%	0.2%	9,519,338	0.8%
2010	25,619	3%	0.5%	9,818,605	0.3%
2012	25,664	3%	0.1%	9,847,712	0.15%
Average		2%	0.3%		1.0%

Source: U.S. Census - California Department of Finance

Table VI-2 describes the population's ethnic composition, age, and gender structure as provided by the 2000 and 2010 Census. According to the 2010 Census 54.3% of the population is comprised of whites. Asians and Hispanics are the second and third largest ethnic groups, respectively. The median age of the City's population is 40.1 years. Senior citizens comprise 12.1% of the total population. Table VI-2 estimates the concentration of women at 52.5% of the total population.

**Table VI-2  
POPULATION CHARACTERISTICS**

CITY OF SOUTH PASADENA	2000		2010	
	PERSONS	% POP.	PERSONS	% POP.
TOTAL POPULATION:	23,975	100%	25,619	100%
ETHNIC MIX:				
One Race	22,903*		24,204*	
White	14,482	60.4%	13,922	54.3%
Black or African American	722	3.0%	771	3.0%
Hispanic or Latino Origin	3,848*	16.1%	4,767*	18.6%
American Indian or Alaskan Native	82	0.3%	104	0.4%
Asian or Pacific Islander	6,387	26.7%	7,982	36.6%
Other race	1,230	5.1%	1,422	5.6%
Two or more races	1,072	4.5%	1,415	5.5%
AGE STRUCTURE:				
0-17	5,171	21.6%	5,998	23.4%
18-64	16,032	66.9%	16,517	64.7%
65+	2,772	11.5%	3,104	12.1%
Median Age:	37.4		40.1	
SEX:				
Male	11,124	46.4%	12,160	47.5%
Female	12,851	53.6%	13,459	52.5%

Source: 2000 and 2010 Censuses

\*In the 2000 Census 3,848 individuals of Hispanic or Latino of any race are grouped under the category of "One Race" but listed as a separate ethnic category.

## 6.2.2 Employment Trends

According to the 2007-2011 American Community Survey, 43.4% City residents were in the labor force. The labor force includes employed and unemployed persons aged 16 years and over. This represents a labor force participation rate of 48% of the City's population. Table VI-3 describes the City's 2011 employment trends. More than half of the population of employed persons 16 years of age and older are engaged in managerial and professional specialty occupations. Technical, sales, and administrative support occupations comprise the second largest occupational group.

**Table VI-3  
2011 OCCUPATIONS  
EMPLOYED PERSONS 16 YEARS OF AGE AND OVER**

OCCUPATION, CITY OF SOUTH PASADENA	PERSONS	PERCENT OF TOTAL
Management, professional, science, and arts	8,722	64.6%
Service occupations	1,089	8.1%
Sales and office occupations	2,772	20.5%
Natural resources, construction, extraction, and maintenance occupations	457	3.4%
Production, transportation, and material moving occupations	456	3.4%
Total persons	13,496	100.0%

Source: 2007-2011 American Community Survey DP-03: Selected Economic Characteristics

South Pasadena is primarily a suburban residential community, and therefore, has a relatively small employment base. It is not anticipated that employment growth within the City will be a major stimulus to housing demand.

A general measure of the balance of a community's employment opportunities with the needs of its residents is through a "jobs-housing balance" test. A balanced community would have a match between employment and housing opportunities allowing most of the residents to work in the community. ~~The data indicates that home based occupations more than doubled between 2000 and 2008, and the city projects that home based occupations will increase again +24 in 2012 to 350 by 2021, a 21% increase.~~ Because these households in the City also function as home based employment, increases in numbers of jobs over the period of this housing element does not necessarily require an increase in housing units to maintain a balanced jobs to housing ratio.

### 6.2.3 Household Characteristics

The characteristics of a community's households provide important information about the housing needs in the community. Income and affordability are best measured and examined at the household level, as are the special needs of certain groups such as large-family households or female-headed households.

#### *Household Composition and Size*

The U.S. Census defines a "household" as all persons who occupy a housing unit, which may include single persons living alone, families related through marriage or blood, or unrelated persons sharing living quarters. Persons living in retirement or convalescent homes, dormitories, or other group situations are not considered households. Household characteristics are important indicators of the type and size of housing needed in a city.

According to the 2010 U.S. Census, 61% percent of the 10,318 households in South Pasadena consisted of two or more persons. Single person households comprise 29% and two person households represent 31% of all households, representing the largest segment of households in South Pasadena.

**Table VI-4  
PERSONS PER HOUSEHOLD - 2010**

Persons Per Household	2000	Percent	2010	Percent	2010 LA County	Percent
1 person	3,626	35%	3,016	29.2%	771,854	25%
2 persons	3,132	30%	3,235	31.4%	820,368	26%
3 persons	1,566	15%	1,998	19.4%	494,369	16%
4 persons	1,293	12%	1,488	14.4%	465,159	15%
5 persons	506	5%	470	4.5%	277,327	9%
6 persons	154	2%	70	0.7%	146,730	5%
7 or more persons	75	1%	41	0.4%	157,967	4%
Total	10,352	100%	10,318	100%	3,133,774	100%

Source: 2010 Census Matrix H 13 Household size (SF 1)

Household size is defined as the number of persons living in a housing unit. A visible change in the average household size over time reflects a change in the household composition of a city. For example, a city's average household size will increase over time if there is a trend towards larger families. In a community with a growing number of elderly households, the average household size will usually decline.

**Table VI-5  
AVERAGE HOUSEHOLD SIZE**

Location	Persons Per Household 1999	Persons Per Household 2007	Persons Per Household 2012
<b>South Pasadena</b>	<b>2.473</b>	<b>2.418</b>	<b>2.44</b>
Alhambra	3.117	2.997	2.83
Pasadena	2.701	2.645	2.43
San Marino	3.191	3.153	3.01
Los Angeles County	3.109	3.134	2.99

Source: State Department of Finance

Between 1999 and 2012, the average household size in South Pasadena decreased slightly from 2.473 to 2.44 persons per household. This decrease closely mirrors the decrease in the neighboring

City of San Marino but is less than the decreases experienced in the neighboring Cities of Pasadena and Alhambra, as well as in Los Angeles County.

### Overcrowding

The California Department of Housing and Community Development (HCD) defines overcrowding as more than one person per room, excluding bathrooms, kitchens, hallways, and porches. Overcrowding occurs primarily because households “double-up” to afford high rents and because of a lack of available housing units of adequate size to accommodate families with larger numbers of children. Units with more than 1.5 persons per room are considered highly overcrowded and should be recognized as a significant housing problem. Table VI-6 describes the number of persons per household (i.e. housing unit) in the City in 2011.

**Table VI-6  
TENURE BY HOUSEHOLD SIZE**

OCCUPIED UNIT	OWNER- OCCUPIED		RENTER- OCCUPIED		TOTAL OCCUPIED	
	UNITS	PERCENT	UNITS	PERCENT	UNITS	PERCENT
1 Person	924	18.7%	2,092	39.0%	3,016	29.2%
2 Persons	1,697	34.3%	1,538	28.7%	3,235	31.4%
3 Persons	942	19.0%	1,056	19.7%	1,998	19.4%
4 Persons	967	19.5%	521	9.7%	1,488	14.4%
5 Persons	349	7.0%	121	2.3%	470	4.6%
6 Persons	33	0.67%	37	0.7%	70	0.7%
7 Persons or more	41	0.83%	0	0.0%	41	0.4%
Total	4,953	100%	5,365	100%	10,318	100%
Average Persons Per Occupied Housing Unit: 2.46						
Average Persons Per Owner-Occupied Housing Unit: 2.73						
Average Persons Per Renter-Occupied Housing Unit: 2.20						

Source: 2009-2011 American Community Survey: DP04 Selected Housing Characteristics

Of all occupied units in the City, the average number of persons per unit is 2.46. About 61% of all occupied housing units in the City are inhabited by households consisting of only 1-2 persons. Approximately 94% of all occupied units in the City are occupied by 4 or fewer persons.

Table VI-7 identifies the number of persons per room by owner and rental units. Approximately 26% of all occupied units have one or less person per room. Renter-occupied units have more incidents of overcrowding (1.3% of total units) than owner-occupied units (less than 1% of total units). A total 142 of units in the City are subject to overcrowding with 1.51 or more persons per room, a 43% reduction since 2000. This represents two percent of the households in South Pasadena. Given such low percentages, it is evident that overcrowding is not a significant housing problem in the City.

**Table VI-7  
PERSONS PER ROOM**

PERSONS PER ROOM	OWNER- OCCUPIED		RENTER- OCCUPIED		TOTAL OCCUPIED	
	UNITS	%	UNITS	%	UNITS	%
0.50 or Less	3,667	74%	3,108	57.9%	6,775	65.7%
0.51 to 1.00	1,226	24.8%	1,944	36.2%	3,170	30.7%
1.01 to 1.50	27	0.5%	204	3.8%	231	2.2%
1.51 to 2.00	33	0.7%	63	1.2%	96	0.9%
2.01 or More	0	0.0%	46	0.9%	46	0.4%
Total	4,953	100.00%	5,365	100.00%	10,318	100.00%

Source: 2007-2011 American Community Survey: B25014 Tenure by Occupants per Room

***Household Income and Income Distribution***

Income is a major factor influencing the demand for housing, and to a large extent, affects the affordability of housing in a community. According to data obtained from the 2009-2011 American Community Survey (ACS), the median household income for the City of South Pasadena was \$34,914, which is higher than the median household income reported for Los Angeles County of \$32,266 for the same period. Table VI-8 illustrates the distribution of household income for South Pasadena.

**Table VI-9  
HOUSEHOLD INCOME**

HOUSEHOLD INCOME	HOUSEHOLDS	PERCENT OF TOTAL HOUSEHOLDS
Less than \$10,000	437	4.2%
\$10,000 to \$14,999	303	2.9%
\$15,000 to \$19,999	249	2.4%
\$20,000 to \$24,999	259	2.5%
\$25,000 to \$29,999	224	2.2%
\$30,000 to \$34,999	290	2.8%
\$35,000 to \$39,999	180	1.7%
\$40,000 to \$44,999	315	3.0%
\$45,000 to \$49,999	316	3.1%
\$50,000 to \$59,999	768	7.4%
\$60,000 to \$74,999	1,501	14.5%
\$75,000 to \$99,999	1,269	12.3%
\$100,000 to \$124,999	915	8.8%
\$125,000 to \$149,999	967	9.3%
\$150,000 to \$199,999	1,028	9.9%
\$200,000 or more	1,336	12.9%
<b>Total Households</b>	<b>10,357</b>	<b>100%</b>
2011 Median Household Income: \$84,914		
2011 Per Capita Income: \$50,185		

Source: 2009-2011 American Community Survey: B19001 Household Income in the Past 12 Months (In 2011 Inflation-Adjusted Dollars); BP19301 Per Capita Income in the Past 12 Months (In 2011 Inflation-Adjusted Dollars)  
Note: The ACS provides a different household total than provided by the U.S. Census.

Approximately 68% of all households within the City have incomes at or above 120% of the County median income level.

HCD has developed the following income categories based on Median Family Income (MFI) as described in Table VI-9. Household income categories are based on a four-person household:

- Extremely low income: Household income of less than 30 percent of the county median income.
- Very low income: Household income of 50 percent of the county median income.
- Low income: Household income between 50 and 80 percent of the county median income.
- Moderate income: Household income of 120 percent of median income limit.

The following table describes the income limits based on the above categories of income groups:

**Table VI-9  
HCD INCOME LIMITS - 2012**

<b>INCOME GROUP</b>	<b>INCOME LIMITS</b>
Extremely Low Income	Income less than \$25,300
Very Low Income	Income between \$25,301 and \$42,150
Lower Income	Income between \$42,151 and \$67,450
Moderate Income	Income between \$67,451 and \$77,750

Source: HCD, Division of Housing Policy Development (Based on a four person household)

The following table describes the household composition of South Pasadena by income group.

**Table VI-10  
HOUSEHOLDS BY INCOME GROUP**

<b>INCOME GROUP PER HCD INCOME LIMITS</b>	<b>SOUTH PASADENA HOUSEHOLD COMPOSITION BY INCOME GROUP</b>	
	<b>Households</b>	<b>%</b>
EXTREMELY LOW INCOME: Income less than \$25,300	1,248	12%
VERY LOW INCOME: Income between \$25,301 and \$42,150	694	7%
LOW INCOME: Income between \$42,151 and \$67,450	1399	14%
MODERATE INCOME: Income Between \$67,451 and \$77,750	1501	14%
ABOVE MODERATE INCOME: Income Above \$77,750	5515	53%
<b>Total Households</b>	<b>10,357</b>	<b>100%</b>

Source: 2009-2011 American Community Survey: B19001 Household Income in the Past 12 Months (In 2011 Inflation-Adjusted Dollars)

As indicated in Table VI-10, the majority of South Pasadena's households (53%) are in an Above Moderate income group and 67% of the City's households are in the moderate and above moderate income groups.

### 6.2.4 Regional Housing Needs Assessment (RHNA)

Existing housing need is evaluated based on overpayment for housing by lower income households and the level to which vacancy rates in the jurisdiction need to be raised for the market to operate freely. The methodology used to determine future need considers the anticipated growth in number of households, the need to achieve ideal vacancy rates, and compensation for anticipated demolition. The City must use the numbers allocated by SCAG under the RHNA when identifying

measures, policies and contemplated ordinances, which are consistent with meeting the RHNA housing goals. The RHNA numbers are not meant to be a quota for development. City policies should enable the market to provide affordable units, however the City is not obligated to construct any of the units. Based on the SCAG 2012 RHNA, South Pasadena has a need for 63 new units to be provided, distributed across the four income levels established by HCD. Table VI-11 identifies South Pasadena's housing need based on income group.

**Table VI-11  
HOUSING NEED 2014-2021**

Income Group	Number of New Units	Percentage
Very Low Income	1	2%
Low Income	1	16%
Medium Income	1	17%
Above Moderate Income	1	16%
<b>Total</b>	<b>4</b>	<b>100%</b>

Source: SCAG Regional Housing Needs Assessment 2014.  
Includes 9 units (50%) of Extremely Low Income units.

### 6.2.5 Housing Needs Assessment - Extremely Low Income Households

Extremely low income is defined as households with income less than 30 percent of the area median income. The area median income in Los Angeles County is \$52,266. For extremely low income households, this results in an income of \$25,300 or less for a four person household or \$12,650 for an individual. Extremely low income households have a variety of housing situations and needs. For example, most families and individuals whose source of income is from public assistance, such as social security insurance (SSI) or disability insurance are considered extremely low income households, and a minimum wage worker could be considered an extremely low income household with an annual income of approximately \$12,650 or less. A single senior citizen on a limited amount of fixed income, such as social security income, could also be considered extremely low income. According to U.S. Census data provided to the City by HCD, approximately 72 percent of extremely low income renter households in the City paid greater than 30% of their income for housing and approximately 91 percent of extremely low income homeowner households paid more than 30% of their income for housing.

The following are examples of occupations with wages that could qualify as extremely low income for a household.

Agricultural, Forestry, and Fishing	\$9.53
Armed Forces	\$9.56
Arts and Design	\$9.83
Barber and Hairdresser	\$10.41
Personal Home & Health Care Services	\$10.58
Food Preparation and Serving Related Workers	\$10.59
Housekeeping	\$11.05
Hotel, Motel, and Lodging	\$11.41
Child Care Workers	\$12.11

Source: Employment Development Department, Occupational Employment (May 2011) & Wages (2012, 1<sup>st</sup> Quarter)

For purposes of the Housing Element Update, it is assumed that fifty percent of the City's RHNA allocation of 17 very low income units represents the housing need for extremely low income households. As a result, the City projects a need of 9 units for extremely low income households. Some extremely low income households could include household members with mental, physical, or developmental disabilities and special needs. To address the needs of extremely low income households with mental, physical or developmental disabilities, the Housing Element Update includes a program for providing for housing types for this special needs group. Based on the RHNA, South Pasadena should provide sufficient capacity for a total of 63 new housing units over the next Housing Element planning period from 2014 through 2021 to include 17 units for very low (inclusive of 9 units for extremely low), 10 units for low, 11 units for moderate, and 25 units for above moderate income households.

### 6.2.6 Special Needs Groups

This section reviews the characteristics of households with special housing needs, including disabled persons, the elderly, large families, farm workers, female-headed households, the homeless, and the developmentally disabled. Table VI-12 summarizes the numbers of households or persons in each of these special needs groups in South Pasadena.

**Table VI-12  
SPECIAL NEEDS GROUPS**

Special Need Group	Number of Persons or Households	% of Total Population or Total Households
Elderly persons -65 years and older (living alone 839 or 8.10%)	3,104	12.1%
Large households - 5 or more member)	581	5.6%
Female-headed households With Children	694	6.7%
Disabled persons -18 years and over	1,385 (16 to 64 years 773 or 3.07% 65 and over 612 or 2.4%)	5.4%
Farmworkers	49	0.2%
Homeless persons*	Approx. 15	<1%

Source: American Community Survey, 2009-2011: BP18101 Sex by Age Disability Status;

\* City of South Pasadena Police Department

### ***Disabled Households***

This segment of the population, which includes individuals with mental, physical, and developmental disabilities, needs affordable housing, conveniently-located to services and, where necessary, has been specially adapted for disabled accessibility with wheelchair ramps, elevators, wide doorways, and modified fixtures, cabinetry, and appliances. The majority of persons with disabilities live on an income that is significantly lower than the non-disabled population. Many disabled individuals live on a small fixed income, which severely limits their ability to pay for housing. Persons with disabilities have the highest rate of unemployment relative to other groups. For most, their only source of income is a small fixed pension afforded by Social Security Disability Insurance (SDI), Social Security Insurance (SSI), or Social Security Old Age and Survivor's Insurance (SSA), which, in many cases, does not adequately cover the cost of rent and living expenses even when shared with a roommate. In addition, persons with disabilities oftentimes experience discrimination in hiring and training. Employment can tend to be unstable and at the lower wage brackets. A disability is a physical or mental impairment that substantially limits one or more major life activities. The 2009-2011 American Community Survey identified 1,385 disabled persons aged 16 and over in the City of South Pasadena. Of these, 773 are disabled persons between the ages of 16 and 64 and 612 are disabled persons aged 65 and over.

### ***Persons with Developmental Disabilities***

A recent change in State law requires that the Housing Element Update address the housing needs of persons with developmental disabilities. As defined by federal law, "developmental disability" means a severe, chronic disability of an individual that originates before an individual attains age 18 years, continues, or can be expected to continue, indefinitely, and constitutes a substantial disability for that individual which includes mental retardation, cerebral palsy, epilepsy, and autism. This term also includes disabling conditions found to be closely related to mental retardation or that require treatment similar to that required for individuals with mental retardation, but does not include other handicapping conditions that are solely physical in nature. Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult. Table VI-13 provides the number of persons in South Pasadena with a developmental disability by type of disability.

**Table VI-13  
INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES**

<b>Total Disabilities Tallied</b>	<b>1,511</b>
<b>Total Disabilities Tallied for People 5 to 17 Years:</b>	<b>126</b>
Hearing Difficulty	0
Vision Difficulty	0
Cognitive Difficulty	126
Ambulatory Difficulty	0
Self-Care Difficulty	0
<b>Total Disabilities Tallied for People 18 to 64 Years:</b>	<b>773</b>
Hearing Difficulty	218
Vision Difficulty	109
Cognitive Difficulty	206
Ambulatory Difficulty	253
Self-Care Difficulty	66
Independent Living Difficulty	173
<b>Total Disabilities Tallied for People 65 Years and Over:</b>	<b>612</b>
Hearing Difficulty	306
Vision Difficulty	126
Cognitive Difficulty	128
Ambulatory Difficulty	397
Self-Care Difficulty	196
Independent Living Difficulty	258

Source: ACS, 2008-2010.

According to the State's Department of Developmental Services, as of August 2011, about 116 residents with developmental disabilities were being assisted at the Regional Center.

Housing types appropriate for people living with a developmental disability include rent subsidized homes, licensed and unlicensed single-family homes and group homes. Programs appropriate for providing housing for developmentally disabled persons include Section 8 vouchers, inclusionary housing, special programs for home purchase, HUD housing, and SB 962 homes. The design of housing-accessibility modifications, the proximity to services and transit, and the availability of group living opportunities represent some of the types of considerations that are important in serving this need group.

Consistent with State law, group homes, or Residential Care Facilities with six or fewer residents per facility, are allowed by right in all residential zones of the City. Group homes, or Residential Care Facilities, with seven or more persons are permitted in the RM and RH residential districts, subject to approval of a conditional use permit. As part of the approval of conditional use permits for Residential Care Facilities the City is able to provide an exception to the parking requirements established in the Zoning Code for these types of projects.

### *Persons with Physical Disabilities*

Housing opportunities for individuals with physical disabilities can be addressed through the provision of affordable, barrier-free housing. Currently, housing units that are accessible to the disabled are limited in supply. In addition to the development of new units for the disabled, rehabilitation assistance can also be provided to disabled renters and homeowners to modify existing units to improve accessibility. The living arrangements for persons with disabilities depend on the severity of the disability. Many persons live at home in an independent environment with the help of other family members. To maintain independent living, disabled persons may require assistance. This can be provided in the form of special housing design features for the physically disabled, income support for those who are unable to work, and in-home supportive services for persons with medical conditions. Accessible housing can also be provided through senior housing developments.

Both federal and State housing laws require certain features of adaptive design for physical accessibility in all multifamily residential buildings with four or more units built for first occupancy starting March 13, 1991, however, numerous dwelling units built before that date are not subject to these accessibility requirements. These laws do not apply in many cases to assist individuals, particularly seniors, who choose to remain in their single family homes rather than move to assisted living facilities and/or other newly constructed units.

Appropriate housing for persons with physical disabilities includes very low cost units in large group home settings near retail services and public transit, supervised apartment settings with on- or off-site support services, outpatient/day treatment programs, inpatient/day treatment programs, single room occupancy units, crisis shelters, and transitional housing.

In 1984, Title 24 of the State Uniform Building Code mandated that all multiple-family residential construction projects containing in excess of 5 units under construction after September 15, 1985, conform to specific disabled adaptability/accessibility regulations. In 1988, the Federal government enacted the U.S. Fair Housing Amendment Act (Act), with the intent of increasing the number of rental units being built accessible to handicapped individuals. In July 1993, the State of California issued "California Multifamily Access Requirements" based upon the Act.

The City ensures that new housing developments comply with California building standards, (Title 24 of the California Code of Regulations) and federal requirements for accessibility as part of its building plan check and inspection process. The City does not require special building codes or onerous project review to construct, improve, or convert housing for persons with disabilities. Both the federal Fair Housing Act and the California Fair Employment and Housing Act impose an affirmative duty on local governments to make reasonable accommodations (i.e., modifications or exceptions) in their zoning and other land-use regulations when such accommodations may be necessary to afford disabled persons an equal opportunity to use and enjoy a dwelling. For example, it may be a reasonable accommodation to allow covered ramps in the setbacks of properties that have already been developed to accommodate residents with mobility impairments. To further assist in making housing accessible for the disabled, in June 2013 the City implemented adopted program objectives of the 2006-2013 Housing Element Update by amending the City's Zoning Code to add clear provisions for the granting of reasonable accommodation to promote access to

housing for disabled persons in accordance with State and Federal Fair Housing Laws as described in Section 6.4.1, “Zoning Code Resources.”

The City of South Pasadena makes rehabilitation grant funds available through the Home Improvement Program to income qualified homeowners to make repairs and improvements which could include construction of accessibility improvements to the home, such as ramps and guardrails, into single-family dwellings to allow first floor access for physically disabled residents.

There is a need for jurisdictions to fast track the permitting process for these projects, as well as to allow for flexibility in the administration of zoning code standards for these projects. Examples of flexibility in the administration of development standards include variations from the required setbacks, floor area ratios, parking and other requirements. In order to facilitate the development of affordable housing in the City, the City’s Zoning Code includes provisions for approval of a reduction in development standards as required by the Zoning Code including but not limited to reduced parking, variation from required setbacks, minimum parcel size or maximum parcel coverage when affordable housing is proposed as part of a project through approval of a planned development permit as further described in Section 6.4.1 Zoning Code Resources.

The physical modification of housing is not necessary to accommodate mentally disabled persons, but they generally require special services and monetary support. Since jobs and higher earning potential are often limited to such individuals, affordable housing is important to maintaining quality of life. Group homes with a live-in resident assistant may be one solution to providing affordable housing to the mentally disabled.

Consistent with State law, group homes with six or fewer residents per facility are allowed by right in all residential zones of the City. Group homes, or Residential Care Facilities, with seven or more persons, and Residential Care Facilities for the Elderly (RCFE) are permitted in the RM and RH residential districts, subject to approval of a conditional use permit. As part of the approval of conditional use permits for Residential Care Facilities and RCFE the City is able to provide an exception to the parking requirements established in the Zoning Code for these types of projects.

### ***Elderly Households***

Many elderly households have special needs because of their relatively low, fixed incomes, physical disabilities, and dependency needs. Specifically, seniors, persons 65 years of age and older, have four main quality of life concerns:

1. *Income:* Seniors are usually retired and living on a limited income.
2. *Housing:* Many seniors live alone in three and four bedroom houses.
3. *Health Care:* Seniors are more likely than others to experience ill health and require hospital visits or stays.
4. *Transportation:* Many seniors rely on public transportation. Also, seniors with disabilities require alternative transportation.

According to the 2008-2011 American Community Survey, the City of South Pasadena has 3,600 persons aged 65 and over. Table A1.11 displays data on the non-institutionalized elderly population.

1,252 or 76% of the elderly households in the City own their own homes, and 450 households or 24% of the City's elderly households rent.

**Table VI-13  
HOUSING UNIT TENURE BY AGE OF HEAD HOUSEHOLDER**

AGE	UNITS	PERCENT
<b>OWNER-OCCUPIED</b>		
15 to 24 Years	0	0.0%
25 to 34 Years	188	3.8%
35 to 44 Years	923	18.5%
45 to 54 Years	1,035	20.7%
55 to 64 Years	1,440	28.9%
65 to 74 Years	658	13.2%
75 to 84 Years	580	11.6%
85 Years and Over	164	3.3%
Total Units	4,988	100.00%
<b>RENTER-OCCUPIED</b>		
15 to 24 Years	110	2.0%
25 to 34 Years	1,364	25.4%
35 to 44 Years	1,989	37.0%
45 to 54 Years	1,060	19.7%
55 to 64 Years	396	7.4%
65 to 74 Years	225	4.2%
75 to 84 Years	187	3.5%
85 Years and Over	38	0.7%
Total Units	5,369	100.00%

Source: 2009-2011 American Community Survey: B25007 Tenure by Age of Householder

Elderly housing needs include affordable housing located close to commercial shopping areas, medical facilities, and public transportation services. As seniors are less able to keep up with the demands of home ownership and seek apartments or condominiums, the housing units they vacate may represent a large housing stock that could become available to other buyers.

South Pasadena offers a number of apartment complexes and assisted living facilities for senior residents for its relatively small population. Senior living facilities include the Golden Oaks Apartments with 65 independent living units, Meridian Manor with 6 beds for assisted living, and Prospect Manor with 99 beds for assisted living.

South Pasadena has a Senior Citizens' Center that serves as a meeting place and service center for seniors in the community. The wide range of services offered at the Senior Citizens' Center include daily lunches, interest classes, recreational activities, and health services, such as health assessments, and blood pressure measurement. The Senior Citizens' Center also operates a Dial-A-Ride Program, providing South Pasadena senior citizens transportation anywhere within the City limits, to nearby medical offices, and to Huntington Memorial Hospital.

Group homes with a live-in resident assistant may be one solution to providing affordable housing to the elderly. Consistent with State law, group homes with six or fewer residents per facility are allowed by right in all residential zones of the City. Residential Care Facilities for the Elderly (RCFE) are permitted in the RM and RH residential districts, subject to approval of a conditional use permit. As part of the approval of conditional use permits for RCFE facilities, the City is able to provide an exception to the parking requirements established in the Zoning Code for projects accommodating senior citizens.

### ***Farm workers***

Farm workers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural labor. They have special housing needs because of their relatively low income and the unstable seasonal nature of their job.

As indicated in Table VI-12, the 2009-2011 American Community Survey identifies 49 individuals in South Pasadena employed in agriculture, forestry, and fishing occupations, which accounted for less than one percent of the City's employed residents. Given that there are so few persons employed in agricultural-related industries, the City can address their housing needs through its overall programs for housing affordability, and there is no need to create and administer a special program targeting farm workers.

### ***Female Head of Households***

Single parent, and particularly female-headed households, may experience a variety of housing needs. Such households have a greater need for housing with convenient access to childcare facilities, public transportation, and other public facilities and services. Because the earning power of women is generally less than that of men, single mothers with lower incomes often experience difficulties in finding affordable housing to meet their families' needs.

Table VI-14 provides a detailed breakdown of the City of South Pasadena's household composition in 2010. Female-headed households with children represent 624 or seven percent of all households. Male-headed households with children represent 250 or 2.2% of all households. It can be assumed that these single parent households generally spend a greater proportion of their household income for housing than do two parent households and could represent a special needs group in the City. Housing opportunities for lower income female-headed households with children can primarily be addressed through rental assistance and the provision of affordable rental units.

**Table VI-14  
HOUSEHOLD COMPOSITION**

<b>HOUSEHOLD SIZE AND TYPE</b>	<b>NO. OF HOUSEHOLDS</b>	<b>% TOTAL HOUSEHOLDS</b>
One Person:	<b>3,073</b>	<b>29.4%</b>
Male Householder	1,219	11.6%
Female Householder	1,854	17.7%
Two or More Persons in Family Households:	<b>6,619</b>	<b>63.2%</b>
Married Couple with Related Children	2,534	24.2%
Married Couple with No Related Children	2,370	22.6%
Male Householder, No Wife Present with Related Children	230	2.2%
Male Householder, No Wife Present with No Related Children	221	2.1%
Female Householder, No Husband Present with Related Children	694	6.6%
Female Householder, No Husband Present with No Related Children	570	5.4%
Two or More Persons in Non-family Households:	<b>775</b>	<b>7.4%</b>
Male Householder	358	3.4%
Female Householder	417	4.0%
Total Households	10,467	100%

Source: 2010 Census: SF1 Household Size by Household by Presence of Own Children

***Homeless Persons***

According to the South Pasadena Police Department, there are approximately 15 homeless individuals known to reside within the City limits. There are no homeless shelters within the City of South Pasadena. Typically, homeless individuals find shelter in the Arroyo Park, under the Oaklawn Bridge, and at other locations in the City. While there are no shelters within the City limits of South Pasadena, there are ten shelters located in the neighboring City of Los Angeles as follows:

- Emmanuel Baptist Rescue Mission
- Fred Jordan Mission
- Good Shepherd Shelter
- His Sheltering Arms
- House of Ruth
- Los Angeles Mission
- Midnight Mission
- People Assisting the Homeless
- Sunshine Mission
- Union Rescue Mission

Within the neighboring City of Pasadena there are nine shelters offering assistance to the homeless as follows:

- American Red Cross
- Friendship Indeed
- Union Station Homeless Services
- Door of Hope
- Haven House
- The Depot
- Jackie Robinson Gym
- Emergency Shelter Line
- Bad Weather Shelter

The City's Police Department implements an informal referral services program with Union Station Homeless Services, a homeless shelter and service provider located in the City of Pasadena, by providing transportation to the shelter for any homeless individuals in need and referrals of homeless individuals to the Union Station service programs. Additionally, the City's Police Department conducts regular monitoring of the homeless individuals in the City and maintains a profile of each homeless individual by name, location, and need.

In August 2013, the City implemented program objectives of the City's adopted 2006-2013 Housing Element Update to address the housing needs of the City's homeless by amending the City's Zoning Code to permit homeless shelters and single room occupancy housing in the BP zone by right and to permit transitional and supportive housing by right in the all residential zones as described in Section 6.4.1, "Zoning Code Resources."

## 6.2.7 Housing Profile

A housing unit is defined as a house, apartment, or single room, occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. Separate living quarters refer to those units in which the occupants live and eat separately from any other person in the building and which have direct access from the outside of the building or through a common hall. A community's housing stock is the compilation of all its housing units.

### *Number of Housing Units*

As described in Table VI-15, there were 10,972 housing units in the City per the 2007-2011 American Community Survey. Of this total amount, 48.9% were renter-occupied, 47.1% were owner occupied, and 6% were vacant.

**Table VI-15**  
**HOUSING UNITS BY OCCUPANCY STATUS**

OCCUPANCY STATUS	HOUSING UNITS	PERCENT
Occupied Housing Units:	10,318	94.0%
Owner-Occupied	4,953	45.1%
Renter-Occupied	5,3565	48.9%
Vacant Housing Units	654	6.0%
Total	10,972	100%

Source: 2007-2011 American Community Survey: B25002 Occupancy Status. 2007-2011 American Community Survey: B25009, Tenure by Household Size

### *Housing Growth*

According to data obtained from the California Department of Finance, the City's housing stock increased from 10,349 to 11,123 between 1980 and 2012. Between 2000 and 2012 a total of 264 new residential dwelling units were constructed representing a 2.4% growth increase over the twelve year period. This slow growth can be attributed both to the economic recession, which began in late 2007 and the fact that the City is nearly built-out, offering little available land for residential development.

**Table VI-16**  
**HISTORIC HOUSING TRENDS: 1980-2012**

Year	Single-Family		Multifamily		Total Units
	Units	Percent	Units	Percent	
1980	6520	63.0%	3829	37.0%	10,349
1990	5434	50.7%	5285	49.3%	10,719
1994	5456	50.6%	5325	49.4%	10,780
2000	5679	52.3%	5181	47.7%	10,860
2012	5,605	50.4%	5,518	49.6%	11,123

Source: State Department of Finance

### *Housing Type and Tenure*

Table VI-17 identifies the status of vacant housing units in the City. According to the 2007-2011 American Community Survey, the City of South Pasadena had a total of 654 vacant units. Of these vacant units 22.6% are for rent and 40.1% are classified as "other" vacant units. Table VI-18 describes occupancy status of units according to the number of units in the structure and by either owner occupancy or renter occupancy. Approximately 50.4% of all housing units are single-family homes of which approximately 88% are owner-occupied.

**Table VI-17**  
**VACANT HOUSING UNITS**

VACANCY STATUS	HOUSING UNITS	PERCENT
For Rent	148	22.6%
For Sale Only	23	3.5%
Rented or Sold, Not Occupied	101	15.4%
For Seasonal, Recreational or Occasional Use	120	18.3%
For Migrant Workers	0	0.0%
Other Vacant	262	40.1%
Total Vacant Units	654	100%

Source: 2007-2011 American Community Survey: B25004 Vacancy Status

**Table VI-18**  
**HOUSING UNITS BY TYPE AND OCCUPANCY STATUS**

UNITS	OWNER-OCCUPIED		RENTER-OCCUPIED		ALL UNITS	
	Units	%	Units	%	UNITS	%
1 Unit, Detached or Attached	4,392	88.0%	1,075	20.0%	5,467	52.8%
2-9 Units	312	6.3%	1,864	34.7%	2,176	21.0%
10 or More	284	5.7%	2,430	45.3%	2,714	26.2%
Mobile Home or Trailer	0	0.0%	0	0.0%	0	0.0%
Total	4,988	100%	5,369	100%	10,357	100%

Source: 2007-2011 American Community Survey: C25032 Tenure by Units in Structure3et

The overall vacancy rate in the City was 6% in 2012, indicating that only a very small proportion of the housing stock was unoccupied. The State Department of Finance estimated the 2007 vacancy rate to be 3% equal to the 2000 Census rate.

### ***Age and Condition of Housing Stock***

Age is one indication of the quality of the housing stock. As illustrated in Table VI-19, approximately 37% of all housing the City's housing units were built in 1959 or earlier, illustrating the historic nature of the City's housing stock. In South Pasadena, 99% of the housing stock is over 30 years old, and will likely have rehabilitation needs. The year 1952 is the median year all housing structures were built.

**Table VI-19  
OCCUPIED HOUSING UNITS BY AGE - AS OF 2011**

YEAR STRUCTURE BUILT	TOTAL OCCUPIED UNITS		OWNER	RENTER
	NO.	%	OCCUPIED	OCCUPIED
2005 or later	85	0.8%	72	13
2000 to 2004	195	1.9%	133	62
1990 to 1999	366	3.5%	112	254
1980 to 1989	395	3.8%	208	187
1970 to 1979	1,179	11.4%	691	488
1960 to 1969	1,493	14.4%	703	790
1950 to 1959	1,736	16.8%	459	1,277
1940 to 1949	1,073	10.4%	484	589
1939 or earlier	3,835	37.0%	2,126	1,709
Total	10,357	100%	4,988	5,369
Median Year Structure Built - 1952				

Source: 2009-2011 ACS B25036: Tenure by Year Structure Built

While the majority of South Pasadena’s housing stock is well maintained and in good condition, there are instances of residential properties with signs of deterioration and deferred maintenance. For example, the most common signs include dilapidated garages, overgrown and neglected landscaping, deteriorated painting and roofing. The Code Enforcement Division monitors residential properties exhibiting characteristics of blight and notifies property owners to bring the property into compliance with City codes.

Recognizing the need for rehabilitation assistance in South Pasadena, the City currently administers a Home Improvement Program for low and moderate-income households. This program allocates funds for rehabilitation of owner-occupied homes of eligible residents. On behalf of the City, the County also provides residential rehabilitation loans to low and moderate-income homeowners in South Pasadena who are in need of assistance to rehabilitate or repair their homes.

***Home Prices***

Income is a major factor influencing the demand for housing and to a large extent, reflects the affordability of housing in a community. When looking at housing value, the 2010 Census is useful because it provides a breakdown of residential price range, as well as types of units within each price range. However, more up-to-date data is available through local real estate offices. Table VI-20 below describes the median home prices for homes in the City. This table indicates that the majority of home prices in the City exceed the January to March 2013 Los Angeles County average median sales price of \$381,000 with a median home sales price in South Pasadena between March of 2002 and March of 2013, of \$598,500 for a two bedroom home and \$700,000 for a three

bedroom home. Comparing the City's median with the County's median illustrates that the housing price gap has widened between the County and City and that the price of homes in South Pasadena remains greater than the County median and beyond affordability for most families.

According to the data collected from local real estate agents, and described in Table VI-20 below, the median value of most for sale housing units in South Pasadena is higher than the 2013 County median home price of \$381,000.

**Table VI-20  
HOUSING VALUES**

HOUSE SIZE	MEDIAN PRICE	AVERAGE PRICE	PRICE RANGE	NUMBER SOLD
1 Bedroom	\$400,000	\$372,400	\$255,000-\$525,000	11
2 Bedroom	\$538,500	\$524,290	\$288,000-\$930,000	50
3 Bedroom	\$790,000	\$782,869	\$360,000-\$2,250,000	67
4 Bedroom	\$957,500	\$1,115,906	\$551,000-\$2,428,800	42
5 Bedroom	\$1,198,000	\$1,711,432	\$580,000-\$5,950,000	9
6 Bedroom	\$0	\$0	\$0	0

Source: Multiple Region Multiple Listing Service

## Rental Rates

According to local real estate agents, rental rates in the City of South Pasadena are relatively high, but have not increased significantly over the last five year period. The average monthly rental rates surveyed range from \$1,477 for a one bedroom, \$2,192 for a two bedroom unit, and \$2,850 for a three bedroom unit in the City.

**Table VI-21  
RESIDENTIAL RENTAL PRICES  
March 2012- March 2013**

TYPE OF UNIT	RANGE	AVERAGE RENT
1 Bedroom Apartment/Townhouse	3	\$1,477
2 Bedroom Apartment/Townhouse	6	\$2,192
3 Bedroom Apartment/Townhouse	4	\$2,850
1 Bedroom House	0	\$0
2 Bedroom House	1	\$2,300
3 Bedroom House	8	\$3,243

Source: Multiple Region Multiple Listing Service

## Housing Costs and Affordability

An important component of a Housing Element is an assessment of the affordability of housing. Affordability measures the burden of monthly housing expenditures in relation to the residents' incomes. The costs of home ownership or renting can be compared to a household's ability to pay for housing, based on the 2010 HUD annual median income for a two-income family of \$38,243 for the Los Angeles/Long Beach MSA. Overpayment refers to the payment of more than 30% of a household's gross income for shelter. A high cost of housing eventually causes fixed-income elderly, and lower income households to use a disproportionate percentage of their income for housing. This may cause a series of related financial problems resulting in deterioration of housing stock, because maintenance is sacrificed for more immediate expenses such as food, clothing, medical care, and utilities.

By definition, housing is "affordable" if the monthly payment is not more than 30% of a household's gross income. In the case of rent, the 30% does not include allowance for utilities, which may impose additional costs to the renter of \$50 to \$100 per month, depending on which utilities the renter is responsible for paying. These costs may result in an otherwise affordable rental becoming unaffordable due to overpayment. In the case of purchase, the 30% includes payment on principal and interest, and an assumed 1.5% allocation for taxes and homeowner insurance. In actuality, taxes and insurance may exceed the assumed allocation. A 20% down payment and an approximate 3.5% interest rate are assumed, reflecting the most current market conditions.

According to the 2009-2011 American Community Survey, 44.2% of all renter households in South Pasadena are paying more than 30% of their incomes for housing. Of these, 28.2% of renters earning 80% or less of the County median income are paying more than 30% of their incomes for housing costs.

Comparatively, 36.5% of owner households are paying more than 30% of their incomes for housing and 11.5% of owners earning 80% or less of the County median income are paying more than 30% of their incomes for housing costs. Given the relatively high incidence of overpayment among owner households, it is apparent that many households may have overextended themselves financially to afford the opportunity to purchase a home in South Pasadena. Tables VI-22 and VI-23 describe the estimates of housing costs as a percentage of household income for renter-occupied and owner-occupied housing units.

**Table VI-22**  
**HOUSING COST AS PERCENTAGE OF HOUSEHOLD INCOME – 2011**  
**OWNER-OCCUPIED HOUSING UNITS**

INCOME GROUP	TOTAL	LESS THAN 20%	20% TO 29%	30% OR MORE
VERY LOW INCOME: Less than \$ \$42,150	261	17	0	244
LOW INCOME: Between \$42,151 and \$67,450	284	18	76	190
MODERATE INCOME: Between \$67,451 and \$77,750	229	85	21	123
ABOVE MODERATE INCOME: Above \$77,751	4,167	1,917	1,014	1,236

Source: 2009-2011 ACS: B25106 Tenure by Housing Costs as a Percentage of Household Income in the Past 12 Months

**Table VI-23**  
**HOUSING COST AS A PERCENTAGE OF HOUSEHOLD INCOME – 2011**  
**RENTER-OCCUPIED HOUSING UNITS**

INCOME GROUP	TOTAL	LESS THAN 20%	20% TO 29%	30% OR MORE
VERY LOW INCOME: Less than \$42,150	555	0	0	555
LOW INCOME: Between \$42,151 and \$67,450	392	0	0	392
MODERATE INCOME: Between \$67,451 and \$77,750	582	0	100	482
ABOVE MODERATE INCOME: Above \$77,750	3,540	1,658	1,072	810

Source: 2009-2011 ACS: B25106 Tenure by Housing Costs as a Percentage of Household Income in the Past 12 Months

### Assisted Housing at Risk of Conversion

The Housing Element must identify, analyze and propose programs to preserve housing units that are currently restricted for low-income housing and that could become unrestricted and possibly

lost as low-income housing. Rental assistance is provided to qualified tenants in the form of Section 8 rental subsidies administered by the Community Development Commission of Los Angeles County. In South Pasadena, there are no federally assisted housing units currently restricted to low-income housing use, and therefore there are no federally assisted units at risk of conversion from affordable rental units to market rate rental units.

## 6.2.8 Summary of Housing Needs

This section of the Housing Element summarizes the major housing need categories by income groups as defined by State and Federal law. It includes the City's share of regional housing need as defined by the Southern California Association of Governments' (SCAG) Regional Housing Needs Assessment (RHNA). The City recognizes the special status of lower income households, which in many cases are comprised of elderly or disabled persons, single-parent households, or large households. Table VI-24 summarizes the areas of greatest housing assistance need in the City.

**Table VI-24  
SUMMARY OF EXISTING AND PROJECTED HOUSING NEEDS**

Overpaying Households		Special Needs Group	
Total		Elderly Households	3,104
Renter	1,429	Elderly Living Alone	802
Owner	557	Disabled Persons	1,385
		Female Headed Households with Children	694
		Large Households	581
Overcrowded Households		Regional Housing Assessment 2014-2021	
Total		Total Construction Need	63
Renter	313	Very Low Income	17
Owner	60	Low Income	10
		Moderate Income	11
		Upper Income	25

Note: Special needs figures cannot be totaled because categories are not exclusive of one another.

Sources: 2010 Census; SCAG Regional Housing Needs Assessment, 2011; American Community Survey

**Households Overpaying for Housing** – Approximately 30% of all households in South Pasadena spend 30 percent or more of their income on housing. Of these overpaying households, 28% were owners. Renter households have the highest incidence of overpayment, with 44% spending more than 30 percent of their household income for housing. Of these, 28.2% of renters earning 80% or less of the County median income are paying more than 30% of their incomes for housing costs.

**Special Needs Households** – Certain segments of the population may have a more difficult time finding decent, affordable housing due to their special needs or circumstances. In South Pasadena, the Needs Assessment documents the following groups with special housing needs:

- 3,104 households (51%) headed by elderly persons, 8% percent of which were elderly persons living alone
- 1,385 persons (5.4%) aged 16 and over with physical disabilities
- 694 female-headed households (6.9%) with children

Approximately 15 homeless persons or transients in the City, constituting less than 1% of the City's population.

**Age and Condition of Housing Stock** – Approximately 94% of the City's housing units are 50 years of age or older, when most housing units typically begin to require major repairs. In general, most of the City's housing stock does not show signs of deferred maintenance. However, some instances of deteriorated housing can be found in the City, including older apartment buildings and single-family homes where owners are financially unable to keep up with repairs.

**Housing Costs and Affordability** – Recent sales data indicate that the median sales price of a two bedroom single-family detached home in the City is approximately \$538,500 and a three bedroom single-family detached home is approximately \$790,000. Average rent in the City among apartment and single family homes is about \$2,400 per month.

**Overcrowded Households** – Household overcrowding in South Pasadena is relatively minimal, with only 1.5% of the City's households having greater than 1.5 persons per room. This low incidence of overcrowding is indicative of the fact that the vast majority of the housing stock has three or more rooms and overall higher median incomes in the City.

**Regional Housing Needs Assessment (RHNA)** – Regional growth needs are defined as the number of units that would have to be added in each jurisdiction to accommodate the forecasted growth in the number of households by different income categories during the Housing Element Update planning period, as well as the number of units that would have to be compensated for due to anticipated demolitions and changes to achieve an "ideal" vacancy rate. The RHNA for South Pasadena for the period 2014 to 2021 is 63 additional dwelling units. This total growth need is allocated to four income categories: very low-income, low-income, moderate-income, and upper-income. Table VI-25 shows the housing growth need based on income categories.

Table VI - 25  
NEW HOUSING NEED 2014-2021

Income Group	Number of New Units	Percentage
Very Low Income	2	2%
Low Income	10	16%
Moderate Income	13	21%
Above Moderate Income	38	61%
Total	63	100%

Source: City of South Pasadena Housing Needs Assessment (January 2014)  
Assumes 8 units (80%) are projected for extremely low income households.

### 6.3 HOUSING CONSTRAINTS

Market conditions, as well as governmental programs and regulations, affect the provision of adequate and affordable housing. Housing Element law requires an assessment of potential and actual governmental and non-governmental constraints affecting the development of new housing and the maintenance of existing units for all income levels. Potential market, governmental, and

environmental constraints that contribute to housing development costs in South Pasadena are addressed below.

### **6.3.1 Market Constraints**

#### ***Construction Costs***

The cost of construction depends primarily on the cost of materials and labor, but it is also influenced by market demand and market-based changes in the cost of materials. The cost of construction depends on the type of unit being built and on the quality of the product being produced. Labor saving materials and construction techniques are available but they tend to reduce the quality of the finished product.

The type of product largely determines the cost of construction. The cost of labor is based on a number of factors, including housing demand, the number of contractors in an area and the unionization of workers, but it is generally two to three times the cost of materials. Thus the cost of labor represents an estimated 17% to 20% of the cost of building a unit, which is a substantial portion of the overall cost of construction. Most residential construction in Southern California is performed with non-union contractors, and as a result, labor costs are responsive to changes in the residential market. Recent figures published by the International Code Council (ICC) report that a typical wood frame residence costs approximately \$88.46 per square foot for labor and materials, not inclusive of land. It is likely that construction costs in the City of South Pasadena would exceed this figure based on the high quality of design standards required by the community. The construction cost of housing affects the affordability of new housing and can be considered a constraint to affordable housing in the City that is outside of the City's control.

A reduction in amenities and the quality of building materials, above the minimum acceptability for health, safety, and performance, could result in lower sales prices. Another factor related to construction costs is the number of units built at one time as part of a single project. As the number of units constructed increases, an economy of scale is usually achieved reducing overall costs. This type of cost reduction is of particular benefit when density bonuses are used for the provision of affordable housing.

Costs associated with infrastructure improvements to serve development can affect the cost of housing. In the City of South Pasadena, existing City services including water, sewer and storm drain facilities are available to serve the level of development projected in the current General Plan. The City has not required any major upgrades to City infrastructure or the installation of any new major off-site infrastructure improvements as part development projects to date. New residential development projects are required to provide new on-site water and sewer lateral connections to existing City mains and to construct new storm drain improvements, including NPDES required components, as part of new development. These required on-site infrastructure improvements are considered typical construction related items and do not impose a typical constraint on the development of new residential projects in the City.

An additional cost to construction in South Pasadena is related to grading. Many new single-family detached home sites are located in hillside areas incurring substantial development costs associated

with the need to step the pad and provide for retaining walls. The development of multifamily housing in hillside areas is cost prohibitive due to the need to provide for multi-stepped pads.

### ***Land Costs***

The price of raw land is a key component of the total cost of housing. The diminishing supply of land available for residential construction combined with a fairly steady demand for housing development has served to keep the cost of land relatively high in Southern California and in the City. Vacant land costs can range from \$10,000 to \$100,000 per square foot in the City depending on location and development capacity of the land. High land costs, particularly for single family detached lots and single family attached residential development sites, have resulted in builders developing predominantly ownership detached and attached housing at higher price points, rather than rental housing, in order to preserve profits.

### ***Mortgage Financing***

National policies and economic conditions determine interest rates, and there is little that local governments can do to affect these rates. First time homebuyers are the group impacted the most by financing requirements. Mortgage interest rates for new home purchases ranged generally between the low 4% range for a fixed rate 30-year loan during 2011 to early 2013. During the 2014-2020 Housing Element Planning period, home mortgage interest rates are anticipated to increase and are currently in the low 4% range.

Although interest rates themselves are still at an all-time low, recent changes in lending practices have created a constraint on housing. Financing for both conventional and high-rent mortgages since summer of 2007 have become more difficult to obtain due to the higher standards required by the federal government of lenders to qualify borrowers. Another more critical impediment to homeownership involves the affordability of the housing stock, the ability of potential buyers to fulfill down payment requirements, and the ability of buyers to receive a favorable credit rating. A conventional home loan typically requires 20% of the sale price as a down payment, which is the largest constraint to first time homebuyers. This indicates a need for flexible loan programs and a method to bridge the gap between the down payment required and a potential homeowner's available funds. The availability of financing for developers under current economic conditions also poses a constraint on development which is outside of the City's control.

Historically jurisdictions could offer interest rate write-downs to extend home purchasing opportunities to a broader economic segment of the population through the use of state and federal financing programs when available. In the future, government-insured loan programs may be available to reduce mortgage down payment requirements.

## **6.3.2 Governmental Constraints**

Housing affordability is affected by factors in both the private and public sectors. Actions by the City and State can have an impact on the price and availability of housing. Land use controls, site improvement requirements, State building codes, fees and other local programs intended to

improve the overall quality of housing may serve as constraints to the development of affordable housing.

**General Plan**

The Land Use Element of the South Pasadena General Plan sets forth the City’s policies for guiding local development. These policies, together with Zoning Code regulations, establish the amount and distribution of land to be allocated for different uses within the City. South Pasadena’s General Plan provides for a range of different intensities of residential land use, which are described on Table VI-26.

**Table VI-26  
GENERAL PLAN  
RESIDENTIAL LAND USE CATEGORIES**

<b>Residential Land Use Designations</b>	<b>Density (dwelling units per acre)</b>
Estate & Very Low Density Residential	1 – 3.5
Low Density Residential	3.5 – 6
Medium Density Residential	6 – 14
High Density Residential	14 – 24
Altos De Monterey (Overlay Zone)	1 unit per lot

Source: Land Use & Community Design Chapter, South Pasadena General Plan, October 1998

Housing supply and cost are significantly affected by the amount of land designated for residential use and the density at which development is permitted. In South Pasadena, nearly 62% percent of the acreage within the boundaries of the City limits is designated for residential use. The City’s 2010 General Plan provides for a maximum of 11,652 dwelling units at build-out.

## Residential Zoning Regulations

### VI- 27

#### RESIDENTIAL SITE DEVELOPMENT STANDARDS BY ZONING DISTRICT

Development Feature	Requirement by Zoning District (*)			
	RE	RS	RM	RH
<b>Minimum lot size</b>	<i>Minimum area and width for parcels proposed in new subdivisions.</i>			
Area	12,500 sf	10,000 sf	10,000 sf	10,000 sf
Width	75 ft; 85 ft for a corner lot	50 ft; 60 ft for a corner lot		60 ft; 80 ft for a corner lot
<b>Residential density</b>	<i>Maximum number of dwelling units allowed in a project. The actual number of units allowed will be determined by the City through subdivision or land use permit approval, as applicable.</i>			
Allowable density	1 - 3.5 du/acre	3.51 - 6 du/acre	6.1 - 14 du/acre	14.1- 24 du/acre
Minimum density allowed	Each legal parcel in a residential zoning district will be allowed one single-family dwelling regardless of lot area; parcels in the RE, RS, and RM districts may also be allowed a second dwelling unit in compliance with Section 36.350.200 (Residential Uses - Second Dwelling Units).			
Minimum lot area/ multifamily unit	N.A.		3,200 - 7,300 sf	1,900 - 3,200 sf
<b>Setbacks</b>	<i>Minimum and, where noted, maximum setbacks required. See Section 36.300.030 for setback measurement, allowed projections into setbacks, and exceptions to setbacks.</i>			
Front	25% of lot depth, with a minimum of 25 ft, and a maximum requirement of 35 ft		20 ft	20 ft; 85 ft from street centerline on Huntington Drive
Front exception	If 60 percent or more of the lots on the same block face have structures with front setbacks different from the above, the required front setback shall be the average of the existing front setbacks, provided that no more than 45 feet shall be required in the RE district, and 35 ft shall be required elsewhere.			
Sides, each	10% of lot width	10% of lot width, 4 ft minimum		10 ft
Side, street side	20% of lot width, to a maximum requirement of 15 ft			15 ft
Rear	25 ft		20 ft	15 ft, or 5 ft if abuts an alley.
Garage	An attached garage shall be set back a minimum of 10 ft from the front of the main structure			
Accessory structures	As required for primary structures, except that: A structure of 120 sf or less may be placed within a required side or rear setback, but not a front setback; A detached garage may be located 5 ft from a side or rear property line; Private residential recreational facilities may be located at 5 ft from a side and/or rear property line. See also Section 36.350.170 (Residential Uses - Accessory Residential Structures).			

Development Feature	Requirement by Zoning District (*)			
	RE	RS	RM	RH
Building separation	10 ft between structures on the same site.			
Lot coverage	<i>Maximum percentage of total lot area that may be covered by structures.</i>			
	40%		50%	60%
Floor area ratio	<i>Maximum allowable ratio of building floor area to lot area. See Article 7 (Glossary) for a definition and illustration.</i>			
	0.35		0.50	Single-family dwellings - 0.40 Multifamily projects - 0.50
	Exception: Each dwelling unit may have a garage of no more than 500 sf, or a carport of no more than 400 sf, in addition to the above maximum FAR.			
Height limit	<i>Maximum allowable height of structures in other than hillside areas (see Division 36.340 (Hillside Protection) for height limits in hillside areas). See Section 36.300.040 (Height Limits and Exceptions) for height measurement requirements.</i>			
	35 ft			45 ft
Multiple story exception	No portion of a structure shall encroach through a 45 degree angle projected perpendicularly from the front property line toward the rear property line. See Figure 2-1, page 14. Building height in addition to the above limits may be authorized by the DRB through Design Review (Section 36.410.040) to accommodate dormer windows and/or non-habitable roof structures where appropriate to the architectural style of the dwelling.			
Open Space	Not applicable		As required by Section 36.350.190 (Multifamily Project Standards)	
Landscaping	As required by Division 36.330 (Landscaping Standards)			
Parking	As required by Division 36.310 (Parking and Loading) <b>(see detailed discussion on residential parking requirements below)</b>			
Signs	As required by Division 36.320 (Signs)			

**Notes:**

(\*) **Altos de Monterey exceptions.** The standards and requirements for development within the Altos de Monterey (AM) overlay zoning district are different from those in this table; see Section 36.250.030.

<b>Residential Parking Requirements</b>	
Duplex	4 spaces within a garage or carport, plus 1 guest space.
Live/work unit	2 spaces for each 1,000 sf of combined floor area.
Mixed-use development	As required for each individual land use.  Residential parking required per Table VI-29. Each land use is required to be parked per the ratios established in Table VI-29. Reductions in required parking per Table VI_29 are allowed for mixed use projects including affordable housing pursuant to approval of a Planned Development Permit as described in section 6.4.1, of the Housing Element "Zoning Code Resources."
Multifamily dwelling, condominiums and other attached dwellings	1 bedroom unit—1 space;  2 bedrooms and/or greater—2 spaces within a garage or carport for each unit, plus 1 guest space per each 2 units. (1)
Organizational house	1 space for each bed.
Single family housing	2 covered spaces
Second dwelling unit	1 space within a garage or carport.
Senior citizen residential  Assisted living and group homes  Independent Living	0.5 space for each residential unit, plus 1 space for each 4 units for guests and employees.  1 covered space for each unit, plus 1 uncovered guest parking space for each 10 units

The strict application of some of the City's Zoning Code regulations such as maximum height regulations, lot coverage and/or floor area ratio restrictions, and parking standards could potentially present difficulties for the development of affordable multifamily housing. Flexibility in the application of zoning regulations is provided for in the City's Zoning Code through approval of a planned development permit for projects that include affordable housing. The planned development permit process is a program currently in effect through the adopted Zoning Code. The Housing Element describes the Planned Development Permit in Section 6.4.1, "Zoning Code Resources."

Mixed use residential and commercial development projects which include development of affordable housing proposed in the CG zoning district are likely candidates for application of the planned development permit process. The planned development permit process allows the approving body to modify any development standard such as the number of required parking spaces and maximum floor area ratio in order to provide a quality design and facilitate the development of affordable housing. With the ability to modify the parking requirements for an affordable housing project through approval of a planned development permit, the City's parking standards would not impede residential development. Mixed use projects proposed in the CG zoning district which include affordable housing would not be constrained by the strict application of the Zoning Code requirements, such as parking.

Mixed use projects require approval by the Planning Commission of a conditional use permit. Current zoning requires approval of a planned development permit for mixed use projects

proposing to modify zoning standards in order to make feasible the development of affordable housing as part of the project. As further discussed in Section 6.4, “Housing Development Resources,” the Housing Element includes a program objective for the City to amend the Zoning Code to eliminate the requirement for approval of a conditional use permit for mixed use projects which include a request for approval of a planned development permit in order to facilitate the development of affordable housing.

The City’s Zoning Code includes provisions for hillside protection applicable to lots with an average slope of 20 percent or greater. The City views its hillsides as a valuable resource to the community, and therefore, the hillside protection provisions of the Zoning Code are intended to ensure orderly development of lots located upon the city’s hillsides through the application of strict development standards. Issuance of building or grading permits for the construction of any structure on any hillside lot requires prior approval of the project by the Design Review Board and approval by the Planning Commission of a hillside development permit for the project. The City does, however, provide for regulatory concessions to development standards for the provision of affordable housing through Division 36.370 “Affordable Housing Incentives,” of the City’s Zoning Code.

### ***Building Codes and Enforcement***

In addition to land use controls, State building codes also affect the cost of housing. The City has adopted and enforces the Uniform Building Code (UBC). A Home Improvement Program is offered to assist low-income homeowners with property maintenance and repairs. This program is funded with Community Development Block Grant funds. Example projects include roof repairs, window replacements, and exterior painting.

### ***Development and Planning Fees***

The City collects various fees from applicants to cover the costs of processing permits and providing necessary services and infrastructure. Table VI-28 describes South Pasadena’s 2010 planning fee schedule.

**TABLE VI-3  
2014 PLANNING FEE SCHEDULE**

<b>PLANNING APPLICATION</b>	<b>FEE</b>
Variance	\$1,890.00
Conditional Use Permit	\$1,545.00
Tentative Parcel Map	\$1,545.00
Tentative Tract Map	\$1,545.00
Lot Line Adjustment	\$ 230.00
Hillside Development Review	\$ 1,890.00
General Plan Amendment	\$4,000.00 deposit, fully allocated hourly rates, plus outside costs
Certificate of Compliance	\$ 230.00
Vacation-Easements, Alley's, Streets	\$ 1,170.00
Zone Clearance	\$ 20.00
Design Review-Additions/Alterations to Existing Single Family Residences	\$ 800.00
Design Review- New Single Family Residence	\$ 800.00
Design Review-Additions/Alterations to Existing Multifamily, Commercial Buildings	\$ 1,030.00
Design Review-New Multifamily, Commercial	\$ 1,030.00
Cultural Heritage Commission-Landmark Review	\$ 1,115.00
Cultural Heritage Certificate of Appropriateness for Additions/Alterations	\$ 800.00
Categorical Exemption	\$ 55.00
Initial Study	\$ 455.00, plus 4 hour contract engineer review is needed
Negative Declaration	\$ 55.00
Mitigated Negative Declaration & Monitoring	\$ 230.00
General Plan-Residential	10% surcharge on all Building Permits
General Plan Fee-Commercial/Industrial	10% surcharge on all Building Permits

Source: City of South Pasadena Resolution 7105

South Pasadena's development fee schedule is tied to the cost of providing necessary services. City fees may be waived as part of the incentive package for developers of affordable housing.

The City of South Pasadena has an aging infrastructure of streets, sewers, storm drains, and water lines. In order to ensure that new developments do not exacerbate the condition of these facilities new development is required to install all on-site infrastructure, and developers are required to pay a development impact fee for City maintenance and improvement of these facilities.

Development of the hillside area is costly due to the cost of grading, the public services that must be provided to these areas, and in some cases, existing substandard conditions of existing

infrastructure available to serve the site. Some of these higher costs are attributable to provision of water for both consumption and fire prevention and compliance with strict construction standards. In addition, public and private access to hillside sites is expensive to construct and maintain.

### ***Local Review and Permit Procedures***

The Zoning Code stipulates the residential types permitted, permitted with an administrative use permit, conditionally permitted, or prohibited in each residential zone. Permitted uses are those uses allowed without discretionary review such as a conditional use permit. Approval of a design review is required of all new structures with the exception of residential second units, emergency shelters and single room occupancy housing for the homeless pursuant to Zoning Code Amendments adopted by the City in May and August 2013. The City's Director of Planning and Building has the authority to approve an Administrative Use Permit for development of new structures otherwise permitted, which allows some flexibility on the part of the City to ensure basic health and safety, and general welfare concerns are met. Where the Zoning Code requires a conditional use permit (CUP) for a use, the Planning Commission is the approving body unless appealed. Projects appealed to the City Council receive priority scheduling. Typical findings of a CUP include findings that the project is consistent with the General Plan, the use is compatible with surrounding uses, the use addresses basic public health and safety, and that general welfare concerns are addressed. Table VI-29 describes the allowable uses in each residential zone.

On May 15, 2013 the City amended its Zoning Code to eliminate the requirement for approval of a conditional use permit for residential second units implementing respective adopted program objectives of the 2006-2013 Housing Element Update, consistent with State law. Another program objective to amend the Zoning Code to eliminate the requirement for approval of a CUP for multi-family residential projects in the RM and RH zoning districts was adopted by the City in September 2013. Approval of these Zoning Code Amendments has eliminated a governmental constraint to the development of residential second units and multi-family residential projects. Additionally, in August 2013 the City amended its Zoning Code to implement a 2006-2013 Housing Element Update program objective to add transitional and supportive housing as permitted uses in all residential zones consistent with State law, as discussed in Section 6.4.1., "Zoning Code Resources."

**Table VI-29  
Allowed Residential Uses and Permit Requirements**

ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONING DISTRICTS	P -Permitted Use, CUP- Conditional Use Permit Required, AUP- Administrative Use Permit Required, - Use not allowed.				
	RE	RS	RM	RH	Specific Regulations
Clubs, lodges and fraternal organizations	—	—	—	CUP	
Community center	—	—	—	CUP	
Private sport courts	AUP	AUP	AUP	AUP	
Accessory residential uses and structures	P(3)	P(3)	P(3)	P(3)	36.350.170
Home occupation	P	P	P	P	36.410.030
Multifamily dwellings	—	—	P	P	36.350.180, 190
Organizational house (sorority, convent, etc.)	—	—	CUP *	CUP*	
Residential care facility, 6 persons or less	P	P	P	P	
Residential care facility, 7 persons or more	—	—	CUP	CUP	36.350.050
Residential care facility for the elderly (RCFE)	—	—	CUP	CUP	36.350.050
Transitional and Supportive Housing	P	P	P(multi-family types located in the RM district are subject to specific use regulations 36.350.180,190)	P (multi-family types located in the RH district are subject to specific use regulations 36.350.180,190)	
Second dwelling unit	P	P	P	—	36.350.200
Single-family dwelling	P	P	P	P	
Bed & breakfast inn (B&B)	CUP	CUP	CUP	CUP	36.350.070
Child day care center	—	—	CUP	CUP	36.350.080
Child day care—Small family day care home	P	P	P	P	36.350.080
Child day care—Large family day care home	P	P	P	P	36.350.080
Medical services—Extended care	—	—	—	CUP	
Mortuaries and funeral homes	—	—	—	CUP	

Source: Zoning Code, City of South Pasadena

## Permit Processing

The processing time needed to obtain development permits and governmental approvals contributes to the high cost of housing. Additional time may be necessary for environmental review (CEQA), depending on the location and nature of a project. In response to State law, many California cities have been working to improve the efficiency of permit and review processes by providing “one-stop processing,” thereby reducing or eliminating duplication of effort.

In 2007, the City implemented an adopted program objective of the 2006-2013 Housing Element Update and adopted streamlined processing and permit procedures to reduce the number of review bodies involved in the development process. The City has three regulatory bodies with authority to review housing projects depending on the type and nature of a project. These bodies, include the Design Review Board, Cultural Heritage Commission, and Planning Commission.

The streamlined processing and permit procedures adopted by the City in 2007 establish a project review and approval process for most projects which includes one Design Review and final approval of a project to be conducted by a single review entity, either the Design Review Board or the Planning Commission depending on the nature of the project. Some projects deemed historically or culturally significant, require design review by the Cultural Heritage Commission for conformance of the project with the requirements of the City’s Cultural Preservation Ordinance. In these instances, the Cultural Heritage Commission serves as a design review body recommending to the Planning Commission which has final approval authority for the project.

The time required to process a project varies greatly from one project to another and is directly related to the size and complexity of the proposal and the number of actions or approvals needed to complete the process. Table VI-30 identifies the typical processing time most common in the entitlement process. It should be noted that each project does not necessarily have to complete each step in the process (i.e., small scale projects consistent with General Plan and zoning designations do not generally require an Environmental Impact Report (EIR), General Plan Amendment, Rezone, or Variance). Also, certain review and approval procedures may run concurrently. For example, a ministerial review for a single-family home would be processed concurrently with the design review. The majority of projects requiring an EIR include a General Plan Amendment, Zone Change, and/or conditional use permit request which are processed simultaneously. The City also requires the joint processing of related applications for a single project. As an example, a conditional use permit or planned development permit application is reviewed in conjunction with the required site plan, a tentative tract map, and any necessary variances. Such procedures save time, money, and effort for both the public and private sector and serve to decrease the costs for the developer.

**Table VI –30  
Typical Timelines for Permit Procedures**

<b>Approval</b>	<b>Typical Processing Time</b>	<b>Approval Body</b>
Planning Clearance (Site Plan Review)	4 - 6 weeks	City Staff
Administrative Use Permit	6 - 8 weeks	Planning & Building Director
Conditional Use Permit	12 -16 weeks	Planning Commission
Planned Development Permit	12-16 weeks	Planning Commission
Variance	12 – 16 weeks	Planning Commission
Zone Change	24 –52 weeks	City Council
General Plan Amendment	24 – 52 weeks	City Council
Design Review	4 - 6 weeks  6 - 12 Weeks	Cultural Heritage Commission Design Review Board, or Planning Commission
Tentative Tract Map	10 -16 weeks	Planning Commission
Parcel Maps	12 -16 weeks	Planning Commission
Negative Declaration	12 –24 weeks	Planning Commission or City Council*
Environmental Impact Report	12 - 52 weeks	Planning Commission

Source: Planning & Building Department

\* Depending on entitlement and significance of impact

The City works closely with developers to expedite approval procedures to reduce the likelihood of unnecessary timing constraints on development. For a typical project, an initial pre-consultation meeting with the Planning and Building Department is arranged to discuss the development proposal. The application submitted by the developer which should contain a site plan, floor plans, elevations, landscape plan and, in some cases a subdivision map, is first reviewed by the Planning Department and other agencies such as Public Works for consistency with City ordinances and the General Plan. Depending on the complexity of the project and required entitlements, a single-family project is generally approved within 4 to 6 weeks from date of plan submission provided no variances, exceptions, or zone changes are needed. After the project is approved, the Building Department performs plan checks and issues building permits. **With the**

exception of residential second units, emergency shelters, and single room occupancy housing, all applications for new construction are subject to design review by either the Design Review Board, Cultural Heritage Commission, or Planning Commission depending on the nature of the project. With the exception of historic properties, the design review entity is also the final approval authority for the project. Larger mixed use projects requiring a conditional use permit or applying for a planned development permit are sent to the Planning Commission for design review and approval. Throughout construction, the Building Department will perform building checks to monitor the progress of the project. This process does not seem to put an undue time constraint on most developments because of the close working relationship between City staff, developers, and the decision-making body.

#### *Multifamily Residential Project Review Procedures*

In order to implement an adopted program objective of the 2006-2013 Housing Element Update the City Council adopted a Zoning Code Amendment in September 2013 to eliminate the requirement for approval of a conditional use permit (CUP) for development of multifamily residential projects in the RM and RH zoning districts, requiring that these projects be subject only to Design Review. Pursuant to the State Permit Streamlining Act, the City's timeframe for project processing is dependent upon the CEQA determination for the proposed project and can range from 120 days, for a project deemed to be exempt, up to 12 months for a project requiring preparation of an Environmental Impact Report. With the approval by the City of the Zoning Code Amendment to eliminate the requirement for a CUP for multi-family residential projects the permitting process for a new multifamily residential housing project, if determined to be exempt pursuant to CEQA, could be approved within approximately three to four months.

#### *Permits to Encourage Development of Affordable Residential Projects*

The Zoning Code provides for flexibility in the application of Zoning Code standards through the planned development permit process for multi-family projects that include a certain percentage of the project as affordable housing. The purpose of the planned development permit is to allow consideration of innovation in site planning and other aspects of project design and more effective design responses to site features, uses on adjoining properties, and environmental impacts than the Zoning Code standards would produce without adjustment. Planned development permit approval may be requested for an affordable multi-family housing, mixed use commercial and multi-family residential development, or senior housing project and also requires approval of a conditional use permit. Planned development permit approval may adjust or modify, where necessary and justifiable, any applicable development standard of the Zoning Code such as floor area ratio, building height, setbacks, parking, and street layout. The Zoning Code currently requires approval of a CUP when a project application includes a request for approval of a planned development permit. In order to facilitate the development of mixed use projects which may include affordable housing, a program objective is included in the 2014-2021 Housing Element Update to amend the current zoning regulations to eliminate the requirement for a CUP for project applications which include a request for approval of a planned development permit and to extend the term of an approved planned development permit from 12 to 36 months with the potential for another 36 month time extension. Approval by the City of this Zoning Code Amendment will streamline the permitting process for mixed use projects and eliminate a

governmental constraint to the permitting timeframe for multi-family residential projects which apply for modifications to Zoning Code development standards.

Affordable housing projects may also qualify for the granting of a density bonus and incentives and/or concessions that can include deviations or waivers from certain development standards as established in the Zoning Code for multifamily development. In order to implement an adopted program objective of the City's 2006 -2014 Housing Element, the City approved a Zoning Code Amendment to bring the City's Zoning Code into conformance with state requirements with regard to the granting of density bonuses and incentives and/or concessions, and to eliminate the requirement for approval of a conditional use permit to grant one or more of the affordable housing incentives. On August 14, 2013 the City Council approved a Zoning Code Amendment to add provisions for the granting of a density bonus and affordable housing incentives and/or concessions consistent with state law, in order to encourage the development of affordable housing as described in Section 6.4.1, "Zoning Code Resources." The Zoning Code, as amended, provides for the granting of a density bonus to eligible projects upon approval by the Director of Planning and Building and the granting of affordable housing incentives and/or concessions to eligible projects by the Planning Commission without the requirement for a conditional use permit. Implementation of this Zoning Code provision will eliminate a governmental constraint to the approval process for affordable housing project applications seeking an affordable housing density bonus and incentives and/or concessions.

### 6.3.3 Environmental Constraints

While the City of South Pasadena is predominantly developed, there are vacant and underutilized parcels on which development can be accommodated. Many of these parcels, however, are impacted by environmental constraints and sensitivities.

#### *Topography*

The largest concentration of undeveloped land for new residential development is located in the City's hillside area referred to as the Southwest Monterey Hills. Development in this area is constrained due to steep slopes, substandard lots, unimproved roads, and geological and seismic related issues. Historically, development has varied in the degree and sensitivity to which it has accounted for these constraints. Some developments have sited housing units in ways to maintain the hillside's unique landform while others have used extensive grading to alter the natural landform. The extent to which development will be permitted on the City's hillsides in the future is of particular concern.

The remaining undeveloped or primarily undisturbed open space in the City, located primarily in the following areas, represents opportunities for conservation, habitat protection and open space use:

- The canyons, hillsides and steep topography in the Southwest Monterey Hills, and the primarily City-owned vacant, undeveloped lands in the southwest corner of the Southwest Monterey Hills;
- The Arroyo Seco and adjacent areas;

- Upper slopes in the Monterey Road/Pasadena Avenue/Kolle Avenue/Brunswick Avenue/Oak Hill Avenue residential areas;
- Raymond Hill Site

The following are more detailed discussions of the City's environmental constraints and hazards that affect, in varying degrees, existing and future residential developments.

### ***Slope Stability***

The Safety Element of the General Plan identifies landslide areas in the Repetto Hills just inside the City's western boundary. The Monterey Road Landslide area, in the southwest portion of the City, is a particular area of concern. Although small in geographic extent, the landslide area is extremely unstable in certain portions and is located in or near the majority of remaining undeveloped land in the City. Liquefaction of the soil is of secondary concern. The Los Angeles County General Plan Safety Element indicates that South Pasadena is at low risk for liquefaction.

### ***Seismic Hazards***

The City of South Pasadena is located in a seismically active region, in an area of potential fault rupture, strong ground shaking and slope instability. Seismic hazards can affect the structural integrity of buildings and utilities, and in turn can cause severe property damage and potential loss of life. A series of faults, including regional and local faults, have the potential to impact the City. Regional faults with potential sources of ground shaking within the City include the Sierra Madre fault system, the Whittier Fault, and the San Andreas Fault. The Raymond Hill Fault is the only active fault of local significance extending through South Pasadena and is classified as an Alquist-Priolo Study Zone. A seismic event along the Raymond Fault has the potential to generate surface rupture that would affect structures on and adjacent to the fault.

### ***Flooding***

The City of South Pasadena is located within Zone C of the National Flood Insurance Rate Maps (FIRM), which designates areas of minimal flooding. As there are no floodplain areas within the City, there are no pertinent flood hazards.

### ***Fire Hazards***

There are potential sources of wild land fire in the Southwest Monterey Hills and Repetto Hills. The threat of wild land fire to the City is generally low. A small portion of the southwestern corner of the City is identified in the Los Angeles County General Plan as having a high wild land fire hazard potential. To reduce the threat of fire in the hillside areas, more restrictive building standards are applied to new residential developments, including fire sprinklers and specific roofing materials. This requirement increases the cost of developing new residential structures.

## *Open Space*

Constraints to development include sensitive environmental resources. Zoning regulations are designed so that development in the hillside areas protects the “view-shed” both to and from these hillsides, and to retain as much remaining natural vegetation as possible. The City’s Zoning Code encourages sensitive forms of development, which complement the natural and visible character of the City and its hillsides.

There are some open space areas that do not lend themselves to development. These areas have been left in their natural state and are maintained under private ownerships. Such open space lands include the undeveloped portions of the hillsides, steeply sloping topography and canyons in the Southwest Monterey Hills, portions of the Altos de Monterey, and Raymond Hill.

The City owns 15.89 acres of unimproved land in the Altos de Monterey hillside residential tract, referred to as Lot 117. This area is considered an open-space resource to the neighborhood and is not intended for future development.

For the above-mentioned reasons, it is not within the City’s ability to provide incentives for hillside development in either the very low, low, or moderate income categories in the hillside areas.

## **6.4 HOUSING DEVELOPMENT RESOURCES**

### **6.4.1 Zoning Code Resources**

Housing element law specifies that jurisdictions must identify adequate sites to be made available through appropriate zoning and development standards to encourage the development of a variety of housing types for all income levels, including multifamily rental housing, emergency shelters, mobile homes, and transitional and supportive housing. The following is a discussion of the Zoning Code resources that serve to encourage and facilitate a variety of housing types, including multifamily rental housing, factory built housing, residential second units, housing for the disabled and elderly, emergency shelters and transitional and supportive housing.

#### *Multifamily Rental Housing*

Multifamily rental housing makes up approximately 48% of the City’s housing stock. South Pasadena’s Zoning Code provides for a Medium Density Residential district allowing for development of 6-14 dwelling units per acre and a High Density Residential district allowing for development of multiple dwellings of 14 to 24 units per acre. To encourage and facilitate multifamily residential development commensurate with the projected capacity in the RM and RH zoning districts, the City’s 2006-2013 Housing Element Update included a program objective to amend the current City zoning regulations to eliminate a requirement for approval of a CUP for multifamily uses in the RM and RH zoning districts. In September 2013, the City adopted a Zoning Code Amendment to eliminate the requirement for approval of a CUP for multi-family uses in the RM and RH zoning districts, requiring that new multi-family development projects be

subject only to Design Review. Implementation of this program objective would facilitate the review process for future development of residential units as rental units in the very low, low, and moderate income rental range, helping to contribute to the City's rental property inventory. The Zoning Code provides for sufficient sites zoned RM and RH to be available for development of multi-family housing types.

### ***Second Residential Units***

Second residential units are permitted as either attached or detached units in the RE, RS, and RM zoning districts. In May 2013, the City implemented an adopted program objective of the 2006-2013 Housing Element Update and amended the Zoning Code, pursuant to the requirements of State Assembly Bill 1866, to allow for development of second residential units "by right" to be reviewed as ministerial approvals. The City's Zoning Code conforms with state law by allowing the development of residential second units "by right" in the RE, RS, and RM zoning districts subject to approval of the Director of Planning and Building. The Zoning Code Amendment allowing second residential units "by right" in the RE, RS, and RM zoning districts provides that sufficient sites are available for development of this housing type.

### ***Manufactured Homes***

Residential single-family detached housing makes up the majority of the housing stock in the City and includes 14 mobile homes. The City's Zoning Code considers a manufactured home on a permanent foundation to be a single family dwelling and, as such, it is a permitted use in the RS zoning district subject to the same development regulations as established for conventional "stick built" single family detached residential units. Because manufactured housing is permitted in the RS zoning district, and the zoning regulations governing construction of manufactured housing are the same as those established for conventionally constructed housing, adequate sites exist in the RS zoning district for development of this housing type.

### ***Housing for Persons with Disabilities***

Residential care facilities represent a viable housing type for the disabled and the elderly in the form of a supervised group home environment with personal services and assistance with daily activities being provided on-site. The Zoning Code includes provisions for residential care facilities for the disabled and residential care facilities for the elderly. The Zoning Code defines a residential care facility as follows:

"A dwelling unit licensed or supervised by any Federal, State, or local health/welfare agency which provides 24-hour non-medical care of unrelated persons who are handicapped and in need of personal services, supervision, or assistance essential for sustaining the activities of daily living or for the protection of the individual in a family-like environment."

The Zoning Code defines a Residential Care Facility for the Elderly (RCFE) as follows:

"A housing arrangement chosen voluntarily by the residents, or the residents' guardians, conservators or other responsible persons; where 75 percent of the residents are at least 62 years of age, or, if younger, have needs compatible with other residents; and where varying levels of care

and supervision are provided, as agreed to at the time of admission or as determined necessary at subsequent times of reappraisal (definition from Government Code Title 22, Division 6, Chapter 6, Residential Care Facilities for the Elderly). RCFE projects may include basic services and community space.

RCFE projects include Assisted Living Facilities (Board and Care Homes), Congregate Housing, Independent Living Centers/Senior Apartments, and Life Care Facilities as defined below.

1. Assisted living facility. A residential building or buildings that also provide housing, personal and health care, as permitted by the Department of Social Services, designed to respond to the daily, individual needs of the residents. Assisted living facilities may include kitchenettes (small refrigerator, sink and/or microwave oven) within individual rooms. Assisted living facilities are required to be licensed by the California Department of Social Services and do not include skilled nursing services.
2. Independent Living Center/Senior Apartment. Independent living centers and senior apartments are multifamily residential projects reserved for senior citizens, where common facilities may be provided, such as recreation areas, but where each dwelling unit has individual living, sleeping, bathing, and kitchen facilities.
3. Life care facility. Sometimes called continuing care retirement communities, or Senior Continuum of Care Complex, these facilities provide a wide range of care and supervision, and also provide skilled nursing care so that residents can receive medical care without leaving the facility. Residents can expect to remain, even if they become physically incapacitated later in life. Life care facilities require multiple licensing from the State Department of Social Services, the State Department of Health Services, and the State Department of Insurance.

Pursuant to State law the City permits residential care facilities of six or fewer residents in any residential district of the City subject to the same development regulations as are applied to residential uses of the same type in the same zone as described in Table VI-27 above. The Zoning Code does not define family, does not establish a maximum concentration requirement for residential care facilities, and does not impose any special development standards for residential care facilities, over and above the zoning standards that are applied to any similar use in a residential district, which could constrain the provision of residential care facilities for the elderly or disabled.

The City's Zoning Code allows for residential care facilities for the elderly and residential care facilities of seven or more residents within the RM and RH zoning districts subject to the development standards described in Table VI-27 and approval of a conditional use permit (CUP). In the case of residential care facilities providing assisted living for seven or more residents, the Zoning Code establishes special development standards for these types of facilities as summarized below.

- There can be no impacts on surrounding properties that are more significant than would be caused by standard multifamily rental projects.

- Common indoor business, recreational, and social activity areas of a number, size, and scale consistent with the number of living units shall be provided, with no less than five percent of the total indoor floor area devoted to educational, recreational, and social facilities (e.g., library, multi-purpose common room, recreation room, TV room).
- Common laundry facilities must be provided of sufficient number and accessibility, consistent with the number of living units.
- Residents are limited to those in need of an assisted living environment, together with a spouse or partner in each unit.
- If an approved congregate care/assisted living facility is converted to another use, such as a conventional unrestricted multifamily project, the project is required to meet all applicable standards of the Zoning Code.
- Indoor common areas and living units must be provided with necessary safety equipment (e.g., safety bars), as well as emergency signal/intercom systems.
- Adequate internal and external lighting must be provided for security purposes.
- The entire project must be designed to provide maximum security for residents, guests, and employees.
- The project may provide common facilities for the exclusive use of the residents such as a beauty and barber shop, central cooking and dining rooms, exercise rooms, and small-scale drug store and/or medical facility.
- A bus turnout and shelter along the street frontage is required if the facility is on an established bus route and its location coordinated with the transit authority.
- Facilities with 50 or more dwelling units must provide private dial-a-ride transportation shuttles, with the exact number and schedule to be determined by the City.
- Senior apartments and independent living centers may be allowed additional non-residential facilities, including intermediate care facilities, and personal services (for example, beauty salon, physical therapy) through conditional use permit approval, without a requirement for additional parking, provided that the facilities are only for the private use of project residents.

Because the Zoning Code permits residential care facilities of six or fewer residents in any residential district of the City and does not impose any special development standards for these residential care facilities, over and above the zoning standards that are applied to any similar use in a residential district, the Zoning Code does not impose any constraints to the provision of residential care facilities for the elderly or disabled in the City. Because the City's Zoning Code allows for residential care facilities for elderly and residential care facilities of seven or more residents within the RM and RH zoning districts subject to the development standards described in Table VI-27 above and subject to reasonable conditions through the approval of a CUP, the Zoning Code does not impose any undue constraints to the provision of residential care facilities in the City for the disabled or the elderly of seven or more residents.

In June 2013, the City implemented an adopted program objective of the City's 2006-2013 Housing Element Update to amend the Zoning Code to establish a procedure for granting reasonable accommodation in the application of land use and zoning requirements for persons with disabilities. The City's adopted Zoning Code Amendment provides for granting a reasonable accommodation by the Director of Planning and Building for a modification or exception to the

rules, standards, and practices for the siting, development and use of housing or housing related facilities that would eliminate regulatory barriers and provide a person with a disability an equal opportunity to the housing of their choice. The granting of a reasonable accommodation is subject to the following findings:

1. The requested accommodation is requested by or on the behalf of one or more individuals with a disability protected under the fair housing laws and entitled to a reasonable accommodation;
2. The requested accommodation is necessary to provide one or more individuals with a disability an equal opportunity to use and enjoy a dwelling;
3. The reasonable accommodation will not impose an undue financial or administrative burden on the City;
4. The requested accommodation will not result in a fundamental alteration in the nature of a City program or law, including but not limited to, the General Plan, Zoning Code, design guidelines, and any specific plans; and
5. The requested accommodation will not, under the specific facts of the case, result in a direct threat to the health and safety of other individuals or substantial physical damage to the property of others.

To further address the housing needs of disabled persons, the 2014-2021 Housing Element Update includes a program objective to explore options for requiring that a percentage of all new multi-family residential projects in the City be universally accessible.

### ***Emergency Shelters, Transitional and Supportive Housing, and SRO's***

Emergency shelter means housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay. Transitional housing is defined by the State as rental housing for stays of at least six months operated under program requirements that call for the termination of assistance and recirculation of the housing unit to another eligible program recipient at some predetermined future point in time, which shall be no less than six months. Transitional housing is a type of supportive housing used to facilitate the movement of homeless individuals and families to permanent housing. Supportive housing is housing with no limit on length of stay for the target population, often homeless, that is linked to onsite or offsite services that assist the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

Single Room Occupancy (SRO) housing can provide a valuable form of affordable private housing for lower income individuals, and the homeless. An SRO unit is generally between 200 to 350 square feet in size. These units provide a valuable source of affordable housing and can serve as an entry point into the housing market for homeless people transitioning into permanent housing.

There are currently no emergency shelters or transitional housing or supportive housing facilities within South Pasadena, primarily because there are very few homeless persons in the City. Currently there are no SRO's in the City.

The City's Police Department implements a referral program for homeless populations connecting these individuals to a homeless shelter in the City of Pasadena which participates with the City of

South Pasadena to provide services to the City's homeless. The Police Department provides transportation to the shelter for homeless individuals desiring to go to the shelter and monitors the location and conditions of all homeless individuals in the City.

The City implemented a program objective of the 2006-2013 Housing Element Update in August 2013 by amending the Zoning Code to eliminate the requirement for a CUP for an emergency shelter within the Business Park (BP) zoning district, to permit development of emergency shelters and SRO's for homeless populations in the (BP) zoning district "by right," and to list transitional and supportive housing as permitted land uses in all residential zoning districts subject to the same development regulations and standards as similar residential uses in the same zone. Within the BP zoning district there are three sites which offer opportunities for development of emergency shelters as follows:

Address	Status	Size
220 Pasadena Ave.	Vacant Office Building	39,232 s.f.
119 Pasadena Ave.	Vacant Site	43,717 s.f.(1 acre)
5 Pasadena Ave.	Vacant Site	15,241 s.f. (.35 acre)

These sites within BP zoning district are located within walking distance to the MTA Gold Line with connections to retail areas and job centers along the route.

The development standards and regulations applicable to all projects located within the BP zone are described in Table VI-31 below.

**Table VI- 31**

Commercial District and Business Park District Development Standards

Development Feature	Requirement by Zoning District		
	CO	CG	BP
<b>Minimum lot size</b>	Minimum area and width for parcels proposed in new subdivisions.		
Area	10,000 sf		
Width	50 ft		
<b>Setbacks</b>	Minimum setbacks required. See Section 36.300.030 for setback measurement, allowed projections into setbacks, and exceptions to setbacks.		
Front	25 ft on Fremont St. between the 110 freeway and Monterey Rd., 20 ft required otherwise.	None required	25 ft
Sides, each	15 ft if adjacent to an RS district; none required otherwise.		
Street side	None required		None required
Rear	None, except if adjacent to an alley 5 ft, or if adjacent to a RS district 25 ft		None required

Development Feature	Requirement by Zoning District		
	CO	CG	BP
Lot coverage	Maximum percentage of total lot area that may be covered by structures.		
	No maximum		50%
Height limit Maximum height	Maximum allowable height of structures. See Section 36.300.040 (Height Limits and Exceptions) for height measurement requirements.		
	35 ft		
Landscaping	As required by Division 36.330 (Landscaping Standards)		
Parking	As required by Division 36.310 (Parking and Loading)		
Signs	As required by Division 36.320 (Signs)		

With the adoption of the Zoning Code Amendment permitting emergency shelters “by right” in the BP zoning district, specific development regulations were also adopted to govern development of emergency shelters which establishes location requirements that an emergency shelter not be located any closer than 300 feet to another emergency shelter or within 300 feet of a residential use, public park, or public school, establishes a maximum number of 12 beds plus a residential unit for a full-time manager per shelter, requires on-site facilities such as laundry, cooking, and bathroom facilities, requires provision of support services, establishes parking requirements, security lighting requirements, and requires submittal of a management plan to the City prior to occupancy and operations. State Law limits Zoning Code regulations governing buffering of emergency shelters to a 300 foot separation distance between emergency shelters, and does not allow for establishment of buffering standards between an emergency shelter and other land uses. Additionally, State Law allows for Zoning Code regulations to govern the operations of an emergency shelter including the establishment of a maximum number of beds in any one shelter provided the maximum adequately addresses the City’s homeless population need. In order for the City’s Zoning Code regulations to fully comply with State Law, the Housing Element Update includes a program objective for the City to amend the Zoning Code to eliminate the requirement for a minimum 300 foot distance separation between an emergency shelter and a residential use, public park or public school and to increase the maximum number of beds within an emergency shelter to 16 beds.

State Law also requires that the Zoning Code consider transitional and supportive housing as residential uses in zones where residential uses are allowed subject to the same development regulations as similar residential uses in the same zone. While the City’s Zoning Code was amended in August 2013 to list transitional and supportive housing as permitted uses in all residential zones, the Zoning Code does not specifically list transitional and supportive housing as allowed residential land uses in other zones which allow for mixed use residential and commercial development. The Housing Element Update includes a program objective to amend the Zoning Code definition of a residential project to include transitional and supportive housing. This Zoning Code Amendment will clarify the Zoning Code intent for transitional and supportive housing to be considered a residential project and an allowable use in any zone where residential development is permitted or conditionally permitted.

With the adoption of the Zoning Code Amendment permitting SROs “by right” in the BP zoning district, specific development regulations were also adopted to govern development of SROs

requiring that SRO's not be located any closer than 300 feet to one another or within 300 feet of a residential use, public park, or public school, establishes a minimum lot size of 10,000 square feet and a maximum density of one unit per 1,600 square feet of gross floor area, establishes setback requirements, and includes requirements for parking, provision of common area open space, showers, cooking facilities, toilets, storage facilities, and security lighting. All SRO facilities are required to submit a management and operations plan for review by the Director of Planning and Building prior to occupancy and operations.

With the adopted 2013 Zoning Code Amendment to allow emergency shelters and SRO's as permitted uses ("by right") in the BP zoning district, to specifically list transitional and supportive housing as a permitted use in all residential districts, along with the implementation of the Housing Element Update program objectives for the 2014-2021 planning period, sufficient sites will be available for development of these housing types.

### **Mixed Use Zoning Code Provisions**

Mixed use development projects are those which integrate retail and/or office commercial uses with residential uses on the same parcel. Mixed use is allowed in the CG zoning district and the MSSP zoning district subject to approval of a conditional use permit. The Zoning Code requires commercial and residential uses within a mixed-use project to be fully separated, with residential units limited to the rear portion of the first story, and/or on the second and higher stories. The maximum allowable density for the residential component of a mixed use project in a CG zoning district is 24 dwelling units per acre and up to 57 dwelling units per acre in the MSSP zoning district.

The Zoning Code allows for modifications to development standards for mixed use commercial and residential uses which include an affordable housing component subject to approval of a planned development permit. Current Zoning Code provisions also require approval of a CUP as part of the approval of a planned development permit. To encourage and facilitate affordable housing as part of mixed use projects, the 2014-2021 Housing Element Update includes a program objective for the City to amend the Zoning Code to eliminate the requirement for approval of a CUP for mixed use projects that also request approval of a planned development permit, and to extend the term of approved planned development permits from 12 months to 36 months with the potential for a 36 month extension, in order to facilitate the development of affordable housing as part of the project. City adoption of this Zoning Code Amendment would facilitate the review and approval process for mixed use projects which include development of affordable housing through a streamlining of the review process by requiring only the approval of a planned development permit in these cases, and would add a measure of surety to developers of mixed use projects by providing a longer term on an approved planned development permit.

### **Mixed Use Development Regulations in the General Commercial (CG) Zoning District**

When applying development regulations to mixed use development projects in the CG zone, the RH zoning district requirements as described in Table VI-27 "Residential Site Development Standards by Zoning District," apply to the residential component and the CG zoning district

requirements as described in Table VI- 31, “Commercial District and Business Park District Development Standards,” apply to the commercial component.

### **Mixed Use Development Regulations in the Mission Street Specific Plan (MSSP) Zoning District**

Mixed use development projects in the MSSP zoning district are subject to the regulations as specified for the subject parcel in the Mission Street Specific Plan. Development capacity for a project site within the MSSP is determined by a number of factors. A maximum of a 0.8 floor area ratio (FAR) is allowed to derive the total square footage permitted for development, but if public parking spaces are provided as part of the project, the project would be eligible to receive a density bonus to increase the development capacity of the site up to 1.5 FAR. The total number of units allowed within a mixed use project in the MSSP is derived by dividing the total allowable square feet of development, based on permitted FAR, by 763 square feet which is the average size of a residential unit within the MSSP. Limitations on the total number of units that can be realistically developed in the MSSP include the City wide maximum height restriction of 45 feet, physical dimensions and configuration of the project site, and whether required parking is proposed to be surface or subsurface level.

### **Zoning Provisions to Encourage Affordable Housing**

The City’s Zoning Code includes permitting procedures and incentive programs to encourage the development of affordable housing by allowing for flexibility in the application of development regulations and standards and through the approval of density bonuses for projects containing an affordable housing component. These zoning provisions are discussed below.

#### ***a. Planned Development Permit***

The City’s Zoning Code provides flexibility in the application of development standards for a project containing an affordable housing or senior housing component pursuant to the approval of a planned development permit. Planned development permit approval may be requested for an affordable housing, mixed use, or senior housing project to modify or adjust any applicable development standard of the Zoning Code. Approval of a planned development permit may adjust or modify, where necessary and justifiable, any applicable development standard of the Zoning Code including but not limited to floor area ratio, building height, setbacks, parking, and street layout. Planned development permits are approved by the Planning Commission at a public hearing and pursuant to findings summarized below.

1. The project must be consistent with the actions, goals, objectives, policies, and programs of the General Plan and any applicable specific plan, allowed within the applicable zoning district, and comply with all applicable provisions of the Zoning Code and adopted design guidelines other than those modified by the Planned Development Permit, and be adequately served by public facilities, services and utilities.
2. The approved modifications to the development standards of the Zoning Code are found to be necessary and appropriate to accommodate the superior design of the

proposed project, its compatibility with adjacent land uses, and its successful mitigation of environmental impacts.

3. The location, size, planning concepts, design features, and operating characteristics of the project are and will be compatible with the character of the site, and the land uses and development intended for the surrounding neighborhood by the General Plan.
4. The site is adequate for the project in terms of size, shape, topography, and circumstances and has sufficient access to streets and highways, which are adequate in width and pavement type to carry the quantity and type of traffic expected to be generated by the use.

Standard conditions of approval applied by the Planning Commission as part of an approval for a planned development permit are summarized below.

1. Appropriate City building permits are required prior to construction.
2. The project must comply with all other requirements of any law, ordinance or regulation of the State of California, City of South Pasadena, and any other government entity.
3. Construction sites are subject to industry standards for construction management for management of trash, debris, and disposal of construction materials.
45. Hours of construction are limited to 8:00 a.m. to 7:00 p.m., Monday through Saturday and 10:00 a.m. to 7:00 p.m. on Sunday.
4. A demolition permit is required for any existing buildings to be demolished.
6. Fees including sewer connection fees and school developmental fees are required to be paid prior to issuance of a building permit.
7. CAL-OSHA permits are required to be obtained where required.
8. Compliance with all State of California disability access regulations for accessibility and adaptability is required.
9. Plan check for electrical, mechanical, plumbing, and sewer is required.
10. Mechanical ventilation in accordance with the Los Angeles County Building Code is required for parking garages.
11. A soils report is required.
12. A grading and drainage plan approved by the City is required prior to issuance of the building permit.
13. Structural and energy calculations are required to be provided.
14. Public dedications for necessary right of way adjacent to the project site are required as applicable.
15. Reconstruction of substandard, broken, damaged or out of grade sidewalk or curb and gutter, asphalt/concrete, in front of the site is required.
16. Compliance with all applicable standards of the California Code of Regulations Title 19, 2001 California Building Code and 2000 Uniform Fire Code with appendices (South Pasadena Ordinance 2109) including class A roofing, spark arrestors, and weed abatement program is required.

Depending on workload review and approval of a Planned Development Permit by the Planning Commission can be completed within three to four months. The Housing Element includes a program objective to maintain the Zoning Code provision allowing approval of a Planned Development Permit for projects proposing development of affordable housing in order to

encourage the development of affordable housing and to amend the Zoning Code to eliminate the requirement for approval of a CUP as part of the approval of a Planned Development Permit and to provide that an approved Planned Development Permit be valid for a 36 month period with the possibility for extension of the permit for up to an additional 36 months at the end of the initial permit period. Implementation of this program objective will assist in the development of mixed use projects which include affordable housing and senior projects.

***b. Affordable Housing Incentives***

On August 14, 2013, the City approved a Zoning Code Amendment to add “Affordable Housing Incentives,” bringing the City’s Zoning Code into conformance with state requirements regarding the granting of density bonuses and incentives and/or concessions for affordable housing, and eliminating the requirement for approval of a conditional use permit in the application of one or more affordable housing incentives. The “Affordable Housing Incentives” provisions of the Zoning Code allow for the granting of a density bonus to eligible projects upon approval by the Director of Planning and Building and the granting of affordable housing incentives and/or concessions to eligible projects by the Planning Commission without the requirement for a conditional use permit. A ministerial approval process is established for the granting of a density bonus by the Director of Planning and Building to eligible projects of five or more dwelling units which meet at least one of the following criteria:

- Ten percent of the total number of proposed units are for lower income households, as defined in California Health and Safety Code Section 50079.5; or
- Five percent of the total number of proposed units are for very low income households, as defined in Health and Safety Code Section 50105; or
- All proposed units, with a minimum of 35 units, are considered to be a senior citizen housing development, as defined in Civil Code Section 51.3 and 51.12 (for senior citizens of any income level); or
- Ten percent of the total number of proposed units in a common interest development, as defined by Section 1351 of the Civil Code are for persons and families of moderate-income, as defined in Section 50093 of the Health and Safety Code, provided that all units in the development are offered to the public for purchase.
- An eligible land transfer of a site to the City for development of affordable housing.

An applicant proposing an eligible project may request, and is entitled to, special parking requirements as follows, and the required parking may be provided through tandem parking or uncovered parking on the project site:

Number of Bedrooms	Minimum On-Site Parking Spaces
0-1	1
2-3	2
4 or more	2.5

A requested density bonus for the inclusion of a Child Care Facility is granted by the Planning Commission unless a finding for denial, based upon substantial evidence, can be made consistent with Government Code Section 65915 (h) that the community has adequate child care facilities.

The location of the designated dwelling units within projects receiving a density bonus or incentives and/or concessions is at the discretion of the City with the goal to integrate the units into the overall project with designated dwelling units reasonably dispersed throughout the development where feasible. Furthermore the density bonus units must contain on average the same number of bedrooms as the non-density bonus units, and must be compatible with the design or use of the remaining units in terms of appearance, materials, and finish quality. If a project is to be phased, the density bonus units must be phased in the same proportion as the non-density bonus units, or phased in another sequence acceptable to the City. Alternatively, the City may authorize some or all of the designated dwelling units associated with one housing development to be produced and operated on an alternative development site.

Any request for incentives and/or concessions for an eligible project which has received a density bonus, is granted subject to discretionary review by the Planning Commission if the request is found to be in compliance with applicable sections of the "Affordable Housing and Incentives" section of the Zoning Code and State Law unless any one of the following written findings for denial based on substantial evidence can be made consistent with Government Code Section 65915(d):

- a. The concession or incentive is not required in order to provide for affordable housing costs, as defined in Health and Safety Code section 50052.5, or for rents for the targeted units to be set as specified in Government Code Section 65915(c).
- b. The concession or incentive would have a specific adverse impact, as defined in Government Code Section 65589.5(d)(2), upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households.
- c. The concession or incentive would be contrary to State or federal law.

As part of the approval of a density bonus and incentive and/or concession the developer is required to enter into an agreement with the City which ensures that continued affordability of the designated units is maintained pursuant to State law and as follows:

1. Affordable units offered for rent to low-income and very low-income households shall be made available for rent at an affordable rent and shall remain restricted and affordable to the designated income group for a minimum period of thirty (30) years. A longer period of time may be specified if required by any construction or mortgage financing assistance program, mortgage insurance program, or rental subsidy program applicable to the housing development.
2. For moderate income units, the initial occupant must be directly related to the receipt of the density bonus and be persons and families of moderate-income. Moderate-income units must be offered at an affordable cost for persons and families of moderate-income as defined in Section 50052.5 of the Health and Safety Code. Moderate-income units may be

offered for subsequent sale to an above-moderate-income purchaser, provided that the sale results in a recapture by the City, or its designee, of financial interest in the unit equal to the difference between the initial moderate income level sales price and the appraised value at the time of the initial sale; and a proportionate share of any appreciation.

Following the granting of a density bonus or incentives and/or concessions, the applicant is required to record a covenant against all approved affordable units to include provisions with respect to the long term affordability of the residential project.

The adoption of the 2013 Zoning Code Amendment to add provisions for Affordable Housing and Incentives, will assist in the development of affordable housing projects.

## 6.4.2 Land Resources

This section describes the resources available for the development, rehabilitation, and preservation of housing in the City of South Pasadena. This section includes an inventory of vacant sites zoned for residential development which are suitable for future housing development in South Pasadena and an evaluation of the City's ability to provide adequate sites to address its identified share of future housing needs.

### Availability of Sites for Housing

To properly plan for the current planning period and future housing needs, undeveloped land available for housing within the existing City boundary has been inventoried. Land available for development in South Pasadena is scarce. Opportunities for residential development in the City fall into one of the following categories:

- Vacant land within the CG zone and MSSP zone, which permit mixed-use development with commercial uses on the ground level and high density residential uses on the upper levels which would accommodate development of lower income affordable housing as well as moderate and above moderate income housing.
- Vacant land zoned RH (Residential High Density) which could be developed for moderate income and above moderate income housing.
- Existing Residential single-family parcels zoned for one unit but which could be developed with a second unit pursuant to the Zoning Code provisions for development of Second Residential Units to be made available as affordable housing.
- Vacant single family zoned lots in the RE (Residential Estate) and RS (Residential Single Family) zoning districts which could be developed with above moderate housing.

### Site Inventory

Table VI-32 below describes the vacant sites remaining in the City zoned RH permitting development of up to 24 dwelling units per acre, CG permitting development of residential uses of up to 24 dwelling units per acre in a mixed use project, and MSSP which allows high density

residential development at densities ranging from 36 to 57 dwelling units per acre as described in Section 6.4, "Housing Resources." Sites zoned for development of residential units at 24 dwelling units/acre are adequately zoned to accommodate the City's RHNA of 25 above moderate income units and 11 moderate income units. Sites in the MSSP zoned at densities above 30 dwelling units per acre are adequately zoned to accommodate the City's RHNA of 11 moderate income, 10 low income, and 17 extremely low income units.

In determining the realistic unit capacity for sites listed in Table VI-32 below, Zoning Code provisions applicable to the zoning district for each site, as described in other sections of the Housing Element, were assumed and no density bonuses were applied. The realistic development capacity for each site stated below can be increased with approval of a density bonus as part of a development application.

**Table VI-32**  
**VACANT SITES FOR SITES APPROVED FOR NEW RESIDENTIAL DEVELOPMENT NOT YET VACATED**

Site	APN	GP / Zoning Allowable Density	Ac.	Realistic Unit Capacity	Existing Use	Infrastructure	On Site Constraints
1.	5312-002-007, 008,009,025 (no address)	RH/RH 24.0 du/ac	.38 in City of So. Pas (.05 in City of L.A. not included in unit capacity calculation)	9	Vacant	Yes	No
2	5315-003-044 5315-003-058 5315-003-901,902,903&904 5315-003-044 Downtown Revitalization Site See Table VI-33 for a detailed description of each development parcel.	CG /CG 24.0 du/ac	1.46 acres development area part of total 3.0 acre project site to be developed for new mixed use development	60	Commercial buildings and parking lots	Yes	No
3.	5315-008-900 (1020 El Centro Ave.)	MSSP/ MSSP 36.7 du/ac			South Pasadena School District building and parking lot	Yes	No
4.	5315-008-042 (1141 Mission Street)	MSSP/ MSSP 36.0 ac	.45	16	Vacant	Yes	No
5.	5315-017-041 & 042, 030 & 032 (820 Mission Street)	MSSP/ MSSP 57.0 du/ac	1.9	38	Parking Lot and vacant office building	Yes	Existing office building to remain as part of new mixed use project
<b>Total</b>			<b>3.73</b>	<b>112</b>			

Source: Planning & Building Department, March 2011

## SITE ANALYSIS

As shown in Table VI-32 South Pasadena has suitable sites zoned to accommodate the potential development of up to 192 high density multifamily residential dwelling units. This total assumes a realistic development capacity which addresses each site's unique physical characteristics, a strict application of the zoning code development standards, and no density bonuses.

The sites listed in Table VI -32 each are served by adequate infrastructure and unconstrained by environmental considerations. These sites are suitable to accommodate development of a total of 192 residential dwelling units which could be developed within the Housing Element planning period and which would meet the City's RHNA of 63 units. The following site analysis further describes the development potential of each site.

### Site 1



Site	Parcel No. and Size
A	5312-002-007 4,469 s.f.
B	5312-002-008 1,607 s.f.
C	5312-002-009 5,837 s.f.
D	5312-002-025 6,770 s.f.

**Assessor Parcel Number:** 5312-002-007, 008, 009, and 025 (Partially in City of L.A.)

**No Address**

**General Plan Designation:** Residential High Density – 24 du/acre

**Zoning:** Residential High Density - 24 du/ac

**Realistic Development Capacity:** 9 Units of above moderate income residential units

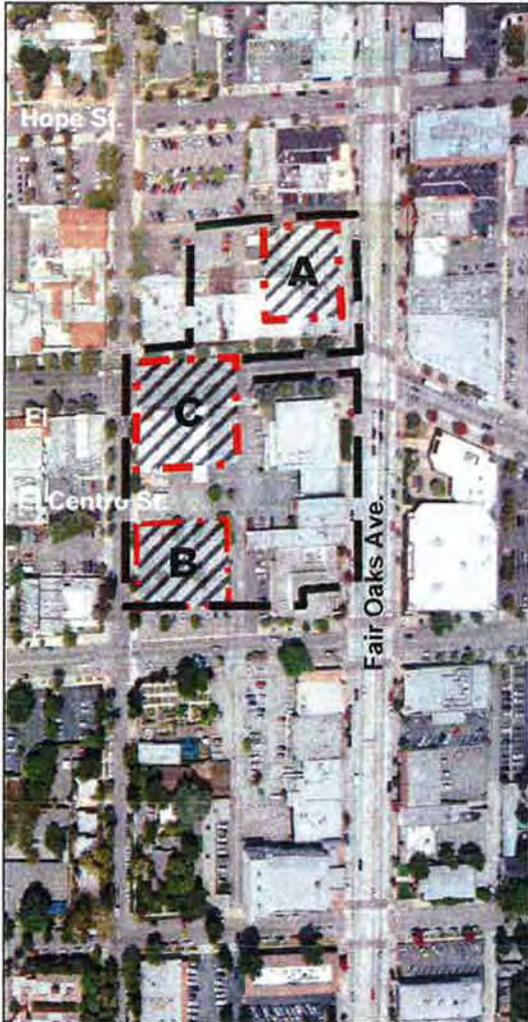
**Current Use:** Vacant

**Pending Development:** None

**Infrastructure Considerations:** None - Water, sewer, and storm drain service is provided to the site, access to site is provided by an existing arterial roadway.

**Environmental Considerations:** None

## Site 2



Site	Parcel No. and Present Use	New Use
2	5315-003-073 21,473 s.f. Bank	Bank & 12 Units
3	5315-003-903 7,697 s.f. Commercial Space 5315-003-904 5,043 s.f. Commercial Space 5315-003-905 5,062 s.f. Parking Lot	Commercial Space 22 Units (6 Low and 6 Moderate Units)
4	5315-003-901 5,455 s.f. Parking Lot 5315-003-902 16,004 s.f. Parking Lot	Commercial Space 26 Units
 		<p>Downtown Revitalization Project Area</p> <p>Buildable Parcels</p>

Assessor Parcel Number: 5315-003-024, 058, 901, 902, 903, 904

Downtown Project Site

General Plan Designation and Zoning: Commercial General - 24 du/acre when part of a mixed use project

Realistic Development Capacity: 60 units of which 6 units will be available for low and 6 units will be available for moderate income households through the use of Redevelopment Housing Set Aside funds as a condition of a Development and Disposition Agreement to be executed by the City with the developer during the planning period.

Current Use: Parking Lots and commercial uses to be relocated prior to development.

Existing Entitlement: Approved Planned Development Permit for Mixed Use with 60 dwelling units

Pending Development: The timeline for execution of the DDA, amendment of the EDP, and construction of the project will occur within the Housing Element planning period.

**Infrastructure Considerations:** None. Water, sewer, and storm drain service is provided to the site. Access to parcels is provided from existing arterial and collector roadways.

**Environmental Considerations:** None.

The Downtown Revitalization project site was assembled through the use of the City's Redevelopment Agency. Since the dissolution of redevelopment agencies statewide in 2012, the City has become the successor agency with authority for the disposition of the Downtown Revitalization project site. The City has active participation agreements with the property owners within the project site and/or has site control for the development of the entire project site. Existing redevelopment housing set-aside funds generated from the creation of the Downtown Revitalization project have been transferred to the City's Housing Authority and allocated for development of affordable housing as part of the project. In order to create opportunities for development of affordable housing the density permitted for all parcels within the entire 3.0 acre project site is distributed among the three parcels on 1.46 acres of the project site illustrated as Sites A, B, and C. The project site has a 2008 approved PDP which permits development of the project site for mixed use to include 60 residential units. The 2008 PDP was approved for a previous development concept, however the PDP remains a valid development permit. The City is in negotiations with a developer for a Development and Disposition Agreement (DDA) which will lead to the development of a revised concept for a mixed use project including commercial uses and 60 residential housing units of which 6 units will be made available for low income households and 6 units will be made available for moderate income households. As part of the project the City's Housing Authority will allocate the City's existing Redevelopment Agency housing set-aside funds to the project for development of the 12 affordable units.

New mixed use development within the project site will include commercial retail or service uses on the ground floor of buildings with high density residential uses above. The majority of required parking would be subterranean parking. A realistic development scenario would include one level of retail and two floors of residential above. The realistic residential unit capacity for the three development sites is 63 residential dwelling units based on the maximum density per parcel of 24 units per acre, however the approved PDP permit allows for a maximum of 60 residential dwelling units. The development plan for 60 residential dwelling units was derived based on the development limitations affecting each development site which includes the City's mandated maximum height limit of 45 feet, the need for some surface parking on one of the sites, and the extent of open space amenities required as part of the project.

Although the maximum density for the project site is 24 dwelling units per acre, this density is adequate to allow development of low and moderate income dwelling units. Housing set-aside funds will be allocated by the City's Housing Authority as part of the project and restricted for development of affordable housing. As part of the DDA the City will require that of the total 60 allowable residential dwelling units, 6 be made affordable to low income households and 6 be made affordable to moderate income households. As part of the DDA the City will amend the existing PDP where necessary to accommodate the current developer's proposed development concept. Based on the existing valid term of the PDP, the City's commitment of housing set-aside funds to the project, and the requirement as part of the proposed DDA that the project include 12 affordable housing units, this site can feasibly be developed for affordable housing and qualifies as a site adequately zoned for development of low and moderate income housing as part of the City's vacant site inventory. The City's negotiations with a developer for the project DDA is anticipated to be executed by June 2014 with construction of the project to be completed within the housing element planning period. Table VI-33 below describes the residential development capacity for each parcel in the Downtown Redevelopment Project Site.

**Table VI.33 Downtown Revitalization Project Parcel Analysis**

APN 5315	Zone	Allowable Density	GP	Acres/ SF	Realistic Unit Capacity	Status	Infra- structure Capacity	Constraints
003-903	CG	24 du/ac	CG	0.18/ 7,697	4	City control	Yes	None
003-904	CG	24 du/ac	CG	0.12/ 5,053	2	City control	Yes	None
003-039	CG	24 du/ac	CG	0.20/ 8,912	4	Private/OPA	Yes	None
003-040	CG	24 du/ac	CG	0.22/ 9,723	5	Private/OPA	Yes	None
003-041	CG	24 du/ac	CG	.21/ 8,978	4	Private/OPA	Yes	None
003-044	CG	24 du/ac	CG	0.37/ 16,004	8	Bank Parking Lot/OPA	Yes	None
003-048	CG	24 du/ac	CG	0.13/ 5,798	3	Private/OPA	Yes	None
003-049	CG	24 du/ac	CG	0.08/ 3,620	1	Private/OPA	Yes	None
003-050	CG	24 du/ac	CG	0.17/ 7,248	4	Private/OPA	Yes	None
003-054	CG	24 du/ac	CG	0.07/ 2,945	1	Private/OPA	Yes	None
003-055	CG	24 du/ac	CG	0.07/ 3,132	1	Private/OPA	Yes	None
003-057	CG	24 du/ac	CG	0.38/ 16,370	9	Private/OPA	Yes	None
003-058	CG	24 du/ac	CG	0.49/ 21,475	11	City control	Yes	None
003-901	CG	24 du/ac	CG	0.19/ 8,455	4	City parking lot	Yes	None
003-902	CG	24 du/ac	CG	0.12/ 5,062	2	City parking lot	Yes	None
<b>Total</b>				<b>3.0/ 130,472</b>	<b>63</b>			

The realistic unit capacity within the entire 3.00-acre project site is 60 residential dwelling units, calculated by multiplying the average per parcel times 24 du/acre and adjusting for the site conditions described above. A PDP approved by the City for the Project Site on May 21, 2008 is still in effect allowing for the development of the three parcels as a mixed use project with 60 residential units and commercial area. The PDP will be amended by the City as necessary to accommodate the development proposal as described below.

Downtown Revitalization Project - Planned Development Permit			
Site	APN	Existing Use	Planned Use per Planned Development Permit
A	5315-003-038 21,476 sq ft		Demolish parking lot and construct a new 58,154 sq ft structure to include public multi-level parking with 12 residential units above and surface parking.
B	5315-003-903 7,697 sq ft 5315-003-904 5,053 sq ft 5315-003-902 5,062 sq ft	Commercial space and City owned parking lot	Demolish existing City owned parking lot and construct new 24,796 sq ft building to include commercial uses on ground floor and 22 residential units above of which 6 units shall be available for low income households and 6 units shall be available for moderate income households.
C	5315-003-901 8,455 sq ft Parking Lot 5315-003-034 16,004 sq ft Parking Lot	Privately owned commercial parking lot and City owned parking lot	Demolish existing parking lots and construct new 94,150 sq ft structure to include retail space on ground floor and 26 residential units above.

## Site 3



Assessor's Parcel Number: 53175-008-000  
82,604 sq ft

**1020 El Centro Avenue**

**General Plan Designation:** Mission Street Specific Plan

**Zoning:** Mission Street Specific Plan- 36.7 du/acre

**Realistic Development Capacity:** 69 Units. Mixed use project can be constructed on vacant parking lot behind existing school district building. Residential unit capacity based on calculation of density over entire 82,604 square foot parcel and consolidation of allowable units to vacant development area.

**Current Use:** Vacant – parking lot and school district building.

**Pending Development:** None

**Infrastructure Considerations:** None. Water, sewer and storm drain service is provided to the site. Access is provided from an existing arterial roadway.

**Environmental Considerations:** Existing historic building to remain adjacent to mixed use project which can be constructed on vacant parking lot portion of the parcel.

**Other:** The site is owned by the South Pasadena School District (District). The District prepared a plan for the ultimate disposition of the property to a developer and is in the process of exclusive negotiations with one developer for development of a mixed use project. The timeline for the disposition of the site will occur within the Housing Element planning period.

## Site 4



**Assessor Parcel Number:** 5315-008-042

19,602 s.f.

**1141 Mission Street**

**General Plan Designation:** Mission Street Specific Plan

**Zoning:** Mission Street Specific Plan - 36 du/acre

**Realistic Development Potential:** 16 Units

**Current Use:** Vacant

**Infrastructure Considerations:** None. Water, sewer, and storm drain service is provided to the site. Access to the site is provided from an existing arterial roadway.

**Environmental Considerations:** None

## Site 5



Site	Parcel No. & Present Use	Proposed Use
A	5315-017-041 6,894 s.f. Parking Lot	Office/Housing 1 Unit
B	5315-017-042 49,585 s.f. Light Industrial Building and Offices	Office/Housing 27 + Units
C	5315-017-030 11,791 s.f. Parking Lot	5 Units
D	5315-017-032 14,511 s.f. Parking Lot	5 Units

**Assessor Parcel Number:** 5315-017-0412, 5315-017-042, 5315-017-030, 5315-017-032

**820 Mission Street**

**General Plan Designation:** Mission Street Specific Plan

**Zoning:** Mission Street Specific Plan - 57 du/ac

**Realistic Development Capacity:** 38 residential dwelling units

**Current Use:** Office building and parking lot.

**Planned Use:** May 2012 City approved PDP, TTM, Design Review, and Parking Use Permit valid until June 2014 for development of a mixed use project to include 38 residential units and 3,585 sq ft of commercial office.

**Infrastructure Considerations:** None. Water, sewer, and storm drain service is provided to the site. Access is provided from an existing arterial roadway.

**Environmental Considerations:** None

## Development Potential of Small Sites

Due to the built out condition of the City, new construction projects in South Pasadena are of an infill nature on sites ranging in size from approximately one half acre or less up to approximately three acres in size. New multifamily residential development can be accommodated within these sites zoned for multifamily or mixed-use development through the application of the development regulations established in the Zoning Code. Residential multifamily development with housing affordable to lower income households is made more feasible through the granting of affordable housing incentives which allow the use of a density bonus and the flexible application of development standards through the application of a planned development permit. Residential development potential for sites identified within Table VI –32 within the RH and CG zoning districts is calculated based on the development standards established in the City’s Zoning Code, as applicable, to those districts and as described in Table VI-27. Residential development within a mixed-use project in the CG district is subject to the RH zoning standards as described in Table VI-27.

Residential development potential for sites identified within Table VI-32 within the MSSP zoning district is calculated on the land use and development criteria for each site pursuant to the provisions of the Mission Street Specific Plan and as described in Section 6-4.

The following is a representative example of the methodology used for deriving an approximation of site development potential through the application of the Zoning Code for a small site less than one acre in the RH zoning district.

### RH Zoning District

	Without Density Bonus for Affordable Housing Max 24.0 du/acre	With Density Bonus for Affordable Housing Max. 30.0 du/acre
Site (lot) Area	.56 acres/ 24,420 square feet	24,420 square feet
Min. Lot Area per Dwelling Unit	1,900 square feet of lot area/du	Flexible with PD Permit
Maximum Permitted Dwelling Units on Site	12 du/acre (based on requirement of a minimum lot area of 1,900 sq.ft/du)	16 (30.0 du/acre with 1,526 sqft of lot area per du)
Maximum Floor Area Ratio	18,120 (12,120 plus 6,000 sq.ft. of garage or carport area)	Flexible with PD Permit (Assume a .66 FAR)
Average Area per Dwelling Unit	1,010 sq.ft. (12,120 ÷ 12 du)	1010 sq.ft. assuming an FAR of .66 per a PD Permit
Maximum Lot Coverage	14,652 square feet (60%)	Flexible per PD Permit
Parking Required	1 space/each one bedroom unit and 2 spaces/each two bedroom unit plus 1 guest space / each 2 units	Flexible parking ratio per PD Permit
Maximum Building Height	45 feet (three stories)	45 feet (three stories)

The following is a representative example of the methodology used for deriving an approximation of site development potential through the application of the Zoning Code for a small site less than one acre in the MSSP zoning district.

### MSSP Zoning District

	Without Density Bonus for Affordable Housing Max 14.0 du/acre	With Density Bonus for Provision of Public Parking
Site (lot) Area	.45 acres/ 19,602 square feet	122,404 square feet
Maximum Permitted/Achievable Dwelling Units	20 Max permitted (based on 0.8 FAR and average unit size of 763 sf)	30 Max permitted if public parking spaces are provide as part of project.
Maximum Floor Area Ratio	0.8	1.5 if public parking is provided as part of project.
Average Area per Dwelling Unit	763 sf	763 sf
Maximum Lot Coverage	N/A	N/A
Parking Required	1 space/each one bedroom unit and 2 spaces/each two bedroom unit.	1 space/each one bedroom unit and 2 spaces/each two bedroom unit.
Maximum Building Height	32 feet (two stories)	40 feet (two stories)

### Development Potential of Mixed Use Areas

The City has zoned several parcels of land to allow for mixed-use development. Areas where mixed-use development is permitted include the CG zoning district and the MSSP zoning district. These two zoning districts in the City represent a resource for development of a variety of housing types, as described below, and offer the opportunity for new housing in all income categories. Approximately 11.2 acres zoned for CG land use can be developed for mixed-use commercial and residential projects subject to approval of a conditional use permit. The City's Zoning Code designates approximately 40 acres as the Mission Street Specific Plan (MSSP) area designed to encourage development of mixed-use commercial and residential projects. Areas zoned CG or MSSP permitting mixed-use development represent a land resource for development of higher density residential uses.

Residential development of up to 24 dwelling units per acre are permitted as a component of a mixed use project in the CG zoning district and up to 30 dwelling units per acre if a density bonus is applied to a project that includes affordable housing. Residential development of 30 dwelling units per acre and above is permitted as a component of a mixed use development on parcels zoned MSSP. The development capacity for each parcel within the MSSP is based on a number of variables including the size of units proposed, total site area, parking, FAR, and height limitations per subarea of the MSSP. Generally, the MSSP allows for an increased number of residential units in a project if the units are smaller and will promote affordability. Allowable residential densities within the MSSP zoning district can range from 36 dwelling units per acre to 57 dwelling units per acre.

## Development Potential of Residential Second Units

The Zoning Code permits residential second dwelling units in the RE, RS, and RM zoning districts “by right.”

Ministerial permit approval of a residential second unit is subject to the review and approval by the Director of Planning and Building of the site plan and building plans to ensure compliance with height, setback, floor area and parking requirements of the Zoning Code. Depending on workload, review and administrative review and approval can be completed within eight weeks. A summary of the City zoning standards applicable to residential second units is provided below.

- A second dwelling unit must be approved only on a parcel of 12,500 square feet or larger and may be either an attached or detached unit from the primary dwelling on the same lot but is not permitted above a garage.
- A second dwelling unit must comply with the setback requirements of the applicable zoning district, must not be visible from the public right of way, and cannot exceed one story in height.
- A second dwelling unit must have a minimum floor area of 600 square feet, and cannot exceed 850 square feet or 30 percent of the floor area of the primary dwelling, whichever is less.
- A second dwelling unit must provide living quarters independent from the primary dwelling, including living, sleeping, cooking and restroom facilities. A second dwelling unit is limited to one bedroom.
- A second dwelling unit must have an outdoor entrance separate from the primary dwelling. In order to maintain the single-family residential character of the street, the entrance to the second dwelling unit must be located so that it is not visible from the public right-of-way.
- A second dwelling unit cannot have utility services (i.e., an electrical and/or gas meter) separate from the primary dwelling.
- The architectural design and materials of the second dwelling unit exterior must be consistent with the primary dwelling, and approved by the DRB.
- A minimum of one covered parking space is required for each second dwelling unit. No second dwelling unit is allowed unless the primary dwelling is also in compliance with all applicable parking requirements of this Zoning Code.
- A second dwelling unit cannot have a separate street or unit address than the primary dwelling.
- The owner of the property must reside on the property, and a recorded covenant establishing this requirement is required prior to a final building inspection for the second dwelling unit.

During the previous housing element period a total of three residential second units were constructed in the City in the RE zoning district between 2006 and 2014. Considering this track record, in concert with local housing needs and development trends, and with the adoption of new incentives, the City is projecting that three residential second units will be approved during the

current planning period. As provided for in Government Code Section 65583.1, the City is applying second units toward its adequate sites requirement as described in Table VI-36.

### **Availability of Infrastructure**

Existing City services including water, sewer and storm drain facilities are available to serve the development capacity described above. The build out of the capacity for new residential development on sites described in Table VI-31 and residential second units on existing RE, RS, and RM residential lots is within the existing General Plan build out projection. New connections to City services will be required as part of project development of any new project in the City.

### ***Comparison of Site Inventory with RHNA***

According to SCAG, South Pasadena has a regional housing need of 63 units for the 2014 – 2021 planning period. Of the 63 units, 17 very low-income (including extremely low income), 10 low-income, 11 moderate-income, and 25 above moderate-income units are needed.

The City's General Plan allows for up to 11,652 residential dwelling units. The total number of dwelling units reported in the City as of 2011 is 10,972 leaving an available General Plan capacity of 680 additional residential units. The development of the City's RHNA allocation of 63 units can be accomplished within the existing General Plan build out limitations and will be consistent with the current General Plan. The City's RHNA of 25 above moderate income units, which constitute 40% of the City's RHNA, can be accommodated in RE and RS zoning districts and can also be accommodated on any of the sites identified in Table VI-32. The City's RHNA of 11 units of moderate income housing units can be accommodated within Sites 2-5 as identified in Table VI-32 as well as through the development of residential second units on existing residential lots in the RE, RS, and RM zoning districts. Sites 4 and 5 are zoned at a density in excess of 30 dwelling units per acre and can accommodate the City's RHNA of 17 very low, 10 low, and 11 moderate income units. Site 2 is zoned at a density of 24 dwelling units per acre and, pursuant to the feasibility analysis presented above, can accommodate six of the City's RHNA of 10 low income units and six of the City's RHNA of 11 moderate income units pursuant to the DDA to be in place for development of this site by June 2014. As described in Table VI-34 below, the City has sufficient appropriately zoned sites to accommodate the RHNA of 63 units.

**Table VI-34  
Comparison of RHNA and Residential Site Suitability**

<b>Income Group</b>	<b>Total RHNA</b>	<b>Density Guideline</b>	<b>Suitable Sites/Capacity</b>
Very Low (includes Extremely Low)	17	Minimum 30 du/acre.	Sites 3, 4, and 5 are zoned at densities allowing development of over 30 du/acre and together can accommodate development of 123 units as part of mixed use projects. Sites 3,4, and 5 are sites zoned at an appropriate density to meet the RHNA of 17 units of very low income housing.
Low	10	Minimum 30 du/acre	Sites 3, 4, and 5 are zoned at densities allowing development over 30 du/acre, and together can accommodate development of 123 units as part of mixed use projects. Sites 3,4, and 5 are sites zoned at an appropriate density to meet the RHNA of 10 units of low income housing. Site 2 is zoned at a density of 24 du/acre and will be developed as a mixed use project with 60 residential units of which 6 are required through the terms of the project DDA to be made available to low income households. The City's Housing Authority is allocating redevelopment housing set-aside funds to the project for the development of the six low income housing units. Site is adequately zoned to meet 6 of the total 10 RHNA low income units.
Moderate	11	24 -30 du/acre	Site 2 is zoned for 24 du/acre and is approved for development of 60 units of which 6 units are required to be made available for moderate income households. The City's Housing Authority is allocating redevelopment housing set-aside funds to the project for the development of the six moderate income housing units. Site 2 is adequately zoned to meet 6 of the total 11 RHNA moderate income units. Sites 3,4, and 5 are each zoned at a densities allowing development over 30 du/acre, and together can accommodate development of 123 units as part of mixed use projects. Sites 3,4 and 5 are sites zoned at an appropriate density to meet the remaining 5 RHNA units of moderate income housing.
Above Moderate	25	2 – 24 du/acre	Sites 1 and 2 together are zoned to accommodate development of 69 units. Twelve of the 69 allowable units will be required to be available for low and moderate income units leaving 57 units available for above moderate income units. Site 2 has a valid planned development permit for 48 market rate residential units projected to be available to above moderate income households. Therefore Sites 1 and 2 are adequately zoned to meet the RHNA of 25 above moderate income units.

### 6.4.3 Financial Resources

A variety of federal, state and local programs and financial resources are available to either the City of South Pasadena to developers of affordable housing to assist in implementing affordable housing. Table VI-35 below describes the available resources the City of South Pasadena may utilize in implementing the housing goals, objectives, policies, and program actions as discussed Section 6.7, “Housing Plan” of the Housing Element.

**TABLE VI-35  
FINANCIAL HOUSING RESOURCES**

<i>Program</i>	<i>Description</i>	<i>Eligible Activities</i>
<b>State Resources</b>		
<b>Mortgage Credit Certificate (MCC)</b>	A federal tax credit for low- and moderate-income homebuyers who have not owned a home over a previous three year period. Allocation for MCC is provided by the State. The Community Development Commission of Los Angeles County administers the MCC program.	<ul style="list-style-type: none"> <li>• First Time Home Buyer Assistance</li> </ul>
<b>California Housing Rehabilitation Program</b>	Low interest loans for the rehabilitation of substandard homes owned and occupied by lower-income households. City and non-profits sponsor housing rehabilitation projects.	<ul style="list-style-type: none"> <li>• Rehabilitation</li> <li>• Repair of Code Violations</li> <li>• Property Improvements</li> </ul>
<b>California Housing Finance Agency Home Mortgage Purchase Program</b>	California Housing Finance Agency (HFMA) provides low market loan and down payment assistance to homebuyers. The program is operated through a partnership with the City of South Pasadena and is administered by CHFA.	<ul style="list-style-type: none"> <li>• Homebuyer Assistance</li> </ul>
<b>Low Income Housing Tax Credit</b>	Tax credits are available to individuals and corporations that invest in development of low income rental housing. Tax credits are sold to corporations and individuals with high tax liability and the proceeds are utilized for housing development.	<ul style="list-style-type: none"> <li>• Rehabilitation</li> <li>• New Construction</li> <li>• Acquisition</li> </ul>
<b>Affordable Housing Innovation Program (AHIP)</b>	Financing to pre-qualified developers for acquisition of sites and existing housing for the development or preservation of affordable housing.	<ul style="list-style-type: none"> <li>• Site acquisition for new construction</li> <li>• Acquisition of existing housing for affordability.</li> </ul>
<b>Innovative Home Ownership Program (IHP)</b>	Increase homeownership opportunities for Californians with lower incomes.	<ul style="list-style-type: none"> <li>• To be determined by HCD</li> </ul>
<b>Building Equity and Growth in Neighborhoods Program (BEGIN)</b>	Reduce local regulatory barriers to affordable ownership housing, and provide down payment assistance loans to qualifying first-time low- and moderate-income buyers Grants to cities to make deferred-payment second mortgage loans to qualified buyers of new homes, including manufactured homes on permanent foundations, in projects with affordability enhanced by local regulatory incentives or barrier reductions.	Second mortgage loans for down payment assistance to low- or moderate-income first-time homebuyers.

**TABLE VI-35  
FINANCIAL HOUSING RESOURCES**

<i>Program</i>	<i>Description</i>	<i>Eligible Activities</i>
<b>Cal Home Program</b>	Enables very low income households to become or remain homeowners. Grants to local public agencies and nonprofit developers to provide assistance to individual households through deferred-payment loans. Direct, forgivable loans to assist development projects involving multiple ownership units, including single-family subdivisions. Grants to local public agencies or nonprofit corporations for first-time homebuyer down payment assistance, home rehabilitation, including manufactured homes not on permanent foundations, acquisition and rehabilitation, homebuyer counseling, self-help mortgage assistance programs, or technical assistance for self-help homeownership. All funds to individual homeowners in the form of loans. Loans for real property acquisition, site development, predevelopment, construction period expenses of homeownership development projects, or permanent financing for mutual housing and cooperative developments. Project loans to developers may be forgiven as developers make deferred payment loans to individual homeowners. Assistance to individual households is in the form of deferred-payment loans, payable on sale or transfer of the homes, or when they cease to be owner-occupied, or at maturity.	<ul style="list-style-type: none"> <li>• Down payment assistance, mortgage financing, homebuyer counseling, and technical assistance for self-help.</li> <li>• Rehabilitation and acquisition and rehabilitation.</li> <li>• Predevelopment, site development, and site acquisition for development projects.</li> </ul>
<b>Federal Resource – Los Angeles Community Development Commission Appropriated</b>		
<b>Community Development Block Grant (CDBG)</b>	Entitlement program that is awarded to the City on a formula basis. The objectives are to fund housing activities and expand economic opportunities. Project must meet one of three national objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet other urgent needs.	<ul style="list-style-type: none"> <li>• Housing Rehabilitation</li> <li>• Public Works</li> <li>• Section 108 Loan Repayments</li> <li>• Historic Preservation</li> <li>• Admin. &amp; Planning</li> <li>• Code Enforcement</li> <li>• Public Facilities Improvements</li> <li>• Housing Activities</li> </ul>
<b>HOME Investment Partnership (HOME) Program</b>	Grant program for housing. The intent of this program is to expand the supply of decent, safe, and sanitary affordable housing. HOME is designed as a partnership program between the federal, state, and local governments, non-profit and for-profit housing entities to finance, build/rehabilitate and manage housing for lower-income owners and renters.	<ul style="list-style-type: none"> <li>• Multifamily Acquisition/Rehab</li> <li>• Single-Family</li> <li>• CHDO Assistance</li> <li>• Administration</li> </ul>
<b>Low-income Housing Credit (LIHTC)</b>	Program encourages the investment of private capital for the creation of affordable rental housing for low-income households. Tax credits are available to individuals and corporations who invest in such projects.	<ul style="list-style-type: none"> <li>• New Construction</li> <li>• Housing Rehabilitation</li> <li>• Acquisition</li> </ul>
<b>Federal Resources - Competitive</b>		
<b>Section 8 Rental Assistance</b>	Rental assistance program providing subsidy to very low-income families, individuals, seniors and the disabled. Participants pay 30% of their adjusted income toward rent. Federal assistance pays the balance of rent to property owners, and local housing authority administers the program.	<ul style="list-style-type: none"> <li>• Rental Assistance</li> </ul>
<b>Section 202</b>	Grants to non-profit developers of supportive housing for the elderly.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New Construction</li> <li>• Rental Assistance</li> <li>• Support Services</li> </ul>

**TABLE VI-35  
FINANCIAL HOUSING RESOURCES**

<i>Program</i>	<i>Description</i>	<i>Eligible Activities</i>
<b>Section 811</b>	Grants to non-profit developers of supportive housing for person with disabilities, including group homes, independent living facilities and intermediate care facilities.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• New Construction</li> <li>• Rental Assistance</li> </ul>
<b>Private Resources</b>		
<b>Federal National Mortgage Association (Fannie Mae)</b>	<ul style="list-style-type: none"> <li>• Community Home Buyer Program – Fixed rate Mortgages</li> <li>• Community Home Improvement Mortgage Program - Mortgages for both purchase and rehabilitation of a home</li> </ul>	<ul style="list-style-type: none"> <li>• Homebuyer Assistance</li> <li>• Homebuyer Assistance/Rehab</li> </ul>
<b>California Community Reinvestment Corporation (CCRC)</b>	Non-profit mortgage banking consortium that pools resources to reduce lender risk in financing affordable housing. Provides long term debt financing for affordable multifamily rental housing	<ul style="list-style-type: none"> <li>• New Construction</li> <li>• Rehabilitation</li> <li>• Acquisition</li> </ul>
<b>Federal Home Loan Bank Affordable Housing Program</b>	Direct subsidies to non-profit and for-profit developers, and public agencies for affordable low-income ownership and rental projects	<ul style="list-style-type: none"> <li>• New Construction</li> <li>• Expand Home Ownership for Lower Income Persons</li> </ul>
<b>Local Resources</b>		
<b>Redevelopment Housing Set-Aside Funds</b>	Existing redevelopment housing set-aside funds allocated for development of 12 new affordable housing units in the Downtown Revitalization Project.	<ul style="list-style-type: none"> <li>• New Construction</li> </ul>

### 6.4.4 Opportunities for Energy Conservation

Title 24 of the California Administrative Code sets forth mandatory energy standards for new development. In turn, the home building industry must comply with these standards and local governments are responsible for enforcing the energy conservation regulations. At this time, the City enforces all applicable state and federal laws relative to energy conservation.

The Housing Element identifies a program objective to explore amendments to the Zoning Code to promote the use of energy saving building techniques in new construction and to offer incentives for developers to incorporate green building techniques for building design and construction. Development incentives may include reduced application and permit processing fees and allowed deviations from development standards for projects incorporating green building design and/or achieving Green Point ratings as well as project streamlining for green projects.

Other programs to promote energy conservation in the City include public information provided on the City’s website and the provision of brochures at City Hall with resource information on energy saving xeriscapes, energy rebates, and use of solar power as an energy alternative for homes. Southern California Edison offers public information and technical assistance to developers, homeowners, and apartment owners on energy conservation measures and programs. The City periodically arranges for product presentations by manufacturers of energy saving building materials to the Design Review Board and Cultural Heritage Commission to assist these decision

making bodies in making design recommendations to homeowners and developers during their review of new construction projects.

## 6.5 REVIEW OF 2001 HOUSING ELEMENT PERFORMANCE

State housing law requires communities to assess the achievements under adopted housing programs as part of the five-year update to their housing elements. These results should be quantified wherever possible, but may be qualitative where necessary. In addition, these results need to be compared with what was projected or planned in the previously adopted element. The results of the analysis should provide the basis for developing the comprehensive housing program strategy for the future planning period. Table VI-36 describes the City's progress in implementing the 2006-2014 Housing Element Update programs.

**Table VI-36**  
**2006-2014 HOUSING ELEMENT PROGRAM PERFORMANCE**

<b>Housing Program</b>	<b>Program Goal</b>	<b>Objectives: 2006-2014</b>	<b>Level of Achievement</b>
<b>Conserving the Existing Supply of Affordable Housing</b>			
Home Improvement Program	Provide rehabilitation grants to low and moderate income homeowners.	Assist eight units per year for a total of 64 units for low and moderate income households during the planning period.	The City provided assistance to 21 units during the planning period.
Housing Acquisition and Rehabilitation	Use redevelopment set-aside funds to acquire and rehabilitate housing units for affordable housing	Acquire and rehabilitate 1 unit to be made available as an affordable housing unit by 2014.	During the planning period the City reallocated redevelopment set-aside funds from rehabilitation activities to new construction of affordable housing in the Downtown Revitalization Project.
<b>Assisting in the Provision of Housing</b>			
Planning Assistance and Permit Processing.	Continue to provide technical assistance and permit processing for applications of new housing in the City. Retain a consultant to provide housing authority services and to actively participate in affordable housing committees and task forces to inform the development community of the sites available for development of affordable housing.	Provide 69 above moderate income housing units by 2014.	The City provided technical assistance to developers of projects which resulted in the approval of 76 new above moderate income unit and one very low income residential unit during the planning period. The City did not retain a consultant to provide housing authority services the City.
Housing Development Program	Provide information on financial assistance programs including tax credit allocations and CHFA homebuyer assistance to developers of affordable multifamily housing. Apply for state or federal	Promote development of 10 units for very low income households by 2014.	During the planning period the City provided technical assistance to a developer and approved a subdivision of 5 units with a condition that one of the five approved units to be made available for sale to a very low

	funding when funding is available to the City.		income household for a minimum of 30 years.
CalHome Program	Provide information to low and very low income households to obtain financial assistance to become homeowners	Provide one low income and one moderate income unit by 2014.	The City provided information on financial assistance programs to potential homebuyers throughout the planning period. Due to the change in lending practices during the planning period, home loans actually funded during the planning period were likely in the above moderate income category.
Section 8 Rental Assistance	Provide funding to assist renting households and maintain a list of qualified applicants.	Assist 5 units by 2014.	During the planning period the City added Section 8 rental assistance information to the on-line web page to assist potential applicants in obtaining Section 8 rental assistance vouchers from Los Angeles County.
Density Bonuses	Use density bonuses as an incentive for developers to provide affordable housing units in new developments. Retain a consultant to provide housing authority services to the City and to actively participate on affordable housing committees and task forces to inform the development community of the availability of density bonuses.	Apply the Zoning Code provisions for density bonuses and flexibility in the application of development standards pursuant to the Affordable Housing Incentives provisions of the Zoning Code to promote development of 10 very low, 10 low, and 10 moderate units by 2014.	There were no developer requests made to the City to grant a density bonus or other affordable housing incentives as part of a proposed project during the planning period. The City did not retain a consultant to provide housing authority services the City.
Emergency Shelters and SRO's	Provide on-going referral services to individuals in need of emergency shelter and evaluate the potential to of entering into participation agreements with cities or COGs currently providing emergency shelter programs. Provide areas within the City zoned for emergency shelters SRO's by amending the Zoning Code to allow these uses as "permitted uses" in the BP zoning district subject to approval of a ministerial permit.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in August 2013 listing emergency shelters and SRO's as permitted uses in the BP zoning district subject to approval of a ministerial permit. The City's Police Department provides on-going shelter referral services to the homeless in the City and provides transportation for homeless individuals to a homeless shelter in the City of Pasadena.
Transitional Housing	Provide areas in the City zoned to permit transitional housing by amending the Zoning Code to allow this use as a permitted use in all residential zoning districts.	City Council adoption of a Zoning Code Amendment within one year following the approval of the Housing Element.	The City adopted a Zoning Code Amendment in August 2013 listing transitional and supportive housing as permitted uses in all residential zoning districts.

<b>Providing Adequate Residential Sites</b>			
Maintain a site inventory of vacant sites suitable for development of new housing.	Continue to maintain a list of available vacant sites for development of affordable housing. Retain a consultant to provide housing authority services to the City and to actively participate on affordable housing committees and task forces where information on these sites can be conveyed to the development community.	Facilitate the private development of residential projects comprised of market rate and affordable units with the goal of providing 43 very low income (including 22 units for very low income), 26 low income, 5 moderate income, and 69 above moderate income residential units.	The City maintains a web site on which the adopted Housing Element, including the vacant site inventory, is posted. During the planning period the City approved a 5 lot subdivision which included a requirement that one home be made available to a very low income resident for a minimum of 30 years. The City did not retain a consultant to provide housing authority services the City.
Residential Second Units in the RE, RS, and RM zoning districts	Facilitate the processing of residential second units in the City as a potential source of affordable housing.	Facilitate the private development of 3 moderate income rental units by 2014	During the planning period a total of 3 residential second units were approved by the City.
Residential development as part of Mixed Use development	Encourage the development of mixed use projects within targeted areas of the City to include affordable housing units. Units developed on sites zoned for mixed use that are in addition to the sites included in the vacant sites inventory are over and above the required residential units required as part of the City's RHNA.	Facilitate the private development of 20 moderate income units by 2014.	During the planning period, development approvals were extended for a mixed use project planned to include a total of 12 moderate income residential units.
<b>Removing Governmental Constraints</b>			
Residential Second Units	Continue to permit residential second units under the ministerial permit process and amend the Zoning Code to eliminate the requirement for approval of a conditional use permit for residential second units.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in May 2013 which eliminated the requirement for a CUP for residential second units making these projects subject to ministerial review.
Mixed Use Projects with Affordable Housing Components and Senior Housing Projects	Facilitate the development of affordable housing in mixed use development and senior housing by amending the Zoning Code to eliminate the requirement for approval of a conditional use permit in projects which also apply for approval of a PDP to promote the feasibility of affordable housing in the project and senior housing projects.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	This program objective was not met during the 2006-2014 planning period. An updated program objective is included for the 2014-2021 planning period.

Multifamily Development Projects	Amend the Zoning Code to allow multifamily development projects as a permitted use in the RM and RH zones.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in June 2013 to eliminate the requirement for a CUP for multi-family development projects in the RM and RH zones.
Emergency Shelters/SROs	Amend the Zoning Code to eliminate the requirement for approval of a conditional use permit to operate an emergency shelter in the BP zoning district of the City, and to allow emergency shelters and SRO's as permitted uses in the BP zoning district.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in August 2013 listing emergency shelters and SRO's as permitted uses in the BP zoning district subject to approval of a ministerial permit.
Affordable Housing Incentives Zoning	Amend the Affordable Housing Incentives Zoning provisions of the Zoning Code to maintain consistency with state requirements and to eliminate the requirement for approval of a CUP in the application of one or more of the Affordable Housing Incentives.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in August 2013 to bring the City's Affordable Housing Incentives into consistency with State requirements and to eliminate the requirement for a CUP as part of an application for a density bonus and incentives and/or concessions.
Green Building Program	Adopt certain amendments to the General Plan, Zoning Code, and Building Code to implement incentives for development energy saving residential units, to provide flexibility in the application of development regulations for developments utilizing green design and building techniques, and to provide incentives for the development of smaller, compact development which could provide opportunities for affordable housing.	Explore with City Council the possible adoption of General Plan Amendments and Amend the Zoning Code within one year following approval of the Housing Element to implement a green building program. Amend the City's Building Code within one year following approval of the Housing Element to comply with the State adopted requirements for energy saving and green construction. City Council adoption of Building Code Amendment as required by state law.	This program objective was not met during the planning period. An updated program objective for the City to explore options for a Zoning Code Amendment to provide incentives for green development and building construction is included in the program objectives for the 2014-2021 planning period.
Streamline Project Review and Approval Process	Amend the Zoning Code to consolidate the City's two Design Review Boards into one to eliminate duplication of effort in the review and approval process for projects subject to Design Review, Cultural Heritage Commission review, and Planning Commission review to remove governmental constraints on	City Council adopted a Zoning Code Amendment in 2009.	The City adopted a Zoning Code Amendment in 2009 to streamline the design review process consistent with this program objective.

	the development of affordable housing.		
Land Use Controls	Use the Administrative Modification process as a means of providing flexibility in development standards	When necessary use the Administrative Modification process to assist the development of affordable housing.	The Administrative Modification process was utilized by the Director of Planning and Building during the planning period on a case by case basis during the review of applications for residential development.
Universal Accessibility	Adopt policies or ordinances to require that a percentage of all new residential projects in the City be universally accessible and developed for the exclusive use of senior citizens and to require that new senior units constructed be universally accessible.	City Council adoption of an ordinance or policy within one year following approval of the Housing Element.	This program objective was not met during the planning period. An updated program objective will be included as a program objective for the 2014-2021 planning period for the City to explore a Zoning Code Amendment to require a percentage of all new units in a residential development project to be universally accessible to expand housing opportunities for disabled persons.
Planned Development Permits	Facilitate the development of senior housing and affordable housing in mixed use projects by considering applications for Planned Development Permits pursuant to the provisions of the Zoning Code. Amend the Zoning Code to eliminate the requirement for a CUP to accompany a PDP application which includes affordable housing and to allow approval of a Planned Development Permit to be valid for a period of 36 months with the possibility of an extension of the permit for an additional 36 months at the expiration of the initial permit.	City Council adoption of a Zoning Code Amendment within one year following approval of the Housing Element. Continue to administer the Zoning Code provisions for Planned Development Permits to assist in the development of affordable housing.	This program objective was not met during the planning period. An updated program objective is included for the 2014-2021 planning period.
<b>Promoting Equal Housing Opportunities</b>			
Fair Housing Programs	Further fair housing practices in the City. Amend the Zoning Code to provide for clear rules, policies, and procedures for reasonable accommodation	Continue to provide information on fair housing practices. Refer complaints to SGVHC. City Council adoption of Zoning Code Amendment within one year following approval of the Housing Element.	The City adopted a Zoning Code Amendment in June 2013 providing clear policies and procedures for granting reasonable accommodation.
<b>Promote Energy Conservation</b>			
Green Building Program	Adopt certain amendments to the General Plan, Zoning Code, and Building Code to	Explore with City Council the possible adoption of General Plan Amendments	This program objective was not met during the planning period. An updated program objective

	<p>implement incentives for development energy saving residential units, to provide flexibility in the application of development regulations for developments utilizing green design and building techniques, and to provide incentives for the development of smaller, compact development which could provide opportunities for affordable housing. Maintain information on the City's website which provides public information on resource and energy conservation.</p>	<p>and Amend the Zoning Code within one year following the approval of the Housing Element to implement a green building program. Amend the City's Building Code within one year following the approval of the Housing Element to comply with the State adopted requirements for energy saving and green construction. City Council adoption of Building Code Amendment as required by state law.</p>	<p>for the City to explore options for a Zoning Code Amendment to provide incentives for green development and building construction will be included in the program objectives for the 2014-2021 planning period.</p>
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## 6.6 HOUSING PLAN and QUANTIFIED OBJECTIVES

This section presents the Housing Plan (Plan) for the 2014 - 2021 planning period. This Plan sets forth South Pasadena's goals, policies, and programs to address the City's identified housing needs.

### 6.6.1 GOALS AND POLICIES

The City of South Pasadena, in adopting the Housing Element Update, adopts the goals that follow as the framework for implementing its housing policies and programs over the timeframe of the 2014 - 2021 Housing Element Update.

#### *Goal 1.0 Conserve the Existing Supply of Affordable Housing*

The maintenance and conservation of existing housing will serve to meet the overall goal of maintaining a healthy and diverse housing supply. The following policies are designed to facilitate the maintenance and conservation of existing housing.

**Objective: To maintain and enhance the quality of existing residential housing and neighborhoods in South Pasadena.**

**Policy 1.1** Promote rehabilitation, as that term is defined by the U.S. Department of Housing and Urban Development (HUD), and home improvement assistance to low- and moderate-income households.

**Policy 1.2** Continue to use the City's code enforcement program to bring substandard units into compliance with City codes and improve overall housing conditions in South Pasadena.

**Policy 1.3** Prevent the encroachment of incompatible uses and/or densities into established residential areas consistent with the goals and policies of the General Plan Land Use Element.

**Goal 2.0** *Assist in the Provision of Affordable Housing*

The housing needs of all economic segments of the population must be reflected in the supply of housing. The population segments least able to afford adequate housing are those with low-incomes. Therefore, provisions have been made to facilitate the development of housing affordable to lower income households.

**Objective:** To assist in the provision of a variety of housing to meet the needs of the community.

**Policy 2.1** Use existing housing set-aside funding to assist in development of new multifamily housing for low and moderate income groups.

**Policy 2.2** Provide information to developers regarding the City's Zoning Code provisions for the granting of a density bonus and other incentives for residential development projects providing affordable housing.

**Policy 2.3** Continue to refer residents inquiring about rental assistance to the County of Los Angeles Community Development Commission, the entity that administers the Section 8 Housing Assistance Payments Program to renters.

**Policy 2.4** Encourage the development of senior projects through acquisition by a private entity of existing apartment projects for rehabilitation as affordable senior housing whenever possible.

**Goal 3.0** *Provide for Adequate Residential Sites*

The provision of housing is one of the most important issues facing local government. The State legislature recognizes significant housing deficiencies among certain economic segments of California's population and considers housing availability an issue of "vital state-wide importance." South Pasadena places particular emphasis on providing housing opportunities to lower-income households and those with special needs such as senior citizens. Accordingly, the following policies are designed to guide future development toward the production of a diverse housing supply to meet the needs of the City's population as a whole.

**Objective:** To provide adequate residential sites through appropriate land use and zoning designations to accommodate the City's share of regional housing needs.

**Policy 3.1** Promote mixed-use developments by continuing to allow development of residential uses above commercial uses in the GC zoning district and the MSSP zoning district and encourage the development of affordable housing within the residential component of mixed use projects through the use of affordable housing

incentives and planned development permits as provided for in the City's Zoning Code. Conduct early consultations with developers of mixed- use projects to encourage the development of affordable housing units in these projects.

**Policy 3.2** Maintain an inventory of vacant and underdeveloped properties in the City with potential for development of new residential dwelling units. Conduct early consultations with developers of these sites to encourage the development of these sites to include affordable housing units.

**Policy 3.3** Consider offering any publicly owned sites declared as "Surplus" to non-profit developers of affordable housing on a first right of refusal basis for a time set by the terms of the offer.

#### ***Goal 4.0 Remove Governmental Constraints***

Efforts by government to assist in the creation of new affordable housing is part of the continuum of planning activities needed to ensure that affordable housing is available over the long term. To accomplish this, the City should establish and maintain an ongoing planning function focused on removing governmental constraints to promote affordable developments.

**Objective: Implement an ongoing planning function focused on promoting the provision of affordable housing.**

**Policy 4.1** Consider the adoption of a Zoning Code Amendment to eliminate the requirement for approval of a conditional use permit for development of mixed use projects which include an application for approval of a planned development permit and extend the timeframe for an approved planned development permit to a period of 36 months with the potential for an extension of up to an additional 36 months to facilitate the development of affordable housing as part of the project.

**Policy 4.2** Explore amendments to the Zoning Code to implement "green" building design, including the use of solar energy, to reduce energy costs to residents. Consider the adoption of incentives such as reduced permitting fees and streamlined project processing for projects as an incentive to encourage green building design practices.

**Policy 4.3** Amend the City's Building Code as required to be consistent with the adopted California Green Building Standards Code to require energy conserving building techniques in new construction.

**Policy 4.4** Explore options for requiring that a percentage of all newly constructed residential multifamily dwelling units be designed as universally accessible dwelling units to expand housing opportunities for disabled persons.

**Policy 4.5** Maintain the Zoning Code provision for approval of a Planned Development Permit for development projects which include affordable housing to provide relief

from the strict application of development standards and requirements in order to encourage the development of affordable housing.

**Policy 4.6** Amend the Zoning Code to add clarifying language to the definition of residential projects to include transitional and supportive housing.

**Policy 4.7** Amend the Zoning Code regulations for emergency shelters to delete the language establishing a buffer distance requirement between an emergency shelter and any public park, school, or residential use and to establish the maximum number of beds permitted in any one emergency shelter at 16 beds.

**Goal 5.0** *Equal Housing Opportunity*

The opportunity to obtain adequate housing without discrimination is an important component of a diverse housing supply. The following policies seek to encourage equal opportunity for South Pasadena residents to reside in the housing of their choice throughout the City.

**Objective:** To promote equal opportunity for all residents to reside in the housing of their choice.

**Policy 5.1** Participate in the programs offered by the San Gabriel Valley Fair Housing Council (SGVFHC). Provide public information regarding the San Gabriel Valley Fair Housing Council at City Hall.

**Policy 5.2** Provide information on fair housing practices and resources on the City's web site.

**Policy 5.3** Implement Zoning Code procedures for reasonable accommodation, on a case by case basis, in order to promote equal access to housing for disabled persons.

## 6.6.2 HOUSING PROGRAMS

The goals and policies contained in the Housing Element Update address South Pasadena's identified housing needs and are implemented through a series of housing programs. Housing programs define the specific actions the City will undertake to achieve specific goals and policies. According to Section 65583 of the Government Code, a city's housing programs must address the following five major areas:

- Conserving the existing supply of affordable housing;
- Assisting in the provision of housing;
- Providing adequate sites to achieve a variety and diversity of housing;
- Removing governmental constraints as necessary; and
- Promoting equal housing opportunity

South Pasadena's housing plan for addressing housing needs, removing governmental constraints, and achieving quantitative objectives is described in this section according to the above five areas. The housing programs introduced on the following pages include existing programs as well as new programs added to address the City's unmet housing needs. The Housing Implementation Program Summary included at the end of this section specifies the five-year objectives for each program, funding source, agency responsible, and time frame for implementation.

#### ***6.6.2.1 Conserving the Existing Supply of Affordable Housing***

Preserving the City's existing housing stock is an important goal for South Pasadena. The City supports neighborhood preservation and improvement through federally assisted housing rehabilitation and improvement programs, and code enforcement.

##### ***Energy Efficiency Program***

This CDBG-funded program provides grants to assist low- and moderate-income households in the community with funding for necessary energy saving home repairs and improvements. A household may be eligible to participate in the program as long as they are homeowners with dwellings of two units or less and meet the income limits established for the program.

**Eight-year Objective:** The City will continue to use CDBG funds to provide housing rehabilitation (as that term is defined by HUD) assistance for low- and moderate-income homeowners for energy saving home improvements. The City's objective is to assist one lower income household during the 2014-2021 planning period.

#### ***6.6.2.2 Assisting in the Provision of Housing***

Housing prices are relatively high in the City of South Pasadena. To enable more households to own and rent housing in the City, the Housing Element Update sets forth the following programs.

##### ***Planning Assistance and Permit Processing***

The City provides technical assistance to potential developers of new housing in the City and offers a streamlined design review process. Additionally, the City's Zoning Code includes provisions for approval of a planned development permit which allows for modifications to certain zoning requirements for projects which include affordable housing and the granting of density bonuses and incentives and concessions for projects which meet the affordable housing requirements of the Zoning Code.

##### **Eight Year Objective:**

Facilitate review of development proposals which include affordable housing and continue to provide Zoning Code information to developers of affordable housing regarding special permit provisions and the potential for the granting of density bonuses and incentives and/or concessions to qualifying affordable housing projects. The City's objective is to assist in the provision of 25 above moderate income housing units during the 2014-2021 planning period.

### *Housing Development Program*

This program relies on the availability of state financial assistance to developers from sources such as tax credits and CHFA for development of new affordable housing. The City will provide Notices of Funding Availability (NOFA) information to developers when NOFAs become available and facilitate review of projects linked to these funding applications.

#### **Eight Year Objective:**

Facilitate review of development proposals which are linked to applications for funding by a State or Federal agency. The City's objective is to provide information to developers to promote development of 10 units of low and 11 units of moderate income housing units during the 2014-2021 planning period.

### *CalHome Program*

This program is a State Housing and Community Development program providing funds for home ownership programs to assist low and very low income households become or remain homeowners.

**Eight Year Objective:** Provide information to low and very low income households for funding within the timetables established by the State Department of Housing and Community Development funding when funding is made available to the City. The City's objective is to provide information to households whenever possible in order for a minimum of one low income and one very low income household to receive assistance during the 2014-2021 planning period.

### *Section 8 Rental Assistance*

The Los Angeles County Community Development Commission funds Section 8 rental assistance to eligible renter households and to eligible homeless facilities and individuals. This program provides housing subsidy payments to households at or below 50% of the median income for two or more persons living together, elderly, and disabled persons.

**Eight-year Objective:** Continue to assist South Pasadena renters with housing subsidy payments through the Section 8 rental assistance program by referring renters to the County agency responsible for administering this program. The City's objective is to provide information to low and very low income households whenever possible during the 2014-2021 planning period.

### *Housing Acquisition and Rehabilitation*

A number of surplus housing units resulted from the change in the proposed route of the extension of the 710 Freeway. The City monitors the status of these properties in order to identify any properties deemed surplus by Caltrans and monitors opportunities for their acquisition and rehabilitation by non-profit developers as affordable housing.

**Eight-year Objective:** The City's objective is to continue to monitor surplus Caltrans properties in the 710 surface route corridor and provide technical assistance where feasible to non-profit

affordable housing developers pursuing acquisition and rehabilitation of any Caltrans declared surplus properties in the 710 surface route corridor as affordable housing.

### ***Density Bonus for Affordable Housing***

The City's Zoning Code provides for the use of density bonuses as a developer incentive to provide affordable housing in new developments. The General Plan contains a policy to consider the development of residential units in excess of the General Plan limits if the units are ownership units affordable to low- or moderate-income households.

**Eight-year Objective:** Provide technical assistance to developers of affordable residential projects by providing Zoning Code information on the possible use of density bonuses and incentives and/or concessions to assist in the development of affordable housing. The City's objective is to provide information to developers regarding the use of the Affordable Housing Incentives provisions of the Zoning Code whenever possible during the 2014-2021 planning period to assist with development of 21 lower income units and 5 moderate income units.

### ***Homeless Services***

The City will continue its emergency shelter referral program administered through the Police Department and investigate entering into participation agreements with neighboring cities and/or Councils of Governments that operate emergency shelter programs to expand homeless services to the homeless population in South Pasadena.

**Eight-year Objective:** The City will continue ongoing referral services through its Police Department assisting homeless individuals to obtain emergency shelter and will continue to evaluate the possibility of entering into participation agreements with other cities and/or Councils of Governments providing emergency shelter programs.

### ***Senior Housing***

The City's Senior Citizen Commission has suggested that the City explore the potential for the reuse and redevelopment of existing apartment buildings for seniors to expand housing opportunities for seniors.

**Eight-year Objective:** The City will encourage developers proposing to rehabilitate existing apartment buildings to consider rehabilitation and reuse of the existing apartment buildings as affordable senior housing whenever possible.

### ***6.6.2.3 Providing Adequate Residential Sites***

An important element in meeting a community's housing needs is the provision of adequate sites for various types, sizes and prices of housing. The General Plan, Zoning Code, and specific plans dictate where housing may locate, which impacts the supply of land available for residential development.

### *Vacant Sites*

The Housing Element identifies vacant sites and vacant sites approved for development in the City with the capacity for development of up to 192 new residential dwelling units. The City will maintain the inventory of vacant sites and work with future developers of these sites in early consultations to encourage the development of affordable units on these sites as part of any project proposal and maintain adequate zoning to make feasible the development of housing for a variety of income levels.

**Eight-year Objective:** Continue to maintain an inventory of vacant and underdeveloped sites for development of new affordable housing. Maintain zoning adequate to allow for the private development of 17 very low, 10 low income, 11 moderate income, and 25 above moderate income housing units.

### *Mixed-Use Developments and Adaptive Re-Use*

The City's Zoning Code permits the reuse and new development of housing above ground floor uses in commercial districts and in the Mission Street Specific Plan Area providing opportunities for development of affordable housing. The 1998 General Plan also states policies to encourage the development of mixed use projects within targeted areas of the city. As part of a mixed use residential and commercial development project the provisions of the Zoning Code for affordable housing incentives could be utilized in projects which include units for very low, low, and moderate

income households. Additionally, developers of affordable housing may seek relief from the strict application of the Zoning Code regulations through approval of a planned development permit which allows for flexible application of Zoning Code regulations.

**Eight-year Objective:** Continue to promote the development of housing units above ground floor commercial uses on vacant properties located within the City's commercial districts through the mixed use development provisions of the Zoning Code and on vacant and reused properties located in the Mission Street Specific Plan area. Expedite permit processing for mixed use projects which include affordable housing and assist developers with the application of the Planned Development Permit and Affordable Housing Incentives provisions of the Zoning Code to projects to maximize the potential for a project to include affordable housing. Promote the use of the density bonus and notify developers of available sites for development of affordable housing. The City's objective is to provide information to developers to promote development of 17 units of very low, 10 units of low, and 11 units of moderate income housing units during the 2014-2021 planning period.

### *Residential Second Units*

The Zoning Code permits the construction of residential second units in the RE, RS, and RM zoning districts.

**Eight-year Objective:** Facilitate development applications for residential second units to promote this housing type as an affordable housing alternative. The City's objective is to facilitate application review to promote development of three residential second units during the 2014-2021 planning period.

#### **6.6.2.4 Removing Governmental Constraints**

##### **Land Use Controls**

The City's Zoning Code currently includes requirements for approval of a conditional use permit as part of the approval of a planned development permit. In addition, the Zoning Code establishes a 12 month validity period for an approved planned development permit.

**Eight-year Objective:** The City will adopt an amendment to the Zoning Code within one year following the approval of the Housing Element to eliminate the requirement for approval of a conditional use permit for development projects which request and qualify for approval of a planned development permit and to extend the term for an approved planned development permit to a period of 36 months with the potential for approval of an extension for an additional 36 months.

In accordance with State Law, Zoning Code regulations establishing buffer distances for an emergency shelter are limited to the establishment of a 300 foot separation distance between emergency shelters, and Zoning Code regulations governing the operations of emergency shelters should provide that adequate beds are available to accommodate the City's homeless population.

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to delete language establishing buffer distance requirements between an emergency shelter and any public park, school, or residential use and to establish the maximum number of beds permitted in any one emergency shelter at 16 beds.

In accordance with State Law Zoning Code regulations must consider transitional and supportive housing as a residential use in any zone where residential uses are allowed and subject to the same development regulations as other residential uses in the same zone.

**Eight Year Objective:** The City will adopt an amendment to the Zoning Code within 24 months following approval of the Housing Element Update to add clarifying language to the Zoning Code definition of residential projects to include transitional and supportive housing.

With the adoption of the Zoning Code Amendment permitting SROs "by right" in the BP zoning district, specific development regulations were also adopted to govern development of SROs which establish location requirements that SRO's not be located any closer than 300 feet to one another or within 300 feet of a residential use, public park, or public school, establishes a minimum lot size of 10,000 square feet and a maximum density of one unit per 1,600 square feet of gross floor area, establishes setback requirements, and includes requirements for parking, provision of common area open space, showers, cooking facilities, toilets, storage facilities, and

security lighting. All SRO facilities are required to submit a management and operations plan for review by the Director of Planning and Building prior to occupancy and operations.

With the adopted 2013 Zoning Code Amendment to allow emergency shelters and SRO's as permitted uses ("by right") in the BP zoning district, to specifically list transitional and supportive housing as a permitted use in all residential districts, and with the adoption of the Zoning Code Amendments provided for in Housing Element Update program objectives for the 2014-2021 planning period, sufficient sites will be available for development of these housing types.

The Housing Element promotes flexibility in residential development standards as a way to reduce costs of development thereby promoting affordability in design. The City uses the Administrative Modification provisions of the Zoning Code as a means of providing flexibility in development standards including setbacks, open space requirements, and height requirements.

**Eight Year Objective:** The City will continue to implement the Administrative Modification Process to provide for flexibility in the application of development standards for affordable housing projects.

The City's Zoning Code provides for flexibility in the application of development regulations pertaining to affordable multifamily housing development developments and senior citizens' projects through the use of the planned development permit process. The planned development permit is intended to facilitate development of affordable housing in mixed use and residentially zoned areas by permitting greater flexibility in the design of projects than generally is possible under conventional zoning or subdivision regulations.

**Eight-year Objective:** The City will continue the application of flexible zoning regulations to promote the development of affordable housing through the planned development permit process as provided for in the Zoning Code.

The City's Senior Citizen Commission has suggested that a policy be adopted to require that a percentage of all new multifamily residential projects in the City be developed as universally accessible units.

**Eight-year Objective:** The City will explore options for requiring that new residential development projects of a certain size include a percentage of the units to be universally accessible.

## **Provision of Technical Assistance to Developers of Affordable Housing**

The City's Planning & Building Department currently offers handout materials and provides assistance to applicants to guide them through the Design Review process and the discretionary and ministerial permit process. The Planning & Building Department provides the same assistance to developers of affordable housing to assure that applications for affordable housing projects are processed in a timely and expeditious manner and also provides information on state and federal financial assistance programs and other available assistance to facilitate development of affordable housing.

**Eight-year Objective:** Continue to provide information on State and Federal financial assistance programs to developers of affordable housing projects and assistance to applicants of affordable housing projects during the preparation, submittal, and processing of applications to the City for discretionary or ministerial permit approvals. The City's objective is to provide information to developers to promote development of 17 units of very low, 10 units of low, and 11 units of moderate income housing units during the 2014-2021 planning period.

### ***6.6.2.5 Promoting Equal Housing Opportunities***

In order to make adequate provision for the housing needs of all economic segments of the community, the housing program must include actions that promote housing opportunities for all persons regardless of race, religion, sex, family size, marital status, ancestry, national origin, color, age, or physical disability.

#### ***Fair Housing Program***

The City of South Pasadena refers fair housing complaints to the San Gabriel Valley Fair Housing Council (SGVFHC). The role of the SGVFHC is to provide services to jurisdictions and agencies, as well as the general public, to further fair housing practices in the sales or rental of housing. Services provided by the SGVFHC include responding to discrimination complaints, landlord/tenant dispute resolution, housing information and counseling, and community education programs.

**Eight-year Objective:** Continue to provide information on fair housing practices and refer housing complaints to the SGVFHC as needed. Provide information on fair housing practices and resources on the City's web site. Implement Zoning Code procedures for reasonable accommodation for housing for persons with disabilities, on a case by case basis, in order to promote equal access to housing.

### ***6.6.2.6 Promote Energy Conservation***

The City will explore policies and possible Zoning Code Amendments to provide incentives for new "green" development in the City. The application of green design and construction principals could result in the development of smaller, compact residential projects with the potential to achieve a greater economy of scale thus lowering construction costs and providing an opportunity

for development of affordable housing. Green design and building principals applied to new development also incorporate energy saving techniques thereby lowering the cost of utilities for residents.

**Eight-year Objective:** The City will explore amendments to the Zoning Code to provide incentives for the development of energy saving residential development including deviations or waivers from compliance with established development standards as part of a development proposal involving either adaptive reuse of existing buildings or the construction of new residential units. Such deviations or waivers may include a reduction in the minimum required lot area for all housing types, an increase from the established maximum floor area ratio and other similar standards. The City will explore amendments to the Zoning Code to implement “green” building design guidelines and development standards, including the use of solar energy, to reduce energy costs to residents. The City will continue the on-going programs to promote energy conservation in existing structures in the City which include maintaining information on the City’s website that provides the public with resource information on energy saving xeriscapes, State energy grants, energy rebates, and use of solar power as an energy alternative for homes. Additionally, Southern California Edison offers public information and technical assistance to developers, homeowners, and apartment owners on energy conservation measures and programs.

**Table VI-37  
HOUSING IMPLEMENTATION PROGRAM SUMMARY**

<b>Housing Program</b>	<b>Program Goal</b>	<b>Objectives: 2014 -2021</b>	<b>Funding Source</b>	<b>Responsible Agency</b>
<b>Conserving the Existing Supply of Affordable Housing</b>				
Energy Efficiency Program	Provide rehabilitation grants to low- and moderate-income homeowners.	Assist one low and moderate income household during the planning period from 2014-2021.	CDBG	City Manager's Office
<b>Assisting in the Provision of Affordable Housing</b>				
Planning Assistance and Permit Processing	Continue to provide technical assistance and permit processing for applications of new housing in the City and to inform developers of the Zoning Code provisions for planned development permits, and Affordable Housing Incentives.	Provide technical assistance to developers submitting applications for new housing to provide 25 above moderate income housing units, 21 lower income housing units and 5 moderate income housing units by 2021.	N/A	Planning and Building Department/ City Manager's Office
Housing Acquisition and Rehabilitation	Continue to monitor the status of Caltrans properties in the 710 surface route corridor in the event these properties are declared surplus and available for acquisition and rehabilitation by non-profit developers as affordable housing.	Provide technical assistance where feasible to non-profit affordable housing developers pursuing acquisition and rehabilitation of any Caltrans declared surplus properties in the 710 surface route corridor as affordable housing.	N/A	Planning and Building Department/ City Manager's Office
Housing Development Program	Provide information on financial assistance programs including tax credit allocations and CHFA homebuyer assistance to developers of multi-family housing. Apply for state or federal funding when available to the City.	Provide information to developers to assist with development of 10 units for low and 11 units of moderate income households by 2021.		
Cal Home Program	Provide information to low and very low income households to obtain financial assistance to become homeowners.	Provide information to households in order to qualify a minimum of one low income household and one very low income household by 2021.	State of California HCD	State of California/ City Manager's Office

Section 8 Rental Assistance	Provide information on the City's web site to assist low income households with securing affordable housing and maintain a list of qualified applicants.	Provide information to assist low and very low income households throughout the planning period.	HUD	Los Angeles County Housing Authority
Homeless Service	Participate in inter-jurisdictional programs to assist the homeless.	Continue to provide information and referral services on shelters and services provided in other cooperating jurisdictions for the homeless.	N/A	Police Department
Senior Housing	Encourage the development of senior housing.	Encourage developers proposing to rehabilitate existing apartment buildings for reuse as senior housing whenever feasible.	N/A	Planning and Building Department
<b>Providing Adequate Residential Sites</b>				
Maintain a site inventory of vacant sites suitable for development of new housing.	Continue to maintain a list of available vacant sites for development of affordable housing.	Maintain adequate zoning to facilitate the private development of residential projects comprised of market rate and affordable units with the goal of providing 17 very low income (including 8 units for extremely low income), 10 low income, 11 moderate income, and 25 above moderate income residential units.	N/A	Planning and Building Department
Residential Second Units in the RE, RS, and RM zoning districts	Facilitate the processing of residential second units in the City as a potential source of affordable housing.	Facilitate the permit approval process for the private development of 3 moderate income residential second rental units by 2021.	N/A	Planning and Building Department
<b>Removing Governmental Constraints</b>				
Administrative Modification	Use the Administrative Modification process as a means of providing flexibility in development standards.	When necessary use the Administrative Modification process to assist the development of affordable housing.	N/A	Planning and Building Department
Universal Accessibility	Explore options requiring that a percentage of all new multi-family residential projects in the City be universally accessible.	Adoption of an ordinance or policy within two years following approval of the Housing Element.	N/A	Planning and Building Department / City Council

Planned Development Permits (PDP)	Facilitate the development of senior housing and affordable housing in mixed use projects by considering applications for a PDP pursuant to the provisions of the Zoning Code. Amend the Zoning Code to eliminate the requirement for a CUP to accompany a PDP application which includes affordable housing and to allow approval of a PDP to be valid for a period of 36 months with the possibility of an extension of the permit for an additional 36 months at the expiration of the initial permit.	Amend the Zoning Code within one year following approval of the Housing Element. Continue to administer the Zoning Code provisions for PDPs to assist in the development of affordable housing.	N/A	Planning and Building Department
Emergency Shelters	Remove Zoning Code constraints for development of emergency shelters permitted in the BP zoning district. Amend the Zoning Code to eliminate requirements for a buffer distance between an emergency shelter and any public park, school, or residential use and establish a maximum number of beds permitted in any one emergency shelter at 16 beds.	Amend the Zoning Code within 24 months following approval of the Housing Element	N/A	Planning and Building Department / City Council
Transitional and Supportive Housing	Remove Zoning Code constraints to the development of transitional and supportive housing by amending the Zoning Code to add clarifying language to the definition of residential projects to include transitional and supportive housing.	Amend the Zoning Code within 24 months following approval of the Housing Element.	N/A	Planning and Building Department/ City Council
<b>Promoting Equal Housing Opportunities</b>				
Fair Housing	Continue to provide fair housing information and refer housing complaints to the San Gabriel Valley Fair Housing Council	Continuation of referral of complaints to SGVFHC and provide information to residents and developers on fair housing practices;	N/A	Planning and Building Department

	(SGVFHC) as needed. Further fair housing and expand opportunities for reasonable accommodation for disabled residents through implementation of Zoning Code provisions for granting of reasonable accommodation on a case by case basis.	implement Zoning Code provisions for granting of reasonable accommodation on a case by case basis.		
<b>Promote Energy Conservation</b>				
Energy Efficiency Program	Explore amendments to the Zoning Code to facilitate and encourage the incorporation of green design and building techniques.	Explore with City Council the possible adoption of Zoning Code Amendments to implement an energy efficiency program.	N/A	Planning and Building Department/ City Council/ City Manager's Office

The quantified objectives established below reflect the provision of sites for development of new housing and reflect the financial constraint place upon the City due to the dissolution of the Redevelopment Agency by the State thereby eliminating a source of funding for rehabilitation of units. The quantified objectives for the Housing Element Planning period of 2014 -2021 are described by income category in Table VI-38 below.

**Table VI – 38**  
**Quantified Housing Implementation Summary**

Income Category	New Construction	Rehabilitated and/or Conserved
Extremely Low/Very Low Income	17	
Low Income	10	1
Moderate Income	11	1
Above Moderate	25	
<b>Total</b>	<b>63</b>	<b>2</b>

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**ATTACHMENT 4**  
PC Resolution No. 13-35

**P.C. RESOLUTION NO. 13-35**

**A RESOLUTION OF THE PLANNING COMMISSION OF  
THE CITY OF SOUTH PASADENA RECOMMENDING TO  
THE CITY COUNCIL THE ADOPTION OF AN AMENDED  
DRAFT 2014-20 GENERAL PLAN HOUSING ELEMENT  
UPDATE**

**WHEREAS**, the Housing Element is one of seven General Plan Elements mandated by the State of California; and

**WHEREAS**, the City's current 2006-2014 General Plan Housing Element Update was adopted by the City Council on January 18, 2012, and certified by the State Department of Housing and Community Development on April 26, 2012; and

**WHEREAS**, the State of California mandates that cities update their General Plan Housing Element approximately every five years; and

**WHEREAS**, the State of California has determined that the current Housing Element Update planning period shall extend from October 2014 to 2021; and

**WHEREAS**, a Draft 2014-2021 General Plan Housing Element Update has been prepared for public review by the City of South Pasadena Department of Planning and Building;

**WHEREAS**, adoption of the Draft 2014-2021 General Plan Housing Element Update would constitute an amendment to the City's General Plan; and

**WHEREAS**, pursuant to the provisions of the California Environmental Quality Act (CEQA), Staff found that adoption of the 2014-2021 General Plan Housing Element Update would not have significant effects on the environment and, therefore, a Negative Declaration was prepared; and

**WHEREAS**, after notices issued pursuant to the requirements of the South Pasadena Development Code and CEQA, the Planning Commission held a duly noticed public hearing on September 23, 2013 at which all interested parties were given the opportunity to be heard and present evidence and adopted Resolution P.C. No. 13-31 recommending City Council approval of a Negative Declaration and adoption of the Draft 2014-2021 General Plan Housing Element Update; and

**WHEREAS**, pursuant to the State Department of Housing and Community Development review of the Draft 2014-2021 General Plan Housing Element Update, certain amendments are necessary in order for the City's 2014-2021 Draft Housing Element Update to be deemed compliant with all statutory requirements; and

**WHEREAS**, after notices issued pursuant to the requirements of the South Pasadena Development Code and CEQA, the Planning Commission held a duly noticed public hearing on December 2, 2013 at which all interested parties were given the opportunity to be heard and present evidence.

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

**Section 1:** Based on the Staff Report, Minutes and other record of proceeding, and pursuant to SPMC Section 36.620.070 (General Plan Amendments/Zoning Code Map Amendments), the Planning Commission of the City of South Pasadena hereby recommends that the City Council adopt an Amended Draft 2014-2021 General Plan Housing Element Update based on the following two findings regarding the General Plan Amendment:

- a. The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan.**

The City of South Pasadena General Plan consists of seven elements: 1) Land Use & Community Design; 2) Circulation & Accessibility; 3) Economic Development & Revitalization Element; 4) Historic Preservation; 5) Open Space & Resource Conservation; 6) Housing; and 7) Safety & Noise. The Amended Draft 2014 -2021 General Plan Housing Element Update builds upon the other General Plan elements and is consistent with the policies and goals set forth by the entire General Plan. Consistency among General Plan elements includes the incorporation of residential development capacities established in the Land Use Element within the Housing Element and inclusion of a discussion of environmental constraints in the Housing Element based on information from the Safety & Noise Elements.

- b. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.**

The proposed Amended Draft 2014-2021 General Plan Housing Element Update is prepared to address the requirements of the State of California Department of Housing and Community Development and the Regional Housing Need Assessment established by the Southern California Association of Governments for the City of South Pasadena. As such, the Amended Draft 2014-2021 General Plan Housing Element Update identifies and analyzes existing and projected housing needs and contains goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing. The City of South Pasadena Amended Draft 2014-2021 General Plan Housing Element Update provides a framework for meeting the housing goals of the City and serves as an information document to the current and prospective residents of the community, businesses, and developers. The proposed Amended Draft 2014-2021 General Plan

Housing Element Update will not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

**Section 2:** For the foregoing reasons and based on the information and findings included in this Resolution, in the Staff Report and upon the evidence provided during the public hearing, the Planning Commission of the City of South Pasadena hereby recommends that the City Council adopt the Amended Draft 2014-2021 General Plan Housing Element Update incorporated herein by reference.

**Section 3:** The Secretary shall certify that the foregoing Resolution was adopted by the Planning Commission of the City of South Pasadena at a duly noticed regular meeting held on the 2<sup>nd</sup> day of December 2013.

**PASSED, APPROVED AND ADOPTED ON this 2<sup>nd</sup> day of December, 2013.**

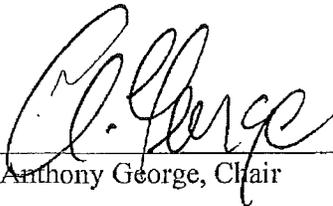
**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the Planning Commission of the City of South Pasadena at a regular meeting held on the 2<sup>nd</sup> day of December 2013, by the following vote:

**AYES: DAVIS, FELICE, FRIEDMAN, GEORGE & MORRISH**

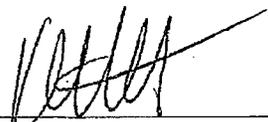
**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: NONE**

  
\_\_\_\_\_  
Anthony George, Chair

**ATTEST:**

  
\_\_\_\_\_  
Kristin Morrish, Vice-Chair

**ATTACHMENT 5**  
PC Resolution No. 13-31

**P.C. RESOLUTION NO. 13-31**

**A RESOLUTION OF THE PLANNING COMMISSION OF  
THE CITY OF SOUTH PASADENA RECOMMENDING TO  
THE CITY COUNCIL THE APPROVAL OF A NEGATIVE  
DECLARATION AND ADOPTION OF THE DRAFT 2014-20  
GENERAL PLAN HOUSING ELEMENT UPDATE**

**WHEREAS**, the Housing Element is one of seven General Plan Elements mandated by the State of California; and

**WHEREAS**, the City's current 2006-2014 General Plan Housing Element Update was adopted by the City Council on January 18, 2012, and certified by the State Department of Housing and Community Development on April 26, 2012; and

**WHEREAS**, the State of California mandates that cities update their General Plan Housing Element approximately every five years; and

**WHEREAS**, the State of California has determined that the current Housing Element Update planning period shall extend from October 2014 to 2021; and

**WHEREAS**, a Draft 2014-2021 General Plan Housing Element Update has been prepared for public review by the City of South Pasadena Department of Planning and Building; and

**WHEREAS**, adoption of the Draft 2014-2021 General Plan Housing Element Update would constitute an amendment to the City's General Plan; and

**WHEREAS**, pursuant to the provisions of the California Environmental Quality Act (CEQA), Staff found that adoption of the 2014-2021 General Plan Housing Element Update would not have significant effects on the environment and, therefore, a Negative Declaration was prepared; and

**WHEREAS**, after notices issued pursuant to the requirements of the South Pasadena Development Code and CEQA, the Planning Commission held a duly noticed public hearing on September 23, 2013 at which all interested parties were given the opportunity to be heard and present evidence.

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

**Section 1:** Based on the environmental document referenced above, written and oral staff reports, and all written and oral testimony submitted, before and during the public hearing, the Planning Commission hereby recommends that the City Council approve a Negative Declaration finding that the proposed Draft 2014-2021 General Plan Housing Element Update will not have any significant effect on the environment, and no further

analysis is necessary to make a fully informed decision regarding the environmental effects of the proposal.

**Section 2:** Based on the Staff Report, Minutes and other record of proceeding, and pursuant to SPMC Section 36.620.070 (General Plan Amendments/Zoning Code Map Amendments), the Planning Commission of the City of South Pasadena hereby recommends that the City Council adopt the Draft 2014-2021 General Plan Housing Element Update based on the following two findings regarding the General Plan Amendment:

**1. The proposed amendment is internally consistent with the actions, goals, objectives, policies, and programs of the General Plan.**

The City of South Pasadena General Plan consists of seven elements: 1) Land Use & Community Design; 2) Circulation & Accessibility; 3) Economic Development & Revitalization Element; 4) Historic Preservation; 5) Open Space & Resource Conservation; 6) Housing; and 7) Safety & Noise. The Draft 2014 -2021 General Plan Housing Element Update builds upon the other General Plan elements and is consistent with the policies and goals set forth by the entire General Plan. Consistency among General Plan elements includes the incorporation of residential development capacities established in the Land Use Element within the Housing Element and inclusion of a discussion of environmental constraints in the Housing Element based on information from the Safety & Noise Elements.

**2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.**

The proposed Draft 2014-2021 General Plan Housing Element Update is prepared to address the requirements of the State of California Department of Housing and Community Development and the Regional Housing Need Assessment established by the Southern California Association of Governments for the City of South Pasadena. As such, the Draft 2014-2021 General Plan Housing Element Update identifies and analyzes existing and projected housing needs and contains goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing. The City of South Pasadena Draft 2014-2021 General Plan Housing Element Update provides a framework for meeting the housing goals of the City and serves as an information document to the current and prospective residents of the community, businesses, and developers. The proposed Draft 2014-2021 General Plan Housing Element Update will not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

**Section 3:** For the foregoing reasons and based on the information and findings included in this Resolution, in the Staff Report and upon the evidence provided during the public hearing, the Planning Commission of the City of South Pasadena hereby recommends that the City Council adopt the Draft 2014-2021 General Plan Housing Element Update incorporated herein by reference.

**Section 4:** The Secretary shall certify that the foregoing Resolution was adopted by the Planning Commission of the City of South Pasadena at a duly noticed regular meeting held on the 23<sup>rd</sup> day of September 2013.

**PASSED, APPROVED AND ADOPTED ON this 23<sup>rd</sup> day of September, 2013.**

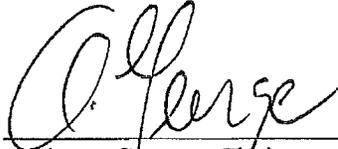
**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the Planning Commission of the City of South Pasadena at a regular meeting held on the 23<sup>rd</sup> day of September 2013, by the following vote:

**AYES: DAVIS, FELICE, FRIEDMAN, GEORGE & MORRISH**

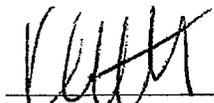
**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: NONE**

  
\_\_\_\_\_  
Anthony George, Chair

**ATTEST:**

  
\_\_\_\_\_  
Kristin Morrish, Vice-Chair

**ATTACHMENT 6**  
**HCD Comments**

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500  
Sacramento, CA 95833  
(916) 263-2911 / FAX (916) 263-7453  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



November 12, 2013

David Watkins  
Director of Planning and Building  
City of South Pasadena  
1414 Mission Street  
South Pasadena, CA 91030

Dear Mr. Watkins:

**RE: Review of the City of South Pasadena's 5<sup>th</sup> Cycle (2013-2021) Draft Housing Element**

Thank you for submitting South Pasadena's draft housing element received for review on September 13, 2013 and also providing revisions received November 12, 2013. Pursuant to Government Code Section 65585(b), the Department is reporting the results of its review. Conversations with you and Ms. Debby Linn, City consultant, facilitated the review.

The Department conducted a streamlined review of the draft housing element, based on the City meeting all eligibility criteria detailed in the Department's Housing Element Update Guidance, and found the revised draft element meets the statutory requirements of State housing element law. This finding was based on, among other things, the City demonstrating the element can meet the City's housing needs, including lower income household needs. In addition, the element commits the City to revise Program 6.6.2.4 to remove distance requirements from its emergency shelter ordinance to comply with statutory amendments pursuant to Senate Bill 2 (Chapter 633, Statutes of 2007) that require communities to allow for emergency shelters without a conditional use permit (CUP) or other discretionary action. The Department commends South Pasadena on its recent zoning update removing the CUP requirement for multifamily development in the RM and RH zones.

To remain on an eight year planning cycle, pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) the City must adopt its housing element within 120 calendar days from the statutory due date of October 15, 2013 for SCAG localities. If adopted after this date, the City will be required to revise the housing element every four years until adopting at least two consecutive revisions by the statutory deadline (Government Code Section 65588(e)(4)). More information on element adoption requirements is on visit our website at: [http://www.hcd.ca.gov/hpd/hrc/plan/he/he\\_review\\_adoptionsteps110812.pdf](http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_adoptionsteps110812.pdf).

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate.

Mr. Watkins  
Page 2

The Department is pleased to inform the City that prior 4<sup>th</sup> cycle housing element compliance meets one of the threshold requirements of the Housing Related Parks (HRP) Program which rewards local governments for approving housing affordable to lower-income households. The HRP Program, funded by Proposition 1C, provides grant funds to eligible local governments for every qualifying unit permitted since 2010. Grant awards can be used to fund park-related capital asset projects. The HRP Program 2013 Notice of Funding Availability (NOFA), released October 2, 2013, announced the availability of \$25 million in grant funds to eligible applicants. Applications are due January 22, 2014. Further information about the HRP Program is available on the Department's website at <http://www.hcd.ca.gov/hpd/hrpp/>.

The Department appreciates the hard work and dedication of Debby Linn in preparation of the housing element and looks forward to receiving South Pasadena's adopted housing element. If you have any questions or need additional technical assistance, please contact James Johnson, of our staff, at (916) 263-7426.

Sincerely,



Glen Campora  
Assistant Deputy Director

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**ATTACHMENT 7**  
City Council Staff Report  
July 17, 2013

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

*Richard D. Schneider, M.D., Mayor  
Marina Khubesrian, M.D., Mayor Pro Tem  
Michael A. Cacciotti, Councilmember  
Robert S. Joe, Councilmember  
Philip C. Putnam, Councilmember*

*Sally Kilby, City Clerk  
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: July 17, 2013

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: David G. Watkins, Director of Planning & Building   
Richard L. Adams, City Attorney

SUBJECT: **Analysis of the Consequences of Not Adopting Zoning Code Amendments as Mandated by State Housing Element Laws and Consideration of Rescheduling of Introduction of the Zoning Code Amendment**

**Recommendation**

It is recommended that the City Council reschedule the introduction of an ordinance to amend the Zoning Code to add regulations for emergency shelters and transitional and supportive housing (Senate Bill 2), and direct staff to notice this ordinance for a public hearing and first reading on August 14, 2013.

**Fiscal Impact**

There is no fiscal impact relating to this report.

**Commission Review and Recommendation**

This report was not reviewed by a Commission. However, the Planning Commission did review the proposed ordinance and recommended adoption.

**Background**

At their meeting of June 19, 2013, the City Council held a public hearing for a Zoning Code Amendment that would add regulations for emergency shelters and transitional and supportive housing, pursuant to Senate Bill 2 (SB 2). The City Council tabled the ordinance and directed staff to return with an analysis of the consequences of not adopting the proposed regulations.

In 2007, the State enacted SB 2, requiring local governments to address housing needs for homeless and special needs populations in their communities. SB 2 requires that a local jurisdiction's General Plan Housing Element address the housing needs of homeless populations by identifying at least one zoning district where emergency shelters are permitted by right without discretionary review and further requires that local jurisdictions consider transitional and supportive housing as residential uses of a property subject only to those restrictions that apply to other residential dwellings of the same type in the same zone. SB 2 does not regulate single

## Consequences of not Adopting an Ordinance Pursuant to SB 2

July 17, 2013

Page 2 of 4

room occupancy housing; however this is a form of transitional housing identified by the State as appropriate for meeting the housing needs of the homeless.

### **Analysis**

The proposed ordinance implements a state law requirement. It provides for one zoning district where emergency shelters for the homeless are permitted by right subject to several development and operating standards (state law allows cities the ability to establish reasonable standards). State law also requires that transitional and supportive housing be considered residential uses in zones that permit residential land uses, and subject to the same standards as other residential uses in those districts. This report will address the consequences of not adopting the proposed ordinance, first addressing the primary consequences, and then discussing potential secondary consequences.

### Primary Consequences

By not adopting the proposed ordinance, there will be no development or operating standards for emergency shelters, nor will there be a zoning district where the shelters are allowed by right (they are currently allowed in the Business and Professional Zone (BP) with a Conditional Use Permit (CUP)).

In the event the City does not adopt an ordinance establishing a zone and development regulations for emergency shelters thereby rendering the Zoning Code noncompliant with SB 2, an operator of an emergency shelter could apply to establish a shelter in any zoning district in the City, including the Mission Street Specific Plan, so long as the establishment thereof is compliant with SB 2 and other relevant State laws. In this scenario, if the City denied the application and the decision was challenged in court, the City would likely lose the lawsuit and be required to permit the shelter per the mandate of SB2 with minimal, if any, local control over the location and operation of the shelter.

An operator of a transitional or supportive housing program could also establish such a use in any residential zone by right, notwithstanding existing Zoning Code regulations, so long as the establishment thereof is compliant with SB 2 and other relevant State laws. State law already mandates that these uses are to be permitted subject only to those restrictions that apply to similar residential types in the same zone, and this mandate trumps the Zoning Code, whether or not it is silent on these uses, or has contrary provisions. The proposed ordinance merely acknowledges this reality but does not "open the doors" to anything that is already not allowed by State law.

### Secondary Consequences

The City's 2006-2014 Housing Element ("Cycle 4") was adopted by the City Council in January, 2012, and "certified" (found to be in substantial compliance with State law) by the California Department of Housing and Community Development (HCD) in April, 2012. To obtain this certification, HCD required the Housing Element to contain commitments for amending the Zoning Code to include the requirements of SB 2 (the proposed ordinance), to include a procedure for reasonable accommodation for individuals with disabilities, to eliminate the

Consequences of not Adopting an Ordinance Pursuant to SB 2

July 17, 2013

Page 3 of 4

requirement for a CUP for multifamily projects, and revise existing regulations for second units and density bonuses to resynchronize them with more recent State law provisions.

State law requires that a City's Zoning Code be consistent with the adopted General Plan, including the Housing Element. By not adopting the proposed ordinance, the Zoning Code would not be consistent with the General Plan, and would expose the City to uncertain liability (i.e., residents or property owners could file an action to compel the City to amend its Zoning Code so that it is in compliance with the General Plan). Furthermore, amending the Cycle 4 Housing Element after the fact to remove the programs calling for the Zoning Code amendment would particularly compromise the existing certification because the Cycle 5 Housing Element Update process is now underway.

In addition, by not adopting the proposed ordinance, the Cycle 5 Housing Element would not be certified. If HCD determines that the Housing Element is out of compliance, the City's General Plan is at risk of being deemed inadequate – particularly since the General Plan is over 10 years old and no longer has the presumption of validity. Because there must be findings of General Plan consistency in the City's quasi-judicial and legislative land use decisions, the City may run the risk of approving projects which could be considered to be inconsistent with the General Plan due to the noncompliant nature of the General Plan. If the City is sued over an inadequate General Plan, a court may impose requirements for land use decisions until the City brings the General Plan – including the Housing Element – into compliance with State law.

More specifically, potential consequences of being sued over an inadequate General Plan include:

1. Mandatory Compliance – the court may order the City to bring the Housing Element into compliance within 120 days (this could include the adoption of any mandatory ordinances).
2. Suspension of control over building matters – The court may suspend the City's authority to issue building permits or grant zone changes, CUPs or subdivision map approvals.
3. Court approval of housing developments – The court may step in and approve housing projects regardless of the City's own preferences or General Plan.
4. Fees – If the City faces a court action stemming from lack of compliance and either loses or settles a case, the City may be required to pay attorney fees to the plaintiff's attorneys as well as its own legal bills.

Another consequence of a noncompliant Housing Element is reduced eligibility for a number of state financial programs and grants, including but not limited to senior housing projects funding or financing, infrastructure, and parks and open space. Housing Element compliance is generally included as a rating and ranking criteria in programs where the primary applicants are local governments. However, applications for state or federal financing or grant funding submitted by developers of affordable housing would also be considered based on whether the city had a compliant Housing Element. Eligibility and ranking criteria vary by program, and new grants

and programs are introduced frequently, so the impact of a noncompliant Housing Element will vary on a case-by-case basis.

Housing Elements are very labor intensive and require significant staff time and consultant assistance. Further, the City's Cycle 5 Regional Housing Needs Allocation (RHNA) of 63 housing units, compared to the Cycle 4 allocation of 166 units, is highly advantageous; HCD has already indicated that the vacant site inventory (the most critical part of a Housing Element) used in Cycle 4 is sufficient for Cycle 5, even though the minimum density requirements have risen from 20 units per acre to 30 units per acre. Along with adoption of the required ordinances, the prospects for a compliant Cycle 5 Housing Element appear to be very high. Not achieving State certification of the Cycle 5 Housing Element would mean that the 63 unit RHNA for 5<sup>th</sup> Cycle would be carried over to the Cycle 6 Housing Element and added to the RHNA established for the Cycle 6 planning period. This could potentially mean that the Cycle 6 Housing Element would be required to include programs for upzoning of sites in order to accommodate the higher RHNA number.

#### Tabled Motion

As previously mentioned the City Council took action to table the introduction of the ordinance at its meeting of June 19, 2013. The purpose of a motion to table is to temporarily bypass a matter. Resolution No. 6513 (Rules of Order) provides that a matter is tabled until the end of the next regular meeting, which in this case was July 3, 2013. Therefore, since the matter was not taken up at the July 3, 2013 meeting, the matter is no longer tabled. At this point if the City Council wishes to consider the introduction of the subject ordinance, it does not need to make a motion to remove the matter from the table, it only needs to reschedule the introduction of the ordinance.

#### **Legal Review**

The City Attorney has participated in the development of this report.

#### **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*.

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager *AG*  
FROM: David Batt, Finance Director *B*  
SUBJECT: **Water Rate Increase Public Hearing; Adoption of Proposed Urgency Ordinance Repealing Current Water Rates; First Reading and Introduction of an Ordinance Repealing Current Water Rates; and Resolution Adopting New Water Rates Effective January 15, 2014**

**Recommendation**

It is recommended that the City Council conduct a public hearing on the proposed water rate increases and:

1. If no majority protest exists:
  - a. read by title only, waive further reading, and adopt an urgency ordinance which repeals older water rates established by Ordinance Nos. 2240 and 2241; and
  - b. read by title only for first reading, waive further reading and introduce an ordinance which repeals older water rates established by Ordinance Nos. 2240 and 2241; and
  - c. adopt a resolution authorizing increases in the water rates effective January 2014.
2. If a majority protest exists, discuss and direct staff as to next steps.

**Fiscal Impact**

The proposed water rate increases will generate additional water revenues to adequately cover the City of South Pasadena's (City) debt obligations for Fiscal Years 2013/14, 2014/15 and 2015/16.

**Commission Review and Recommendation**

This matter was not reviewed by a Commission.

**Background**

Since 2009, the City has made significant efforts to rehabilitate its aging water and sewer infrastructure. Below is a timeline of significant dates affecting the City's water and sewer enterprises:

- May 6, 2009 - City passes Resolution Nos. 7046 and 7047 approving water and sewer

rates.

- June, 2009 - City issues \$43.4 million in water bonds.
- March 2, 2011 - City passes Ordinance No. 2219, adjusting water rates.
- March 7, 2012 – City passes Urgency Ordinance No. 2230, adjusting water rates.
- March 21, 2012 – City passes Ordinance No. 2232, adjusting water rates.
- December 5, 2012 – City passes Urgency Ordinance No. 2240, adjusting water rates.
- December 19, 2012 – City passes Ordinance No. 2241, adjusting water rates.

Some of the key factors in the constant water rate increases include the following:

- The Main San Gabriel Basin Watermaster increased its replenishment assessment charge from \$450 per acre-foot (AF) in FY 2008-09 to \$696 per AF in FY 2010-11, an increase of almost 55%. The replenishment assessment charges continue to change.
- Operating expenses have changed from the 2009 Willdan study. The number of water accounts and the amount of utility customers and water consumption was not accurately projected in the 2009 Willdan study.
- Debt payments from the 2009 Water Bonds were scheduled to increase.

It should be noted that in March 2011, March 2012, and December 2012 the City Council decisions only allowed for a single-year increase in the water rates, while multiple-year rate increases are needed to meet current fiscal demands.

We have endeavored to provide as much information as possible on the current state of the City's water infrastructure, and the underlying causes for the proposed water rate adjustment. In making this information readily available, we feel that the community has had the best opportunity to debate and discuss the issues in advance of tonight's Public Hearing.

In addition to public outreach efforts through our City's website and social media forums, an ad was placed in the last two issues of the South Pasadena Review. Public meetings included a Water Rate Forum which took place on Thursday, January 9, at 6:30 p.m. in the Amedee O. "Dick" Richards, Jr., City Council Chambers, located at 1424 Mission Street. A tour of the Water Facilities also took place on Saturday, January 11, at 9:00 a.m. The tour included visits to multiple reservoirs located in San Gabriel and South Pasadena.

Staff will return to Council on February 5, 2014 with a report on establishing a Low Income Program as directed by Council.

## **Analysis**

### Proposed Water Rate Adjustment

Staff identified approximately \$60 million in water projects needed to rehabilitate the aging water system. Rate increases were approved in 2009 to issue water bonds and expedite about half of the repairs needed. In March 2011, rates had to be adjusted due to increasing operating expenses and lower demand. The rate adjustment effective January 2014, and all future rate



<b>Effective</b>	<b>Current Rates</b>	<b>January 2014</b>	<b>January 2015</b>	<b>January 2016</b>
<b>Efficiency Fee (per Unit)</b>				
All	\$0.14	\$0.14	\$0.14	\$0.14
<b>Bi-Monthly Tier Allocation</b>				
	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	
3/4 inch	15	30	over 30	
1 inch	20	45	over 45	
1 1/2 inch	40	90	over 90	
2 inch	90	190	over 190	
3 inch	200	460	over 460	
4 inch	237	490	over 490	
6 inch	275	600	over 600	
8 inch	350	800	over 800	
<b>Monthly Tier Allocation</b>				
	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>	
3/4 inch	8	15	over 15	
1 inch	10	23	over 23	
1 1/2 inch	20	45	over 45	
2 inch	45	95	over 95	
3 inch	100	230	over 230	
4 inch	118	245	over 245	
6 inch	138	300	over 300	
8 inch	175	400	over 400	

**One Unit = 748 Gallons of Water**

Water Charges

The current water rate structure is composed of a fixed service charge and a commodity charge placed in three inclining fixed tiers to encourage water conservation. All water rates, current and proposed, are calculated to recover the actual costs of providing the water and water service to each parcel. This includes covering the debt service for the bonds required for the aforementioned necessary water projects and to cover the increasing water rates and energy costs for pumping water from the Main San Gabriel Basin. The proposed rate increases would continue with the current “Tiered by Meter Size” water rate structure.

Pass-through Rate Increases

Pursuant to Government Code Section 53756, the City also proposes to adopt a program to pass through any wholesale water rate increases. In addition, with regard to its delivery costs, the City proposes to adjust those charges by any changes in the Consumer Price Index. Any such increases will be applied pursuant to the methodology set forth below. The City may determine, in any given year, not to raise rates, or to raise them less than the wholesale water costs or

inflation increases. The City will calculate these pass-through increase amounts annually. The City will provide all customers written notice of the pass-through increases not less than 30 days before the effective date of the adjustment.

The methodology for calculating the pass-through increases will be as follows:

- For each increase in the wholesale water charge per unit, the City will add the same amount to the City's water rate.
- In addition to the wholesale water rate increases proposed above, the City will pass through any increases in its delivery costs attributable to inflation. The amount of the increase (if any) will be measured by the Los Angeles-Orange County-Riverside Consumer Price Index (all urban consumers, all items) ("CPI"). The City will calculate the pass-through CPI increase using the year-to-year comparison of the then-current year and immediately preceding year.

#### Monthly billing versus bi-monthly billing

In an effort to improve conservation through increased consumption monitoring, the City is considering the move from billing every two months to billing every month for utilities. Even though the proposed rates are presented as monthly charges, the City will continue to bill every two months through December 2014.

#### Proposition 218 Notifications for South Pasadena

In July 2006, the California Supreme Court decision (*Bighorn-Desert View Water Agency v. Verjil*) held that certain utility consumption charges are property-related fees subject to the requirements of Article XIID, Section 6 of the California Constitution. That constitutional provision, which was adopted by the voters in 1996 as part of Proposition 218, requires that local governments give a special form of mailed notice at least 45 days before holding the public hearing on the increase of a property-related fee. The provision also provides that certain affected persons may submit protests with respect to proposed rate increases.

For agencies that impose water, sewer, and refuse collection fees, the Bighorn decision has three basic implications. First, the adoption and increase of "property related fees" are subject to Proposition 218's procedural requirements (Art. XIII D, Sect. 6(a)). These procedural provisions require detailed noticing of each property owner 45 days prior to the hearing on the fee and prohibit the adoption of the fee or increase if a majority of the property owners protest the imposition or increase in writing. Second, property related fees are subject to Proposition 218's substantive requirements (Art. XIII D, Sect. 6(b)). Among other things, the substantive requirements provide that the amount of the fee "shall not exceed the proportional cost of the service attributable to the parcel," and that revenues from the fee "shall not exceed the funds required to provide the service" and "shall not be used for any purpose other than that for which the fee was imposed." Third, "property related fees" are subject to the power of the electorate to reduce them by initiative (Art. XIII C, Sect. 3). To comply with Proposition 218, the City must:

1. Develop a Notice of Public Hearing on Proposed Increases to Water and Sewer Rates,

citing the proposed maximum rates, how a customer can calculate their bill, how revenue will be utilized, general information about the scheduled public hearing and instructions on how to protest the proposed rates;

2. Mail the notices to utility customers at least 45 days prior to the scheduled public hearing; and
3. Collect and maintain a count of all written protest votes received. If a majority of the affected property owners/ratepayers submit a written protest prior to the close of the public hearing, the City cannot impose the new rates. If there is no majority protest, the new rates can be implemented with City Council approval.

Staff coordinated the mailing of 7,302 notices on November 29, 2013. Although the City is only required to mail notices to parcel owners, staff thought it was best to also inform water customers. There are approximately 6,959 unique parcel owners within the City and 6,200 active water accounts. According to Proposition 218 guidelines, the City cannot impose the new rates if 3,480 or more written protests are submitted to, and validated by, the City Clerk. Immediately after the close of the public hearing, the City Clerk will make a determination if a majority protest exists and report the results to the City Council. If a majority protest does not exist, the City Council is authorized to adopt the proposed rates as presented in the attached resolution and urgency ordinance.

At the City Council meeting of November 6, 2013, a number of options were discussed that might reduce the impact of any increases to the community including the use of external revenue sources or reserves. The bond counsel for the 2009 Water Revenue Bonds has stated that external revenue sources, such as the General Fund, cannot be used to satisfy the bond covenants. However, net Water Fund income from the prior fiscal year over and above the amount of the debt service can be applied to meet the additional 20% coverage requirement for this fiscal year. Staff is not recommending the use of water fund reserves for several reasons. First, we are going to need all these reserves in order to carry out the capital improvement projects that are necessary to repair the City's deteriorated infrastructure. Second, use of reserves for operational purposes in any significant amount is contrary to prudent fiscal management practices, and should only be considered as a very last resort when no other options are available to maintain basic services.

#### Urgency Ordinance

Due to the timeliness of this matter, staff recommends adoption of the attached urgency ordinance which shall repeal older rates established by Ordinance Nos. 2240 (Urgency) and 2241. Urgency ordinances require a 4/5<sup>th</sup> vote by the City Council.

#### **Legal Review**

The Finance Director and the City Attorney participated in a phone conference with the City's bond counsel, and the results of that discussion and counsel's advice are in the staff report. The Council discussed using the efficiency fee reserves; however, since the last Proposition 218 notice provided that \$0.14 per unit (unit = 748 Gallons) would be collected for an efficiency fee, the funds raised from that assessment must be used for that purpose (e.g., water conservation

analyst position, and City-sponsored water conservation programs such as turf replacement and low flow toilet exchange).

**Public Notification of Agenda Item**

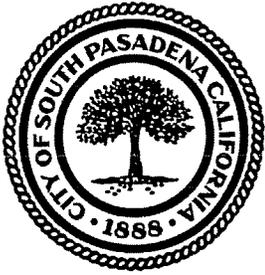
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

**Attachments:**

1. Notice of Public Hearing on Proposed Changes in Water Charges
2. Urgency Ordinance Repealing Older Rates Established by Ordinance Nos. 2240 and 2241
3. Ordinance Repealing Older Rates Established by Ordinance Nos. 2240 and 2241
4. Resolution Adopting Water Rates Effective January 2014

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**ATTACHMENT 1**  
Notice of Public Hearing on  
Proposed Changes in Water Charges



**THIS LETTER IS SENT TO ALL PROPERTY OWNERS  
AND WATER CUSTOMERS IN SOUTH PASADENA  
YOU MAY RECEIVE DUPLICATE LETTERS**

**CITY OF SOUTH PASADENA**

**NOTICE OF PUBLIC HEARING  
ON PROPOSED CHANGES IN WATER CHARGES**

Dear City of South Pasadena Customer/Owner of Record:

**Public Hearing Schedule for Vote on Water Rates**

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of South Pasadena City Council regarding proposed increases water rates for all City of South Pasadena water customers.

The City Council will consider proposed water rate increases and changes to the current tiered water rate structure. If approved new rates would be effective starting January 15, 2014. The public hearing will be held on Wednesday, January 15, 2014, at 7:30 p.m. or as soon thereafter as the matter can be heard, in the Council Chambers of City Hall, 1414 Mission St., South Pasadena, California. During the public hearing, City Council shall hear and consider all objections, if any, to the proposed rate increases.

The City is proposing an overall water rate increase of 8% effective January 2014, 6% in January 2015, and 4% in January 2016. To ensure that everyone potentially affected is notified, this notice is being sent to all property owners and other customers who currently receive water service from the City of South Pasadena (City). Therefore, you may receive multiple copies of this notice if you are both the property owner as well as a water customer. If adopted, the proposed rate increases would become effective January 15, 2014. The proposed rates are set out in the charts included in this notice. The purpose of this notice is to meet the legal obligation to notify every Owner of Record of the proposed rate change, describe why a rate increase is proposed and how State water efficiency guidelines are proposed to be implemented in the City.

**Background:**

In 2010, the City Natural Resource and Environment Committee Citizen Water Council, presented a report entitled *Securing South Pasadena's Water Supply* (June, 2010 report to City Council). The report described that to maintain a reliable supply of water for the City *new policies should reflect legislation and the reality of limited local water supplies, that over-drafting of the groundwater was occurring and water prices from wholesalers are going up, and that adequate infrastructure upgrades, rate structure, public education and outreach need to be a priority for securing the City's long term water supply.* The report highlighted the need for *"fair and equitable" water rates with market-based incentives for water efficiency.* This focus, on infrastructure upgrades, rates, education and outreach, would help secure the City water supply and help meet water efficiency goals set by the State for the year 2020.

The City has approved and embarked on a significant upgrade to the aging water infrastructure. To pay for system upgrades, bonds were issued to finance the necessary water projects. At the same time water rates and energy to pump water from the Main San Gabriel Basin, the major source of water for the City, are increasing. With limited water supplies both from local sources, groundwater, and from regional water wholesalers, the State of California now requires every water provider to meet water efficiency guidelines. This legislation is called 20 by 2020, or 20% water use reductions by the year 2020.

**Summary of Water Rate Increase Proposal:**



<b>Monthly Tier Allocation</b>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
3/4 inch	8	15	over 15
1 inch	10	23	over 23
1 1/2 inch	20	45	over 45
2 inch	45	95	over 95
3 inch	100	230	over 230
4 inch	118	245	over 245
6 inch	138	300	over 300
8 inch	175	400	over 400

**One Unit = 748 Gallons of Water**

Pass-through Rate Increases

The agencies that provide wholesale water to the City are projecting rate increases each of the next three years. Pursuant to Government Code 53756, this proposal passes through increases in wholesale water rates and cost increases at the City due to inflation. The inflationary increase will be based on the All Urban Consumer Price Index for the Los Angeles area for the previous calendar year.

**What Can Be Done To Reduce Rate Increase Impacts on Your Bill?**

Most water is used outside. South Pasadena is a City filled with lush landscapes. Many residents have large lots with considerable landscaping. The greatest opportunity to keep water bills down and reduce the City purchases of imported water is to take steps to check irrigation systems for leaks and water runoff. Residents can consider reducing unnecessary turf areas and adjust irrigation timers as weather changes. Please take steps now to become water efficient to reduce the impact of higher water costs.

Protest

You may submit a written protest against the water rate increase with the City of South Pasadena before the close of the public comment portion of the public hearing on January 15, 2014 at 7:30 pm. If written protests against the proposed rate increase are submitted by the property owners by a majority of the parcels who currently receive water service, the rate increase will not be imposed. **Only one protest will be counted per parcel.**

Your written protest must be received (not postmarked) by the City Clerk of the City of South Pasadena prior to the close of the public hearing. Oral, telephone, and e-mail protests will not be accepted. The protest must be signed by you and shall include: 1) your name, 2) your service street address or assessor's parcel number(s) and 3) a statement of protest ("I/We protest"). You may mail or deliver your written protest to: City of South Pasadena, Office of the City Clerk, 1414 Mission Street, South Pasadena, CA 91030.

*For questions regarding this notice, contact the Finance Department at (626) 403-7250*

**ATTACHMENT 2**  
**Urgency Ordinance Repealing Older Rates**  
**Established by Ordinance Nos. 2240 and 2241**

**ORDINANCE NO. \_\_\_\_\_**

**AN URGENCY ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
REPEALING ORDINANCE NOS. 2240 AND 2241 ESTABLISHING  
WATER RATES**

**WHEREAS**, the City Council has determined that water rates should reflect the cost of providing water service, including the continued repair, replacement and maintenance of the water system infrastructure; and

**WHEREAS**, the City Manager has submitted a report analyzing said operating costs and funding requirements for operating costs and capital improvements to the water system; and

**WHEREAS**, said report recommended increase in the existing water rates to sustain ongoing operating costs, funding of reserves, capital improvements and emergency repairs; and

**WHEREAS**, the City Council adopted the current water rates with the adoption of Urgency Ordinance No. 2240 on December 5, 2012, and Ordinance No. 2241 adopted on December 19, 2012; and

**WHEREAS**, failure to implement water rate increases by January 15, 2014, may result in technical default of the 2009 Water Bonds, decreased credit ratings, and possibly delay of current water infrastructure capital improvement projects, which would negatively impact the City of South Pasadena's (City) water delivery system; and

**WHEREAS**, on November 6, 2013, the City Council tentatively approved, subject to notice and hearing, proposed water rate increases; and

**WHEREAS**, on November 6, 2013, the City Council designated January 15, 2014, as a Public Hearing date for water rate increases, and authorized a "Notice of Public Hearing on Proposed Changes in Water Charges" to be mailed out at least 45 days prior to the Public Hearing date; and

**WHEREAS**, in accordance with the notice, on January 15, 2014, a Public Hearing was convened at which time the City Council considered the written and oral protest filed or presented in connection therewith; and

**WHEREAS**, on January 15, 2014, the City Council found that the written protests received are less than 50% of the parcels affected thereby and introduced this ordinance for first reading.

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

**SECTION 1.** The City Council hereby repeals Ordinance Nos. 2240 and 2241, effective at the end of the day January 14, 2014.

**SECTION 2.** The City Council hereby finds, determines and declares that the immediate preservation of the public peace, health, safety and welfare necessitates the enactment of this ordinance as an urgency ordinance. Unless the City Council adopts an urgency ordinance on January 15, 2014, which repeals Ordinance Nos. 2240 and 2241 effectively on January 14, 2014, it will not be able to adopt new water rates by resolution that will become effective January 15, 2014, said water rates, which are necessary to preserve the public peace, health, safety and welfare of the City of South Pasadena. If the ordinance to repeal Ordinance No. 2241 were to be adopted by the standard process it would not go into effect in time for the new water rates, to be adopted by resolution, effective on January 15, 2014. If the new water rates do not go into effect on January 15, 2014, it may result in technical default of the 2009 Water Bonds, decreased credit ratings, and possibly delay of current water infrastructure capital improvement projects, which would negatively impact the City's water delivery system. The City Council hereby finds that such a delay in the implementation of said water rates will result in an immediate threat to the public health, safety and welfare of the City of South Pasadena.

**SECTION 3.** Declaring the urgency thereof this ordinance shall take effect on January 15, 2014 and within (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED, AND ADOPTED** this 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, City Attorney

Date: \_\_\_\_\_

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

**ATTACHMENT 3**  
Ordinance Repealing Older Rates Established by  
Ordinance Nos. 2240 and 2241

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
REPEALING ORDINANCE NOS. 2240 AND 2241 ESTABLISHING  
WATER RATES**

**WHEREAS**, the City Council has determined that water rates should reflect the cost of providing water service, including the continued repair, replacement and maintenance of the water system infrastructure; and

**WHEREAS**, the City Manager has submitted a report analyzing said operating costs and funding requirements for operating costs and capital improvements to the water system; and

**WHEREAS**, said report recommended increase in the existing water rates to sustain ongoing operating costs, funding of reserves, capital improvements and emergency repairs; and

**WHEREAS**, the City Council adopted the current water rates with the adoption of Urgency Ordinance No. 2240 on December 5, 2012, and Ordinance No. 2241 adopted on December 19, 2012; and

**WHEREAS**, failure to implement water rate increases by January 15, 2014, may result in technical default of the 2009 Water Bonds, decreased credit ratings, and possibly delay of current water infrastructure capital improvement projects, which would negatively impact the City of South Pasadena's (City) water delivery system; and

**WHEREAS**, on November 6, 2013, the City Council tentatively approved, subject to notice and hearing, proposed water rate increases; and

**WHEREAS**, on November 6, 2013, the City Council designated January 15, 2014, as a Public Hearing date for water rate increases, and authorized a "Notice of Public Hearing on Proposed Changes in Water Charges" to be mailed out at least 45 days prior to the Public Hearing date; and

**WHEREAS**, in accordance with the notice, on January 15, 2014, a Public Hearing was convened at which time the City Council considered the written and oral protest filed or presented in connection therewith; and

**WHEREAS**, on January 15, 2014, the City Council found that the written protests received are less than 50% of the parcels affected thereby and introduced this ordinance for first reading.

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

**SECTION 1.** The City Council hereby repeals Ordinance Nos. 2240 and 2241, effective at the end of the day January 14, 2014.

**SECTION 2.** This ordinance shall take effect thirty (30) days after its final passage and within (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED, AND ADOPTED** this 15<sup>th</sup> day of January, 2014.

\_\_\_\_\_  
Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, City Attorney

Date: \_\_\_\_\_

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

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**ATTACHMENT 4**  
Resolution Adopting Water Rates  
Effective January 2014

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,  
ESTABLISHING WATER RATES PURSUANT TO  
SECTION 35.3, 35.4, 35.5 AND 35.26 OF CHAPTER 35  
OF THE SOUTH PASADENA MUNICIPAL CODE**

**WHEREAS**, the City Council has determined that water rates should reflect the cost of providing water service, including the continued repair, replacement and maintenance of the water system infrastructure; and

**WHEREAS**, the City Manager has submitted a report analyzing said operating costs and funding requirements for operating costs and capital improvements to the water system; and

**WHEREAS**, said report recommended an increase in the existing water rates to sustain ongoing operating costs, funding of reserves, capital improvements and emergency repairs; and

**WHEREAS**, on November 6, 2013, the City Council tentatively approved, subject to notice and hearing, proposed water rate increases; and

**WHEREAS**, on November 6, 2013, the City Council designated January 15, 2014, as a Public Hearing date for water rate increases, and authorized a "Notice of Public Hearing on Proposed Changes in Water Charges" to be mailed out at least 45 days prior to the Public Hearing date; and

**WHEREAS**, in accordance with the notice, on January 15, 2014, a Public Hearing was convened, at which time the City Council considered the written and oral protest filed or presented in connection therewith; and

**WHEREAS**, the City Council finds that the written protests received are less than 50% of the parcels affected thereby.

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

**SECTION 1.** In accordance with Section 35.3, 35.4 and 35.5 of Chapter 35 of the South Pasadena Municipal Code, the City Council does hereby accept and adopt the

proposed schedule of water rates effective January 15, 2014, attached hereto as Exhibit "A."

**SECTION 2.** Pursuant to Government Code Section 53756, the City also proposes to adopt a program to pass through any wholesale water rate increases. In addition, with regard to its delivery costs, the City proposes to adjust those charges by any changes in the Consumer Price Index. Any such increases will be applied pursuant to the methodology set forth below. The City may determine, in any given year, not to raise rates, or to raise them less than the wholesale water costs or inflation increases. The City will calculate these pass-through increase amounts annually. The City will provide all customers written notice of the pass-through increases not less than 30 days before the effective date of the adjustment.

The methodology for calculating the pass-through increases will be as follows:

- For each increase in the wholesale water charge per unit, the City will add the same amount to the City's water rate.
- In addition to the wholesale water rate increases proposed above, the City will pass through any increases in its delivery costs attributable to inflation. The amount of the increase (if any) will be measured by the Los Angeles-Orange County-Riverside Consumer Price Index (all urban consumers, all items) ("CPI"). The City will calculate the pass-through CPI increase using the year-to-year comparison of the then-current year and immediately preceding year.

**SECTION 3.** 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 15<sup>th</sup> day of January, 2014.

---

Marina Khubesrian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

---

Richard L. Adams II, City Attorney

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15<sup>th</sup> day of January, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

EXHIBIT A

**City of South Pasadena  
Proposed Water Rates**

Proposed Revenue Adjustments                      8.0%              6.0%              4.0%

<b>Effective</b>	<b>Current Rates</b>	<b>January 2014</b>	<b>January 2015</b>	<b>January 2016</b>
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**Bi-Monthly Base Charge**

*Meter Size*

3/4 inch	\$61.25	\$66.15	\$70.12	\$72.93
1 inch	\$92.31	\$99.70	\$105.69	\$109.92
1 1/2 inch	\$169.98	\$183.58	\$194.60	\$202.39
2 inch	\$263.19	\$284.25	\$301.31	\$313.37
3 inch	\$480.66	\$519.12	\$550.27	\$572.29
4 inch	\$791.34	\$854.65	\$905.93	\$942.17
6 inch	\$1,568.01	\$1,693.46	\$1,795.07	\$1,866.88
8 inch	\$2,810.72	\$3,035.58	\$3,217.72	\$3,346.43

**Volume Charge (per Unit)**

Tier 1	\$1.64	\$1.78	\$1.89	\$1.97
Tier 2	\$2.81	\$3.04	\$3.23	\$3.36
Tier 3	\$4.53	\$4.90	\$5.20	\$5.41

**Efficiency Fee (per Unit)**

All	\$0.14	\$0.14	\$0.14	\$0.14
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**Bi-Monthly Tier Allocation**

	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
3/4 inch	15	30	over 30
1 inch	20	45	over 45
1 1/2 inch	40	90	over 90
2 inch	90	190	over 190
3 inch	200	460	over 460
4 inch	237	490	over 490
6 inch	275	600	over 600
8 inch	350	800	over 800

<i>Monthly Tier Allocation</i>	<b>Tier 1</b>	<b>Tier 2</b>	<b>Tier 3</b>
3/4 inch	8	15	over 15
1 inch	10	23	over 23
1 1/2 inch	20	45	over 45
2 inch	45	95	over 95
3 inch	100	230	over 230
4 inch	118	245	over 245
6 inch	138	300	over 300
8 inch	175	400	over 400

**One Unit = 748 Gallons of Water**

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: Paul Toor, P.E., Public Works Director   
Shin Furukawa, P.E., Deputy Public Works Director   
SUBJECT: **First Reading and Introduction of an Ordinance Clarifying  
Maintenance Responsibility of Private Sewer Laterals**

## **Recommendation**

It is recommended that the City Council read by title only for first reading, waiving further reading, and introduce an ordinance amending Section 30.4 of the South Pasadena Municipal Code (SPMC) to clarify the maintenance responsibility of private sewer laterals.

## **Fiscal Impact**

There is no fiscal impact associated with this action.

## **Commission Review and Recommendation**

This matter was discussed by the Public Works Commission on several occasions, most recently at its meeting of July 10, 2013. The Commission recommended amending the SPMC to clarify the responsibility of maintenance of private sewer laterals.

## **Background**

The Commission discussed the City's policy regarding maintenance of private sewer laterals. South Pasadena's policy requires the property owner to maintain the entire length of the sewer lateral, up to and including the connection to the main. Staff also researched the private sewer lateral maintenance requirements of nearby cities, including Alhambra, Arcadia, La Cañada Flintridge, Monrovia, Pasadena, San Gabriel, San Marino and Sierra Madre. All of the cities had identical maintenance requirements, so the Public Works Commission did not feel it was prudent to change the City's maintenance policy.

However, the SPMC section concerning maintenance of private sewer laterals is somewhat unclear as currently written. The Public Works Commission recommended clarifying the language contained in the SPMC.

**Analysis**

The applicable portion of SPMC Section 30.4 concerning maintenance of private sewer laterals currently reads as follows:

*The property owner shall be responsible for the construction, maintenance and repairs of all private property sewer connections to the public sewer.*

The Public Works Commission recommended adding the following sentence to the Municipal Code for purposes of clarity:

*All sewer laterals shall be maintained by the property owner served by such lateral in a safe and sanitary operating condition so that there is no seepage of waste or blockage at any point up to and including the connection to the public sewer.*

**Legal Review**

The City Attorney has reviewed the proposed ordinance.

**Public Notification of Agenda Item**

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

Attachment: Ordinance

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING SECTION 30.4 (CONNECTION PERMITS GENERALLY) OF CHAPTER 30 (SEWERS) OF THE SOUTH PASADENA MUNICIPAL CODE TO CLARIFY MAINTENANCE RESPONSIBILITY OF PRIVATE SEWER LATERALS**

**WHEREAS**, the discharge of wastewater from residences can cause environmental pollution if not properly managed; and

**WHEREAS**, it has been the long-standing policy of the City of South Pasadena that private sewer laterals are to be maintained by the property owner served by the lateral; and

**WHEREAS**, Section 30.4 (Connection permits generally) of the South Pasadena Municipal Code is not clear as to the maintenance responsibilities of private sewer laterals; and

**WHEREAS**, the City of South Pasadena seeks to protect the health, safety and welfare of its citizens and visitors.

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

**SECTION 1.** Section 30.4 (Connection permits generally) of Chapter 30 (Sewers) of the South Pasadena Municipal Code is hereby amended as follows:

It is unlawful for any person to connect any drain or pipe with any city sewer, or discharge any drainage therein, without a permit to do so being first obtained from the city engineer, who shall charge and collect for each such permit the sum as set and adjusted by resolution of the city council. Each permit shall indicate the place at which the connection is to be made and the property to be connected, and it shall be unlawful to make any such connection with any public sewer at any other place than that designated in the permit.

Every connection made with any public sewer of the city shall be made in accordance with the engineering and public works department's standard plans and specifications.

No sewer connection shall be covered or concealed in any way until it has been inspected and approved by the director or authorized representative.

The applicant shall have the required sewer installation performed by a contractor licensed by the state to perform this type of work. Complete engineering shall be by a registered civil engineer licensed in the state, and shall include the submission of a full set of detailed improvement plans of a scale acceptable to the director, along with appropriate plan check and inspection fees. The director reserves the right to require the contractor to televise the mains at the applicant's expense to determine acceptability. Any changes in installation shall have prior approval of the director, and the applicant shall furnish the director a complete set of as-built plans at the completion and acceptance of the installation.

The property owner shall be responsible for the construction, maintenance and repairs of all private property sewer connections to the public sewer. All sewer laterals shall be maintained by the property owner served by such lateral in a safe and sanitary operating condition so that there is no seepage of waste or blockage at any point up to and including the connection to the public sewer.

**SECTION 2.** This ordinance shall take effect thirty (30) days after its final passage and within fifteen (15) days after its passage, the City Clerk of the City of South Pasadena shall certify to the passage and adoption of this ordinance and to its approval by the Mayor and City Council and shall cause the same to be published in a newspaper in the manner required by law.

**PASSED, APPROVED, AND ADOPTED** this 5<sup>th</sup> day of February, 2014.

\_\_\_\_\_  
Marina Khubesian, M.D., Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Evelyn G. Zneimer, City Clerk  
(seal)

\_\_\_\_\_  
Richard L. Adams II, City Attorney

Date: \_\_\_\_\_

**I HEREBY CERTIFY** the foregoing ordinance was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5<sup>th</sup> day of February, 2014, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

---

Evelyn G. Zneimer, City Clerk  
(seal)

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

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

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

COUNCIL AGENDA: January 15, 2014  
TO: Honorable Mayor and City Council  
VIA: Sergio Gonzalez, City Manager   
FROM: David Batt, Finance Director   
SUBJECT: **Mid-Year FY 2013/14 Financial Report**

## **Recommendation**

It is recommended that the City Council and the Successor Agency to the Community Redevelopment Agency receive and file the Mid-Year FY 2013/14 financial report.

## **Fiscal Impact**

None.

## **Commission Review and Recommendation**

This matter was not reviewed by a Commission.

## **Background**

Mid-year is an essential time to update the Council on how actual revenues and expenditures are comparing to budgeted estimates half-way through the fiscal year, and recommend adjustments as necessary due to changing factors since the budget was adopted. The financial information provided represents a snapshot of the City's revenue and expenditure activity from July 1, 2013, through December 31, 2013.

## **Analysis**

The General Fund began the Fiscal Year 2012/13 with a healthy undesignated fund balance of \$11.2 million, or approximately 45% of expenditures. The City is on track to end FY 2013/14 with \$9.1 million in undesignated fund balance, or 36% of expenditures, as the City continues its aggressive street repair program. As we move forward with the FY 2014/15 Budget Process, one of the tasks will be to reevaluate the reserve policy to assure the City's long term fiscal stability. Last year's renewal of the Utility Users' Tax (UUT), recent labor agreements, and the State's Public Employee Pension Reform Act have assisted in stabilizing the City's General Fund. However, the Federal Affordable Care Act will increase labor costs for the City, or significantly change the way we operate. Approximately 59% of General Fund expenses are wages and benefits.

Figure 1 - General Fund History

<b>General Fund Revenues</b>	<b>Actual 2011/12</b>	<b>Actual 2012/13</b>	<b>Budget 2013/14</b>	<b>Mid-Year 2013/14</b>	<b>Mid-Year Percent</b>
Property Taxes	10,283,297	11,074,604	10,968,710	3,789,152	34.5%
Sales Taxes	1,961,143	1,956,425	2,180,410	596,451	27.4%
Utility Users Taxes	3,642,824	3,562,216	3,661,040	1,424,697	38.9%
Franchise Fees	814,765	810,642	760,519	221,550	29.1%
License & Permits	917,568	951,259	1,035,200	446,759	43.2%
Fines & Forfeitures	533,035	523,629	530,000	202,666	38.2%
Use of Money & Property	448,593	456,581	379,420	231,592	61.0%
Other Agencies	73,848	29,238	35,000	2,210	6.3%
Current Services	2,173,921	2,207,444	2,090,625	1,034,610	49.5%
All Other Revenues	1,513,969	1,506,078	1,090,948	410,629	37.6%
<b>Total GF Revenues</b>	<b>22,362,963</b>	<b>23,078,116</b>	<b>22,731,872</b>	<b>8,360,317</b>	<b>36.8%</b>

<b>General Fund Expenses</b>	<b>Actual 2011/12</b>	<b>Actual 2012/13</b>	<b>Budget 2013/14</b>	<b>Mid-Year 2013/14</b>	<b>Mid-Year Percent</b>
Wages & Benefits	14,450,730	14,135,431	14,636,898	6,835,196	46.7%
Operations & Maintenance	5,014,422	6,563,968	5,581,408	2,484,597	44.5%
Capital Outlay	296,443	138,520	147,000	104,995	71.4%
Other Expenses	-	-	-	-	-
Capital Projects	1,379,334	942,192	4,335,248	838,412	19.3%
Transfer Out	-	984,062	168,371	168,371	100.0%
<b>Total General Fund</b>	<b>21,140,929</b>	<b>22,764,173</b>	<b>24,868,925</b>	<b>10,431,571</b>	<b>41.9%</b>

General Fund Revenues

The chart above of General Fund revenues by category offers an overview of collection patterns. Revenue projections are prepared using a conservative methodology based primarily on historical trends and adjustments for known or anticipated factors affecting the City's General Fund revenues. FY 2013/14 year-end revenues are not expected to differ significantly from budgeted estimates. As we emerge from the recession, the housing market has been recovering, with the City of South Pasadena experiencing an increase in total taxable assessed value of 3.8% for the 2012/13 tax roll. Property tax revenue is also expected to increase as a result of the dissolution of redevelopment agencies and the shift of former tax increment to the City. The \$10.9 million in property tax revenues make up 48% of total General Fund revenues.

One of the strongest indicators of the recovering economy is the rebound in sales taxes, not only in the City but throughout the State of California, with receipts now close to pre-recession highs. The most recent quarterly adjusted sales tax receipts for South Pasadena were 12.1% higher than the same quarter one year ago. Los Angeles County increased by 3.7% within the same timeframe. Gasoline service stations, restaurants and supermarkets make up the majority of the top 15 businesses in the City.

On July 1, 2012, the City's Utility Users Tax (UUT) rate decreased from 8.0% down to 7.5%. Due to generally higher electricity, gas, water and other utility costs, plus the increase usage of cellular telephone plans, we may expect slightly higher UUT revenues over the prior year. The \$3.6 million in UUT revenues make up 16% of total General Fund revenues.

Figure 2 - General Fund Expenditure by Department

Department/Program Exp	Actual 2011/12	Actual 2012/13	Budget 2013/14	Mid-Year 2013/14	Mid-Year Percent
City Council	50,334	43,375	58,531	19,214	32.8%
City Clerk					
City Clerk	330,306	283,673	402,368	133,993	33.3%
Elections	76,053	311	157,100	2,114	1.3%
City Manager					
City Manager	835,974	878,794	881,100	378,561	43.0%
Personnel	120,873	287,113	166,004	117,818	71.0%
Transportation Planning	90,079	110,202	209,000	25,341	12.1%
Legal Services	254,903	314,304	235,000	115,920	49.3%
Information Systems			189,200	138,323	
Finance					
Finance	421,569	384,312	505,066	237,965	47.1%
Information System	205,970	262,354			
City Treasurer	5,157	9,201	8,722	4,624	53.0%
Non-Dept./Overhead	1,438,924	2,765,420	1,614,589	952,409	59.0%
Police	6,994,274	6,963,840	6,643,275	3,263,207	49.1%
Fire	4,060,817	3,894,732	3,982,027	1,826,852	45.9%
Public Works					
Environmental Services	115,049	75,613	225,340	67,376	29.9%
Administration & Engineering	347,272	260,748	442,973	130,514	29.5%
Park Maintenance	406,466	390,490	537,841	208,466	38.8%
Facilities Maintenance	591,314	626,284	670,163	290,166	43.3%
Planning & Building	955,651	898,710	952,515	373,665	39.2%
Library	1,539,702	1,436,922	1,533,655	693,316	45.2%
Community Services					
Senior Services	238,123	249,370	261,013	113,677	43.6%
Community Services	200,565	195,175	201,861	88,169	43.7%
Recreation and Youth Services	482,223	506,976	487,963	243,100	49.8%
Capital Projects	1,379,334	942,192	4,335,248	838,412	19.3%
Misc/Transfers Out	-	984,062	168,371	168,371	100.0%
<b>Total GF Expenses</b>	<b>21,140,929</b>	<b>22,764,173</b>	<b>24,868,925</b>	<b>10,431,571</b>	<b>41.9%</b>

General Fund Expenditures

At mid-year, General Fund expenditures are approximately 41.9% of the current budget. Operating expenses, which excludes capital projects and transfers out, are at 37.9%. Departments continue to do a good job managing wages and benefit expenses, which are at 46.7% of budget.

Figure 3 – Citywide Legal Expenses

<b>Department/Program Exp</b>	<b>Actual 2011/12</b>	<b>Actual 2012/13</b>	<b>Budget 2013/14</b>	<b>Mid-Year 2013/14</b>	<b>Mid-Year Percent</b>
<b><u>101-2013-8160 (Personnel)</u></b>					
City Attorney (Jones Mayer)	304	-	-	-	
Liebert Cassidy Whitmore	63,447	224,589	-	85,011	
Norman A. Traub Assoc	22,459	-	-	-	
<b>Total Personnel</b>	<b>86,210</b>	<b>224,589</b>	<b>80,000</b>	<b>85,011</b>	<b>106.3%</b>
<b><u>101-2021-8160 (Transportation Management)</u></b>					
City Attorney (Jones Mayer)	5,181	-	-	-	
Burke, Williams & S	436	308	-	465	
Chatten-Brown & Carsten	4,574	6,397	-	2,311	
Rossmann and Moore, LLP	23,295	37,371	-	7,199	
<b>Total Transportation Management</b>	<b>33,486</b>	<b>44,076</b>	<b>80,000</b>	<b>9,975</b>	<b>12.5%</b>
<b><u>101-2501-8160 (City Attorney)</u></b>					
City Attorney (Jones Mayer)	241,691	311,832	-	115,920	
City Prosecutor (Joan Jenkins)	13,048	-	-	-	
Miscellaneous	165	972	-	-	
<b>Total City Attorney</b>	<b>254,903</b>	<b>312,804</b>	<b>235,000</b>	<b>115,920</b>	<b>49.3%</b>
<b><u>210-6501-8160 (Sewer Fund)</u></b>					
Richards, Watson & Gershon	5,424	-	-	-	
<b>Total Sewer Fund</b>	<b>5,424</b>	<b>-</b>	<b>5,000</b>	<b>-</b>	<b>-</b>
<b><u>227-7210-8160 (Successor Agency)</u></b>					
City Attorney (Jones Mayer)	2,816	78,929	-	29,470	
Kane, Ballmer, & Ber	101	-	-	-	
Miscellaneous	2,068	-	-	-	
<b>Total Successor Agency</b>	<b>4,984</b>	<b>78,929</b>	<b>8,000</b>	<b>29,470</b>	<b>368.4%</b>
<b>CITYWIDE TOTAL</b>	<b>\$ 385,006</b>	<b>\$ 660,399</b>	<b>\$ 408,000</b>	<b>\$ 240,376</b>	<b>58.9%</b>

Actual legal expenses at mid-year are 58.9% of the \$408,000 budgeted, primarily due to labor negotiations and legal issues with the Successor Agency. Legal expenses may continue, as the City continues efforts to contest the freeway extension, battle with the State over prior redevelopment agency and housing assets, and work to update personnel rules and regulations.

**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*.

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