



**CITY COUNCIL CLOSED SESSION
REGULAR MEETING AGENDA**

**South Pasadena City Council / Redevelopment Successor Agency /
Public Financing Authority / Housing Authority
City Manager's Conference Room, Second Floor, 1414 Mission Street
Wednesday, October 15, 2014, at 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
Teresa L. Highsmith, City Attorney / Agency Counsel / Authority Counsel

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

Closed Session Agenda	Description
1. Roll Call	Mayor Khubesrian, Councilmembers Cacciotti, Joe, Mahmud, Schneider
2. Public Comments	Public comments on Closed Session item only
3. Conference with Legal Counsel - Pending Litigation	Pursuant to Government Code Section 54956.9(d)(1) Pending Litigation: County of Los Angeles – Claim for Wrongfully Withheld Property Tax Administration Funds (PTAF)
4. Conference with Legal Counsel—Existing Litigation	Pursuant to Government Code Section 54956.9(d)(1) New Cingular v. City of Alameda, et. al. Superior Court of California, County of Los Angeles, Case No. BC 462270

5. Labor Negotiations	Pursuant to Government Code Section 54957.6 Conference with Labor Negotiators regarding labor negotiations with the following Employee organizations: Firefighters' Association (FFA); Police Officers' Association (POA); Public Service Employees' Association (PSEA); PSEA- Part Time Unit; Unrepresented Employees: Management Employees City negotiators: City Manager Sergio Gonzalez, Assistant City Manager Hilary Straus, City Attorney Teresa L. Highsmith, and Legal Counsel Steve Berliner
-----------------------	--



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.

10/09/2014
Date

Desiree Jimenez
Desiree Jimenez, Deputy City Clerk



CITY COUNCIL REGULAR MEETING AGENDA

**South Pasadena City Council / Redevelopment Successor Agency /
Public Financing Authority / Housing Authority**
Amedee O. "Dick" Richards, Jr., Council Chambers, 1424 Mission Street
Wednesday, October 15, 2014, at 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
Teresa L. Highsmith, City Attorney / Agency Counsel / Authority Counsel

*In order to address the City 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 Schneider)

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 by Carol Liu, California State Senator: State of the State Address
3. Presentation by Paul Leon, Mayor, City of Ontario, and City of South Pasadena Representative on the Governing Board of the Metro Gold Line Foothill Extension Construction Authority (Foothill Gold Line): update on the Foothill Gold Line
4. Presentation of Certificate of Appreciation to Marysia Wojcik for volunteer service on the Animal Commission
5. Presentation of the FY 2013-14 Annual Report of the Freeway & Transportation Commission
6. Councilmembers' comments (3 minutes each)
7. City Manager communications
8. Reordering of and Additions to the Agenda

Appointment

9. Proposed appointment of Doreen Siodmak to the Animal Commission to fill an partial term until December 31, 2016

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

10. Approval of the minutes of the Regular City Council Meeting of October 1, 2014
11. Approval of prepaid warrants in the amount of \$377,754.94, General City Warrants in the amount of \$418,328.77, and payroll in the amount of \$426,626.70
12. Second reading and adoption of an ordinance prohibiting mobile advertising vehicles
13. Monthly investment reports for August 2014
14. Resolution supporting Proposition 1 – Water Quality, Supply and Infrastructure Improvement Act of 2014
15. Authorize the City Manager to execute the 2013 State Homeland Security Grant Program Subrecipient Agreement in the amount of \$3,486

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

16. Consideration of the 2015 City Council/Successor Agency/Public Financing Authority Meeting Schedule
17. Direction regarding completion of the Huntington Median Landscape Demonstration Project
18. First reading and introduction of an ordinance repealing Chapter 20E ("Regulating Sex Offenders") of the South Pasadena Municipal Code

Adjournment

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

Wednesday, November 5, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.
Wednesday, November 19, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.
Wednesday, December 3, 2014	Regular City Council Meeting	Council Chambers	7:30 p.m.

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: www.southpasadenaca.gov/citycouncilmeetings

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. 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.

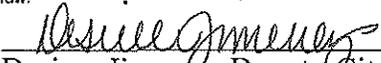
Accommodations



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).

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

10/09/2014
Date


Desiree Jimenez, Deputy City Clerk

This page intentionally left blank.

THE CITY OF SOUTH PASADENA EXPRESSES

APPRECIATION



Marysia Wojcik

Animal Commission

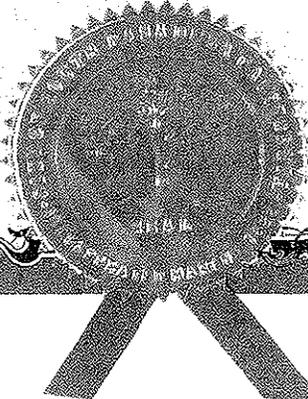
2014

In appreciation of volunteer service on the South Pasadena Animal Commission and dedicated commitment in recognizing the value of promoting humane education, animal welfare, and the attitude of kindness and respect toward all animals throughout the South Pasadena community

Dated this 15th day of October, 2014

Marina Khubesrian, M.D., Mayor

Evelyn G. Zneimer, City Clerk



This page intentionally left blank.

Date: October 15, 2014
To: Honorable Mayor and Members of the Council
From: William Sherman, M.D., Chair
Re: **FY 2013-2014 Annual Report of Freeway and Transportation Commission**

Composition of Commission: William Sherman - Chair, Alan Reynolds –Vice Chair, Dan Evans –Secretary, Joanne Nuckols - Commissioner, Richard Helgeson - Commissioner

The Freeway & Transportation Commission (Commission) discussed issues relating to:

- 1) SR-710 Project
- 2) Fair Oaks “Lessons Learned” AECOM Report
- 3) Monterey Road Project
- 4) Gold Line Issues (Monterey Road/Pasadena Avenue-Rail Crossings)
- 5) SR-110/Fair Oaks Interchange
- 6) SR-710 City Resolution
- 7) Fremont Traffic Congestion
- 8) Review of Five Cities Alliance and Contracts to Consultants
- 9) Sale of Caltrans properties
- 10) Bike Lanes

While each member participated in all the issues certain commissioners had more involvement in specific issues. Secretary Evans attends the Gold Line Construction Authority meetings and served on the Monterey Road Ad-Hoc Committee. Vice Chair Reynolds used his engineering expertise to assist in analysis of the SR-110/Fair Oaks interchange as well as the Monterey Road revision. Commissioner Helgeson brought his legal expertise and knowledge of Los Angeles County and City Policies to assist in the functioning of the commission. He traveled to Sacramento to meet Federal Highway Agency officials. Commissioner Nuckols assisted in the Fair Oaks “Lessons Learned” and analysis of the AECOM report. Her prior position on the Design Advisory Group was very important. Commissioner Nuckols attended numerous meetings regarding the SR-710 EIR/EIS. Her institutional knowledge of this long

standing project and her personal contacts with those involved with the project were irreplaceable. She attended numerous Metro Board meetings, Metro Committee meetings, the CTC meeting, meetings with Carol Liu/Brian Kelly, and Metro Staff/CH2MHill. Chair Sherman was the City's representative to the Technical Advisory Committee involved with the EIR/EIS. He attended numerous Metro Board meetings, Metro Committee meetings, and met with staff members of Nelson-Nygaard regarding creating a new sub-regional transportation plan.



**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 1ST DAY OF OCTOBER 2014, AT 7:30 P.M.
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

ROLL CALL

Mayor Khubesrian convened the Regular Meeting of the South Pasadena City Council/Redevelopment Successor Agency (Agency)/Public Financing Authority (Authority)/Housing Authority (Authority) at 7:49 p.m.

Chief Deputy City Clerk Hall called the roll. Present were City Councilmembers/Agency/Authority Members Cacciotti, Mahmud and Schneider; and Mayor Pro Tem/Agency/Authority Vice Chair Joe and Mayor/Agency/Authority Chair Khubesrian.

Absent: None.

Other Officials and Staff present: City Manager/Agency/Authority Executive Director Gonzalez; Assistant City Manager Straus; City Attorney/Agency/Authority Counsel Highsmith; City Clerk Zneimer; Police Chief Miller; Deputy Fire Chief Riddle; Finance Director Batt; Planning and Building Director Watkins; Public Works Director Toor; Director of Library, Arts, and Culture Fjeldsted; Community Services Director Pautsch; Community Services Supervisor Hakobian; Grants Analyst Perkosky; Principal Management Analyst Lin; and Chief Deputy City Clerk Hall.

INVOCATION

Councilmember Mahmud presented the invocation.

PLEDGE OF ALLEGIANCE

Holy Family Cub Scout Pack 333 led the Pledge of Allegiance.

1. CLOSED SESSION ANNOUNCEMENTS

City Attorney Highsmith reported that Mayor Khubesrian called to order at 6:35 p.m. the Closed Session Regular Meeting of the City Council of October 1, 2014, and that all Councilmembers were present, except for Councilmember Mahmud, who arrived at 6:38 p.m. She indicated the meeting was convened into Closed Session to discuss the following items as listed on the Closed Session Agenda:

3. Conference with Legal Counsel - Anticipated Litigation

Pursuant to Government Code Section 54956.9(d)(4)

Initiation of Litigation: One Potential Case

4. Labor Negotiations

Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators regarding labor negotiations with the following Employee organizations: Firefighters' Association (FFA), Police Officers' Association (POA), Public Service Employees' Association (PSEA), PSEA- Part Time Unit, Unrepresented Employees: Management Employees

City negotiators: City Manager Sergio Gonzalez, Assistant City Manager Hilary Straus, Finance Director David Batt, Assistant Finance Director Pearl Lieu, City Attorney Teresa L. Highsmith, and Legal Counsel Steve Berliner

City Attorney Highsmith announced that City Council provided direction regarding Closed Session Item No. 3; and direction was provided to the Labor Negotiator regarding Closed Session Item No. 4.

2. PRESENTATION BY CHRIS HOLDEN, CALIFORNIA STATE ASSEMBLY, 41ST DISTRICT: STATE OF THE STATE ADDRESS

Chris Holden, California State Assemblymember, 41st District (Assemblymember Holden), presented the State of the State Address. Mayor Khubesrian presented Assemblymember Holden with a framed copy of *Sunset* Magazine, naming the City of South Pasadena (City) as one of the "24 Best Places to Live and Work in the West" and thanked him for his leadership in the region.

Councilmember Cacciotti thanked Assemblymember Holden for his efforts in acquiring funding for the Arroyo Seco Bicycle and Pedestrian Trail. Mayor Pro Tem Joe thanked Assemblymember Holden for sponsoring the recent Senior Scam Stopper Seminar.

3. PRESENTATION OF A PROCLAMATION DECLARING OCTOBER 8, 2014, AS "WALK OR BIKE TO SCHOOL DAY" IN THE CITY OF SOUTH PASADENA

Mayor Khubesrian presented a Proclamation to Nour Khaddaj-Mallat, Chair, Youth Commission (YC), declaring October 8, 2014, as "Walk or Bike to School Day" in the City of South Pasadena.

4. PRESENTATION OF THE FY 2013-14 ANNUAL REPORT OF THE ANIMAL COMMISSION

Elizabeth Cavanaugh, Chair, Animal Commission, presented the FY 2013-14 Annual Report of the Animal Commission.

5. PRESENTATION OF THE FY 2013-14 ANNUAL REPORT OF THE YOUTH COMMISSION

Chair Khaddaj-Mallat, YC, provided the FY 2013-14 Annual Report of the Youth Commission as part of a PowerPoint presentation.

6. COUNCILMEMBERS' COMMENTS (3 MINUTES EACH)

Councilmember Schneider reported the following Commission updates: 1) Natural Resources and Environmental Commission (NREC) is considering whether synthetic turf should be allowed in the City and a report will be brought to the City Council in the future; 2) NREC has requested a map of prospective tree plantings; 3) NREC will be soliciting volunteers for a proposed Renewable Energy (RE) Committee. Upon establishment, the City Council will select the members of the RE Committee; 4) Freeway and Transportation Commission reported that the California Transportation Commission has exclusive authority for the location of highways and will be an important factor to the City's continuing opposition to the SR-710 North Extension Project.

Councilmember Mahmud requested follow up on the following items: 1) Agendize review of requirement for the Animal Commission and Public Safety Commission to meet jointly once a year, seconded by Councilmember Cacciotti; and 2) Prepare proposal to hire a consultant to prepare an expedited Mission Street Specific Plan if the current grant application is not approved, seconded by Councilmember Cacciotti. Councilmember Mahmud announced the following events: 1) Women Involved in South Pasadena Political Action (WISPPA) is sponsoring a screening of the documentary "Sands of Silence" being held on October 8, 2014, at 7:00 p.m., at the South Pasadena Public Library Community Room; and 2) SPACE Arts Center is sponsoring a Garden Party and silent auction on October 5, 2014, from 4:00 p.m. to 8:00 p.m. Councilmember Mahmud reminded residents that the plastic bag ban would take effect on October 6,

2014, and displayed a fact sheet. She announced that the City was offering free reusable bags to residents at City Hall.

Councilmember Cacciotti requested follow up on the following items: 1) Schedule a dinner with William Covino, President, California State University of Los Angeles, to discuss education and transportation, seconded by Mayor Pro Tem Joe; 2) Request NREC provide a recommendation on a City ordinance to ban gas powered leaf blowers, seconded by Councilmember Mahmud; 3) Request Public Works Commission review the westbound left turn pocket at Via del Rey at Monterey Road, westbound left turn pocket at Pasadena Avenue at Monterey Road, and the narrow intersection at Meridian Avenue and Foothill Boulevard, seconded by Mayor Khubesrian; and 4) Connect 200 feet of bicycle lane on York Boulevard. Councilmember Cacciotti thanked staff from the Public Works Department and the City Manager's Office for their attendance at the Foothill Street Improvement Project Community Meeting held on September 25, 2014. He reported that he attended the Santa Monica Mountains Conservancy Meeting on September 22, 2014.

Mayor Pro Tem Joe reported that the Household Hazardous Waste Round Up event, sponsored by the Sanitation Districts of Los Angeles County, held on August 30, 2014, was successful. Mayor Pro Tem Joe requested that the Public Works Department investigate the issue of illegal dumping of items such as sofas and mattresses throughout the City, research the budget, and report back to City Council, seconded by Councilmember Mahmud.

Mayor Khubesrian reported that she attended the YC Meeting where an interest in wellness and mental health issues were discussed. Mayor Khubesrian thanked the South Pasadena Police, Fire, Public Works, and Community Services Departments for hosting a successful Open House on September 28, 2014. Mayor Khubesrian acknowledged Lisa Pendleton, Member, WISPPA, for her collaboration with the City in advocating for AB 1147 Massage Therapy Act of 2014 (AB 1147). Mayor Khubesrian requested the following items: 1) Review application process to apply for Finance Committee and follow up with City Council for direction, if needed, seconded by Councilmember Mahmud; and 2) Provide update on the Huntington Drive Median Landscape Demonstration Project, seconded by Councilmember Mahmud.

7. CITY MANAGER COMMUNICATIONS

City Manager Gonzalez announced Dumpster & Donation Day to be held on October 11, 2014, from 8:00 a.m. to 2:00 p.m., on Arroyo Drive just South of Mission Street, and displayed a flyer. City Manager Gonzalez announced City Librarian Fjeldsted's title was changed from City Librarian to Director of Library, Arts, and Culture.

8. REORDERING OF AND ADDITIONS TO THE AGENDA

None.

CONSENT CALENDAR

Councilmember Mahmud requested that Item No. 16 be removed from the Consent Calendar for separate consideration.

MOTION: M/S Cacciotti/Joe to approve Consent Calendar Item No. 9, 10, 11, 12, 13, 14, 15, 17, and 18 including Prepaid Warrants #185080-185157 in the amount of \$2,755,637.16, General City Warrants #185158-185281 in the amount of \$367,793.82, Payroll 09-26-14 in the amount of \$395,670.62, totaling \$3,519,101.60; and seated as the Successor Agency to the Community Redevelopment Agency, approve Redevelopment Successor Agency warrants for \$9,620.31 (included in above total). By roll call vote, the motion passed unanimously. Absent: None.

The Consent Calendar consisted of the following items:

- 9. APPROVAL OF THE MINUTES OF THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 17, 2014 AND THE SPECIAL CITY COUNCIL MEETING OF SEPTEMBER 24, 2014**
- 10. APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF \$2,755,637.16, GENERAL CITY WARRANTS IN THE AMOUNT OF \$367,793.82, AND PAYROLL IN THE AMOUNT OF \$395,670.62**
- 11. AWARD OF CONTRACT TO RAMTECH LABORATORIES FOR LABORATORY TESTING SERVICES FOR THE SEWER REHABILITATION AND REPLACEMENT PROJECT PHASE 1**
- 12. AWARD OF CONTRACT TO SANCON ENGINEERING, INC., FOR THE CONSTRUCTION OF THE SEWER REHABILITATION AND REPAIR PROJECT PHASE 1**
- 13. AWARD OF CONTRACT TO NINYO & MOORE FOR GEOTECHNICAL SERVICES FOR SEWER REHABILITATION AND REPLACEMENT PROJECT PHASE 1**
- 14. AWARD OF CONTRACT TO VALLEY CONSTRUCTION MANAGEMENT FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE SEWER REHABILITATION AND REPLACEMENT PROJECT PHASE 1**

15. AWARD OF CONTRACT TO DUDEK FOR CONSTRUCTION ENGINEERING SUPPORT SERVICES FOR THE SEWER REHABILITATION AND REPLACEMENT PROJECT PHASE 1

17. AMENDMENT OF CONTRACT WITH GK & ASSOCIATES FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES ON THE ORANGE GROVE STREET IMPROVEMENT PROJECT

18. EXTENSION OF CONTRACT WITH JOHN L. HUNTER & ASSOCIATES FOR NPDES MUNICIPAL STORMWATER ASSISTANCE AND FOG CONTROL SERVICES

ITEMS PULLED FROM THE CONSENT CALENDAR FOR SEPARATE CONSIDERATION

16. AUTHORIZE THE CITY MANAGER TO SIGN A LEASE AGREEMENT WITH CALTRANS FOR THE PROPERTY AT 1028 MAGNOLIA STREET FOR THE USE OF A COMMUNITY GARDEN

Councilmember Mahmud stated that she would like to publicize the Community Garden as it was an important development for residents. She thanked staff for their efforts in securing a location and lease agreement. Councilmember Mahmud noted that fundraising efforts to complete the establishment of a Community Garden can now begin by community members.

Councilmember Cacciotti thanked the City Council, volunteers, and the community for their efforts in securing the best location for a Community Garden.

Community Services Director Pautsch responded to City Councilmembers' questions.

MOTION: M/S Mahmud/Joe to: 1) Authorize the City Manager to sign a lease agreement with Caltrans for the property at 1028 Magnolia Street for the use of a Community Garden; and 2) Request staff to return with a sublease agreement with Los Angeles Community Garden Council for the Community Garden. By roll call vote, the motion passed unanimously. Absent: None.

PUBLIC COMMENTS

Mayor Khubesrian opened the Public Comments section.

Lisa Pendleton, Member, WISPPA, thanked Mayor Khubesrian for recognizing WISPPA's efforts on the passage of AB 1147. Member Pendleton thanked Assemblymember Holden, Assemblywoman Susan A. Bonilla, Assembly Majority Whip

Jimmy Gomez, Senator Carol Liu (Senator Liu), and the League of California Cities for their work on the passage of AB 1147.

Betty Emirhahian, South Pasadena Resident, thanked Kay Meridian and Mary Urquhart for their work on AB 1147. Resident Emirhahian announced that Mayor Khubesrian would be presenting the State of the City Address to WISPPA on October 4, 2014, at 9:00 a.m., at the Library Community Room, and was open to the public. Resident Emirhahian thanked Mayor Khubesrian for her work on AB 1147.

Linda Krausen, South Pasadena Resident, thanked Assemblymember Holden and Senator Liu for their work on Senate Bill 416 Surplus Residential Property. Resident Krausen provided an update on the letter submitted by the Caltrans' tenants regarding proposed revisions to the Caltrans regulations for the sale of surplus property. Resident Krausen thanked the City Council for their letter of support to Caltrans.

There being no additional speakers, Mayor Khubesrian closed the Public Comments section.

ACTION/DISCUSSION

19. FIRST READING AND INTRODUCTION OF AN ORDINANCE PROHIBITING MOBILE ADVERTISING VEHICLES

City Attorney Highsmith presented the staff report and responded to City Councilmembers' questions.

Mayor Khubesrian opened the Public Hearing section.

There being no speakers, Mayor Khubesrian closed the Public Hearing section.

Chief Deputy City Clerk Hall presented and read by title AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, REPEALING SECTION 36.320.040(M) OF DIVISION 36.320 (SIGNS) OF ARTICLE 3 (SITE PLANNING AND GENERAL DEVELOPMENT STANDARDS) OF CHAPTER 36 (ZONING) AND ADDING SECTION 19.49-2 (PARKING OF ADVERTISING VEHICLES) TO DIVISION 1 (GENERALLY) OF ARTICLE III (STOPPING, STANDING, AND PARKING) OF CHAPTER 19 (MOTOR VEHICLES AND TRAFFIC) OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO PARKING MOBILE ADVERTISING VEHICLES.

MOTION: M/S Cacciotti/Mahmud to read by title only for first reading, waive further reading, and introduce AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, REPEALING SECTION 36.320.040(M) OF DIVISION 36.320 (SIGNS) OF ARTICLE 3 (SITE PLANNING AND GENERAL

DEVELOPMENT STANDARDS) OF CHAPTER 36 (ZONING) AND ADDING SECTION 19.49-2 (PARKING OF ADVERTISING VEHICLES) TO DIVISION 1 (GENERALLY) OF ARTICLE III (STOPPING, STANDING, AND PARKING) OF CHAPTER 19 (MOTOR VEHICLES AND TRAFFIC) OF THE SOUTH PASADENA MUNICIPAL CODE RELATING TO PARKING MOBILE ADVERTISING VEHICLES. The motion passed by the following roll call vote:

AYES: Cacciotti, Joe, Mahmud, Schneider, and Mayor Khubesian

NOES: None

ABSENT: None

ABSTAIN: None

20. CONSIDERATION TO ADOPT RESOLUTION NO. 7378 IN SUPPORT OF LOS ANGELES COUNTY PROPOSITION P - SAFE NEIGHBORHOOD PARKS MEASURE

Community Services Director Pautsch presented the staff report and introduced Russ Guiney, Director, County of Los Angeles Department of Parks and Recreation.

Director Guiney provided an overview of Proposition P – Safe Neighborhood Parks Measure (Proposition P). He explained the history of two propositions that were previously approved by voters. He discussed Proposition A - Safe Neighborhood Parks Act of 1992 (Proposition A), which was approved by the voters and imposed a parcel tax that generated \$54 million per year. He indicated that the Proposition A tax expires on June 30, 2015. Director Guiney stated that Proposition P would continue funding with a flat \$23 per parcel tax that would generate \$54 million per year for 30 years. Director Guiney indicated that Proposition P requires a two-thirds approval of the voters at the General Election to be held on November 4, 2014.

In response to Mayor Khubesian's question, Director Guiney stated that funds could be accumulated if they were not used.

In response to Councilmember Mahmud's inquiry, Director Guiney explained the history of Proposition A and the parcel tax process.

In response to Mayor Pro Tem Joe's question, Director Guiney stated the approval process was the same as Proposition A and that available funds to cities were automatically distributed upon approval of a project. He stated the City would need to develop a project for approval by the County of Los Angeles Regional Park and Open Space District.

In response to Councilmember Cacciotti's inquiry, Director Guiney recommended that the City apply for a project in the regional and open space category as this category has the largest amount of funding available.

Mayor Khubesrian opened the Public Comments section.

There being no speakers, Mayor Khubesrian closed the Public Comments section.

In response to Mayor Pro Tem Joe's question, Grants Analyst Perkosky stated she would research and follow up with the amount of funding received by the City under Proposition A, and for open space.

Mayor Khubesrian indicated support of Proposition P.

MOTION: M/S Khubesrian/Mahmud to adopt and approve Resolution No. 7378 in support of Los Angeles County Proposition P - Safe Neighborhood Park Measure. By roll call vote, the motion passed unanimously. Absent: None.

21. DISCUSSION REGARDING ADOPTING POLICIES SETTING PROTOCOLS FOR THE CITY COUNCIL AND OTHER ELECTED AND APPOINTED CITY OFFICIALS

City Manager Gonzalez presented the staff report.

Mayor Khubesrian opened the Public Comments section.

There being no speakers, Mayor Khubesrian closed the Public Comments section.

In response to Councilmember Cacciotti's question, City Attorney Highsmith advised the City Council that it was their decision to determine which type of City Council policy to adopt, such as a comprehensive or simplified version. She indicated that many examples from other cities were provided in the staff report. City Attorney Highsmith explained all of the policies encompass the same concept of a Council-Manager form of government. City Attorney Highsmith explained the structure of a Council-Manager form of government. She indicated the Council-Manager form of government allows the City Council to set high level policies for the City Manager to implement. She stated all of the policies are an attempt to utilize staff resources in an efficient manner by establishing clear lines of communication. She stated it was a common policy to communicate issues through the City Manager and not staff, and that individual members of the City Council should not be directing the City Manager to take action or start a project, unless it was previously approved by a majority of the City Council.

Councilmember Mahmud thanked City Attorney Highsmith for providing an ample amount of examples to review. She indicated support for the detailed policies to convey what is expected of each City Councilmember. She indicated support of the policies from the Cities of Calabasas, Agoura Hills, and Watsonville. She recommended that a subcommittee be established to review the detailed sample policies and bring back a

recommendation to City Council. Councilmember Mahmud recommended that the Certificate and Proclamation Policy be included.

Councilmember Cacciotti indicated support for the policy from the City of Watsonville. He recommended that the "Strategic Plan Process (SPP)" Policy, on page 324 of the staff report, be included as an ongoing policy. He read an excerpt of the SPP as follows: "Each year the City Manager's Office shall facilitate a strategic planning process involving the City Council. This process shall provide the City Council with the opportunity to provide policy direction to the City staff regarding the direction of the City and the programs to which the City will devote its resources." Councilmember Cacciotti recommended the SPP Policy be incorporated into the City Council policy

Mayor Pro Tem Joe indicated he was unaware that the City did not have an existing policy. He indicated support for a policy that was a compromise between a comprehensive and concise version. Mayor Pro Tem Joe concurred with Councilmember Mahmud's recommendation to form a subcommittee.

Councilmember Schneider stated he preferred a simple policy. He indicated support for the policy from the City of Auburn as he did not want the City Council to be burdened with complicated instructions.

Councilmember Mahmud opined that the City Council would benefit from a comprehensive policy that would establish procedures. She noted the prior City Council experienced a difficult situation with the selection of the Mayor due to a misunderstanding of the process.

Mayor Khubesrian discussed her vantage point from her role as the Mayor. She explained that she has observed City Manager Gonzalez's efforts to balance multiple directives. Mayor Khubesrian indicated support of establishing initiatives directed by the majority of the City Council, and that having policies was critical for the City to function efficiently. She explained the City of Culver City's process for requesting items for consideration.

City Manager Gonzalez provided clarification on the process to request items for consideration. He explained that a motion and a second would place an item on a future City Council Meeting Agenda, with no staff report, for consideration. City Manager Gonzalez stated that three affirmative votes would be needed for a comprehensive staff report to be brought back.

Mayor Pro Tem Joe inquired if the process recommended by City Manager Gonzalez was legal.

City Attorney Highsmith stated the process was legal and that it has been used in other cities.

Councilmember Mahmud recommended that a one-step process requiring three or four affirmative votes be considered for urgent issues.

Discussion followed among City Councilmembers regarding the approval process for new projects and referral of residents to City Commissions/Committees to address policy concerns.

Councilmember Cacciotti recommended that the City of Agoura Hills' policy entitled "Selection of the Mayor," on page 297, be used as a guide.

Mayor Khubesrian indicated support for the City of Calabasas' policy entitled "City Council Protocols" and the Mayor selection process on page 269.

Discussion followed among City Councilmembers and City Attorney Highsmith regarding the distinction between policies versus operations.

By consensus, the City Council agreed to consider the policies of the City of Calabasas and incorporation of the aforementioned recommendations.

By consensus, the City Council agreed that a subcommittee would not be established.

By consensus, the City Council agreed to incorporate the City's current Certificate and Proclamation Policy, and all applicable miscellaneous policies, into the proposed City Council policy.

City Manager Gonzalez indicated that he would work with City Attorney Highsmith and the City Clerk's Department to incorporate both the City of Calabasas' policies and the recommendations made by the City Council, and bring back a draft policy for consideration at a future City Council Meeting.

City Attorney Highsmith advised that a draft policy could be provided to City Council for review in advance of the City Council Meeting.

ADJOURNMENT

Mayor Khubesrian adjourned the Regular Meeting of the South Pasadena City Council/Redevelopment Successor Agency/Public Financing Authority/Housing Authority at 9:55 p.m.

Evelyn G. Zneimer
City Clerk

Marina Khubesrian, M.D.
Mayor

Minutes approved by the South Pasadena City Council on October 15, 2014.

This page intentionally left blank.

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: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: David Batt, Finance Director *DB*
SUBJECT: **Approval of Prepaid Warrants in the Amount of \$377,754.94,
General City Warrants in the Amount of \$418,328.77 and Payroll
in the Amount of \$426,626.70**

Recommendation

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

Fiscal Impact

Prepaid Warrants:

Warrant # 185282 – 185339 \$ 377,754.94

General City Warrants:

Warrant # 185340 – 185479 \$ 418,328.77

Payroll 10-10-14

\$ 426,626.70

Total

\$ 1,222,710.41

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
October 15, 2014
Page 2 of 2

Attachments:

1. Warrant Summary
2. Prepaid Warrant List
3. General City Warrant List
4. Payroll 10-10-14
5. Redevelopment Successor Agency Check Summary Total

ATTACHMENT 1
Warrant Summary

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

	Fund No.	Date 10.15.14 Amounts		
		Prepaid	Written	Payroll
General Fund	101	72,862.78	97,464.44	254,331.14
Insurance Fund	103			
Facilities & Equip.Cap. Fund	105	780.00		
Local Transit Return "A"	205	2,168.09	3,781.68	6,192.18
Local Transit Return "C"	207	1,700.00		5,414.58
Sewer Fund	210	2,764.00	4,185.31	10,636.69
CTCTraffic Improvement	211			
Street Lighting Fund	215	7,086.28	4,598.70	8,631.74
Public,Education & Govt Fund	217			
Clean Air Act Fund	218			
Business Improvement Tax	220			
Gold Line Mitigation Fund	223			
Mission Meridian Public Garage	226	2,274.81		
Housing Authority Fund	228			
State Gas Tax	230	2,362.98	4,275.55	14,942.00
County Park Bond Fund	232	157.39		
Measure R	233			
MSRC Grant Fund	238			
Bike & Pedestrian Paths	245			
Capital Growth Fund	255			
CDBG	260		4,016.98	
Asset Forfeiture	270			
Police Grants - State	272		3,221.80	
Police Subventions-CLEEP	273			
Homeland Security Grant	274			
Park Impact Fees	275			
Public Library Fund Grant	280			
Arroyo Seco Golf Course	295			
Sewer Capital Projects Fund	310		3,966.38	
Water Fund	500	142,323.14	292,817.93	44,700.55
Public Financing Authority	550			
Payroll Clearing Fund	700	143,275.47		74,179.81
Employee Special Event Fund	900			
Redev.Oblig.Retirement Fund	927			
Column Totals		377,754.94	418,328.77	419,028.69
City Report Totals			1,215,112.40	
Recap by fund	Fund No.	Amounts		
		Prepaid	Written	Payroll
RSA	227			7,598.01
Column Totals		-	-	7,598.01
RSA Report Totals			7,598.01	
		Amounts		
		Prepaid	Written	Payroll
		377,754.94	418,328.77	426,626.70
Grand Report Total			1,222,710.41	

Marina Khubesrian, M.D., Mayor


David Batt, Finance Director

Evelyn G. Zneimer, City Clerk

ATTACHMENT 2
Prepaid Warrant List

Voided Checks	
184110	\$1,794.51
184212	\$4,021.91
184615	\$1,380.00
184651	\$ 527.70
184838	\$2,362.98
184872	\$2,060.60
184880	\$1,207.55
184016	\$ 48.00

Acorn Media

Inv. 00033573			
03/15/14	Key Cabinet & Wall Mount	101-6010-6601-8020-000	359.66
Ck. 09/25/14 185282	Total		359.66

Ameron Pole Products

Inv. 140518			
05/02/14	Light Pole Replacement	215-6010-6201-8020-000	2,360.60
Inv. CM-2207			
07/31/14	CREDIT	215-6010-6201-8020-000	(300.00)
Ck. 09/25/14 185283	Total		2,060.60

AT & T

Inv. 000005681048			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	123.18
Inv. 000005681055			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	199.98
Inv. 000005681153			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	270.50
Inv. 000005694366			
09/11/14	8/11-9/10/14	500-6010-6711-8150-000	50.74
Inv. 000005694367			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	377.71
Inv. 000005694369			
09/11/14	8/11-9/10/14	101-8030-8031-8150-000	33.36
Inv. 000005694370			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	109.67
Inv. 000005694371			
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	81.00
Inv. 000005694372			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	245.47
Inv. 000005694373			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	96.18
Inv. 000005694374			
09/11/14	8/11-9/10/14	101-8030-8031-8150-000	73.92
Inv. 000005694375			
09/11/14	8/11-9/10/14	101-8030-8021-8150-000	18.10
Inv. 000005694376			
09/11/14	8/11-9/10/14	215-6010-6115-8150-000	203.24
Inv. 000005694377			
09/11/14	8/11-9/10/14	101-6010-6011-8150-000	72.52
Inv. 000005694378			
09/11/14	8/11-9/10/14	215-6010-6115-8150-000	74.00
Inv. 000005694379			
09/11/14	8/11-9/10/14	215-6010-6115-8150-000	73.89
Inv. 000005694381			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	71.53
Inv. 000005694382			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	15.69
Inv. 000005694855			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	82.47
Inv. 000005694856			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	0.31
Inv. 000005695413			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	917.16
Inv. 000005715432			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	60.05
Inv. 000005717743			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	270.00
Inv. 000005717744			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	271.15

Inv. 000005720048			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	307.17
Inv. 000005722655			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	72.50
Inv. 000005731277			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	76.18
Inv. 000005731278			
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	16.98
Inv. 000005731280			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	32.67
Inv. 000005731281			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	78.22
Inv. 000005731897			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	746.27
Inv. 000005731904			
09/11/14	8/11-9/10/14	101-3010-3041-8150-000	200.11
Inv. 000005737054			
09/11/14	8/11-9/10/14	101-3010-3041-8150-000	113.16
Inv. 000005737055			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	15.21
Inv. 000005737056			
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	16.98
Inv. 000005737057			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	15.21
Inv. 000005737058			
09/11/14	8/11-9/10/14	101-8030-8031-8150-000	46.46
Inv. 000005737059			
09/11/14	8/11-9/10/14	101-8030-8031-8150-000	76.56
Inv. 000005737060			
09/11/14	8/11-9/10/14	101-3010-3032-8150-000	368.71
Inv. 000005737061			
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	46.69
Inv. 000005737470			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	29.29
Inv. 000005737471			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	14.64
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	14.65
Inv. 000005737472			
09/11/14	8/11-9/10/14	101-8030-8021-8180-000	32.12
Inv. 000005737478			
09/11/14	8/11-9/10/14	205-8030-8025-8150-000	29.29
Inv. 000005737527			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	32.15
Inv. 000005748460			
09/11/14	8/11-9/10/14	101-6010-6601-8150-000	29.06
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	29.06
Inv. 000005748461			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	15.21
Inv. 000005770127			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	115.49
Inv. 000005770128			
09/11/14	8/11-9/10/14	205-8030-8025-8150-000	66.66
Inv. 000005770134			
09/11/14	8/11-9/10/14	101-5010-5011-8150-000	66.66
Inv. 000005770177			
09/11/14	8/11-9/10/14	101-8030-8021-8150-000	53.69
09/11/14	8/11-9/10/14	101-8010-8011-8150-000	125.28
Inv. 000005770178			
09/11/14	8/11-9/10/14	500-6010-6710-8150-000	182.65
Inv. 000005771756			
09/11/14	8/11-9/10/14	101-4010-4011-8150-000	32.06

Inv. 000005771757				
09/11/14	8/11-9/10/14		101-4010-4011-8150-000	32.06
Ck. 10/02/14 185307	Total			6,922.14

AT&T

Inv. 065 081-5011				
09/01/14	8/13-9/12/14		101-3010-3041-8150-000	138.20
Inv. 626 405-0051				
09/13/14	9/11-10/11/14		101-4010-4011-8150-000	229.51
Inv. 626 441-6497				
09/13/14	9/13-10/12/14		101-5010-5011-8150-000	114.65
Inv. 626 577-6857				
09/13/14	9/13-10/12/14		101-4010-4011-8150-000	49.43
Ck. 10/02/14 185308	Total			531.79

AT&T --Cingular Wireless

Inv. 287258938988				
08/19/14	7/20-8/19/14		500-6010-6710-8020-000	128.61
08/19/14	7/20-8/19/14		101-6010-6011-8020-000	128.61
08/19/14	7/20-8/19/14		210-6010-6501-8020-000	128.61
08/19/14	7/20-8/19/14		101-6010-6601-8020-000	128.61
08/19/14	7/20-8/19/14		210-6010-6501-8020-000	128.61
08/19/14	7/20-8/19/14		500-6010-6711-8020-000	128.62
08/19/14	7/20-8/19/14		215-6010-6310-8020-000	128.62
Ck. 10/02/14 185309	Total			900.29

Bellucci, Esq., Janice M.

Inv. 14-CV-14-07032				
09/29/14	Settlement Case # 14-CV-14-070		101-2010-2501-8160-000	3,000
Ck. 10/02/14 185310	Total			3,000.00

Ca. State Disbursement Unit

Inv. P/R/E 10/5/14				
10/06/14	Garnishment		700-0000-0000-2264-000	400.50
Ck. 10/09/14 185325	Total			400.50

CAL PERS 457 PLAN

Inv. P/R/E 10/5/14				
10/06/14	Deferred Comp		700-0000-0000-2260-000	2,783.98
Ck. 10/09/14 185326	Total			2,783.98

Cartegraph Systems

Inv. R-0941814				
07/01/14	Swr Asset Mgmt Software Implem		210-9000-9254-9254-000	2,106.78
Ck. 10/02/14 185311	Total			2,106.78

Cayson & Associates

Inv. 11/3/14				
09/23/14	PD Training-PA Kaminski & Barr		101-4010-4011-8200-000	198.00
Inv. 11/4/14				
09/23/14	PD Training-Sgt. Bartl & Clerk		101-4010-4011-8200-000	198.00
Ck. 09/25/14 185284	Total			396.00

Chan, Anthony

Inv. P/R/E 10/5/14				
10/07/14	Predictive Policing 9/22/14		101-4010-4011-7000-000	156.45
Inv. P/R/E 10/5/14A				
10/07/14	Coverage 9/22/14		101-4010-4011-7000-000	156.
Inv. P/R/E 10/5/14B				
10/07/14	Patrol @ SPHS 9/26/14		101-4010-4011-7000-000	250.32

Inv. P/R/E 10/5/14C 10/07/14	Coverage 9/28/14	101-4010-4011-7000-000	187.74
Inv. P/R/E 10/5/14D 10/07/14	Coverage 10/5/14	101-4010-4011-7000-000	125.16
Inv. P/R/E 10/5/14E 10/07/14	Coverage 10/5/14	101-4010-4011-7000-000	375.48
Ck. 10/09/14 185327	Total		1,251.60
Chang, Yen			
Inv. R52501 09/25/14	Refund Cancelled Class	101-0000-0000-5270-002	90.00
Ck. 10/02/14 185312	Total		90.00
City of La Canada Flintridge			
Inv. 13-14 06/27/14	Arroyo Verdugo Subregion Membe	101-1010-1011-8060-000	1,794.51
Ck. 09/25/14 185285	Total		1,794.51
City of Los Angeles			
Inv. 4239807946 08/19/14	TransitParkingViolationTicket	205-8030-8025-8020-000	73.00
Ck. 09/25/14 185286	Total		73.00
City of South Pasadena PD Pett			
Inv. 9/17/14 09/25/14	Reimb. Petty Cash	101-4010-4011-8090-000	27.98
09/25/14	Reimb. Petty Cash	101-4010-4011-8100-000	29.99
09/25/14	Reimb. Petty Cash	101-4010-4011-8020-000	36.66
. 09/25/14 185287	Total		94.63
Discreet Protection Services			
Inv. 5150909 09/09/14	Background Investigation Fee	101-2010-2013-8170-000	800.00
Ck. 09/25/14 185288	Total		800.00
E. D. D.			
Inv. P/R/E 10/5/14 10/06/14	State w/h Tax	700-0000-0000-2220-000	19,079.52
Ck. 10/09/14 185328	Total		19,079.52
Ellen's Silkscreening			
Inv. S 53439 09/25/14	Youth Commission Polo Shirts	101-8030-8032-8020-000	255.06
Ck. 10/02/14 185313	Total		255.06
George L.Throop Co.			
Inv. 01-649828-00 07/30/14	Concrete Saw Blade	230-6010-6116-8020-000	217.99
Inv. 01-650662-00 08/08/14	Street Supplies	230-6010-6116-8020-000	2,144.99
Ck. 09/25/14 185289	Total		2,362.98
Hall, Yvette			
Inv. 9/17/14 09/17/14	Reimb. CC Mtg Supplies	101-1010-1011-8090-000	13.47
Ck. 09/25/14 185290	Total		13.47
Hernandez, Jr., Joseph			
Inv. P/R/E 10/5/14 10/07/14	Coverage 9/22/14	101-4010-4011-7000-000	375.48

Inv. P/R/E 10/5/14A			
10/07/14	Coverage 9/23/14	101-4010-4011-7000-000	375.48
Inv. P/R/E 10/5/14B			
10/07/14	Coverage 9/30/14	101-4010-4011-7000-000	187.74
Inv. P/R/E 10/5/14C			
10/07/14	Coverage 10/3/14	101-4010-4011-7000-000	312.90
Inv. P/R/E 10/5/14D			
10/07/14	Coverage 10/4/14	101-4010-4011-7000-000	375.48
Inv. P/R/E 10/5/14E			
10/07/14	Investigation 10/5/14	101-4010-4011-7000-000	23.46
Ck. 10/09/14 185329	Total		1,650.54
ICMA			
Inv. P/R/E 10/5/14			
10/06/14	Deferred Comp	700-0000-0000-2260-000	4,585.48
Ck. 10/09/14 185330	Total		4,585.48
ING Life Ins. & Annuity Co.			
Inv. P/R/E 10/5/14			
10/06/14	Deferred Comp	700-0000-0000-2260-000	2,669.14
Ck. 10/09/14 185331	Total		2,669.14
Innovative Promotions			
Inv. 15073			
09/26/14	Reusable Grocery Bags	500-3010-3012-8232-000	2,281.74
Ck. 10/02/14 185314	Total		2,281.74
JHM Supply			
Inv. 407075			
01/30/14	Supplies CREDIT	500-6010-6710-8020-000	(245.50)
Inv. 418328			
05/13/14	Supplies CREDIT	500-6010-6710-8020-000	(237.21)
Inv. 422841			
06/12/14	Temp Sump Pump for Wilson Rese	500-6010-6710-8020-000	527.70
Ck. 09/25/14 185291	Total		44.97
L.A.C. Metropolitan Authority			
Inv. 2014			
10/02/14	Ethics Dept. Filling-Mike Roos	101-2010-2011-8020-000	75.00
Ck. 10/02/14 185315	Total		75.00
L.A.C. Registrar-Recorder			
Inv. 10/1/14			
10/02/14	Notice of Determination Filing	101-2010-2011-8020-000	75.00
Ck. 10/02/14 185316	Total		75.00
Liebert Cassidy Whitmore			
Inv. 9/10/14			
09/10/14	Webinar Training 9/10/14	101-2010-2013-8200-000	55.00
Ck. 09/25/14 185292	Total		55.00
Mission-Meridian Village			
Inv. 88888-7			
10/02/14	Property Owners Assn Dues-Util	226-2010-2029-8060-000	857.56
Inv. 88888-8			
10/02/14	Property Owners Assn Dues-Park	226-2010-2029-8060-000	41.08
10/02/14	Property Owners Assn Dues-Park	207-2010-2260-8061-000	1,700.00
Inv. 88888-9			
10/02/14	Property Owners Assn Dues-Util	226-2010-2029-8060-000	1,376.17

Ck. 10/02/14 185317	Total		3,974.81
Nguyen, Dieuthu			
Inv. 13141920			
06/11/14	Refund Citation	101-0000-0000-4610-000	48.00
Ck. 09/25/14 185293	Total		48.00
NUFIC			
Inv. P/R/E 10/5/14			
10/06/14	A.D. & D. Ins	700-0000-0000-2256-000	1,159.20
Ck. 10/09/14 185332	Total		1,159.20
Osz Technologies			
Inv. 10002			
09/15/14	General Computer Support 9/1-1	101-3010-3032-8170-000	6,695.00
Inv. 9954			
08/15/14	General Computer Support 8/1-1	101-3010-3032-8170-000	5,687.50
Inv. 9955			
08/15/14	Server Cabinet	105-3010-3032-8530-000	780.00
Ck. 09/25/14 185294	Total		13,162.50
Pers Retirement			
Inv. P/R/E 10/5/14			
10/07/14	Retirement Svc Period 9/22-10/	700-0000-0000-2240-000	102,426.55
Ck. 10/09/14 185333	Total		102,426.55
PETTY CASH - Recreation			
Inv. 9/23/14			
09/23/14	Reimb. Petty Cash	101-8030-8032-8020-000	33.77
09/23/14	Reimb. Petty Cash	101-8030-8032-8264-000	237.12
09/23/14	Reimb. Petty Cash	101-8030-8032-8268-000	300.78
Ck. 09/25/14 185295	Total		571.67
Phoenix Group Information Syst			
Inv. 052014921			
06/10/14	PD Parking Handhandle & Softwa	101-4010-4011-8020-000	1,909.08
Ck. 09/25/14 185296	Total		1,909.08
Pitney Bowes-Reserve Account			
Inv. 35756428			
10/02/14	Reimb. Postage Machine	205-8030-8025-8010-000	300.00
10/02/14	Reimb. Postage Machine	101-8030-8031-8010-000	500.00
10/02/14	Reimb. Postage Machine	101-8030-8032-8020-000	500.00
10/02/14	Reimb. Postage Machine	101-8030-8021-8010-000	800.00
Ck. 10/02/14 185318	Total		2,100.00
Platinum Plus Busn. Card			
Inv. 7183			
08/12/14	CM Lunch Councilmember-Pacific	101-1010-1011-8090-000	207.13
Inv. 7183 A			
08/13/14	League of CA Cities Conf. Lunc	101-2010-2011-8090-000	55.00
Inv. 7183 B			
08/18/14	SGV Economic Partnership Gala-	101-2010-2011-8090-000	250.00
08/18/14	SGV Economic Partnership Gala-	101-1010-1011-8090-000	250.00
Inv. 7183 C			
08/25/14	Mtg w/Financial Advisor Parkin	101-2010-2011-8090-000	6.00
Inv. 7183 D			
09/03/14	League Parking-HOTEL	101-2010-2011-8090-000	42.00
Ck. 09/25/14 185297	Total		810.13

PQL			
Inv. 345691			
05/27/14	Street Light Bulbs	215-6010-6115-8020-000	293.03
Inv. 348299			
06/30/14	CNG Station Lighting	215-6010-6201-8020-000	221.76
Inv. 350194			
07/24/14	LED Light Bulbs	215-6010-6201-8020-000	445.49
Inv. 650193			
07/24/14	Street Light Bulbs	215-6010-6201-8020-000	247.27
Ck. 09/25/14 185298	Total		1,207.55
Prudential Ins. Company of Ame			
Inv. P/R/E 10/5/14			
10/06/14	Life Ins.	700-0000-0000-2254-000	960.00
Ck. 10/09/14 185334	Total		960.00
Randall B. Montgomery Stone En			
Inv. 7139			
09/18/14	OnSite Engraving Healing Garde	101-0000-0000-2925-001	225.00
Ck. 10/02/14 185319	Total		225.00
Roth Staffing Companies			
Inv. 13031871			
09/05/14	Temp Employee w/e 8/31/14	101-3010-3011-8170-000	144.51
09/05/14	Temp Employee w/e 8/31/14	500-3010-3012-8170-000	433.51
Ck. 09/25/14 185299	Total		578.02
S.P.Firefighters L-3657			
Inv. P/R/E 10/5/14			
10/06/14	Assn. Dues	700-0000-0000-2250-000	1,700.00
Inv. P/R/E 10/5/14A			
10/06/14	Ins	700-0000-0000-2252-000	180.74
Ck. 10/09/14 185335	Total		1,880.74
S.P.P. O. A.			
Inv. P/R/E 10/5/14			
10/06/14	Assn. Dues & Ins	700-0000-0000-2246-000	5,175.36
Ck. 10/09/14 185336	Total		5,175.36
S.P.Public Srvc Empl. Ass'n			
Inv. P/R/E 10/5/14			
10/06/14	Assn. Dues & Svc Fee	700-0000-0000-2248-000	1,677.00
Ck. 10/09/14 185337	Total		1,677.00
SC Fuels			
Inv. 0137999			
07/03/14	Service Yard Fuel	101-0000-0000-1400-000	7,440.00
Inv. 0176554			
09/11/14	Service Yard Fuel	101-0000-0000-1400-000	4,845.09
Inv. CM-071666C			
03/20/14	Service Yard Fuel CREDIT	101-0000-0000-1400-000	(283.48)
Ck. 09/25/14 185300	Total		12,001.61
SCPMA-HR			
Inv. 9/30/14			
09/30/14	HR Luncheon Workshop	101-2010-2013-8090-000	55.00
Ck. 09/25/14 185301	Total		55.00

Siemens Industry Inc.

Inv. 5620004151				
09/10/14	Traffic Signal Call Outs 4/14		215-6010-6115-8180-000	769.72
Ck. 09/25/14 185302	Total			769.72

So. CA Edison Co.

Inv. 3-000-5677-90				
09/20/14	8/18-9/17/14		500-6010-6711-8152-000	56.77
Inv. 3-000-5950-21				
09/20/14	8/18-9/17/14		101-6010-6410-8140-000	83.37
Inv. 3-000-5950-22				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	19.22
Inv. 3-000-7125-63				
09/20/14	8/20-9/20/14		101-6010-2015-8140-000	26.58
Inv. 3-000-7125-66				
09/20/14	8/20-9/20/14		500-6010-6711-8140-000	44.16
Inv. 3-000-7152-57				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	24.79
Inv. 3-000-8455-69				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	53.30
Inv. 3-000-9969-52				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	13.42
09/20/14	8/20-9/20/14		215-6010-6201-8140-000	13.43
Inv. 3-001-1810-93				
09/20/14	8/1-9/1/14		101-6010-6410-8140-000	40.34
Inv. 3-001-1810-94				
09/20/14	8/20-9/20/14		500-6010-6711-8140-000	50.18
Inv. 3-001-1810-98				
09/20/14	7/25-8/18/14		500-6010-6711-8152-000	54,996.71
09/20/14	8/20-9/20/14		500-6010-6711-8152-000	66,204.19
Inv. 3-001-1811-29				
09/20/14	8/20-9/20/14		101-6010-6601-8140-000	10,727.47
Inv. 3-001-1811-44				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	164.76
09/20/14	8/20-9/20/14		215-6010-6201-8140-000	164.77
Inv. 3-001-1811-45				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	68.57
09/20/14	8/20-9/20/14		215-6010-6201-8140-000	68.57
Inv. 3-001-1811-48				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	45.84
Inv. 3-001-1811-56				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	70.78
Inv. 3-001-1811-58				
09/20/14	8/1-9/1/14		101-6010-6410-8140-000	35.68
Inv. 3-001-1811-59				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	37.67
Inv. 3-001-1811-63				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	26.08
Inv. 3-001-1811-64				
09/20/14	8/20-9/20/14		101-6010-6410-8140-000	63.88
Inv. 3-001-1811-67				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	38.95
Inv. 3-001-1811-68				
09/20/14	8/20-9/20/14		101-8010-8011-8140-000	100.75
Inv. 3-001-1811-69				
09/20/14	8/1-9/1/14		215-6010-6201-8140-000	24.38
Inv. 3-001-1811-75				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	97.55
Inv. 3-001-1811-76				
09/20/14	8/20-9/20/14		215-6010-6115-8140-000	46.27

Inv. 3-001-1811-77				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		40.51
Inv. 3-001-1811-79				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		42.75
Inv. 3-001-1811-80				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		52.34
Inv. 3-001-1811-86				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		24.24
Inv. 3-001-1811-87				
09/20/14	8/20-9/20/14	500-6010-6711-8140-000		36.84
Inv. 3-001-1811-89				
09/20/14	8/1-9/1/14	215-6010-6201-8140-000		17.84
09/20/14	8/1-9/1/14	101-6010-6410-8140-000		17.84
Inv. 3-001-1811-90				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		36.25
Inv. 3-001-1811-91				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		67.27
Inv. 3-001-1811-92				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		18.55
Inv. 3-001-1811-93				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		58.79
Inv. 3-001-1811-95				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		28.71
Inv. 3-001-1811-96				
09/20/14	8/20-9/20/14	500-6010-6711-8140-000		51.60
Inv. 3-001-1811-97				
09/20/14	8/20-9/20/14	500-6010-6711-8152-000		3,458.23
Inv. 3-001-1811-98				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		16.41
Inv. 3-001-1812-06				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		87.64
Inv. 3-001-1812-07				
09/20/14	8/20-9/20/14	500-6010-6711-8140-000		31.29
Inv. 3-001-1812-08				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		59.24
Inv. 3-001-1812-09				
09/20/14	8/1-9/1/14	101-6010-6410-8140-000		318.53
Inv. 3-001-1812-10				
09/20/14	8/20-9/20/14	232-6010-6417-8140-000		157.39
Inv. 3-001-1812-11				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		33.46
Inv. 3-001-1812-12				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		30.15
Inv. 3-001-1812-25				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		25.15
Inv. 3-001-1812-26				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		1,737.65
Inv. 3-001-1812-27				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		54.43
Inv. 3-001-1812-31				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		51.39
Inv. 3-001-1812-32				
09/20/14	8/1-9/1/14	101-6010-6410-8140-000		14.22
Inv. 3-001-1812-33				
09/20/14	8/20-9/20/14	500-6010-6711-8140-000		42.74
Inv. 3-001-1812-34				
09/20/14	8/20-9/20/14	500-6010-6711-8152-000		4,134.02
Inv. 3-001-1812-35				
09/20/14	8/20-9/20/14	215-6010-6115-8140-000		17
Inv. 3-001-1812-36				
09/20/14	8/20-9/20/14	101-6010-6410-8140-000		93.89

Inv. 3-001-1812-38			
09/20/14	8/20-9/20/14	101-6010-6410-8140-000	25.15
Inv. 3-001-1812-39			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	53.00
Inv. 3-001-9413-97			
09/20/14	8/20-9/20/14	500-6010-6711-8152-000	5,298.47
Inv. 3-002-4372-43			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	88.98
Inv. 3-002-4472-77			
09/20/14	8/20-9/19/14	101-8010-8011-8140-000	5,706.47
Inv. 3-002-4472-78			
09/20/14	8/20-9/19/14	101-8030-8021-8140-000	1,978.97
Inv. 3-002-4473-12			
09/20/14	8/20-9/20/14	101-6010-6410-8140-000	24.24
Inv. 3-003-6653-57			
09/20/14	8/20-9/19/14	101-6010-6410-8140-000	525.95
Inv. 3-003-7341-83			
09/20/14	8/1-9/1/14	101-6010-6410-8140-000	12.17
Inv. 3-004-3214-58			
09/20/14	8/20-9/20/14	500-6010-6711-8140-000	46.53
Inv. 3-004-4562-56			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	70.21
Inv. 3-011-4089-57			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	53.68
Inv. 3-016-0678-82			
09/20/14	8/20-9/20/14	215-6010-6201-8140-000	144.34
Inv. 3-022-6051-15			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	80.04
Inv. 3-022-6897-57			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	26.95
Inv. 3-022-6897-72			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	27.50
Inv. 3-022-6897-89			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	27.43
Inv. 3-022-6897-99			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	25.11
Inv. 3-022-6898-05			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	27.59
Inv. 3-022-6898-17			
09/20/14	8/20-9/20/14	215-6010-6115-8140-000	26.59
Inv. 3-023-6580-86			
09/20/14	8/20-9/19/14	215-6010-6201-8140-000	27.33
Inv. 3-023-7462-29			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	196.06
Inv. 3-023-7844-31			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	26.35
Inv. 3-023-8283-79			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	32.38
Inv. 3-026-3223-65			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	38.73
Inv. 3-028-7013-82			
09/20/14	8/20-9/19/14	101-6010-6410-8140-000	115.59
Inv. 3-028-7594-32			
09/20/14	8/20-9/19/14	500-6010-6711-8152-000	2,258.49
Inv. 3-029-2458-05			
09/20/14	8/20-9/19/14	101-8030-8031-8140-000	72.74
Inv. 3-032-0513-93			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	67.40
Inv. 3-032-2521-62			
09/20/14	8/20-9/19/14	215-6010-6201-8140-000	98.17
Inv. 3-032-4192-98			
09/20/14	8/20-9/19/14	215-6010-6201-8140-000	76.09

Inv. 3-033-3452-62			
09/20/14	8/20-9/19/14	500-6010-6710-8140-000	986.25
Inv. 3-035-3494-19			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	51.43
Inv. 3-035-6502-21			
09/20/14	8/20-9/19/14	101-6010-6601-8140-000	209.70
Inv. 3-037-6075-39			
09/20/14	8/20-9/19/14	215-6010-6115-8140-000	96.54
Ck. 10/02/14 185320	Total		162,887.67

So. CA Training Officer's Asso

Inv. 2014			
10/02/14	Membership-Chief Paul Riddle	101-5010-5011-8060-000	50.00
Ck. 10/02/14 185321	Total		50.00

So. Cal. Gas Co.

Inv. 196-493-8529 1			
09/05/14	Natural Gas July 2014 & August	500-6010-6710-8020-000	243.66
09/05/14	Natural Gas July 2014 & August	210-6010-6501-8020-000	400.00
09/05/14	Natural Gas July 2014 & August	205-8030-8025-8105-000	850.00
Ck. 10/02/14 185322	Total		1,493.66

South Pasadena Part Time Emplo

Inv. P/R/E 10/5/14			
10/06/14	Assn. Dues	700-0000-0000-2249-000	472.00
Ck. 10/09/14 185338	Total		472.00

Street Image

Inv. 000324			
09/07/14	PD Open House 198 Recycleable	101-4010-4011-8020-000	532.52
Ck. 10/02/14 185323	Total		532.52

The Gas Company

Inv. 072 519 1300 5			
09/18/14	8/15-9/16/14	101-6010-6410-8140-000	27.98
Inv. 080 919 2900 3			
09/18/14	8/15-9/16/14	101-6010-6601-8140-000	242.41
Inv. 080 919 3600 8			
09/18/14	8/15-9/16/14	101-8030-8031-8140-000	5.08
Inv. 083 019 3600 4			
09/18/14	8/15-9/16/14	500-6010-6710-8140-000	24.62
Inv. 137 619 3700 5			
09/18/14	8/15-9/16/14	101-8030-8021-8140-000	55.42
Inv. 148 220 0900 8			
09/18/14	8/15-9/16/14	101-6010-6410-8140-000	85.79
Ck. 09/25/14 185303	Total		441.30

Time Warner Cable

Inv. 008 0012179			
09/16/14	PD Cable 9/16-10/15/14 & Digit	101-4010-4011-8110-000	295.37
Inv. 008 0070193			
10/01/14	Skate Park Cable 10/1-31/14	101-4010-4011-8110-000	73.96
Ck. 10/02/14 185324	Total		369.33

United Way

Inv. P/R/E 10/5/14			
10/06/14	Payroll Deduction	700-0000-0000-2258-000	6.00
Ck. 10/09/14 185339	Total		6.00

ventamatic Ltd.

Inv. 0236537			
05/09/14	FD Rehab Fan	101-5010-5011-8020-000	1,380.00
Ck. 09/25/14 185304	Total		1,380.00

Verizon Wireless

Inv. 9730639516			
08/19/14	Scade System 7/20-8/19/14	500-6010-6711-8020-000	35.09
Ck. 09/25/14 185305	Total		35.09

Y Tire Sales

Inv. 114416			
05/15/14	Transit Van Back Up Tires	205-8030-8025-8100-000	569.22
Inv. 114674			
06/23/14	PD Patrol Unit Tires	101-4010-4011-8100-000	1,832.91
Inv. 114712			
06/28/14	Transit Van#77 Inspection & Pa	205-8030-8025-8100-000	46.47
Inv. 114726			
07/01/14	Transit Van#74 Inspection & Pa	205-8030-8025-8100-000	233.45
Ck. 09/25/14 185306	Total		2,682.05

Total **377,754.94**

This page intentionally left blank.

ATTACHMENT 3
General City Warrant List

Adlerhorst International, Inc.

Inv. 21223			
09/22/14	Monthly K9 Patrol Training-Lis	101-4010-4011-8034-000	1,999.99
Ck. 10/15/14 185340	Total		1,999.99

ADS Operational Equipment

Inv. 1390389			
09/15/14	HydraSim Basic System	272-4010-4018-8520-000	2,835.00
Ck. 10/15/14 185341	Total		2,835.00

Aguirre, Lourdes

Inv. R52743			
09/30/14	Refund Dropped Hip Hop Class	101-0000-0000-5270-002	90.00
Ck. 10/15/14 185342	Total		90.00

All Star Fire Equipment, Inc.

Inv. 176560			
09/22/14	FD Safety Equipment	101-5010-5011-8134-000	112.04
Ck. 10/15/14 185343	Total		112.04

Allied 100 LLC

Inv. 431615			
09/12/14	AED & Supplies-Cabinet & Elec	272-4010-4018-8520-000	386.80
Ck. 10/15/14 185344	Total		386.80

Ankri, Michael

Inv. 10/6/14			
10/07/14	Reimb. PD Training Expense	101-4010-4011-8200-000	29.84
Inv. 9/30/14			
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000	38.64
Ck. 10/15/14 185345	Total		68.48

Aramark Uniform Services

Inv. 530065811			
09/25/14	Uniform Svc	500-6010-6711-8132-000	14.70
09/25/14	Uniform Svc	500-6010-6710-8132-000	14.70
09/25/14	Uniform Svc	230-6010-6116-8132-000	14.70
09/25/14	Uniform Svc	210-6010-6501-8132-000	14.70
09/25/14	Uniform Svc	101-6010-6601-8132-000	14.70
09/25/14	Uniform Svc	215-6010-6201-8132-000	14.70
09/25/14	Uniform Svc	215-6010-6310-8132-000	14.75
Inv. 530082816			
10/02/14	Uniform Svc	500-6010-6711-8132-000	14.70
10/02/14	Uniform Svc	500-6010-6710-8132-000	14.70
10/02/14	Uniform Svc	230-6010-6116-8132-000	14.70
10/02/14	Uniform Svc	210-6010-6501-8132-000	14.70
10/02/14	Uniform Svc	101-6010-6601-8132-000	14.70
10/02/14	Uniform Svc	215-6010-6201-8132-000	14.70
10/02/14	Uniform Svc	215-6010-6310-8132-000	14.75
Ck. 10/15/14 185346	Total		205.90

ARC

Inv. 7689133			
09/08/14	Swr Rehabilitation Project Pri	310-6010-6501-8170-000	49.34
Inv. 7691854			
09/10/14	Swr Rehabilitation Project Pri	310-6010-6501-8170-000	151.66
Inv. 7696486			
09/12/14	Foothill, Mission & San Pasqua	101-6010-6011-8050-000	262
Inv. 7699990			
09/16/14	Arroyo Seco Project Print Svcs	101-6010-6011-8050-000	350.12

Inv. 7705633				
09/19/14	Arroyo Seco Swr Lift Station P		101-6010-6011-8050-000	236.87
Ck. 10/15/14 185347	Total			1,050.27

Artic Mechanical Inc.

Inv. 140700-168				
08/29/14	A/C Maint. @ Garfield Sr.Cente		101-6010-6601-8120-000	212.50
Inv. 140702-587				
08/29/14	A/C Maint. @ City Hall		101-6010-6601-8120-000	200.00
Inv. 140703-058				
08/29/14	A/C Maint. @ Garfield Scout Ho		101-6010-6601-8120-000	100.00
Inv. 140703-062				
08/29/14	A/C Maint. @ Library		101-6010-6601-8120-000	200.00
Inv. 140703-063				
08/29/14	A/C Maint. @ Garfield Sr.Cente		101-6010-6601-8120-000	200.00
Ck. 10/15/14 185348	Total			912.50

AT&T --Cingular Wireless

Inv. 287014917916X09				
09/08/14	City IPAD's 8/9-9/8/14		101-1020-1021-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-2010-2011-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-2010-2021-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-4010-4011-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-5010-5011-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-8010-8011-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		101-8030-8031-8150-000	41.26
09/08/14	City IPAD's 8/9-9/8/14		500-6010-6710-8150-000	51.65
09/08/14	City IPAD's 8/9-9/8/14		101-6010-6011-8150-000	82.52
09/08/14	City IPAD's 8/9-9/8/14		101-7010-7101-8150-000	82.52
09/08/14	City IPAD's 8/9-9/8/14		101-1010-1011-8150-000	165.04
Inv. 829350178X0916				
09/08/14	PD Ccell Phones 8/9-9/8/14		101-4010-4011-8150-000	558.34
Inv. 879338213X0923				
09/15/14	FD Cellphone 8/16-9/15/14		101-5010-5011-8150-000	85.50
Ck. 10/15/14 185349	Total			1,314.39

Audio Editions

Inv. 1515192				
08/25/14	Books on CAssette & CD's		101-8010-8011-8080-000	1,110.31
Inv. 1517775 CM				
?????	Books on CAssette & CD's CREDI		101-8010-8011-8080-000	(107.88)
Inv. 1518166				
09/16/14	Books on CAssette & CD's		101-8010-8011-8080-000	190.04
Inv. 1518559				
09/18/14	Books on CAssette & CD's		101-8010-8011-8080-000	26.10
Inv. 1519206				
09/24/14	Books on CAssette & CD's		101-8010-8011-8080-000	8.70
Ck. 10/15/14 185350	Total			1,227.27

Bakalov, Boris

Inv. Fall 2014				
09/26/14	Instructor Tennis Classes		101-8030-8032-8267-000	850.00
Ck. 10/15/14 185351	Total			850.00

Baker & Taylor Entertainment

Inv. T08363390				
09/16/14	CD's & DVD's		101-8010-8011-8080-000	38.38
Inv. T08744700				
09/18/14	CD's & DVD's		101-8010-8011-8080-000	52.70
Inv. T08744710				
09/18/14	CD's & DVD's		101-8010-8011-8080-000	1,014.41

Inv. T08776090				
09/19/14	CD's & DVD's	101-8010-8011-8080-000		57.18
Inv. T08903840				
09/23/14	CD's & DVD's	101-8010-8011-8080-000		79.54
Inv. T08954700				
09/24/14	CD's & DVD's	101-8010-8011-8080-000		16.34
Inv. T08981560				
09/25/14	CD's & DVD's	101-8010-8011-8080-000		16.34
Inv. T08981590				
09/25/14	CD's & DVD's	101-8010-8011-8080-000		16.34
Inv. T08981610				
09/25/14	CD's & DVD's	101-8010-8011-8080-000		16.33
Ck. 10/15/14 185352	Total			1,307.56
Baker & Taylor Inc.				
Inv. 3019784408				
09/11/14	Books	101-8010-8011-8080-000		394.37
Inv. 3019799130				
09/18/14	Books	101-8010-8011-8080-000		36.56
Inv. 4010994564				
09/18/14	Books	101-8010-8011-8080-000		317.27
Inv. 4010995586				
09/18/14	Books	101-8010-8011-8080-000		25.03
Inv. 4010995632				
09/19/14	Books	101-8010-8011-8080-000		93.51
09/19/14	Books	101-8010-8011-8080-000		122.86
Ck. 10/15/14 185353	Total			989.60
Basal, Kirstie				
Inv. R52744				
10/01/14	Refund WMB Deposit 9/27/14	101-0000-0000-2920-000		462.50
Ck. 10/15/14 185354	Total			462.50
Beck, Rachael				
Inv. R52503				
09/25/14	Refund Cancelled Piano Classes	101-0000-0000-5270-002		290.00
Ck. 10/15/14 185355	Total			290.00
Behavior Analysis Training Ins				
Inv. 11/3-7/14				
10/07/14	PD Training-Det. Palmieri	101-4010-4011-8100-000		614.00
Ck. 10/15/14 185356	Total			614.00
Blackboard Inc.				
Inv. GS-35F-0554M				
10/06/14	Citywide Notification Sys9/26/	101-3010-3032-8020-000		14,262.19
Ck. 10/15/14 185357	Total			14,262.19
Bob Wendries Ford				
Inv. 475506				
08/29/14	Water Unit#16 Vehicle Maint.	500-6010-6710-8100-000		303.79
Ck. 10/15/14 185358	Total			303.79
Burke, Williams & Sorensen, LL				
Inv. 180459				
09/08/14	Legal Svcs 8/14	101-2010-2021-8160-000		1,282.50
Ck. 10/15/14 185359	Total			1,282.50

A Dental Buying Group				
Inv. 09400844				
09/30/14	FD Oxygen Cylinder Rental	101-5010-5011-8025-000		117.00
Ck. 10/15/14 185360	Total			117.00
CA Linen Services				
Inv. 1070678				
09/29/14	FD Dept. Supplies	101-5010-5011-8020-000		108.45
Inv. 1072916				
10/06/14	FD Dept. Supplies	101-5010-5011-8020-000		109.00
Ck. 10/15/14 185361	Total			217.45
Campos Auto Glass				
Inv. 3916				
09/23/14	Replaced Windshield on Crown V	101-5010-5011-8100-000		150.00
Ck. 10/15/14 185362	Total			150.00
Canteen Refreshment Svcs				
Inv. 135560133698				
08/22/14	Sr. Center Coffee & Supplies	101-8030-8021-8020-000		111.73
Ck. 10/15/14 185363	Total			111.73
Cantu Graphics				
Inv. 4076				
09/13/14	Transit Brochures	205-8030-8025-8050-000		217.95
Inv. 4090				
09/22/14	HR Collating Reports Print Svc	101-2010-2013-8050-000		65.73
Ck. 10/15/14 185364	Total			283.68
Catering Systems Inc.				
Inv. 3262				
09/23/14	Sr. Center Meals w/ 9/8-12/14	260-8030-8023-8180-000		1,254.00
Inv. 3270				
09/23/14	Sr. Center Meals w/ 9/15-19/14	260-8030-8023-8180-000		1,132.78
Inv. 3277				
09/29/14	Sr. Center Meals w/ 9/22-26/14	260-8030-8023-8180-000		1,630.20
Ck. 10/15/14 185365	Total			4,016.98
Cayson & Associates				
Inv. 11/4/14				
09/29/14	PD Training-P.A. Pacheco	101-4010-4011-8200-000		99.00
Ck. 10/15/14 185366	Total			99.00
CBE Los Angeles				
Inv. 1620581				
09/20/14	PW Copier Overage Charges 8/20	101-6010-6011-8050-000		66.74
Ck. 10/15/14 185367	Total			66.74
CBE Los Angeles				
Inv. 1620582				
09/20/14	FD Copier Overages 8/20-9/19/1	101-5010-5011-8170-000		33.46
Ck. 10/15/14 185368	Total			33.46
Charlie's Trio Restaurant				
Inv. 10:30-12				
09/28/14	Food for FD & PD Safety Fair	101-5010-5011-8020-000		600.37
Inv. 2:15				
09/28/14	Food for FD & PD Safety Fair	101-5010-5011-8020-000		61.48
Ck. 10/15/14 185369	Total			661.85

CIT Technology Financial Servi

Inv. 25818054			
09/23/14	Sharp Copier Lease	500-3010-3012-8110-000	641.12
09/23/14	Sharp Copier Lease	101-3010-3011-8110-000	641.12
09/23/14	Sharp Copier Lease	101-7010-7101-8110-000	1,282.24
Ck. 10/15/14 185370	Total		2,564.48

CKCK Distribution

Inv. 32			
09/03/14	Gloves	210-6010-6501-8020-000	479.60
Ck. 10/15/14 185371	Total		479.60

Commerical Door of LAC

Inv. 12760			
09/10/14	Emergency Garage Door Repair	101-6010-6601-8020-000	319.87
09/10/14	Emergency Garage Door Repair	101-6010-6601-8120-000	319.88
Ck. 10/15/14 185372	Total		639.75

Commline Inc.

Inv. NP030781			
09/26/14	Transit Radio Parts & Installa	205-8030-8025-8180-000	337.20
Ck. 10/15/14 185373	Total		337.20

Conney Safety

Inv. 04748675			
08/11/14	Sqwincher Powder CREDIT	230-6010-6116-8020-000	(26.62)
08/11/14	Sqwincher Powder CREDIT	101-6010-6601-8020-000	(26.62)
08/11/14	Sqwincher Powder CREDIT	500-6010-6710-8020-000	(26.62)
Inv. 4742246			
07/31/14	Sqwincher Powder	101-6010-6601-8020-000	176.
07/31/14	Sqwincher Powder	230-6010-6116-8020-000	176.17
07/31/14	Sqwincher Powder	500-6010-6710-8020-000	176.18
Ck. 10/15/14 185374	Total		448.66

Corney, Jose

Inv. 9/30/14			
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000	38.64
Ck. 10/15/14 185375	Total		38.64

Courtesy Electric Wholesale

Inv. S1298260.001			
09/12/14	Water Storage Room Lighting Eq	101-6010-6601-8020-000	67.22
Inv. S1298860.001			
09/17/14	Mission Meridian Garage Light	215-6010-6201-8020-000	71.48
Ck. 10/15/14 185376	Total		138.70

CPRS District 10

Inv. 10/24/14			
09/25/14	Regist.Software Demo Day-A. Ki	101-8030-8031-8090-000	30.00
Inv. 10/24/14 A			
09/25/14	Regist.Software Demo Day-L. Ha	101-8030-8032-8090-000	30.00
Ck. 10/15/14 185377	Total		60.00

Creek, Michael

Inv. 9/30/14			
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000	38.64
Ck. 10/15/14 185378	Total		38.64

Crystal Valley Decorating Inc.

Inv. 140287				
09/23/14	Mission St. Street Pole Banner	215-6010-6201-8020-000		270.53
Ck. 10/15/14 185379	Total			270.53

CSULA/UAS, Inc.

Inv. 2014				
09/17/14	Lifelong Learning Program Memb	101-8030-8021-8264-000		500.00
Ck. 10/15/14 185380	Total			500.00

D & S Printing

Inv. 8682				
09/17/14	Library Citywide Reading Proj	101-8010-8011-8050-000		365.15
Inv. 8700				
10/01/14	PF Sloan Posters Print Svcs	101-8010-8011-8050-000		109.00
Inv. 8708				
10/08/14	Budget Book Tabs	101-3010-3011-8050-000		640.92
Ck. 10/15/14 185381	Total			1,115.07

DuBois, Andrew

Inv. 9/29/14				
10/03/14	Reimb. PD Training Expense	101-4010-4011-8210-000		61.60
Inv. 9/30/14				
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000		38.64
Ck. 10/15/14 185382	Total			100.24

Dudek

Inv. 20144399				
09/11/14	Engineering Design Svcs 8/20-2	310-6010-6712-8333-000		678.46
09/11/14	Engineering Design Svcs 8/20-2	310-6010-6712-8333-000		2,541.79
Ck. 10/15/14 185383	Total			3,220.25

Ellen's Silkscreening

Inv. 52819				
08/07/14	Yard Staff T-Shirts	500-6010-6711-8132-000		148.73
08/07/14	Yard Staff T-Shirts	500-6010-6710-8132-000		148.73
08/07/14	Yard Staff T-Shirts	230-6010-6116-8132-000		148.73
08/07/14	Yard Staff T-Shirts	210-6010-6501-8132-000		148.73
08/07/14	Yard Staff T-Shirts	101-6010-6601-8132-000		148.73
08/07/14	Yard Staff T-Shirts	215-6010-6201-8132-000		148.73
08/07/14	Yard Staff T-Shirts	215-6010-6310-8132-000		148.73
Ck. 10/15/14 185384	Total			1,041.11

Embassy Consulting Svcs

Inv. 10/27/14				
09/23/14	PD Training-Ofcr. Sanchez	101-4010-4011-8200-000		37.50
Inv. 11/10/14				
10/07/14	PD Training Regist-Ofcr. Perez	101-4010-4011-8200-000		37.50
Ck. 10/15/14 185385	Total			75.00

Empire Cleaning Supply

Inv. 757098				
09/24/14	FD Dept. Cleaning Supplies	101-5010-5011-8020-000		358.69
Inv. 757098-1				
09/24/14	FD Cleaning Supplies	101-5010-5011-8020-000		55.09
Ck. 10/15/14 185386	Total			413.78

erspect Medical Solutions

Inv. 17542				
09/29/14	FD Medical Supplies	101-5010-5011-8025-000		246.35

Ck. 10/15/14 185387	Total		246.
Eurofins Eaton Analytical			
Inv. L0173539			
06/30/14	Water Quality Testing	500-6010-6711-8170-000	85.00
Inv. L0173543			
06/30/14	Water Quality Testing	500-6010-6711-8170-000	127.00
Inv. L0180889			
08/25/14	Water Quality Testing	500-6010-6711-8170-000	85.00
Inv. L0180891			
08/25/14	Water Quality Testing	500-6010-6711-8170-000	127.00
Inv. L0184819			
09/22/14	Water Quality Testing	500-6010-6711-8170-000	85.00
Ck. 10/15/14 185388	Total		509.00
Federal Express			
Inv. 2-771-75182			
09/05/14	CMO Overnight Shipping	101-2010-2013-8010-000	23.93
Inv. 2-786-55895			
09/19/14	Plan/Bldg Overnight Shipping	101-7010-7101-8010-000	61.48
09/19/14	Yard Overnight Shipping	230-6010-6116-8020-000	71.67
Inv. 2-794-03599			
09/26/14	FD Overnight Shipping	101-5010-5011-8010-000	45.76
Ck. 10/15/14 185389	Total		202.84
Garda CL West Inc.			
Inv. 10035847			
10/01/14	Armored Car Svc 10/14	101-3010-3011-8020-000	775.66
10/01/14	Armored Car Svc 10/14	500-3010-3012-8020-000	775
Ck. 10/15/14 185390	Total		1,551.66
General Pump Company			
Inv. 23480 PO14332			
03/31/14	Wilson Well #4 Install & Test	500-6010-6711-8110-000	36,108.06
Inv. 23633 PO14333			
06/30/14	Wilson Well #2 Testing	500-9000-9241-9241-000	42,800.00
Inv. 23765 PO14333			
08/28/14	Wilson Well #2 Testing	500-9000-9241-9241-000	5,025.00
Ck. 10/15/14 185391	Total		83,933.06
George L.Throop Co.			
Inv. 01-652583-00			
08/29/14	Concrete	230-6010-6116-8020-000	121.54
Inv. 01-653893-00			
09/15/14	Concrete	230-6010-6116-8020-000	743.30
Inv. 01-654828-00			
09/30/14	Concrete	230-6010-6116-8020-000	526.56
Inv. 01-655201-00			
09/30/14	Concrete	230-6010-6116-8020-000	215.28
Ck. 10/15/14 185392	Total		1,606.68
Golden State Overnight			
Inv. 2483745			
10/31/13	PW Overnight Shipping	101-6010-6011-8010-000	6.74
Inv. 2564565			
04/15/14	PW Overnight Shipping	101-6010-6011-8010-000	6.74
Inv. 2640498			
09/15/14	PW Overnight Shipping	101-6010-6011-8010-000	6
Ck. 10/15/14 185393	Total		19.72

Great Match Consulting

Inv. 1690002903				
09/16/14	Temp Worker w/e 9/14/14	101-9000-9287-9287-000		3,107.58
Inv. 1690002908				
09/24/14	Temp Worker w/e 9/21/14	101-9000-9287-9287-000		3,292.80
Ck. 10/15/14 185394	Total			6,400.38

Greg's Automotive Services

Inv. 9355				
09/24/14	Yard Unit#18 Vehicle Maint & N	500-6010-6711-8100-000		133.95
Ck. 10/15/14 185395	Total			133.95

Hang, Ryan

Inv. 9/22-26/14				
09/29/14	Reimb. PD Training Expenses	101-4010-4011-8200-000		111.68
Ck. 10/15/14 185396	Total			111.68

HDS White Cap

Inv. 10002401130				
09/24/14	St.Dept. Safety Equipment	230-6010-6116-8020-000		518.03
Ck. 10/15/14 185397	Total			518.03

Henderson, Therese

Inv. R52742				
10/01/14	Refund Eddie Park House Deposi	101-0000-0000-2920-001		250.00
Ck. 10/15/14 185398	Total			250.00

rnandez, Jr., Joseph

Inv. 10/6/14				
10/07/14	Reimb. PD Training Expense	101-4010-4011-8200-000		29.84
Ck. 10/15/14 185399	Total			29.84

Hi-Way Safety Inc

Inv. 22202				
09/12/14	Pedestrian Right Arrow Sign	215-6010-6115-8020-000		333.81
Inv. 22203				
09/12/14	Pedestrian Left Arrow Sign	215-6010-6115-8020-000		333.81
Ck. 10/15/14 185400	Total			667.62

Historic Resources Group

Inv. 7141				
09/29/14	Historic Preservation Consulti	101-7010-7101-8170-000		3,345.00
Ck. 10/15/14 185401	Total			3,345.00

Ibrao, James

Inv. R52741				
10/01/14	Refund WMB Deposit 9/27	101-0000-0000-2920-000		500.00
Ck. 10/15/14 185402	Total			500.00

Jack's Auto Repair

Inv. 14051				
09/17/14	PD Unit#0432 Replace Cooling S	101-4010-4011-8100-000		820.89
Ck. 10/15/14 185403	Total			820.89

Jacobs, Thomas

Inv. 9/30/14				
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000		38.64
Ck. 10/15/14 185404	Total			38.64

Jones Coffee Roasters				
Inv. 35326				
09/24/14	FD Coffee & Supplies	101-5010-5011-8020-000		131.25
Ck. 10/15/14 185405	Total			131.25
Kosmont Companies				
Inv. 0014				
09/10/14	Downtown Revitalization Proj 8	101-0000-0000-2990-013		2,315.40
Ck. 10/15/14 185406	Total			2,315.40
L.A.C. Metropolitan Authority				
Inv. 800059290				
09/12/14	Sr./Disabled TAP Metro Passes	205-0000-0000-5500-000		581.00
09/12/14	Sr./Disabled TAP Metro Passes	205-2010-2210-8250-000		581.00
Ck. 10/15/14 185407	Total			1,162.00
L.A.C. Tax Collector				
Inv. 5323 019 270				
10/08/14	Property Taxes 7/1/2014-6/30/2	500-6010-6710-8229-000		1,694.99
Inv. 5363 002 270				
10/08/14	Property Taxes 7/1/2014-6/30/2	500-6010-6710-8229-000		835.24
Inv. 5363 010 270				
10/08/14	Property Taxes 7/1/2014-6/30/2	500-6010-6710-8229-000		238.57
Inv. 5716 021 270				
10/08/14	Property Taxes 7/1/2014-6/30/2	101-6010-6410-8020-000		22.69
Inv. 5716 021 271				
10/08/14	Property Taxes 7/1/2014-6/30/2	101-6010-6410-8020-000		390.39
Inv. 8920 851 390				
10/08/14	Property Taxes 7/1/2014-6/30/2	500-6010-6710-8229-000		589
Ck. 10/15/14 185408	Total			3,771..
Lee Ko, Mariam				
Inv. 9/30-10/3/14				
10/07/14	Reimb. Mileage 2014 NeoGov Con	101-2010-2013-8090-000		290.08
Ck. 10/15/14 185410	Total			290.08
Lee, Richard				
Inv. 9/30/14				
10/06/14	Reimb. PD Training Expense	101-4010-4011-8200-000		38.64
Ck. 10/15/14 185409	Total			38.64
Los Angeles Register				
Inv. 181145039				
09/25/14	Library Periodicals 9/4-24/14	101-8010-8011-8030-000		13.32
09/11/14	Library Periodicals 9/4-10/4/1	101-8010-8011-8030-000		19.99
Ck. 10/15/14 185411	Total			33.31
Louie, Spencer				
Inv. 9/29/14				
10/03/14	Reimb. PD Training Expense	101-4010-4011-8210-000		61.60
Ck. 10/15/14 185412	Total			61.60
Lucas, Jason				
Inv. 9/26/14				
09/29/14	Reimb. PD Training Expense	101-4010-4011-8210-000		31.52
Ck. 10/15/14 185413	Total			31.52
Lunnon, Joseph				
Inv. 9/23-24/14				
09/29/14	Reimb. PD Training Expense	101-4010-4011-8200-000		44.56

Ck. 10/15/14 185414	Total		44.56
Lyons, David			
Inv. SoPas-12			
09/06/14	Library Self Powered Speakers	101-0000-0000-2700-000	(56.25)
09/06/14	Library Self Powered Speakers	101-8010-8011-8020-000	681.25
Ck. 10/15/14 185415	Total		625.00
M3			
Inv. 26910-0			
09/22/14	Planning Dept. Furniture	101-7010-7101-8020-000	936.85
Ck. 10/15/14 185416	Total		936.85
Macedo, Benjamin			
Inv. April 2014			
05/01/14	Fair Oaks Medians 4/14	101-6010-6410-8170-000	200.00
Inv. August 2014			
09/12/14	Water Facilities Landscape Svc	500-6010-6711-8020-000	712.50
Inv. August 2014			
09/12/14	Fair Oaks Medians 8/14	101-6010-6410-8170-000	150.00
Inv. February 2014			
03/05/14	Fair Oaks Medians 2/14	101-6010-6410-8170-000	200.00
Inv. July 2014			
08/19/14	Water Facilities Landscape Svc	500-6010-6711-8020-000	1,050.00
Ck. 10/15/14 185417	Total		2,312.50
Maestro & Magic Productions			
Inv. 10/31/14			
10/02/14	14 Halloween Spooktacular Magi	101-8030-8032-8264-000	175.00
Ck. 10/15/14 185418	Total		175.00
Magic Jump Rentals Inc.			
Inv. 91594			
09/08/14	14 Halloween Spooktacular Jump	101-8030-8032-8264-000	594.00
Ck. 10/15/14 185419	Total		594.00
Manukian, Avick			
Inv. 9/29/14			
10/03/14	Reimb. PD Training Expense	101-4010-4011-8210-000	61.60
Ck. 10/15/14 185420	Total		61.60
Matt Chlor Inc			
Inv. 14110			
09/22/14	Sodium Hypochlorite for Grave	500-6010-6711-8020-000	153.67
Ck. 10/15/14 185421	Total		153.67
Mike Roos & Company			
Inv. 51401			
08/31/14	Strategic Plan & Consult Svcs	101-2010-2021-8170-000	3,000.00
Ck. 10/15/14 185422	Total		3,000.00
Mission Framing			
Inv. 9/16/14			
09/16/14	9/11 Memorial Event Certificat	101-8010-8011-8257-000	97.12
Ck. 10/15/14 185423	Total		97.12
reno, Rosa			
Inv. R52500			
09/23/14	Refund WMB Deposit 9/20/14	101-0000-0000-2920-000	500.00

Ck. 10/15/14 185424	Total		500.
Morrow & Holman Plumbing Inc			
Inv. P102-2547			
08/22/14	296 Alta Vista Ave. Sewer Repa	210-6010-6501-8180-000	3,512.47
Ck. 10/15/14 185425	Total		3,512.47
MP Electric			
Inv. R373566			
10/01/14	Refund Busn Lic Overpayment	101-0000-0000-5150-001	25.00
Ck. 10/15/14 185426	Total		25.00
National Construction Rentals			
Inv. 3983200			
09/10/14	Wilson Well #2 Temp Fence	500-6010-6711-8020-000	29.70
Ck. 10/15/14 185427	Total		29.70
Natural Gas Systems Inc.			
Inv. 3330			
09/02/14	Monthly CNG Station Maint 8/14	101-6010-6601-8180-000	375.00
Ck. 10/15/14 185428	Total		375.00
Nelson Nygaard Consult. Assoc.			
Inv. 62135			
09/21/14	Transportation Analysis SR710	101-2010-2021-8160-000	1,827.00
Ck. 10/15/14 185429	Total		1,827.00
O' Reilly Automotive Inc.			
Inv. 3213-316195			
09/24/14	Water Dist. Vehicle Maint. Sup	500-6010-6710-8100-000	79.67
Inv. 3213-316196			
09/24/14	Water Dist. Vehicle Maint. Sup	500-6010-6710-8100-000	65.04
Inv. 3213306135			
07/01/14	Transit Vehicle Parts	205-8030-8025-8100-000	80.94
Inv. 3213307112			
07/10/14	Transit Vehicle Parts	205-8030-8025-8100-000	90.83
Inv. 3213307226			
07/11/14	Transit Vehicle Parts Credit	205-8030-8025-8100-000	(10.00)
Inv. 3213308789			
07/24/14	Transit Vehicle Parts Credit	205-8030-8025-8100-000	(10.00)
Inv. 3213310299			
08/06/14	Transit Vehicle Parts	205-8030-8025-8100-000	102.77
Inv. SC02194058			
08/28/14	Transit Vehicle Parts	205-8030-8025-8100-000	2.28
Ck. 10/15/14 185430	Total		401.53
Onshine Photobooth			
Inv. 10/31/14			
10/02/14	14 Halloween Spooktacular Phot	101-8030-8032-8264-000	299.00
Ck. 10/15/14 185431	Total		299.00
Osz Technologies			
Inv. 10028			
09/30/14	General Computer Support 9/16-	101-3010-3032-8170-000	7,670.00
Ck. 10/15/14 185432	Total		7,670.00
Pacific Hydrotech Corp.			
Inv. #20			
08/31/14	Wilson Reservoir Replacement 8	500-9000-9265-9265-000	199,319.04

Ck. 10/15/14 185433	Total		199,319.04
Palmieri, Michael			
Inv. 11/3-7/14			
10/07/14	Reimb. PD Training Expenses	101-4010-4011-8100-000	702.16
Ck. 10/15/14 185434	Total		702.16
Park Ink			
Inv. 19338			
07/17/14	Parks Make Life Better & Green	101-8030-8021-8020-000	32.06
07/17/14	Parks Make Life Better & Green	205-8030-8025-8132-000	64.11
07/17/14	Parks Make Life Better & Green	101-8030-8031-8020-000	963.79
07/17/14	Parks Make Life Better & Green	101-0000-0000-2992-003	2,417.70
Ck. 10/15/14 185435	Total		3,477.66
Pasadena Child Development Ass			
Inv. 11/10/14			
10/01/14	In-House Staff Training 11/10/	101-8030-8032-8268-000	300.00
Ck. 10/15/14 185436	Total		300.00
Perez, Christopher A.			
Inv. 9/22/14			
09/23/14	Reimb. PD Training Expense	101-4010-4011-8210-000	61.60
Ck. 10/15/14 185437	Total		61.60
Personal Court Reporters Inc.			
Inv. 39829			
09/23/14	Transcribing Svcs SP CC Mtg 9/	101-7010-7101-8170-000	645.50
Inv. 39987			
09/26/14	Transcribing Svcs SP PC Mtg 9/	101-7010-7101-8170-000	762.00
Ck. 10/15/14 185438	Total		1,407.50
Pitney Bowes Reserve Account			
Inv. 8383960-SP14			
09/13/14	Postage Meter Lease 6/30-9/30/	101-8010-8011-8155-000	323.63
Ck. 10/15/14 185439	Total		323.63
Plumbing Wholesale Outlet Inc.			
Inv. 513389			
09/25/14	Water Dist. Supplies	500-6010-6710-8020-000	37.96
Ck. 10/15/14 185440	Total		37.96
Post Alarm Systems			
Inv. 719370			
09/05/14	Camp Med Monitoring System 10/	101-8030-8032-8180-000	42.95
Ck. 10/15/14 185441	Total		42.95
Postmaster			
Inv. Permit #42			
10/07/14	Sewer Postcard Mailing Postage	310-6010-6501-8170-000	545.13
Ck. 10/15/14 185442	Total		545.13
PQL			
Inv. 354221			
09/18/14	Garfield Park Lighting	215-6010-6201-8020-000	433.06
Ck. 10/15/14 185443	Total		433.06
Red Wing Shoe Store			
Inv. 150000002655			
09/23/14	Safety Boots-Andrew Lujan	500-6010-6710-8132-000	238.21

Ck. 10/15/14 185444	Total		238.
Refrigeration Supplies Distrib			
Inv. 1374516-00			
09/17/14	HVAC Belt	101-6010-6601-8120-000	15.88
Ck. 10/15/14 185445	Total		15.88
REV Finance Group Inc.			
Inv. 5136			
09/25/14	WMB Floor Refinishing	101-8030-8031-8120-000	2,200.00
Ck. 10/15/14 185446	Total		2,200.00
Ronnie, Matthew			
Inv. 9/26/14			
09/29/14	Reimb. PD Training Expense	101-4010-4011-8200-000	71.28
Ck. 10/15/14 185447	Total		71.28
S.G.V. Medical Center			
Inv. 736176			
08/19/14	Blood Alcohol w/drawal-Adrian	101-4010-4011-8170-000	48.00
Ck. 10/15/14 185448	Total		48.00
S.P.Publishing Co			
Inv. 2757			
09/26/14	Shakespeare in Park 2014 Ads	101-8030-8032-8040-000	80.00
Ck. 10/15/14 185449	Total		80.00
S.P.Review			
Inv. 2746			
09/25/14	Labor Compliance Svcs CDBG Fun	101-6010-6011-8040-000	68.00
Inv. 2747			
09/25/14	Arroyo Seco Swr Project Ads	101-6010-6011-8040-000	192.00
Inv. 2749			
09/25/14	Public Notice-ZCA Mobile Ads	101-7010-7101-8040-000	64.00
Inv. 2759			
09/26/14	Coffee with A Cop Ads	101-4010-4011-8040-000	96.00
Ck. 10/15/14 185450	Total		420.00
SBSD- Training Center			
Inv. 9/22/14			
09/29/14	PD Training-Det. Litterini & O	101-4010-4011-8210-000	200.00
Inv. 9/22/14 A			
09/29/14	PD Training-Ofcr. Perez	101-4010-4011-8210-000	100.00
Ck. 10/15/14 185451	Total		300.00
SC Fuels			
Inv. 0183268			
09/23/14	Fuel for City Vehicles	101-6010-6011-8100-000	190.76
09/23/14	Fuel for City Vehicles	101-7010-7101-8100-000	190.76
09/23/14	Fuel for City Vehicles	101-2010-2011-8100-000	190.76
09/23/14	Fuel for City Vehicles	101-5010-5011-8100-000	763.03
09/23/14	Fuel for City Vehicles	101-4010-4011-8100-000	8,202.61
Ck. 10/15/14 185452	Total		9,537.92
Scholastic Library Publishing			
Inv. 11434085			
08/22/14	Library Books	101-8010-8011-8080-000	736
Ck. 10/15/14 185453	Total		736.

Service Pro Pest Mgmt Company

Inv. 139757			
09/22/14	Citywide Pest Control	101-6010-6601-8120-000	389.17
Ck. 10/15/14 185454	Total		389.17

Siemens Industry Inc.

Inv. 5610000638			
09/05/14	Traffic Signal Maint. 8/14	215-6010-6115-8180-000	2,096.72
Inv. 5620004360			
09/05/14	Traffic Signal Call Outs 8/14	215-6010-6115-8180-000	687.82
Ck. 10/15/14 185455	Total		2,784.54

Snell's R.V. Repair Inc.

Inv. 26589			
09/29/14	Replace Front Trailer Swivel J	101-4010-4011-8100-000	152.06
Ck. 10/15/14 185456	Total		152.06

Specialty Lighting Dist./CED

Inv. 4999-468503			
09/15/14	Bldg LED Lighting Svc Yard	101-6010-6601-8020-000	224.80
Ck. 10/15/14 185457	Total		224.80

St. George's Medical Clinic

Inv. 86537			
07/24/14	Medical Exam-Felipe Morales	500-6010-6710-8020-000	100.00
Inv. 86538			
07/24/14	Medical Exam-Victor Magana	500-6010-6710-8020-000	100.00
Inv. 92517			
08/14/14	Medical Exam-Gabriel Franco	230-6010-6116-8020-000	95.00
Inv. 96164			
08/29/14	Medical Exam-James Green	101-2010-2013-8170-000	175.00
Ck. 10/15/14 185458	Total		470.00

Staples Business Advantage

Inv. 3241688961			
09/03/14	Library Office Supplies	101-8010-8011-8000-000	256.80
Inv. 3241688962			
09/03/14	Library Office Supplies	101-8010-8011-8000-000	51.44
Inv. 3241830958			
09/05/14	Comm. Svcs Office Supplies	205-8030-8025-8000-000	15.66
09/05/14	Comm. Svcs Office Supplies	101-8030-8021-8000-000	334.45
Inv. 3242178370			
09/10/14	Library Office Supplies	101-8010-8011-8000-000	62.65
Inv. 3242178372			
09/10/14	Library Office Supplies	101-8010-8011-8000-000	155.95
Inv. 3242178373			
09/10/14	Plan/Bldg Office Supplies	101-7010-7101-8000-000	406.31
Inv. 3242242726			
09/11/14	Plan/Bldg Office Supplies	101-7010-7101-8000-000	48.60
Inv. 3242242733			
09/11/14	Plan/Bldg Office Supplies	101-7010-7101-8000-000	37.15
Inv. 3242315436			
09/12/14	Rec Office Supplies	101-8030-8031-8020-000	25.47
09/12/14	Rec Office Supplies	101-8030-8032-8000-000	32.53
09/12/14	Rec Office Supplies	101-8030-8032-8020-000	124.25
Inv. 3242315438			
09/12/14	Comm. Svcs Office Supplies	205-8030-8025-8000-000	17.64
09/12/14	Comm. Svcs Office Supplies	101-8030-8021-8000-000	244.66
Inv. 3242608006			
09/13/14	Rec Office Supplies	101-8030-8032-8000-000	8.61

Inv. 3242608007				
09/13/14	Comm. Svcs Office Supplies	101-8030-8021-8000-000		7.73
Inv. 3242699114				
09/16/14	Plan/Bldg Office Supplies	101-7010-7101-8000-000		16.01
Inv. 3242772663				
09/17/14	Library Office Supplies	101-8010-8011-8000-000		62.65
Inv. 3242772671				
09/17/14	Plan/Bldg Office Supplies	101-7010-7101-8000-000		10.45
Inv. 3242772677				
09/17/14	Yard Office Supplies	500-6010-6710-8000-000		6.95
09/17/14	Yard Office Supplies	500-6010-6710-8000-000		15.11
09/17/14	Yard Office Supplies	101-6010-6410-8000-000		15.11
09/17/14	Yard Office Supplies	210-6010-6501-8020-000		15.11
09/17/14	Yard Office Supplies	230-6010-6116-8020-000		15.11
09/17/14	Yard Office Supplies	101-6010-6601-8020-000		15.11
09/17/14	Yard Office Supplies	215-6010-6201-8000-000		15.11
09/17/14	Yard Office Supplies	101-6010-6011-8020-000		15.65
Inv. 3242819022				
09/18/14	Rec Office Supplies	101-8030-8032-8000-000		24.19
Inv. 3242819024				
09/18/14	Yard Office Supplies	500-6010-6710-8000-000		8.16
Inv. 3242898148				
09/19/14	Plan/Bldg Office Supplies CRED	101-7010-7101-8000-000		(22.96)
Inv. 3242898152				
09/19/14	Plan/Bldg Office Supplies CRED	101-7010-7101-8000-000		(37.15)
Inv. 3243204538				
09/20/14	PD Office Supplies	101-4010-4011-8000-000		176.34
Ck. 10/15/14 185459	Total			2,180.85

The House of Printing, Inc.

Inv. 148318				
09/12/14	Yard Busn Cards	101-6010-6601-8020-000		40.60
09/12/14	Yard Busn Cards	500-6010-6711-8020-000		40.60
09/12/14	Yard Busn Cards	101-6010-6410-8020-000		40.60
Inv. 148406				
09/24/14	Yard Busn Cards	500-6010-6711-8020-000		91.61
Inv. 148407				
09/24/14	Busn Cards	101-7010-7101-8050-000		99.88
Ck. 10/15/14 185460	Total			313.29

The Library Store Inc.

Inv. 115722				
09/16/14	Lib Tech Svcs Supplies	101-8010-8011-8020-000		377.29
Ck. 10/15/14 185461	Total			377.29

Thomson- West/Barclays

Inv. 832700				
09/19/14	Title 19 Publications	101-5010-5011-8080-000		145.00
Ck. 10/15/14 185462	Total			145.00

Ulrich, Clarence

Inv. 10/31/14				
09/30/14	Sr.Center Halloween Lunch Ente	101-8030-8021-8020-000		200.00
Ck. 10/15/14 185463	Total			200.00

United Site Services, Inc.

Inv. 114-2336856				
09/16/14	Portable Toilet-Skate Park 9/1	101-8030-8032-8180-000		263
Ck. 10/15/14 185464	Total			263.

Upper S.G.Mun. Water Dist.

Inv. 2/08-14				
09/15/14	Water Supply Kolle Ave/Monter	500-6010-6711-8231-000		71.67
Ck. 10/15/14 185465	Total			71.67

V & S Pasadena Inc. - AAMCO

Inv. 141384				
09/22/14	Transit Van74 RepairElectric &	205-8030-8025-8100-000		180.00
Ck. 10/15/14 185466	Total			180.00

Valencia, James

Inv. 9/25/14				
09/29/14	Reimb. PD Training Expense	101-4010-4011-8200-000		25.92
Ck. 10/15/14 185467	Total			25.92

Valley Power Systems Inc.

Inv. 118559				
09/11/14	Repairs Made to FD A/U-81	101-5010-5011-8100-000		2,360.12
Ck. 10/15/14 185468	Total			2,360.12

Van Raalte & Co. Inc.

Inv. 37622				
09/29/14	5 Eclipse II Shelters-Comm. Sv	101-8030-8031-8020-000		320.56
09/29/14	5 Eclipse II Shelters-Comm. Sv	101-8030-8032-8020-000		3,000.00
Ck. 10/15/14 185469	Total			3,320.56

Verizon Business Svcs

Inv. 69307198				
09/20/14	Phone Conferencing Svcs 8/14	101-2010-2011-8090-000		8.94
Ck. 10/15/14 185470	Total			8.94

Verizon Wireless

Inv. 9731067015				
08/26/14	City's IPAD 7/27-8/26/14	101-3010-3011-8150-000		38.01
08/26/14	City's IPAD 7/27-8/26/14	101-2010-2011-8150-000		76.02
08/26/14	City's IPAD 7/27-8/26/14	101-5010-5011-8150-000		76.02
Ck. 10/15/14 185471	Total			190.05

Vision Internet Providers Inc.

Inv. 28368				
09/16/14	Web Hosting Monthly Fee 9/14	101-3010-3032-8020-000		210.00
Ck. 10/15/14 185472	Total			210.00

VR Auto Repair

Inv. 184755				
09/22/14	PD Unit#1198 Tire Change	101-4010-4011-8100-000		25.00
Ck. 10/15/14 185473	Total			25.00

Vulcan Materials Co. & Affilia

Inv. 70511795				
09/17/14	Cold Mix	500-6010-6710-8020-000		485.71
09/17/14	Cold Mix	230-6010-6116-8020-000		485.72
Ck. 10/15/14 185474	Total			971.43

Wise, Randy

Inv. 9/26/14				
09/29/14	Reimb. PD Training Expense	101-4010-4011-8210-000		31.52
Ck. 10/15/14 185475	Total			31.52

Wondries Toyota

Inv. 929583			
09/19/14	Transit -CityHall Rental Prius	205-8030-8025-8100-000	37.75
Ck. 10/15/14 185476	Total		37.75

World Book Inc

Inv. 0001493773			
09/15/14	Electronic Reference 10/2014-1	101-8010-8011-8031-000	1,284.00
Ck. 10/15/14 185477	Total		1,284.00

Y Tire Sales

Inv. 114778			
07/15/14	Transit Vehicle Inspection Van	205-8030-8025-8100-000	1,492.55
Ck. 10/15/14 185478	Total		1,492.55

Y Tire Sales

Inv. 172256			
09/18/14	Yard Backhoe Unit#314 New Tire	230-6010-6116-8100-000	1,155.66
Ck. 10/15/14 185479	Total		1,155.66

Total			418,328.77
--------------	--	--	-------------------

ATTACHMENT 4
Payroll 10-10-14

PAYROLL ACCOUNT RECONCILIATION
City of South Pasadena
for Payroll 10.10.14

Account Number	Account Name	10.15.14
101-0000-0000-1010-000	General Fund - Payroll cash	501,009.98
	Other Withholding Payables	\$ 246,678.84
101-0000-0000-1010-000	Net General Fund - Payroll Cash	254,331.14
	Insurance Adjustment	-
204-0000-0000-1010-000	Traffic Improvement	
205-0000-0000-1010-000	Prop A - Payroll Cash	6,192.18
207-0000-0000-1010-000	Prop C - Payroll Cash	5,414.58
210-0000-0000-1010-000	Sewer Fund - Payroll Cash	10,636.69
211-0000-0000-1010-000	CTC Traffic Improvement	-
215-0000-0000-1010-000	Street Lighting & Landscape Aessment - PR Ca	8,631.74
218-0000-0000-1010-000	Clean Air Act	-
227-0000-0000-1010-000	CRA - Payroll Cash	7,598.01
229-0000-0000-1010-000	CRA Housing - Payroll Cash	-
230-0000-0000-1010-000	State Gas Tax Fund - Payroll Cash	14,942.00
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	44,700.55
700-0000-0000-2210-000	Internal Revenue Service	58,723.49
700-0000-0000-2230-000	Internal Revenue Service	15,456.32
Total Checks & Direct Deposits		426,626.70
Checks		21,665.63
Direct Deposits		330,806.26
I.R.S Payments		74,154.81
		<u>426,626.70</u>
To 700		577,460.10
Other PR Payable		246,678.84
ACH Payable		<u>330,781.26</u>

ATTACHMENT 5
Redevelopment Successor Agency Check Summary Total

Redevelopment Successor Agency Check Summary Total

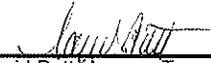
Agency Warrants 10.15.14

<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 10/5/14	ACH	227.0000.0000.1010.000	Payroll PE 10.05.14	\$ 7,598.01

RSA Report Total \$ 7,598.01

Marina Khubesrian, M.D., Agency Chair

Evelyn G. Zneimer, Agency Secretary



David Batt, Agency Treasurer

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

*Marina Klubesrian, 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: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Elena Q. Gerli, Special Counsel
Lucy Demirjian, Executive Assistant to City Manager 
SUBJECT: **Second Reading and Adoption of an Ordinance Prohibiting
Mobile Advertising Vehicles**

Recommendation

It is recommended that the City Council read by title only for second reading, waiving further reading, and adopt an ordinance repealing Subdivision (M) of Section 36.320.040 (Prohibited Signs) of Chapter 36 (Zoning) of the South Pasadena Municipal Code (SPMC) and adding Section 19.42-2 to Chapter 19 (Motor Vehicle and Traffic) to the SPMC to prohibit the parking of advertising vehicles.

Fiscal Impact

None.

Commission Review and Recommendation

The Planning Commission initiated the Zoning Code Amendment at its meeting on August 25, 2014, and unanimously approved the amendment to the SPMC.

Background

The City of South Pasadena (City) received numerous complaints regarding mobile advertising vehicles, which are advertising displays that are attached to vehicles or trailers that are then driven to a location where they are parked on City streets for hours or even days.

On May 21, 2014, the City Council discussed various parking restriction options and directed staff to prepare and ordinance updating the City's mobile advertising parking regulations.

The City Council introduced the ordinance for first reading at the October 1, 2014 regular City Council Meeting.

Analysis

Mobile advertising vehicles, commonly known as mobile billboards, are not only a visual blight, but also pose safety hazards when motorists are forced to veer around them into the next lane of traffic, or forced to come to sudden stops when unhitched trailers are pushed into traffic lanes by wind or vandals. Additionally, mobile billboards, standing alone in the street or attached to motor vehicles, reduce available on-street parking and impair the visibility of pedestrians and drivers. These vehicles are also routinely vandalized, diminishing the aesthetic appearance of the City. In addition, vehicles that are driven around town for the sole purpose of publicizing their message not only cause an increase in traffic, but they result in distracted drivers and add unnecessary air and noise pollution in the area.

The California Legislature amended Section 21100 of the California Vehicle Code (Vehicle Code) in 2010 to allow local authorities to adopt rules and regulations by ordinance or resolution regulating mobile billboard advertising displays. Regulations as defined in Section 395.5 of the Vehicle Code, consist of the establishment of penalties, which may include, but are not limited to, removal of the mobile billboard advertising display pursuant to Section 22651(v)(2) of the Vehicle Code, and misdemeanor criminal penalties for a violation of the ordinance or resolution.

The proposed ordinance will repeal Subdivision (M) of Section 36.320.040 (Prohibited Signs) of Division 36.320 (Signs) of Article 3 (Site Planning and General Development Standards) of Chapter 36 (Zoning) in its entirety, and add a new section to Division 1 (Generally) of Article III (Stopping, Standing, and Parking) of Chapter 19 (Motor Vehicles and Traffic): 19.49-2 (Parking of advertising vehicles prohibited.) The ordinance will adopt rules and regulations for mobile billboard advertising displays as defined in Section 395.5 of the Vehicle Code, including establishment of penalties, including removal of the mobile advertising display pursuant to Section 22651(v)(2) of the Vehicle Code, and misdemeanor criminal penalties for violation of the ordinance.

Legal Review

The City Attorney's Office has reviewed this item. Staff worked with Elena Q. Gerli, Special Counsel, to prepare the attached 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 on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachment: Ordinance adding SPMC Section 19.49-2 (Parking of Advertising Vehicles Prohibited)

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
REPEALING SECTION 36.320.040(M) OF DIVISION 36.320
(SIGNS) OF ARTICLE 3 (SITE PLANNING AND GENERAL
DEVELOPMENT STANDARDS) OF CHAPTER 36
(ZONING) AND ADDING SECTION 19.49-2 (PARKING
OF ADVERTISING VEHICLES) TO DIVISION 1
(GENERALLY) OF ARTICLE III (STOPPING, STANDING,
AND PARKING) OF CHAPTER 19 (MOTOR VEHICLES
AND TRAFFIC) OF THE SOUTH PASADENA
MUNICIPAL CODE RELATING TO PARKING
MOBILE ADVERTISING VEHICLES**

WHEREAS, Article XI, Section 7 of the California Constitution grants the City of South Pasadena (City) authority to enact and enforce ordinances for the public welfare; and

WHEREAS, the City has experienced a surge in mobile billboard advertising displays that are attached to vehicles or trailers that are then driven to a location where they are detached and parked on City streets for several hours or days; and

WHEREAS, mobile billboard advertising displays are not only a visual blight, but also pose significant safety hazards when motorists are forced to veer around them into the next lane of traffic, or forced to come to sudden stops when these unhitched trailers are pushed into traffic lanes by wind or vandals; and

WHEREAS, mobile billboard advertising displays, standing alone in the street or attached to motor vehicles, reduce available on-street parking and impair the visibility of pedestrians and drivers; and

WHEREAS, mobile billboard advertising displays are a public nuisance that are routinely vandalized, diminishing the aesthetic appearance of the City and the quality of life of its residents; and

WHEREAS, the California Legislature amended Section 21100 of the California Vehicle Code to allow local authorities to adopt rules and regulations by ordinance or resolution regulating mobile billboard advertising displays as defined in Section 395.5 of the California Vehicle Code, including establishment of penalties, which may include, but are not limited to, removal of the mobile advertising display pursuant to Section 22651(v)(2) of the California Vehicle Code, and misdemeanor criminal penalties for violation of the ordinance or resolution; and

WHEREAS, the California Legislature amended Subdivision (v)(2) of Section 22651 of the California Vehicle Code, notwithstanding Subdivision (a) of Section 22507, to allow a city or county, in lieu of posting signs noticing a local ordinance prohibiting mobile billboard advertising displays adopted pursuant to Subdivision (m) of Section 21100, to provide notice by issuing a warning citation advising the registered owner of the vehicle that he or she may be subject to penalties upon a subsequent violation of the ordinance, that may include the removal of the vehicle as provided in Subdivision (v)(1) of Section 22651 of the California Vehicle Code; and

WHEREAS, the California Legislature amended Subdivision (v)(2) of Section 22651 of the California Vehicle Code so that a city is not required to provide further notice for a subsequent violation prior to the enforcement of penalties for a violation of a local ordinance as authorized under Subdivision (m) of Section 21100 of the California Vehicle Code; and

WHEREAS, the project has been determined to be exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines pertaining to the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed ordinance attempts to eliminate traffic resulting from nonconforming advertising vehicles and, therefore, does not involve the creation of any new environmental impacts.

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

SECTION 1. Subdivision (M) of Section 36.320.040 (Prohibited Signs) of Division 36.320 (Signs) of Article 3 (Site Planning and General Development Standards) of Chapter 36 (Zoning) of the SPMC is hereby repealed in its entirety.

SECTION 2. Section 19.49-2 of Division 1 (Generally) of Article III (Stopping, Standing, and Parking) of Chapter 19 (Motor Vehicles and Traffic) is hereby added as follows:

19.49-2 Parking of advertising vehicles prohibited.

- (a) Definitions. For purposes of this section, the following words or phrases shall have the following meanings:

- (1) Mobile billboard advertising display. An advertising display that is attached to a vehicle or any other mobile, non-motorized device, conveyance, or bicycle that carries, pulls, or transports a sign or billboard and is for the primary purpose of advertising.
- (b) No person shall park any mobile billboard advertising display as defined herein, either standing alone or attached to a motor vehicle, upon any public street or public lands in the City of South Pasadena.
- (c) Removal of Mobile Billboard Advertising Displays Authorized.

Pursuant to Section 22651 (v) and (w) of the California Vehicle Code, a peace officer, or any regularly employed and salaried employee of the City, who is authorized to engage and is engaged in directing traffic or enforcing parking laws and regulations, may remove, or cause to be removed, the mobile billboard advertising display, or anything that the mobile billboard display is attached to, including a motor vehicle, located within the territorial limits of the City when the mobile advertising display is found upon any public street or any public lands, if all of the following requirements are satisfied:

- (1) When a mobile billboard advertising display either standing alone or attached to a motor vehicle, is parked or left standing in violation of this Code, and the registered owner of the vehicle or display was previously issued a warning notice or citation for the same offense;
 - (2) A warning notice or citation was issued to a first-time offender at least 24 hours prior to the removal of the vehicle or display. The City is not required pursuant to Section 22651(v)(2) and Section 22651(w)(2) of the California Vehicle Code to provide further notice for a subsequent violation prior to enforcement; and
 - (3) The warning notice or citation advised the registered owner of the vehicle or display that he or she may be subject to penalties upon a subsequent violation of the ordinance that may include removal of the vehicle or display.
- (d) Permanent Advertising Signs Excepted.

Pursuant to Section 21100(p)(2) and (p)(3) of the California Vehicle Code, this section does not apply to advertising signs that are permanently affixed in a manner that is painted directly upon the body of a motor vehicle, applied as a decal on the body of a motor vehicle, or placed in a location on the body of a motor vehicle that was specifically designed by a vehicle manufacturer for the express purpose of containing an advertising sign, such that they are an integral part of, or fixture of a motor vehicle for permanent

decoration, identification, or display and that do not extend beyond the overall length, width, or height of the vehicle.

(e) Post Storage Impound Hearing.

Section 22852 of the California Vehicle Code applies to this Section with respect to the removal of any mobile billboard advertising display vehicle. Section 22852 is incorporated by reference as if set forth in full herein and provides, in summary, that whenever an authorized employee of the City directs the storage of a vehicle, the City shall direct the storage operator to provide the vehicle's registered and legal owner(s) of record, or their agent(s), with the opportunity for a post-storage hearing to determine the validity of the storage. Notice of the storage shall be mailed or personally delivered to the registered and legal owner(s) within 48 hours, excluding weekends, as specifically provided for under Section 22852 of the California Vehicle Code. To receive a post-storage hearing, the owner(s) of record, or their agent(s), must request a hearing in person, in writing, or by telephone within ten days of the date appearing on the notice. The City may authorize its own officer or employee to conduct the hearing as long as the hearing officer is not the same person who directed the storage of the vehicle.

(f) Violation – Penalties.

After the initial warning citation, a subsequent violation of this Section is a misdemeanor, punishable upon conviction by a fine of not less than Two Hundred Fifty Dollars (\$250), nor more than One Thousand Dollars (\$1,000), or by imprisonment in the county jail for not more than six months, or by both fine and imprisonment. At the discretion of any person duly authorized by the Chief of Police to issue a citation for any violation of this section, or the South Pasadena City Attorney's Office, a violation of this section may be an infraction enforced through the parking penalty process set forth in Section 40200 et seq. of the California Vehicle Code. The City Council may establish from time to time by resolution an increase in the amount of the fine.

(g) Severability.

If any provision of this ordinance or its application is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect other provisions, sections, or applications of this ordinance, which can be given effect without the invalid provision or application, and to this end each phrase, section, sentence, or word is declared to be severable.

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 15th day of October, 2014.

Marina Khubestrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, 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 15th day of October, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

This page intentionally left blank.

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: October 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 August 2014**

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 August 2014.

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. 7365 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.

Monthly Investment Reports for August 2014
October 15, 2014
Page 2 of 2

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 August 2014
2. Successor Agency to the Community Redevelopment Agency Investment Reports for August 2014
3. Public Financing Authority Investment Reports for August 2014

ATTACHMENT 1
City Investment Reports for August 2014

Exhibit A

City of South Pasadena

INVESTMENT REPORT
August 31, 2014

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	0.260%	79.85%	10,103,820.10	10,103,820.10
SUBTOTAL			79.85%	<u>10,103,820.10</u>	<u>10,103,820.10</u>
CITIBANK SMITH BARNEY					
Certificates of Deposit/Securities	See Exhibit B-2	0.742%	20.15%	<u>2,550,000.00</u>	<u>2,554,267.50</u>
SUBTOTAL			20.15%	<u>2,550,000.00</u>	<u>2,554,267.50</u>
TOTAL INVESTMENTS			100.00%	<u>\$12,653,820.10</u>	<u>\$12,658,087.60</u>

BANK ACCOUNTS:

Bank of America Account Balance:	\$3,855,458.34
Smith Barney Uninvested Cash Balance:	\$9,641,474.70
Smith Barney Unsettled Transactions	\$0.00

Required Disclosures:

Average weighted maturity of the portfolio 8 DAYS

Average weighted total yield to maturity of the portfolio 0.357%

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
August 31, 2014**

Account / Investment Description	Account / Investment Value	Date of Valuation
2004 Water Revenue Bonds Pooled CSCDA Financing		
Trustee: Union Bank of California		
City of South Pasadena Accounts		
Project Fund -- 6711728914	Local Agency Investment Fund (LAIF)	\$0.00
Project Fund -- 6711728914	Blackrock Provident Institutional Treasury Funds	\$0.00
Total South Pasadena Funds Managed by Trustee		\$0.00
Common (Pooled) Accounts *		
Costs of Issuance Fund -- 6711728905	Blackrock Provident Institutional Treasury Funds	0.00
Revenue Fund -- 6711728901	Blackrock Provident Institutional Treasury Funds	0.00
Interest Account Fund -- 6711728902	Blackrock Provident Institutional Treasury Funds	0.01
Principal Account Fund -- 6711728903	Blackrock Provident Institutional Treasury Funds	0.00
Installment Fund -- 6711728912	Blackrock Provident Institutional Treasury Funds	0.46
Reserve Fund -- 6711728913	Blackrock Provident Institutional Treasury Funds	1.00
Sinking Fund -- 6711728904	n/a	0.00
Total Common Accounts Funds		\$1.47
Grand Total Accounts on Monthly Statement		\$1.47
* 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.		
Escrow Fund -- 6712024900 - Information Only	0.00	8/31/2014

Exhibit B-2

Funds and Investments
Held by Contracted (Third) Parties
August 31, 2014

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	Bank of China - NY	06426NFZ0	9/19/2012	250,000.00		250,000.00	0.650%	0.650%	250,052.50	0.640%	9/19/2014	19	52.50
2 CD	Merrick Bank - UT	59012YW94	9/19/2012	250,000.00		250,000.00	0.550%	0.550%	250,052.50	0.540%	9/19/2014	19	52.50
3 CD	Sallie Mae Bank - UT	795450PF6	9/19/2012	250,000.00		250,000.00	0.850%	0.850%	250,052.50	0.840%	9/19/2014	19	52.50
4 CD	Sovereign Bank - DE	84603M2T2	9/19/2012	250,000.00		250,000.00	0.750%	0.750%	250,052.50	0.740%	9/19/2014	19	52.50
5 CD	BMW Bank - UT	05568PY92	9/21/2012	250,000.00		250,000.00	0.750%	0.750%	250,062.50	0.740%	9/22/2014	22	62.50
6 CD	Franklin Bank - PA	35463PDX5	9/25/2012	250,000.00		250,000.00	0.400%	0.400%	249,992.50	0.400%	9/25/2014	25	(7.50)
7 CD	Ally Bank - UT	02005QS46	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,427.50	1.090%	9/21/2015	386	1,427.50
8 CD	Discover Bank - DE	254671GJ3	9/19/2012	250,000.00		250,000.00	1.100%	1.100%	251,452.50	1.090%	9/21/2015	386	1,452.50
9 CD	Goldman Sachs	38143AE68	9/19/2012	250,000.00		250,000.00	1.150%	1.150%	251,270.00	0.683%	9/21/2015	386	1,270.00
10 CD	Apple Bank - NY	037830RK4	9/26/2012	50,000.00		50,000.00	0.550%	0.550%	50,295.00	0.540%	9/28/2015	393	295.00
11 CD	Business Bank - MO	12325EFP2	9/28/2012	250,000.00		250,000.00	0.500%	0.500%	249,557.50	0.698%	9/28/2015	393	(442.50)
Subtotal CDs/Securities				2,550,000.00		2,550,000.00	0.775%	0.775%	2,554,267.50	0.742%		172	4,267.50
Money Market	Liquid Asset Fund			0.00		7,300,712.38	0.010%	0.010%	7,300,712.38	0.010%			1
Mutual Fund	Gov't. Cash Mgmt.			0.00		2,340,656.16	0.010%	0.010%	2,340,656.16	0.010%			1
Uninvested Cash				0.00		106.16			106.16				1
Grand Totals				2,550,000.00		12,191,474.70	0.170%	0.170%	12,195,742.20	0.163%		37	4,267.50
Unsettled Transactions													
				0.00		0.00			0.00				0.00
Totals incl. Unsettled Transactions				2,550,000.00		12,191,474.70			12,195,742.20				4,267.50
Adjustments													
Differential due to Valuing Short-Term CDs/Securities at Cost													
Adjusted Total									12,195,742.20				4,267.50
Totals per Bank Statement						12,191,474.70			12,195,742.20				4,267.50

Exhibit C

City of South Pasadena
Investment Report

Summary of Invested Funds -- Last Day of the Month

MONTH	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	FY 2014-15
JULY	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	20,958,651
AUGUST	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	12,658,088
SEPTEMBER	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	5,474,520	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	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	7,802,755	9,959,808	15,063,000	18,756,000	18,487,198	10,634,416	10,185,282	11,805,140	16,837,192	
JANUARY	8,544,600	11,719,732	17,143,000	20,582,573	20,210,860	12,629,088	9,186,793	11,816,031	18,846,359	
FEBRUARY	8,020,111	11,800,280	17,684,000	20,284,404	19,519,072	12,619,768	9,184,331	13,818,580	18,845,663	
MARCH	8,457,766	12,480,215	16,654,000	19,715,013	18,448,613	12,610,790	9,126,552	13,319,038	13,145,894	
APRIL	10,326,041	15,460,860	18,784,000	22,169,776	19,317,280	12,605,200	11,130,863	17,327,604	13,153,853	
MAY	11,745,463	17,070,125	20,209,000	23,010,520	16,191,609	12,595,623	11,128,155	19,327,983	23,452,878	
JUNE	10,535,314	15,170,118	20,014,000	23,385,906	15,871,761	12,581,680	10,275,475	19,323,510	22,452,628	

This page intentionally left blank.

ATTACHMENT 2
Successor Agency to the Community
Redevelopment Agency Investment Reports for
August 2014

Exhibit A

CITY OF SOUTH PASADENA
 SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
 INVESTMENT REPORT
 August 31, 2014

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	0.260%			910,136.27	
SUBTOTAL				100.00%	<u>910,136.27</u>	
TOTAL INVESTMENTS				100.00%	<u>\$910,136.27</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 0.260%

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
August 31, 2014**

SA-CRA LAIF Account Beginning Balance:	\$910,136.27
Add Deposits	
Subtract Withdrawals	
Ending LAIF Balance:	\$910,136.27

Exhibit C

**CITY OF SOUTH PASADENA
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY
INVESTMENT REPORT
August 31, 2014**

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

	<u>Account/Investment Description</u>	<u>Account/Investment Value *</u>	<u>Date of Valuation</u>
2000 Downtown Revitalization Project #1 Tax Allocation Bonds			
Trustee: Union Bank of California			
Debt Service Fund	Blackrock Provident Institutional Treasury Funds	\$8.29	8/31/2014
Interest Account	Blackrock Provident Institutional Treasury Funds	0.00	8/31/2014
Principal/Sinking Account	Blackrock Provident Institutional Treasury Funds	0.00	8/31/2014
Reserve Account	Blackrock Provident Institutional Treasury Funds	<u>199,583.30</u>	8/31/2014
Total Funds Managed by Union Bank of California		\$199,591.59	

* Asset valuations provided by Union Bank through monthly reports.

Exhibit D

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

Summary of Invested Funds -- Last Day of the Month

MONTH	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	FY 2014-15
JULY	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	910,136
AUGUST	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	910,136
SEPTEMBER	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	2,834,110	2,953,905	2,816,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532	
NOVEMBER	2,834,110	3,034,905	2,831,650	2,829,419	2,030,097	1,987,121	1,796,085	1,754,833	908,532	
DECEMBER	2,834,110	3,177,905	2,991,650	2,959,419	2,205,097	1,987,121	1,796,085	1,754,833	908,532	
JANUARY	2,859,997	3,237,463	3,052,641	2,977,435	2,208,580	1,989,403	820	1,756,257	909,118	
FEBRUARY	3,157,997	3,237,463	3,052,641	2,977,435	2,208,580	2,139,403	820	1,756,257	909,118	
MARCH	3,167,997	3,334,463	3,052,641	2,977,435	2,208,580	1,939,403	2,000,820	906,257	909,118	
APRIL	2,984,072	2,802,720	3,084,227	3,141,429	2,211,614	1,941,969	2,001,427	907,394	909,635	
MAY	3,035,072	2,977,720	3,084,227	3,141,429	1,981,614	1,941,969	2,001,427	907,394	909,635	
JUNE	2,840,072	2,977,720	3,084,227	3,091,429	1,981,614	1,891,969	2,001,427	907,394	909,635	

This page intentionally left blank.

ATTACHMENT 3
Public Financing Authority Investment Reports for
August 2014

Exhibit A

South Pasadena
Public Financing Authority
INVESTMENT REPORT
August 31, 2014

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	0.112%	60.78%	15,282,324.27	15,282,324.27
Certificates of Deposit / Govt. Securities	See Exhibit B	0.724%	39.22%	9,861,974.00	9,861,974.00
SUBTOTAL			100.00%	25,144,298.27	25,144,298.27
TOTAL INVESTMENTS			100.00%	\$25,144,298.27	\$25,144,298.27

OTHER ACCOUNTS:

Wells Fargo 2009 Bonds Revenue Fund	\$3.33
Wells Fargo 2009 Bonds Interest Fund	\$0.28
Wells Fargo 2013 Bonds Revenue Fund	\$0.39
Wells Fargo 2013 Bonds Interest Fund	\$0.03
Wells Fargo 2013 Bonds Cost of Issuance Fund	\$18,616.32

Required Disclosures:

Average weighted maturity of the portfolio 197 DAYS

Average weighted total yield to maturity of the portfolio 0.352%

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
August 31, 2014

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
Reserve Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		4,533.68	0.010%	4,533.68	0.010%		1	
3	Government Advantage Money Market		196,923.41	0.010%	196,923.41	0.010%		1	
Subtotal Cash & Cash Equivalents			201,457.09	0.010%	201,457.09	0.010%			
1	CDARS - CD	Key Bank Natl. Assn. -OH	3/13/2013	225,000.00	0.450%	225,000.00	0.450%	3/13/2015	194
2	CDARS - CD	Medallion Bank - UT	3/15/2013	248,000.00	0.550%	248,000.00	0.550%	3/15/2016	562
3	CDARS - CD	Lake Forest Bank	6/27/2014	248,000.00	1.600%	248,000.00	1.600%	6/27/2016	666
4	CDARS - CD	American State Bank -IA	3/28/2013	248,000.00	0.700%	248,000.00	0.700%	3/28/2017	940
5	CDARS - CD	Oriental Bank	5/29/2014	248,000.00	1.000%	248,000.00	1.000%	5/30/2017	1,003
6	CDARS - CD	Barclays Bank	7/2/2014	248,000.00	1.150%	248,000.00	1.150%	7/3/2017	1,037
7	CDARS - CD	CIT Bank - UT	3/13/2013	248,000.00	1.100%	248,000.00	1.100%	3/13/2018	1,290
8	CDARS - CD	First Bank - PR	3/15/2013	248,000.00	1.050%	248,000.00	1.050%	3/15/2018	1,292
9	CD - Callable	JP Morgan Chase - OH	3/15/2013	248,000.00	0.750%	248,000.00	0.750%	3/15/2018	1,292
10	CDARS - CD	Bank of Deerfield	6/11/2014	248,000.00	1.600%	248,000.00	1.600%	6/11/2018	1,380
11	CDARS - CD	Discover Bank - DE	7/16/2014	247,000.00	1.550%	247,000.00	1.550%	7/16/2018	1,415
12	CDARS - CD	Goldman Sachs Bank	7/16/2014	247,000.00	1.600%	247,000.00	1.600%	7/16/2018	1,415
13	CDARS - CD	GE Capital Bank	7/18/2014	247,000.00	1.600%	247,000.00	1.600%	7/18/2018	1,417
14	CDARS - CD	Bar Harbor Bank - ME	5/30/2014	170,000.00	1.600%	170,000.00	1.600%	3/29/2019	1,671
Subtotal CDs			3,368,000.00	1.159%	3,368,000.00	1.159%		1,105	0.00
Total Reserve Fund			3,569,457.09	1.094%	3,569,457.09	1.094%		1,043	0.00
Project Fund									
1	Cash		0.00	0.010%	0.00	0.010%		1	
2	Federated Treasury Obligations		843,672.93	0.010%	843,672.93	0.010%		1	
3	Government Advantage Money Market		9,195,889.29	0.010%	9,195,889.29	0.010%		1	
4	USA Mutuals Partners Insured		5,041,304.96	0.320%	5,041,304.96	0.320%		1	
Subtotal Cash & Cash Equivalents			15,080,867.18	0.114%	15,080,867.18	0.114%		1	
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	120
3	CDARS - CD	Doral Bank	11/8/2013	249,000.00	0.350%	249,000.00	0.350%	11/7/2014	68
4	CDARS - CD	Bank Baroda NY	11/12/2013	249,000.00	0.350%	249,000.00	0.350%	11/12/2014	73
5	CDARS - CD	Fifth Third Bank Columbus	11/13/2013	249,000.00	0.300%	249,000.00	0.300%	11/13/2014	74
6	CDARS - CD	BBCN Bank CA	11/18/2013	249,000.00	0.300%	249,000.00	0.300%	11/18/2014	79
7	CDARS - CD	Compass Bank AL	11/13/2013	249,000.00	0.550%	249,000.00	0.550%	5/13/2015	255
8	CDARS - CD	TCF Natl Bank Sioux Falls S	11/13/2013	249,000.00	0.400%	249,000.00	0.400%	5/13/2015	255
9	CDARS - CD	Sterling Savings Bank	12/18/2013	249,000.00	0.400%	249,000.00	0.400%	6/18/2015	291
10	CDARS - CD	First State Bank	12/23/2013	249,000.00	0.400%	249,000.00	0.400%	6/23/2015	296
11	CDARS - CD	Conestoga Bank	12/27/2013	249,000.00	0.350%	249,000.00	0.350%	6/26/2015	299
12	CDARS - CD	Pacific City Bank	12/26/2013	249,000.00	0.350%	249,000.00	0.350%	6/26/2015	299
13	CDARS - CD	Private Bank & Trust	10/4/2013	249,000.00	0.650%	249,000.00	0.650%	10/5/2015	400
14	CDARS - CD	First United Bank	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	404
15	CDARS - CD	North American Banking Co.	10/9/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	404
16	CDARS - CD	Bridgewater Bank	10/10/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	404
17	CDARS - CD	Luana Savings Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/9/2015	404
18	CDARS - CD	Lyons National Bank	10/11/2013	249,000.00	0.500%	249,000.00	0.500%	10/13/2015	408
19	CDARS - CD	Pilot Bank	10/17/2013	249,000.00	0.500%	249,000.00	0.500%	10/16/2015	411
20	CDARS - CD	Enerbank	10/17/2013	249,000.00	0.550%	249,000.00	0.550%	10/19/2015	414
Subtotal CDs & Securities			6,493,974.00	0.498%	6,493,974.00	0.498%		186	18.00
Total Project Fund			21,574,841.18	0.229%	21,574,841.18	0.229%		57	18.00
Grand Totals			25,144,298.27	0.352%	25,144,298.27	0.352%		197	

This page intentionally left blank.

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: October 15, 2014

TO: Honorable Mayor and City Council

VIA: Sergio Gonzalez, City Manager 

FROM: Paul Toor, P.E., Public Works Director 
Leonna DeWitt, Public Works Assistant

SUBJECT: **Resolution Supporting Proposition 1 – Water Quality, Supply
and Infrastructure Improvement Act of 2014**

Recommendation

It is recommended that the City Council adopt the attached resolution supporting the Water Quality, Supply and Infrastructure Improvement Act of 2014 (Proposition 1).

Fiscal Impact

There is no fiscal impact supporting Proposition 1. There is potential for the City of South Pasadena (City) to receive a benefit from the funding of regional and statewide projects.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Proposition 1 is the product of more than five years of discussions and negotiations among state lawmakers, stakeholders, and others to craft a responsible bond measure to fund needed investments as part of a statewide comprehensive water plan for California. The measure was approved by the Legislature and signed by Governor Brown on August 13, 2014. Supported by a broad coalition of water, business, conservation, labor and agriculture organizations, the \$7.545 billion bond replaces an \$11.14 billion measure previously slated for the November 4, 2014 ballot.

Analysis

Proposition 1 is a \$7.545 billion general obligation bond measure set for the November 4, 2014 ballot. If approved by voters, the measure would provide funding for new surface and groundwater storage projects, regional water reliability, sustainable groundwater management and cleanup, water recycling, water conservation, watershed protection and safe drinking water, particularly for disadvantaged communities.

With one hundred percent of the state now in severe drought, a 2014 Water Bond is critically needed to improve California's water supply reliability. The bond will help fund the implementation of a

comprehensive water program so that a more reliable water supply is available for the public, the environment, agriculture and business. The funding categories of the bond are below:

Storage - \$2.7B

- Continuous appropriation for water storage projects

Regional Water Reliability - \$810M

- Integrated regional water management \$510M
- Stormwater Capture \$200M
- Water conservation \$100M

Safe Drinking Water - \$520M

- Small Community Wastewater Program \$260M
- Drinking Water Public Infrastructure \$260M

Water Recycling - \$725M

- Statewide water recycling projects and activities

Groundwater Sustainability - \$900M

- Prevent and reduce groundwater contaminants \$800M
- Provide sustainable groundwater management planning and implementation \$100M

Watershed Protection, Watershed Ecosystem Restoration, State Settlements - \$1.495B

- Conservancies \$327.5M
- Wildlife Conservation Board \$200M (restoration of flows)
- Department of Fish and Wildlife \$285M (out of delta, no mitigation on BDCP)
- State settlement obligations including CVPIA \$475M
- Rivers and Creeks \$120M

General Provisions

- Funding eligibility requires urban or agricultural water management plans and compliance with 2009 Water Conservation Act
- Bay Delta Conservation Plan neutral
- Protects existing water rights and reaffirms area of origin protections.
- Assumes repurposing of \$105M from Prop. 84, \$95M of Prop. 50, \$81M from Prop. 13, \$25.5M from Prop. 204, \$13.5M from Prop. 44, \$5M from Prop. 82, \$100M from Prop. IE and \$7.120B of new debt.

Statewide Flood Management - \$395M

- Statewide flood management projects and activities \$100M
- For Delta levee subvention programs and delta flood protection projects \$295M

Southern California agencies will be strong competitors in the funding areas of regional water reliability, storm water capture, conservation, recycling and groundwater sustainability. Staff believes that the bond will benefit its customers and improve the water system in general throughout the state.

Should the City Council adopt a resolution supporting Proposition 1, staff will publicize the City Council's actions. The Association of California Water Agencies (ACWA) has provided its members a "Tool Kit" for use in considering a position on the bond and educating the public about the City's position. Public agencies may not spend public funds to support or oppose ballot measures placed before the electorate so the City must provide information on the bond and not advocate for it.

Legal Review

The City Attorney has reviewed the proposed resolution of support and has no concerns.

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: Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING A RESOLUTION IN SUPPORT OF
PROPOSITION 1 – THE WATER QUALITY, SUPPLY AND
INFRASTRUCTURE IMPROVEMENT ACT OF 2014**

WHEREAS, California is in a severe, multi-year drought and faces a growing list of challenges associated with aging infrastructure, population growth and other factors; and

WHEREAS, water managers and leadership from around the state agree that comprehensive, statewide water plan to create a more resilient water system and meet the coequal goals of improved water supply reliability and ecosystem health is needed; and

WHEREAS, the Legislature has approved and Governor Brown has signed the Water Quality, Supply and Infrastructure Improvement Act of 2014, which will appear as Proposition 1 on the November 4, 2014 General Election ballot and provide much-needed funding to advance a statewide comprehensive water plan to secure our water future; and

WHEREAS, if approved by voters, the Measure would provide \$7.545 billion in bond funding for new surface and groundwater storage projects, regional water reliability, sustainable groundwater management and cleanup, water recycling, water conservation, watershed protection, and safe drinking water and other programs.

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 formally supports Proposition 1, the Water Quality, Supply and Infrastructure Improvement Act of 2014 on the November 4, 2014 General Election ballot.

SECTION 2. 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 15th day of October, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 15th day of October, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

This page intentionally left blank.

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: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *JK*
FROM: Tracey Perkosky, Grants Analyst *TP*
SUBJECT: **Authorize the City Manager to Execute the 2013 State Homeland Security Grant Program Subrecipient Agreement in the Amount of \$3,486**

Recommendation

It is recommended that the City Council:

1. Approve the attached Subrecipient and Exhibits between the City of South Pasadena and the County of Los Angeles for the 2013 State Homeland Security Grant Program (SHSGP); and
2. Authorize the City Manager to execute the agreement and all related documents.

Fiscal Impact

By executing this agreement, the City will be reimbursed up to \$3,486 for overtime and/or backfill for firefighters to attend approved Fire Ground Survival training. There is no match.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

Annually, Congress makes an appropriation to the U.S. Department of Homeland Security's Homeland Security Grant Program which is then distributed to the states under the State Homeland Security Grant Program (SHSGP). The purpose of SHSGP is to enhance the ability of State, local and tribal governments to prepare, prevent, respond to, and recover from terrorist attacks and other disasters through training, interoperable communications, and equipment. This award was funded a under priority project identified by the Los Angeles Area Fire Chiefs Association.

Analysis

The 2013 SHSGP is administered through the County of Los Angeles. Per Department of Homeland Security regulations a subrecipient contract is required in order to allocate the \$3,486 in grant funds to the City of South Pasadena.

Authorize City Manager to Execute 2013 State Homeland Security Grant Agreement
October 15, 2015
Page 2 of 2

The grant funds will be used to pay for overtime and/or backfill for Fire Department sworn staff to attend Homeland Security approved Fire Ground Survival Training.

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: Subrecipient Agreement Between the County of Los Angeles and the City of South Pasadena Grant Year 2013 Homeland Security Grant Program.

Subrecipient Agreement

Between the County of Los Angeles and

The City of South Pasadena

Grant Year 2013

Homeland Security Grant Program

**SUBRECIPIENT AGREEMENT
BETWEEN THE COUNTY OF LOS ANGELES
AND
THE CITY OF SOUTH PASADENA**

THIS AGREEMENT ("Agreement") is made and entered into by and between the County of Los Angeles, a political subdivision of the State of California (the "County of Los Angeles"), and the City of South Pasadena, a public agency (the "Subrecipient").

W I T N E S S E T H

WHEREAS, the U.S. Department of Homeland Security Title 44 C.F.R. through the Office of Grants and Training (G&T), has provided financial assistance from the Homeland Security Grant Program (HSGP), Catalog of Federal Domestic Assistance (CFDA) 97.067 directly to the California Governor's Office of Emergency Services (Cal OES) for the 2013 HSGP; and

WHEREAS, the Cal OES provides said funds to the County of Los Angeles as its Subgrantee, and the Chief Executive Officer (CEO) is responsible for managing and overseeing the HSGP funds that are distributed to other specified jurisdictions within Los Angeles County; and

WHEREAS, this financial assistance is being provided to the Subrecipient in order to address the unique equipment, training, exercise and planning management needs of the Subrecipient, and to assist the Subrecipient in building effective prevention and protection capabilities to prevent, respond to, and recover from threats or acts of terrorism; and

WHEREAS, the County of Los Angeles as Subgrantee has obtained approval of the 2013 HSGP grant from Cal OES for the Subrecipient in the amount of \$3,486; and

WHEREAS, the CEO now wishes to distribute 2013 HSGP grant funds to the Subrecipient, as further detailed in this Agreement; and

WHEREAS, the CEO is authorized to enter into subrecipient agreements with cities providing for re-allocation and use of these funds; and to execute all future amendments, modifications, extensions, and augmentations relative to the subrecipient agreements, as necessary; and

WHEREAS, the County of Los Angeles and Subrecipient are desirous of executing this Agreement, and the County of Los Angeles Board of Supervisors on December 3, 2013 authorized the CEO to prepare and execute this Agreement.

NOW, THEREFORE, the County of Los Angeles and Subrecipient agree as follows:

SECTION I

INTRODUCTION

§101. Parties to this Agreement

The parties to this Agreement are:

- A. County of Los Angeles, a political subdivision of the State of California, having its principal office at Kenneth Hahn Hall of Administration, 500 West Temple Street, Los Angeles, CA 90012; and
- B. City of South Pasadena, a public agency, having its principal office at 1414 Mission Street, South Pasadena, CA 91030.

§102. Representatives of the Parties and Service of Notices

- A. The representatives of the respective parties who are authorized to administer this Agreement and to whom formal notices, demands and communications must be given are as follows:

- 1. The representative of the County of Los Angeles is, unless otherwise stated in this Agreement:

Alvia Shaw, Interim Director
Chief Executive Office, Los Angeles County (LAC)
222 S. Hill Street, 2nd Floor
Los Angeles, CA 90012
Phone: (213) 974-7315
Fax: (213) 687-3765
ashaw@ceo.lacounty.gov

With a copy to:
Craig Hirakawa, Grants Manager
Chief Executive Office, LAC
222 S. Hill Street, 2nd Floor
Los Angeles, CA 90012
Phone: (213) 974-1127
Fax: (213) 687-3765
chirakawa@ceo.lacounty.gov

/

/

/

/

/

/

/

2. The representative of Subrecipient is:

Name and Title: Sergio Gonzalez, City Manager

Organization: City of South Pasadena

Address: 1414 Mission St

City/State/Zip: South Pasadena, CA 91030

Phone: 626-403-7210

Fax: 626-403-7251

Email: cmoffice@southpasadenaca.gov

With a copy to:

Name and Title: Tracey Perkosky, Grants Analyst

Organization: City of South Pasadena

Address: 1414 Mission St

City/State/Zip: South Pasadena, CA 91030

Phone: 626-403-7256

Fax: 626-403-7251

Email: tperkosky@southpasadenaca.gov

- B. Formal notices, demands and communications to be given hereunder by either party must be made in writing and may be effected by personal delivery, regular U.S. Postal mail service and/or e-mail. In the event of personal delivery or email, the message will be deemed communicated upon receipt by the County of Los Angeles. In the event of mail service, the message will be deemed communicated as of the date of mailing.
- C. If the name and/or title of the person designated to receive the notices, demands or communications or the address of such person is changed, written notice must be given, in accord with this section, within five (5) business days of said change.

§103. Independent Party

Subrecipient is acting hereunder as an independent party, and not as an agent or employee of the County of Los Angeles. An employee of Subrecipient is not, and will not be deemed, an employee of the County of Los Angeles by virtue of this Agreement, and Subrecipient must so inform each employee organization and each employee who is hired or retained under this Agreement. Subrecipient must not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of the County of Los Angeles by virtue of this Agreement.

§104. Conditions Precedent to Execution of This Agreement

Subrecipient must provide the following signed documents to the County of Los Angeles, unless otherwise exempted:

- A. Certifications and Disclosures Regarding Lobbying, attached hereto as Exhibit A and made a part hereof, in accordance with §411.A.14 of this Agreement. Subrecipient must also file a Disclosure Form at the end of each calendar quarter in which there occurs any event requiring disclosure or which materially affects the accuracy of the information contained in any Disclosure Form previously filed by Subrecipient.
- B. Certifications Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, attached hereto as Exhibit B and made a part hereof, as required by Executive Order 12549 in accordance with §411.A.12 of this Agreement.
- C. Certification Regarding Drug-Free Workplace, attached hereto as Exhibit C and made a part hereof, in accordance with §411.A.13 of this Agreement.
- D. Certification of Grant Assurances – Non-Construction Programs, attached hereto as Exhibit D and made a part hereof, in accordance with §411.C of this Agreement.

SECTION II

TERM AND SERVICES TO BE PROVIDED

§201. Performance Period

The performance period of this Agreement is from September 1, 2013 to March 31, 2015, unless the County of Los Angeles, with Cal OES approval, provides written notification to the Subrecipient that the performance period has been extended, in which case the performance period will be so extended by such written notification, as provided in §502, below.

§202. Use of Grant Funds

- A. Subrecipient and the County of Los Angeles have previously completed a mutually approved budget/expenditure plan, hereinafter "Budget," for the 2013 HSGP, which has been approved by Cal OES. This information is contained in a copy of the Final Grant Award Letter and Worksheet, attached hereto as Exhibit E.

Any request by Subrecipient to modify the Budget must be made in writing with the appropriate justification and submitted to CEO for approval. If during the County of Los Angeles review process, additional information or documentation is required, the Subrecipient will have ten (10) business days to comply with the request. If the Subrecipient does not comply with the request, CEO will issue written notification indicating that the requested modification will not be processed. Modifications must be approved in writing by the County of Los Angeles and Cal OES during the term of this Agreement. Upon approval, all other terms of this Agreement will remain in effect.

Subrecipient must utilize grant funds in accordance with all Federal regulations and State Guidelines.

- B. Subrecipient agrees that grant funds awarded will be used to supplement existing funds for program activities, and will not supplant (replace) non-Federal funds.
- C. Subrecipient must review the Federal Debarment Listing at <http://www.epls.gov/epls/search.do> prior to the purchase of equipment or services to ensure the intended vendor is not listed and also maintain documentation that the list was verified.
- D. Prior to the purchase of equipment or services utilizing a sole source contract of \$100,000 or more, justification must be presented to CEO, who upon review will request approval from Cal OES. Such approval in writing must be obtained prior to the commitment of funds.
- E. Subrecipient must provide any reports requested by the County of Los Angeles to the CEO indicating Subrecipient's performance under this Agreement, including progress on meeting program goals. Reports must be in the form requested by the County of Los Angeles, and must be provided by the 15th of the following month. Subrecipient must timely submit claims for reimbursement.
- F. Subrecipient must provide a copy of their Annual Single Audit Report, as required by Office of Management and Budget circular A-133, to CEO no later than March 31st of the year following the reporting period.
- G. Subrecipient must provide a Corrective Action Plan to CEO within 30 days of any audit finding.
- H. Subrecipient will be monitored by the County of Los Angeles on an annual basis to ensure compliance with Cal OES grant program requirements. The County of

Los Angeles anticipates that said monitoring will include, at a minimum, one on-site visit during the term of this Agreement.

- I. Any equipment acquired pursuant to this Agreement must be authorized in the G&T Authorized Equipment List (AEL) available online at <http://www.rkb.us> and the Funding Guidelines of the 2013 HSGP, Funding Opportunity Announcement, incorporated by reference, and attached hereto as Exhibit F. Subrecipient must provide the County of Los Angeles a copy of its most current procurement guidelines and follow its own procurement requirements as long as they meet or exceed the minimum Federal requirements. Federal procurement requirements for the 2013 HSGP can be found at Office of Management and Budget Circular A-102, Title 44 C.F.R. Part 13.

Any equipment acquired or obtained with Grant Funds:

1. Will be made available under the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the applicant;
 2. Will be consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that plan;
 3. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.
- J. Equipment acquired pursuant to this Agreement will be subject to the requirements of Title 44, C.F.R. Part 13.32. For the purposes of this subsection, "Equipment" is defined as tangible nonexpendable property, having a useful life of more than one year which costs \$5,000 or more per unit. Items costing less than \$5,000, but acquired under the "Equipment" category of the Grant must also be listed on any required Equipment Ledger.
1. Equipment must be used by Subrecipient in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by Federal funds. When no longer needed for the original program or project, the Equipment may be used in other activities currently or previously supported by a Federal agency.
 2. Subrecipient must make Equipment available for use on other like projects or programs currently or previously supported by the Federal Government, providing such use will not interfere with the work on the projects or program for which it was originally acquired. First preference for other use must be given to other programs or projects supported by the awarding agency.

3. An Equipment Ledger must be maintained listing each item of Equipment acquired with HSGP funds. The Equipment Ledger must be kept up to date at all times. Any changes must be recorded in the Ledger within ten (10) business days and the updated Ledger is to be forwarded to the County of Los Angeles' Auditor-Controller Shared Services Division. The Equipment Ledger must include: (a) description of the item of Equipment, (b) manufacturer's model and serial number or other identification number, (c) the fund source/grant year of acquisition of the Equipment, including the award number, (d) date of acquisition, (e) the acquisition cost of the Equipment, (f) percentage of Federal participation, (g) location and condition of Equipment and (h) disposition data, including date and sale price, if applicable. Records must be retained pursuant to Title 44 C.F.R. Part 13.32.
 4. All Equipment obtained under this Agreement must have an appropriate identification decal affixed to it, and, when practical, must be affixed where it is readily visible.
 5. A physical inventory of the Equipment must be taken by the Subrecipient and the results reconciled with the Equipment Ledger at least once every two years or prior to any site visit by State or Federal auditors/monitors. The Subrecipient is required to submit a letter certifying as to the accuracy of the Equipment Ledger to the County of Los Angeles, in the frequency as above.
- K. Any planning paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement or subsequent grant year programs.
- L. Any training paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement, and must be first submitted to CEO and then pre-authorized by Cal OES. A catalog of federally approved and sponsored training courses is available at <http://www.ojp.usdoj.gov/odp/training.htm>.
- M. Any exercise paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement. Detailed Homeland Security Exercise and Evaluation Program Guidance is available at <http://hseep.dhs.gov>.
- N. Subrecipient must provide to County of Los Angeles a spending plan detailing the required steps and timeframes required to complete the approved projects within the grant timeframe. Subrecipient must submit the spending plan to County of Los Angeles prior to final execution of the Agreement.
- O. Any organization activities paid pursuant to this Agreement must conform to the guidelines as listed in 2013 HSGP, Funding Opportunity Announcement.

SECTION III

PAYMENT

§301. Payment of Grant Funds and Method of Payment

- A. The County of Los Angeles will reimburse Subrecipient up to the maximum grant amount of \$3,486 as expenditures are incurred and paid by Subrecipient and all documentation is reviewed and approved by County of Los Angeles. All expenditures must be for the purchase of equipment, exercises, training, and planning as described in Section II of this Agreement. The grant amount represents the amount allocated to Subrecipient in the 2013 HSGP Grant Award Letter from Cal OES.
- B. Subrecipient must submit invoices to the County of Los Angeles Auditor-Controller Shared Services Division requesting payment as soon as expenses are incurred and paid, and the required supporting documentation is available. Said timeframe should be within ten (10) business days of Subrecipient's payment to vendors and/or prescribed due dates by CEO and/or Cal OES. Each reimbursement request must be accompanied by the Reimbursement Form (attached hereto as Exhibit G). All appropriate back-up documentation must be attached to the reimbursement form, including purchase orders, invoices, proof of payment and packing slips.

For training reimbursements, Subrecipient must include a copy of the class roster verifying training attendees, proof that prior approval was obtained from Cal OES and that a Cal OES tracking number has been assigned to the course, and timesheets and payroll registers for all training attendees.

For exercise reimbursements, Subrecipient must enter the After Action Report (AAR) and Improvement Plan on the State Office of Domestic Preparedness secure portal within 60 days following completion of the exercise and submit proof of State approval of the AAR with the reimbursement request.

For planning reimbursements, Subrecipient must include a copy of the final tangible product as a result of the planning project.

- C. The County of Los Angeles may, at its discretion, and with Cal OES approval, reallocate unexpended grant funds to another subrecipient. Said reallocation may occur upon completion of an approved project, or by written notification from the Subrecipient to the County of Los Angeles that a portion of the grant funds identified in §301.A., above, will not be utilized. As provided in §502, below, any increase or decrease in the grant amount specified in §301.A., above, may be effectuated by a written notification by the County of Los Angeles to the Subrecipient.

- D. Payment of final invoice will be withheld by the County of Los Angeles until the County of Los Angeles has determined that Subrecipient has turned in all supporting documentation and completed the requirements of this Agreement.
- E. It is understood that the County of Los Angeles makes no commitment to fund this Agreement beyond the terms set forth herein.
- F. 1. Funding for all periods of this Agreement is subject to continuing Federal appropriation of grant funds for this program. In the event of a loss or reduction of Federal appropriation of grant funds for this program, the Agreement may be terminated, or appropriately amended, immediately upon notice to Subrecipient of such loss or reduction of Federal grant funds.

2. County of Los Angeles will make a good-faith effort to notify Subrecipient, in writing, of such non-appropriation at the earliest time.

SECTION IV

STANDARD PROVISIONS

§401. Construction of Provisions and Titles Herein

All titles or subtitles appearing herein have been inserted for convenience and do not, and will not be deemed to, affect the meaning or construction of any of the terms or provisions hereof. The language of this Agreement will be construed according to its fair meaning and not strictly for or against either party.

§402. Applicable Law, Interpretation and Enforcement

Each party's performance hereunder must comply with all applicable laws of the United States of America, the State of California, and the County of Los Angeles. This Agreement will be enforced and interpreted, as applicable, under the laws of the United States of America, the State of California and the County of Los Angeles.

If any part, term or provision of this Agreement is held void, illegal, unenforceable, or in conflict with any law of a Federal, State or Local Government having jurisdiction over this Agreement, the validity of the remainder of the Agreement will not be affected thereby.

Applicable Federal or State requirements that are more restrictive will be followed.

§403. Integrated Agreement

This Agreement sets forth all of the rights and duties of the parties with respect to the subject matter hereof, and replaces any and all previous agreements or understandings, whether written or oral, relating thereto. This Agreement may be amended only as provided for herein.

§404. Breach

If any party fails to perform, in whole or in part, any promise, covenant, or agreement set forth herein, or should any representation made by it be untrue, any aggrieved party may avail itself of all rights and remedies, at law or equity, in the courts of law. Said rights and remedies are cumulative of those provided for herein except that in all events, no party may recover more than once, suffer a penalty or forfeiture, or be unjustly compensated.

§405. Prohibition Against Assignment or Delegation

Subrecipient may not do any of the following, unless it has first obtained the written permission of the County of Los Angeles:

- A. Assign or otherwise alienate any of its rights hereunder, including the right to payment; or
- B. Delegate, subcontract, or otherwise transfer any of its duties hereunder.

§406. Permits

Subrecipient and its officers, agents and employees must obtain and maintain all permits and licenses necessary for Subrecipient's performance hereunder and must pay any fees required therefor. Subrecipient further certifies that it will immediately notify the County of Los Angeles of any suspension, termination, lapse, non renewal or restriction of licenses, certificates, or other documents.

§407. Nondiscrimination and Affirmative Action

Subrecipient must comply with the applicable nondiscrimination and affirmative action provisions of the laws of the United States of America, the State of California, and the County of Los Angeles. In performing this Agreement, Subrecipient must not discriminate in its employment practices against any employee or applicant for employment because of such person's race, religion, national origin, ancestry, sex, sexual orientation, age, physical handicap, mental disability, marital status, domestic partner status or medical condition. Subrecipient must comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

If required, Subrecipient must submit an Equal Employment Opportunity Plan to the Department of Justice Office of Civil Rights in accordance with guidelines listed at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>.

Any subcontract entered into by the Subrecipient relating to this Agreement, to the extent allowed hereunder, will be subject to the provisions of this §407 of this Agreement.

§408. Indemnification

Each of the parties to this Agreement is a public entity. This indemnity provision is written in contemplation of the provisions of Section 895.2 of the Government Code of the State of California, which impose certain tort liability jointly upon public entities, solely by reason of such entities being parties to an agreement, and the parties agree that this indemnity provision will apply and will be enforceable regardless of whether Section 895 et seq. is deemed to apply to this Agreement. The parties hereto, as between themselves, consistent with the authorization contained in Government Code Sections 895.4 and 895.6 agree to each assume the full liability imposed upon it or upon any of its officers, agents, or employees by law, for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement, to the same extent that such liability would be imposed in the absence of Government Code Section 895.2. To achieve the above-stated purpose, each party agrees to indemnify and hold harmless the other party for any liability arising out of its own negligent acts or omissions in the performance of this Agreement (i.e., the Subrecipient agrees to indemnify and hold harmless the County of Los Angeles for liability arising out of the Subrecipient's negligent or wrongful acts or omissions and the County of Los Angeles agrees to indemnify and hold harmless the Subrecipient for liability arising out of the County of Los Angeles' negligent or wrongful acts or omissions). Each party further agrees to indemnify and hold harmless the other party for liability that is imposed on the other party solely by virtue of Government Code Section 895.2. The provisions of Section 2778 of the California Civil Code are made a part hereof as if fully set forth herein. Subrecipient certifies that it has adequate self insured retention of funds to meet any obligation arising from this Agreement.

§409. Conflict of Interest

- A. The Subrecipient covenants that none of its directors, officers, employees, or agents may participate in selecting, or administering, any subcontract supported (in whole or in part) by Federal funds where such person is a director, officer, employee or agent of the subcontractor; or where the selection of subcontractors is or has the appearance of being motivated by a desire for personal gain for themselves or others such as family business, etc.; or where such person knows or should have known that:
 - 1. A member of such person's immediate family, or domestic partner or organization has a financial interest in the subcontract;

2. The subcontractor is someone with whom such person has or is negotiating any prospective employment; or
3. The participation of such person would be prohibited by the California Political Reform Act, California Government Code §87100 et seq. if such person were a public officer, because such person would have a "financial or other interest" in the subcontract.

B. Definitions:

1. The term "immediate family" means domestic partner and/or those persons related by blood or marriage, such as husband, wife, father, mother, brother, sister, son, daughter, father in law, mother in law, brother in law, sister in law, son in law, daughter in law.
 2. The term "financial or other interest" means:
 - a. Any direct or indirect financial interest in the specific contract, including but not limited to, a commission or fee, a share of the proceeds, prospect of a promotion or of future employment, a profit, or any other form of financial reward.
 - b. Any of the following interests in the subcontractor ownership: partnership interest or other beneficial interest of five percent or more; ownership of five percent or more of the stock; employment in a managerial capacity; or membership on the board of directors or governing body.
- C. The Subrecipient further covenants that no officer, director, employee, or agent may solicit or accept gratuities, favors, or anything of monetary value from any actual or potential subcontractor, supplier, a party to a sub agreement, (or persons who are otherwise in a position to benefit from the actions of any officer, employee, or agent).
- D. The Subrecipient may not subcontract with a former director, officer, or employee within a one year period following the termination of the relationship between said person and the Subrecipient.
- E. Prior to obtaining the County of Los Angeles' approval of any subcontract, the Subrecipient must disclose to the County of Los Angeles any relationship, financial or otherwise, direct or indirect, of the Subrecipient or any of its officers, directors or employees or their immediate family with the proposed subcontractor and its officers, directors or employees.
- F. For further clarification of the meaning of any of the terms used herein, the parties agree that references are made to the guidelines, rules, and laws of the County of Los Angeles, State of California, and Federal regulations regarding conflict of interest.
- G. The Subrecipient warrants that it has not paid or given and will not pay or give to any third person any money or other consideration for obtaining this Agreement.

- H. The Subrecipient covenants that no member, officer or employee of Subrecipient may have interest, direct or indirect, in any contract or subcontract or the proceeds thereof for work to be performed in connection with this project during his/her tenure as such employee, member or officer or for one year thereafter.
- I. The Subrecipient must incorporate the foregoing subsections of this Section into every agreement that it enters into in connection with this grant and must substitute the term "subcontractor" for the term "Subrecipient" and "sub subcontractor" for "Subcontractor".

§410. Restriction on Disclosures

Any reports, analyses, studies, drawings, information, or data generated as a result of this Agreement are to be governed by the California Public Records Act (California Government Code Sec. 6250 et seq.).

§411. Statutes and Regulations Applicable To All Grant Contracts

- A. Subrecipient must comply with all applicable requirements of State, Federal, and County of Los Angeles laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this Agreement. Subrecipient must comply with applicable State and Federal laws and regulations pertaining to labor, wages, hours, and other conditions of employment. Subrecipient must comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement. These requirements include, but are not limited to:

- 1. Office of Management and Budget (OMB) Circulars

Subrecipient must comply with OMB Circulars, as applicable: OMB Circular A-21 (Cost Principles for Educational Institutions); OMB Circular A-87 (Cost Principles for State, Local, and Indian Tribal Governments); OMB Circular A-102 (Grants and Cooperative Agreements with State and Local Governments); Common Rule, Subpart C for public agencies or OMB Circular A-110 (Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations); OMB Circular A-122 (Cost Principles for Non-Profit Organizations); OMB Circular A-133 (Audits of States, Local Governments, and Non-Profit Organizations).

- 2. Single Audit Act

Since Federal funds are used in the performance of this Agreement, Subrecipient must, as applicable, adhere to the rules and regulations of the Single Audit Act (31 USC Sec. 7501 et seq.), OMB Circular A-133 and any administrative regulation or field memos implementing the Act.

3. Americans with Disabilities Act

Subrecipient hereby certifies that, as applicable, it will comply with the Americans with Disabilities Act 42, USC §§12101 et seq., and its implementing regulations. Subrecipient will provide reasonable accommodations to allow qualified individuals with disabilities to have access to and to participate in its programs, services and activities in accordance with the provisions of the Americans with Disabilities Act. Subrecipient will not discriminate against persons with disabilities nor against persons due to their relationship to or association with a person with a disability. Any subcontract entered into by Subrecipient, relating to this Contract, to the extent allowed hereunder, will be subject to the provisions of this paragraph.

4. Political and Sectarian Activity Prohibited

None of the funds, materials, property or services provided directly or indirectly under this Agreement may be used for any partisan political activity, or to further the election or defeat of any candidate for public office. Neither may any funds provided under this Agreement be used for any purpose designed to support or defeat any pending legislation or administrative regulation. None of the funds provided pursuant to this Agreement may be used for any sectarian purpose or to support or benefit any sectarian activity.

Subrecipient must file a Disclosure Form at the end of each calendar quarter in which there occurs any event requiring disclosure or which materially affects the accuracy of any of the information contained in any Disclosure Form previously filed by Subrecipient. Subrecipient must require that the language of this Certification be included in the award documents for all sub-awards at all tiers and that all subcontractors certify and disclose accordingly.

5. Records Inspection

At any time during normal business hours and as often as either the County of Los Angeles, the U.S. Comptroller General or the Auditor General of the State of California may deem necessary, Subrecipient must make available for examination all of its records with respect to all matters covered by this Agreement. The County of Los Angeles, the U.S. Comptroller General and the Auditor General of the State of California have the authority to audit, examine and make excerpts or transcripts from records, including all Subrecipient's invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.

Subrecipient agrees to provide any reports requested by the County of Los Angeles regarding performance of this Agreement.

6. Records Maintenance

Records, in their original form, must be maintained in accordance with requirements prescribed by the County of Los Angeles with respect to all matters specified in this Agreement. Original forms are to be maintained on file for all documents specified in this Agreement. Such records must be retained for a period five (5) years after termination of this Agreement and after final disposition of all pending matters. "Pending matters" include, but are not limited to, an audit, litigation or other actions involving records. The County of Los Angeles may, at its discretion, take possession of, retain and audit said records. Records, in their original form pertaining to matters covered by this Agreement, must at all times be retained within the County of Los Angeles unless authorization to remove them is granted in writing by the County of Los Angeles.

7. Subcontracts and Procurement

Subrecipient must, as applicable, comply with the Federal, State and County of Los Angeles standards in the award of any subcontracts. For purposes of this Agreement, subcontracts include but are not limited to purchase agreements, rental or lease agreements, third party agreements, consultant service contracts and construction subcontracts.

Subrecipient must, as applicable, ensure that the terms of this Agreement with the County of Los Angeles are incorporated into all Subcontractor agreements. The Subrecipient must submit all Subcontractor agreements to the County of Los Angeles for review prior to the release of any funds to the Subcontractor. The Subrecipient must withhold funds to any Subcontractor agency that fails to comply with the terms and conditions of this Agreement and their respective Subcontractor agreement.

8. Labor

Subrecipient must, as applicable, comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed requirements for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System Personnel Administration (5 C.F.R. 900, Subpart F).

Subrecipient must comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7); the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874); the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements; and the Hatch Act (5 USC §§1501-1508 and 7324-7328).

Subrecipient must, as applicable, comply with the Federal Fair Labor Standards Act (29 U.S.C. §201) regarding wages and hours of employment.

None of the funds may be used to promote or deter union/labor organizing activities. CA Gov't Code Sec. 16645 et seq.

9. Civil Rights

Subrecipient must, as applicable, comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of disabilities; (d) the Age Discrimination act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; (j) the requirements of any other nondiscrimination statute(s) that may apply to the application; and (k) P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

10. Environmental

Subrecipient must , as applicable, comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646), which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

Subrecipient must comply, as applicable, with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of

1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93205); and (i) Flood Disaster Protection Act of 1973 §102(a) (P.L. 93-234).

Subrecipient must, as applicable, comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

Subrecipient must, as applicable, comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

Subrecipient must, as applicable, comply with the Federal Water Pollution Control Act (33 U.S.C. §1251 et seq.), which restores and maintains the chemical, physical and biological integrity of the Nation's waters.

Subrecipient must, as applicable, ensure that the facilities under its ownership, lease or supervision that are utilized in the accomplishment of this project are not listed in the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal Grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

By signing this Agreement, Subrecipient warrants and represents that it will, as applicable, comply with the California Environmental Quality Act (CEQA), Public Resources Code §21000 et seq.

Subrecipient must, as applicable, comply with the Energy Policy and Conservation Act (P.L. 94-163, 89 Stat. 871).

Subrecipient must comply, as applicable, with the provision of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et. seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

11. Preservation

Subrecipient must, as applicable, comply with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

12. Suspension, Debarment, Ineligibility and Voluntary Exclusion

Subrecipient must, as applicable, comply with Title 2 C.F.R. Part §3000, regarding Suspension and Debarment, and Subrecipient must submit a Certification Regarding Debarment, attached hereto as Exhibit B, required by Executive Order 12549 and any amendment thereto. Said Certification must be submitted to the County of Los Angeles concurrent with the execution of this Agreement and must certify that neither Subrecipient nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department head or agency. Subrecipient must require that the language of this Certification be included in the award documents for all sub-award at all tiers and that all subcontractors certify accordingly.

13. Drug-Free Workplace

Subrecipient must, as applicable, comply with the federal Drug-Free Workplace Act of 1988, 41 USC §701, Title 44 Code of Federal Regulations (CFR) Part §17; the California Drug-Free Workplace Act of 1990, CA Gov't Code §§8350-8357, and Subrecipient must complete the Certification Regarding Drug-Free Workplace Requirements, attached hereto as Exhibit C, and incorporated herein by reference. Subrecipient must require that the language of this Certification be included in the award documents for all sub-award at all tiers and that all subcontractors certify accordingly.

14. Lobbying Activities

Subrecipient must, as applicable, comply with 31 U.S.C.1352 and complete the Disclosure of Lobbying Activities, (OMB 0038-0046), attached hereto as Exhibit A, and incorporated herein by reference.

15. Miscellaneous

Subrecipient must, as applicable, comply with the Laboratory Animal Welfare Act of 1966, as amended (P.L. 89-544, 7 USC §§2131 et seq.).

B. Statutes and Regulations Applicable To This Particular Grant

Subrecipient must comply with all applicable requirements of State and Federal laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this particular grant program. Subrecipient must, as applicable, comply with new, amended, or revised laws, regulations, and/or procedures that apply to the performance of this Agreement. These requirements include, but are not limited to:

1. Title 44 CFR Part 13; EO 12372; U.S. Department of Homeland Security, Office of State and Local Government Coordination and Preparedness, Office for

Domestic Preparedness, ODP WMD Training Course Catalogue; and DOJ Office for Civil Rights.

Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code Chapter 7 of Division 1 of Title 2, §8607.1(e) and CCR Title 19, §§2445-2448.

Provisions of Title 2, 6, 28, 44 CFR applicable to grants and cooperative agreements, including Part 18, Administrative Review Procedures; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services; Part 38, Equal Treatment of Faith-based Organizations; Part 42, Nondiscrimination/Equal Employment Opportunities Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; Part 64, Floodplain Management and Wetland Protection Procedures; Federal laws or regulations applicable to Federal Assistance Programs; Part 69, New Restrictions on Lobbying; Part 70, Uniform Administrative Requirements for Grants and Cooperative Agreements (including sub-awards) with Institutions of Higher Learning, Hospitals and other Non-Profit Organizations; and Part 83, Government-Wide Requirements for a Drug Free Workplace (grants).

Nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1, and all other applicable Federal laws, orders, circulars, or regulations.

2. Travel Expenses

Subrecipient, as provided herein, will be compensated for Subrecipient's reasonable travel expenses incurred in the performance of this Agreement, to include travel and per diem, unless otherwise expressed. Subrecipient's total travel for in-State and/or out-of-State and per diem costs must be included in the contract budget(s). All travel, including out-of-State travel, that is not included in the budget(s) will not be reimbursed without prior written authorization from the County of Los Angeles.

Subrecipient's administrative-related travel and per diem reimbursement costs will not be reimbursed. For programmatic-related travel costs, Subrecipient's reimbursement rates may not exceed the amounts established under the grant.

3. Noncompliance

Subrecipient understands that failure to comply with any of the above assurances may result in suspension, termination or reduction of grant funds, and repayment by the Subrecipient to the County of Los Angeles of any unauthorized expenditures.

C. Compliance With Grant Requirements

To obtain the grant funds, the State required an authorized representative of the County of Los Angeles to sign certain promises regarding the way the grant funds would be spent. These requirements are included in the 2013 Funding Opportunity Announcement and in the "Grant Assurances", attached hereto as Exhibit D. By signing these Grant Assurances and accepting the Funding Opportunity Announcement, the County of Los Angeles became liable to the State for any funds that are used in violation of the grant requirements. Subrecipient will be liable to the Grantor for any funds the State determines that Subrecipient used in violation of these Grant Assurances. Subrecipient agrees to indemnify and hold harmless the County of Los Angeles for any sums the State or Federal government determines Subrecipient used in violation of the Grant Assurances.

§412. Federal, State and Local Taxes

Federal, State and local taxes are the responsibility of the Subrecipient as an independent party and not of the County of Los Angeles and must be paid prior to requesting reimbursement. However, these taxes are an allowable expense under the grant program.

§413. Inventions, Patents and Copyrights

A. Reporting Procedure for Inventions

If any project produces any invention or discovery (Invention) patentable or otherwise under Title 35 of the U.S. Code, including, without limitation, processes and business methods made in the course of work under this Agreement, the Subrecipient must report the fact and disclose the Invention promptly and fully to the County of Los Angeles. The County of Los Angeles will report the fact and disclose the Invention to the State. Unless there is a prior agreement between the County of Los Angeles and the State, the State will determine whether to seek protection on the Invention. The State will determine how the rights in the Invention, including rights under any patent issued thereon, will be allocated and administered in order to protect the public interest consistent with the policy ("Policy") embodied in the Federal Acquisition Regulations System, which is based on Ch. 18 of Title 35 U.S.C. Sections 200 et seq. (Pub. L. 95-517, Pub. L. 98-620, Title 37 CFR Part 401); Presidential Memorandum on Government Patent Policy to the Heads of the Executive Departments and Agencies, dated 2/18/1983; and Executive Order 12591, 4/10/87, 52 FR 13414, Title 3 CFR, 1987 Comp., p. 220 (as amended by Executive Order 12618, 12/22/87, 52 FR 48661, Title 3 CFR, 1987 Comp., p. 262). Subrecipient

hereby agrees to be bound by the Policy, and will contractually require its personnel to be bound by the Policy.

B. Rights to Use Inventions

County of Los Angeles will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license to use, manufacture, improve upon, and allow others to do so for all government purposes, any Invention developed under this Agreement.

C. Copyright Policy

1. Unless otherwise provided by the State or the terms of this Agreement, when copyrightable material (Material) is developed under this Agreement, the County of Los Angeles, at its discretion, may copyright the Material. If the County of Los Angeles declines to copyright the Material, the County of Los Angeles will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license, to use, manufacture, improve upon, and allow others to do so for all government purposes, any Material developed under this Agreement.
2. The State will have an unencumbered right, and a non-exclusive, irrevocable, royalty-free license, to use, manufacture, improve upon, and allow others to do so for all government purposes, any Material developed under this Agreement or any Copyright purchased under this Agreement.
3. Subrecipient must comply with Title 24 CFR 85.34.

D. Rights to Data

The State and the County of Los Angeles will have unlimited rights or copyright license to any data first produced or delivered under this Agreement. "Unlimited rights" means the right to use, disclose, reproduce, prepare derivative works, *distribute* copies to the public, and perform and display publicly, or permit others to do so; as required by Title 48 CFR 27.401. Where the data are not first produced under this Agreement or are published copyrighted data with the notice of 17 U.S.C. Section 401 or 402, the State acquires the data under a copyright license as set forth in Title 48 CFR 27.404(f)(2) instead of unlimited rights. (Title 48 CFR 27.404(a)).

E. Obligations Binding on Subcontractors

Subrecipient must require all subcontractors to comply with the obligations of this section by incorporating the terms of this section into all subcontracts.

§414. Child Support Assignment Orders

Under the terms of this Agreement, Subrecipient must comply with California Family Code Section 5230 et seq. as applicable.

§415. Minority, Women, And Other Business Enterprise Outreach Program

It is the policy of the County of Los Angeles to provide Minority Business Enterprises, Women Business Enterprises and all other business enterprises an equal opportunity to participate in the performance of all Subrecipient's contracts, including procurement, construction and personal services. This policy applies to all of the Subrecipient's contractors and sub-contractors.

SECTION V

DEFAULTS, SUSPENSION, TERMINATION, AND AMENDMENTS

§501. Defaults

Should either party fail for any reason to comply with the contractual obligations of this Agreement within the time specified by this Agreement, the non-breaching party reserves the right to terminate the Agreement, reserving all rights under State and Federal law.

§502. Amendments

Except as otherwise provided in this paragraph, any change in the terms of this Agreement, including changes in the services to be performed by Subrecipient, that are agreed to by the Subrecipient and the County of Los Angeles must be incorporated into this Agreement by a written amendment properly signed by persons who are authorized to bind the parties. Notwithstanding the foregoing, any increase or decrease of the grant amount specified in §301.A., above, or any extension of the performance period specified in §201, above, does not require a written amendment, but may be effectuated by a written notification by the County of Los Angeles to the Subrecipient.

SECTION VI

ENTIRE AGREEMENT

§601. Complete Agreement

This Agreement contains the full and complete Agreement between the two parties. Neither verbal agreement nor conversation or other communication with any officer or employee of either party will affect or modify any of the terms and conditions of this Agreement.

§602. Number of Pages and Attachments

This Agreement may be executed in two (2) duplicate originals, each of which is deemed to be an original. This Agreement includes (23) pages and (7) Exhibits which constitute the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the Subrecipient and County of Los Angeles have caused this Agreement to be executed by their duly authorized representatives.

COUNTY OF LOS ANGELES

By _____
WILLIAM T FUJIOKA
Chief Executive Officer

Date

By _____
SACHI A. HAMAI
Executive Officer, Board of Supervisors

By _____
JOHN NAIMO
Acting Auditor-Controller

APPROVED AS TO FORM

RICHARD D. WEISS
Acting County Counsel

BY _____
Senior Deputy County Counsel

BY _____
City Representative/Title (Signature) (Print Name) Date

APPROVED AS TO FORM

BY _____
City Attorney (Signature) (Print Name) Date

ATTEST

BY _____
City Clerk (Signature) (Print Name) Date

EXHIBITS

- Exhibit A Certification and Disclosures Regarding Lobbying
- Exhibit B Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions and
- Exhibit C Certification Regarding Drug-Free Workplace
- Exhibit D Certification of Grant Assurances
- Exhibit E Final Grant Award Letter and Worksheet
- Exhibit F Funding Guidelines
- Exhibit G Reimbursement Form and Instructions

EXHIBIT A

Cal OES 2-232
Approved by OMB 0348-0046

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change</p> <p>For Material Change Only: Year _____ Quarter _____ date of last report _____</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee</p> <p style="text-align: center;">Tier, if known: _____</p> <p>Congressional District, if known: _____</p>		<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known: _____</p>
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known: _____</p>	<p>9. Award Amount, if known: _____</p>	
<p>10. a. Name and Address of Lobbying Entity <small>(if individual, last name, first name, MI); (attach Continuation Sheet(s) SF-LLL-A, if necessary)</small></p>	<p>b. Individuals Performing Services <small>(last name, first name, MI - include address if different from 10a)</small></p>	
<p>11. Amount of Payment (check all that apply) :</p> <p>_____ <input checked="" type="checkbox"/> Actual <input type="checkbox"/> Planned</p>	<p>13. Type of Payment (check all that apply):</p> <p><input checked="" type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____</p>	
<p>12. Form of Payment (check all that apply):</p> <p><input checked="" type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: _____</p> <p style="text-align: center;">nature _____ value _____</p>		
<p>14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated in item 11: <small>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</small></p>		
<p>15. Continuation Sheet(s) SF-LLL-A attached: <input checked="" type="radio"/> Yes <input type="radio"/> No</p>		
<p>16. Information requested through this form is authorized by Title 31 U.S.C. Section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>		<p>Signature: _____ Name: _____ Title: _____ Telephone: _____ Date: _____ <small>(area code)</small></p>
<p>Federal Use Only:</p>		<p>Authorized for Local Reproduction Standard Form – LLL</p>

**DISCLOSURE OF LOBBYING ACTIVITIES
CONCONTINUATION SHEET**

Continuation of 10 a-b: additional sheets may be added if necessary

Reporting Entity:

_____ Last Name	_____ First Name	_____ MI
_____ Address	_____ City	_____ Zip
_____ Last Name	_____ First Name	_____ MI
_____ Address	_____ City	_____ Zip
_____ Last Name	_____ First Name	_____ MI
_____ Address	_____ City	_____ Zip
_____ Last Name	_____ First Name	_____ MI
_____ Address	_____ City	_____ Zip

Continuation of 14: (additional sheets may be added if necessary)

Brief Description of Services and Payments indicated in item 11:

Authorized for Local Reproduction
Standard Form – LLL-A

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to *Title 31 U.S.C. Section 1352*. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; sub-grant announcement number; the contract, subgrant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a.) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b.) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this document, the prospective recipient of Federal assistance is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this agreement is entered, if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous, when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation on this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Procurement or Non Procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under Paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

EXHIBIT C

CERTIFICATION REGARDING DRUG-FREE WORKPLACE ACT REQUIREMENTS

The Contractor certifies that it will provide a drug-free workplace, in accordance with State law and State Employment Development Department (EDD) Directive No. D907 by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Establishing a drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The Contractor's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
3. Making it a requirement that each employee to be engaged in the performance of this program be given a copy of the statement required by paragraph 1.above.
4. Notifying the employee in the statement required by paragraph 1. that, as a condition of employment under this program, the employee will:
 - a. Abide by the terms of the statement, and
 - b. Notify the Contractor of any criminal drug statute convictions for a violation occurring in the workplace no later than five days after such conviction.
5. Notifying the County within ten days after receiving notice under subparagraph 4.b. from an employee or otherwise receiving actual notice of such conviction.
6. Taking one of the following actions, within 30 days of receiving notice under subparagraph 4.b. with respect to any employee who is so convicted by taking appropriate personnel action against such an employee, up to and including termination.
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of the provision of this certification.

CONTRACTOR/AGENCY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

EXHIBIT D

**California Governor's Office of Emergency Services
FY 2013 Grant Assurances
(All HSGP Applicants)**

Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Fax Number: _____

E-Mail Address: _____

As the duly authorized representative of the Applicant, I certify that the Applicant named above:

1. Will assure that all allocations and use of funds under this grant will be in accordance with the Fiscal Year 2013 HSGP Funding Opportunity Announcement.
2. Will assure that grant funds will support efforts related to providing an integrated mechanism to enhance the coordination of national priority efforts to prepare for, prevent, respond to, and recover from terrorist attacks, major disasters and other emergencies.
3. Has the legal authority to apply for federal assistance and has the institutional, managerial and financial capability to ensure proper planning, management and completion of the grant provided by the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) and sub-granted through the State of California, California Governor's Office of Emergency Services (Cal OES).
4. Will assure that grant funds are used for allowable, fair, and reasonable costs only and will not be transferred between grant programs (for example: State Homeland Security Program and Urban Area Security Initiative) or fiscal years.
5. Will comply with any cost sharing commitments included in the FY2013 Investment Justifications submitted to DHS/FEMA/Cal OES, where applicable.
6. Will establish a proper accounting system in accordance with generally accepted accounting standards and awarding agency directives.
7. Will give the DHS/FEMA, the General Accounting Office, the Comptroller General of the United States, the Cal OES, the Office of Inspector General, through any authorized representatives, access to, and the right to examine, all paper or electronic records, books, and documents related to the award, and will permit access to its facilities, personnel and other individuals and information as may be necessary, as required by DHS/FEMA or Cal OES, through any authorized representative, with regard to examination of grant related records, accounts, documents, information and staff.
8. Will require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with applicable provisions governing DHS/FEMA access to records, accounts, documents, information, facilities, and staff.
 - a. Recipients must cooperate with any compliance review or complaint investigation conducted by DHS/FEMA or Cal OES.
 - b. Recipients must give DHS/FEMA and Cal OES access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to

- facilities, personnel, and other individuals and information as may be necessary, as required by DHS/FEMA and Cal OES program guidance, requirements, and applicable laws.
- c. Recipients must submit timely, complete, and accurate reports to the appropriate DHS/FEMA and Cal OES officials and maintain appropriate documentation to support these reports.
 - d. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
 - e. If, during the past three years, the Recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the Recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS/FEMA/Cal OES awarding office and the DHS Office of Civil Rights and Civil Liberties.
 - f. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the Recipient, or the Recipient settles a case or matter alleging such discrimination, Recipients must forward a copy of the complaint and findings to the DHS/FEMA Component and/or awarding office. The United States has the right to seek judicial enforcement of these obligations.
9. Will comply with any other special reporting, assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this agreement, or detailed in the program guidance.
 10. Agrees that funds utilized to establish or enhance state and local fusion centers must support the development of a statewide fusion process that corresponds with the Global Justice/Homeland Security Advisory Council (HSAC) Fusion Center Guidelines, follow the federal and state approved privacy policies, and achieve (at a minimum) the baseline level of capability as defined by the Fusion Capability Planning Tool.
 11. Will initiate and complete the work within the applicable timeframe, in accordance with grant award terms and requirements, after receipt of approval from Cal OES, and will maintain procedures to minimize the amount of time elapsing between the award of funds and the disbursement of funds.
 12. Will provide timely, complete and accurate progress reports, and maintain appropriate documentation to support the reports, and other such information as may be required by the awarding agency, including the Initial Strategy Implementation Plan (ISIP), within 45 (forty-five) days of the award, and update these reports and related documentation via the Grant Reporting Tool (GRT) twice each year.
 13. Will provide timely notifications to Cal OES of any developments that have a significant impact on award-supported activities, including changes to key program staff.
 14. Agrees to be non-delinquent in the repayment of any federal debt. Examples of relevant debt may be found in OMB Circular A-129, form SF-424, item #17, and include delinquent payroll and other taxes, audit disallowances, and benefit overpayments.
 15. Will comply with the requirement of 31 U.S.C. Section 3729, which sets forth that no subgrantee, Recipient or subrecipient of federal payments shall submit a false claim for payment, reimbursement or advance. Administrative remedies may be found in 38 U.S.C. Section 3801-3812, addressing false claims and statements made.
 16. Will comply with all federal and state laws, executive orders, regulations, program and administrative requirements, cost principles, audit requirements, policies and any other terms and conditions applicable to this award.
 17. Will comply with all applicable provisions of DHS/FEMA's regulations, including Title 44 of the Code of Federal Regulations, Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, including the payment of interest earned on advances.

18. Will comply with Office of Management and Budget (OMB) Circular A-102, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments (also known as the "A-102 Common Rule"), found under FEMA regulations at Title 44, Code of Federal Regulations (CFR) Part 13, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments"; OMB Circular A-110, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations, relocated to 2 CFR Part 215; requirements for allowable costs/cost principles in the A-102 Common Rule, OMB Circular A-110 (2 CFR § 215.27); OMB Circular A-21, Cost Principles for Educational Institutions, relocated to 2 CFR Part 220; OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, relocated to 2 CFR Part 225; OMB Circular A-122, Cost Principles for Non-Profit Organizations, relocated to 2 CFR Part 230; and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, as applicable.
19. Will comply with all provisions of the Federal Acquisition Regulations including, but not limited to, Title 48 CFR Part 31.2, Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations.
20. Will comply with provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limits the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
21. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have family, business, or other connections.
22. Understands and agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government, without the express prior written approval from DHS/FEMA and Cal OES.
23. Will comply with all applicable lobbying prohibitions and laws, including those found in United States Code Title 31, § 1352, *et seq.*, and agrees that none of the funds provided under this award may be expended by the Recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action concerning the award or renewal of any federal contract, grant, loan, or cooperative agreement.
24. Agrees that, to the extent contractors or subcontractors are utilized, will use small, minority-owned, women-owned, or disadvantaged businesses, to the extent practicable.
25. Will comply with Title 2 of the Code of Federal Regulations regarding duplication of benefits, whereby any cost allocable to a particular federal award or cost objective under the principles provided for in this agreement may not be charged to other federal awards to overcome fund deficiencies.
26. Will ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources. Subgrantees and subrecipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
27. Will comply, if applicable, with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 *et seq.*), which prohibits the use of lead based paint in construction or rehabilitation of structures.
28. Will comply with all federal and state laws and regulations relating to civil rights protections and nondiscrimination. These include, but are not limited to:

- a. Title VI of the Civil Rights Act of 1964, Public Law 88-352,(42 U.S.C. § 2000d *et seq.*), , as amended, which prohibits discrimination on the basis of race, color and national origin.
 - b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681 *et seq.*), which prohibits discrimination on the basis of gender.
 - c. The Americans with Disabilities Act, as amended, which prohibits Recipients from discriminating on the basis of disability (42 U.S.C. § 12101 *et seq.*).
 - d. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability in any program receiving federal financial assistance.
 - e. The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*), which prohibits discrimination on the basis of age.
 - f. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse.
 - g. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism.
 - h. Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records.
 - i. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 *et seq.*, as implemented by 24 CFR Part 100), as amended, relating to nondiscrimination in the sale, rental and financing of housing.
 - j. Title 44 of the Code of Federal Regulations (CFR) Parts 7, 16, and 19 relating to nondiscrimination.
 - k. The requirements of any other nondiscrimination provisions in the specific statute(s) under which the application for federal assistance is being made and any other applicable statutes.
 - l. Will, in the event that a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, gender, or disability against a Recipient of funds, the Recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs.
 - m. Will provide an Equal Employment Opportunity Plan, if applicable, to the Department of Justice Office of Civil Rights within 60 days of grant award.
 - n. Will comply, and assure the compliance of all its subgrantees and contractors, with the nondiscrimination requirements and all other provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1.
29. Will comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601 *et seq.* [P.L. 91-646]), which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interested in real property acquired for project purposes regardless of federal participation in purchases. Will also comply with Title 44 CFR, Part 25, Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.
30. Will comply with all provisions of DHS/FEMA's regulation 44 CFR Part 10, Environmental Considerations.
31. Will comply with all applicable federal, state, and local environmental and historical preservation (EHP) requirements. Failure to meet federal, state, and local EHP requirements and obtain applicable permits may jeopardize federal funding. Agrees not to undertake any project having the potential to impact EHP resources without the prior written approval of DHS/FEMA and Cal OES, including, but not limited to, ground disturbance, construction, modification to any structure, physical security enhancements, communications towers, any structure over 50 years old, and purchase and/or use of any sonar equipment. The subgrantee must comply with all conditions and restrictions placed on the project as a result of the EHP review. Any construction-related activities initiated without the necessary EHP review and approval will result in a noncompliance finding, and may not be eligible for reimbursement with DHS/FEMA and

Cal OES funding. Any change to the scope of work will require re-evaluation of compliance with the EHP. If ground-disturbing activities occur during the project implementation, the subgrantee must ensure monitoring of the disturbance. If any potential archeological resources are discovered, the subgrantee will immediately cease activity in that area and notify DHS/FEMA and Cal OES and the appropriate State Historic Preservation Office.

32. Any construction activities that have been initiated prior to the full environmental and historic preservation review could result in a non-compliance finding. Subgrantees must complete the DHS/FEMA EHP Screening Form (OMB Number 1660-0115/FEMA Form 024-0-01) and submit it, with all supporting documentation, to their Cal OES program representative, for processing by the DHS/FEMA Grants Program Directorate EHP.
33. Grantees should submit the FEMA EHP Screening Form for each project as soon as possible upon receiving their grant award. The Screening Form for these types of projects is available at: www.fema.gov/doc/government/grant/bulletins/info329_final_screening_memo.doc
34. Will ensure that the facilities under its ownership, lease or supervision, which shall be utilized in the accomplishment of this project, are not on the Environmental Protection Agency's (EPAs) List of Violating Facilities, and will notify Cal OES and the DHS/FEMA of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating if a facility to be used in the project is under consideration for listing by the EPA.
35. Will provide any information requested by DHS/FEMA and Cal OES to ensure compliance with applicable laws including, but not limited to, the following:
 - a. Institution of environmental quality control measures under the Archaeological and Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), and Environmental Justice (EO12898) and Environmental Quality (EO11514).
 - b. Notification of violating facilities pursuant to EO 11738.
 - c. Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. § 1451 *et seq.*).
 - d. Conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 *et seq.*).
 - e. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523).
 - f. California Environmental Quality Act (CEQA), California Public Resources Code Sections 21080-21098, and California Code of Regulations, Title 14, Chapter 3 Sections 15000-15007.
 - g. Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 *et seq.*) related to protecting components or potential components of the national wild and scenic rivers system.
 - h. Applicable provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 *et seq.*), which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.
36. Will comply with Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, § 8607.1(e) and CCR Title 19, §§ 2445, 2446, 2447, and 2448.
37. Agrees that subgrantees and subrecipients collecting Personally Identifiable Information (PII) must have a publically-available privacy policy that describes what PII they collect, how they plan to use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate. Subgrantees and subrecipients may also find DHS Privacy Impact Assessments, guidance and templates online at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf and at http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_template.pdf, respectively.

38. Agrees that all DHS/FEMA-funded project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, and approvals are obtained.
39. Will comply with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225(a), whereby all subgrantees, recipients, and subrecipients must ensure that all conference, meeting, convention, or training space, funded in whole or in part with federal funds, complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, 15 U.S.C. § 2225.
40. Agrees that all publications created or published with funding under this grant shall prominently contain the following statement: *"This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security."* The Recipient also agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: *"Purchased with funds provided by the U.S. Department of Homeland Security."*
41. Acknowledges that DHS/FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for federal government purposes: a) the copyright in any work developed under an award or sub-award; and b) any rights of copyright to which a Recipient or sub-recipient purchases ownership with federal support. The Recipient agrees to consult with DHS/FEMA and Cal OES regarding the allocation of any patent rights that arise from, or are purchased with, this funding and has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the submitted application for federal assistance and after the receipt of federal financial assistance, through the State of California, agrees to the following:
- Promptly return to the State of California all funds received which exceed the approved, actual expenditures as determined by the federal or state government.
 - In the event the approved amount of the grant is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
 - Property and equipment purchased under the HSGP reverts to Cal OES if the grant funds are deobligated or disallowed and not promptly repaid.
 - HSGP funds used for the improvement of real property must be promptly repaid following deobligation or disallowment of costs, and Cal OES reserves the right to place a lien on the property for the amount owed.
 - Separately account for interest earned on grant funds, and will return all interest earned, in excess of \$100 per federal fiscal year.
42. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
43. Will comply, if applicable, with the Laboratory Animal Welfare Act of 1966 (P. L. 89-544, as amended, 7 U.S.C. 2131 *et seq.*) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
44. Will comply with the minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.
45. Agrees that "Classified national security information," as defined in Executive Order (EO) 12958, as amended or updated via later executive order(s), means information that has been determined pursuant to EO 12958 to require protection against unauthorized disclosure and is marked to indicate its classified status when in documentary form. No funding under this award shall be used to support a contract,

subaward, or other agreement for goods or services that will include access to classified national security information if the Award Recipient has not been approved for and granted access to such information by appropriate authorities.

46. Agrees that where an Award Recipient has been approved for and has access to classified national security information, no funding under this award shall be used to support a contract, subaward, or other agreement for goods or services that will include access to classified national security information by the contractor, subrecipient, or other entity without prior written approval from the DHS Office of Security, Industrial Security Program Branch (ISPB), or, an appropriate official within the federal department or agency with whom the classified effort will be performed. Such contracts, subawards, or other agreements shall be processed and administered in accordance with the DHS "Standard Operating Procedures, Classified Contracting by States and Local Entities," dated July 7, 2008; EOs 12829, 12958, 12968, and other applicable executive orders; the National Industrial Security Program Operating Manual (NISPOM); and other applicable implementing directives or instructions. Security requirement documents may be located at: <http://www.dhs.gov/xopnbiz/grants/index.shtm>
47. Immediately upon determination by the Award Recipient that funding under this award may be used to support a contract, subaward, or other agreement involving access to classified national security information pursuant to paragraph 47, and prior to execution of any actions to facilitate the acquisition of such a contract, subaward, or other agreement, the Award Recipient shall contact ISPB, and the applicable federal department or agency, for approval and processing instructions.

DHS Office of Security ISPB contact information:
Telephone: 202-447-5346
Email: DD254AdministrativeSecurity@dhs.gov
Mail: Department of Homeland Security
Office of the Chief Security Officer
ATTN: ASD/Industrial Security Program Branch
Washington, D.C. 20528

48. Will comply with the requirements regarding Data Universal Numbering System (DUNS) numbers. If recipients are authorized to make subawards under this award, they must first notify potential subrecipients that no entity may receive or make a subaward to any entity unless the entity has provided a DUNS number.
49. For purposes of this award term, the following definitions will apply:
- a. "Data Universal Numbering System (DUNS)" number means the nine digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet, currently at <http://fedgov.dnb.com/webform>.
 - b. "Entity", as it is used in this award term, means all of the following, as defined at 2 CFR Part 25, Subpart C, as a governmental organization, which is a state, local government, or Indian Tribe; or a foreign public entity; or a domestic or foreign nonprofit organization; or a domestic or foreign for-profit organization; or a federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
 - c. "Subaward" means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the Recipient award to an eligible subrecipient. It does not include your procurement of property and services needed to carry out the project or program (for further explanation, see § 210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations") and may be provided through any legal agreement, including an agreement that you consider a contract.
 - d. "Subrecipient" means an entity that receives a subaward from you under this award, and is accountable to you for the use of the federal funds provided by the subaward.

50. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Section 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction sub-agreements.
51. Agrees that equipment acquired or obtained with grant funds:
- a. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement, in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the Applicant, and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.
 - b. Is consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that Strategy.
52. Will comply with the financial and administrative requirements set forth in the current edition of the DHS Financial Management Guide.
53. Agrees that all allocations and use of funds under this grant will be in accordance with the FY 2013 Homeland Security Grant Program Funding Opportunity Announcement, and the California Supplement to the FY 2013 Homeland Security Grant Program Funding Opportunity Announcement. All allocations and use of funds under this grant will be in accordance with the Allocations, and use of grant funding must support the goals and objectives included in the State and/or Urban Area Homeland Security Strategies as well as the investments identified in the Investment Justifications which were submitted as part of the California FY2013 Homeland Security Grant Program application. Further, use of FY13 funds is limited to those investments included in the California FY13 Investment Justifications submitted to DHS/FEMA and Cal OES and evaluated through the peer review process.
54. Will comply with Homeland Security Presidential Directive (HSPD)-5, *Management of Domestic Incidents*. The adoption of the National Incident Management System (NIMS) is a requirement to receive federal preparedness assistance, through grants, contracts, and other activities. The NIMS provides a consistent nationwide template to enable all levels of government, tribal nations, nongovernmental organizations, and private sector partners to work together to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity.
55. Will comply with OMB Standard Form 424B Assurances – Non-construction Programs, whereby the awarding agency may require subgrantees and subrecipients to certify to additional assurances.
56. Will not make any award or permit any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension". As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 17, for prospective participants in primary covered transactions, the Applicant will provide protection against waste, fraud and abuse, by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. Applicant certifies that it and its principals:
- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency.
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and
 - d. Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.
57. Will comply with requirements to acknowledge federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.
 58. Will comply with requirements that publications or other exercise of copyright for any work first produced under federal financial assistance awards hereto related unless the work includes any information that is otherwise controlled by the government (e.g., classified information or other information subject to national security or export control laws or regulations). For any scientific, technical, or other copyright work based on or containing data first produced under this award, including those works published in academic, technical or professional journals, symposia proceedings, or similar works, the recipient grants the government a royalty-free, nonexclusive and irrevocable license to reproduce, display, distribute copies, perform, disseminate, or prepare derivative works, and to authorize others to do so, for government purposes in all such copyrighted works. The Recipient shall affix the applicable copyright notices of 17 U.S.C. § 401 or 402 and an acknowledgement of government sponsorship (including award number) to any work first produced under an award.
 59. Will obtain, via Cal OES, the prior approval from DHS on any use of the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.
 60. Will comply with the requirements of the Preference for U.S. Flag Air Carriers: Travel supported by U.S. Government funds requirement, which states preference for the use of U.S. flag air carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B138942.
 61. Will comply with the requirements of the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 *et seq.*), which requires that all organizations receiving grants from any federal agency agree to maintain a drug-free workplace. The Recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for debarment. These regulations are codified at 2 CFR 3001.
 62. Will comply with the requirements of the government-wide award term which implements § 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104), located at 2 CFR Part 175. This is implemented in accordance with OMB Interim Final Guidance, Federal Register, Volume 72, No. 218, November 13, 2007. In accordance with Section 106(g) of the TVPA, as amended, requires the agency to include a condition that authorizes the agency to terminate the award, without penalty, if the Recipient or a subrecipient engages in severe forms of trafficking in persons during the period of time that the award is in effect, procures a commercial sex act during the period of time that the award is in effect; or uses forced labor in the performance of the award or subawards under the award. Full text of the award term is provided at 2 CFR § 175.15.
 63. Will comply with the requirements of Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance; national origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI,

Recipients must take reasonable steps to ensure that LEP persons have meaningful access to your programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. Recipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing budgets and in conducting programs and activities. For assistance and information regarding LEP obligations, go to <http://www.lep.gov>.

64. Will comply with the requirements of 42 U.S.C. § 7401 *et seq.* and Executive Order 11738, which provides for the protection and enhancement of the quality of the nation's air resources to promote public health and welfare and for restoring and maintaining the chemical, physical, and biological integrity of the nation's waters is considered research for other purposes.
65. Will comply with the requirements of the federal regulations at 45 CFR Part 46 and the requirements in DHS Management Directive 026-04, Protection of Human Subjects, prior to implementing any work with human subjects. The regulations specify additional protections for research involving human fetuses, pregnant women, and neonates (Subpart B); prisoners (Subpart C); and children (Subpart D). The use of autopsy materials is governed by applicable state and local law and is not directly regulated by 45 CFR Part 46.
66. Will comply with the requirements of the National Environmental Policy Act (NEPA), as amended, 42 U.S.C. § 4331 *et seq.*, which establishes national policy goals and procedures to protect and enhance the environment, including protection against natural disasters. To comply with NEPA for its grant-supported activities, DHS requires the environmental aspects of construction grants (and certain non-construction projects as specified by the Component and awarding office) to be reviewed and evaluated before final action on the application.
67. Will comply with the requirements of § 1306(c) of the National Flood Insurance Act, as amended, which provides for benefit payments under the Standard Flood Insurance Policy for demolition or relocation of a structure insured under the Act that is located along the shore of a lake or other body of water and that is certified by an appropriate state or local land use authority to be subject to imminent collapse or subsidence as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels. These regulations are codified at 44 CFR Part 63.
68. Will comply with the requirements of the Flood Disaster Protection Act of 1973, as amended (42 U.S.C. § 4001 *et seq.*), which provides that no federal financial assistance to acquire, modernize, or construct property may be provided in identified flood-prone communities in the United States, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within one year of the identification. The flood insurance purchase requirement applies to both public and private applicants for DHS support. Lists of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.
69. Will comply with the requirements of Executive Order 11990, which provides that federally funded construction and improvements minimize the destruction, loss, or degradation of wetlands. The Executive Order provides that, in furtherance of § 101(b)(3) of NEPA (42 U.S.C. § 4331(b)(3)), federal agencies, to the extent permitted by law, must avoid undertaking or assisting with new construction located in wetlands unless the head of the agency finds that there is no practicable alternative to such construction, and that the proposed action includes all practicable measures to minimize harm to wetlands that may result from such use. In making this finding, the head of the agency may take into account economic, environmental, and other pertinent factors. The public disclosure requirement described above also pertains to early public review of any plans or proposals for new construction in wetlands. This is codified at 44 CFR Part 9.
70. Will comply with the requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c. Among other things, it prescribes criminal penalties for possession of any biological agent, toxin, or delivery system of a type or in a quantity that is not reasonably justified by a prophylactic, protective,

bona fide research, or other peaceful purpose. The act also establishes restrictions on access to specified materials. "Restricted persons," as defined by the act, may not possess, ship, transport, or receive any biological agent or toxin that is listed as a select agent.

71. Understands the reporting of subawards and executive compensation rules, including first tier subawards to Cal OES.
- a. Applicability. Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in federal funds that does not include Recovery funds (as defined in § 1512(a)(2) of the American Recovery and Reinvestment Act of 2009,
 - b. Where and when to report: you must report on each obligating action described in the following paragraphs to Cal OES. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2011, the obligation must be reported by no later than December 31, 2011.)
 - c. What to report: You must report the information about each obligating action that the submission instructions posted in Information Bulletin 350, to Cal OES. To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>. Subgrantees must report subrecipient executive total compensation to Cal OES by the end of the month following the month during which you make the subaward. Exemptions include: If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report on subawards, and the total compensation of the five most highly compensated executives of any subrecipient.
 - d. Reporting Total Compensation of Recipient Executives: You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if
 - i. the total federal funding authorized to date under this award is \$25,000 or more;
 - ii. in the preceding fiscal year, you received 80 percent or more of your annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under § 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
 - iv. Subrecipient Executives. Unless you are exempt as provided above, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if in the subrecipient's preceding fiscal year, the subrecipient received 80 percent or more of its annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and subawards); and the public does not have access to information about the compensation of the executives through periodic reports filed under § 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or § 6104 of the Internal Revenue Code of 1986.
72. Understands that failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

The undersigned represents that he/she is authorized by the above named Applicant to enter into this agreement for and on behalf of the said Applicant.

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: _____

Title: _____ Date: _____

EXHIBIT E

EDMUND G. BROWN JR.
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



September 20, 2013

William T. Fujioka
Chief Executive Officer
Los Angeles County
500 West Temple St.
Los Angeles, CA 90012

SUBJECT: NOTIFICATION OF SUBGRANTEE AWARD APPROVAL
FY 2013 Homeland Security Grant Program (HSGP)
Grant # 2013-00110 Cal OES ID# 037-00000
Subgrantee Performance Period: August 29, 2013 to May 31, 2015

Dear Mr. Fujioka:

The California Governor's Office of Emergency Services (Cal OES) has approved your FY13 Homeland Security Grant Program (HSGP) award in the amount of \$9,296,087. Once your completed application is received and approved, you may request reimbursement of eligible grant expenditures using the Cal OES Financial Management Forms Workbook available at www.caloes.ca.gov.

During the review process, a Cal OES representative examined and evaluated your FY13 HSGP grant application. As a result of this review, some of your funded projects may have been assigned performance milestones shorter than the subgrantee performance period, based in part on information provided in your application and submitted workbook. Performance milestones will be used by Cal OES to both determine the appropriate date to disencumber funds awarded under this grant and re-direct them to other needs across the State and as indicators of performance and grant management capacity in future competitive grant applications.

Activities:	Amount	Completion Date
All Projects	\$4,648,044	8/31/14

Additionally, Aviation/Watercraft requests, Establish/Enhance Emergency Operations Center (EOC) projects, projects requiring EHP review and sole source procurement requests will require additional approvals from Cal OES. Subgrantees must obtain written approval for these activities **prior** to incurring any costs, in order to be reimbursed for any related costs under this grant. Subgrantees are required to obtain a performance bond for any equipment item over

Mr. William T. Fujioka
September 20, 2013
Page 2

\$250,000, or any vehicle, aviation, or watercraft (regardless of the cost) financed with homeland security dollars. Please submit performance bonds to your Program Representative.

Following acceptance of this award, you must enter your grant information into the U.S. Office of Grants and Training, Grant Reporting Tool (GRT), for the December 2013 Biannual Strategy Implementation Report (BSIR) period. The GRT can be accessed online at <https://www.reporting.odp.dhs.gov/>. Semi-annual performance reports must be prepared and submitted to Cal OES via the GRT for the duration of the grant period or until all activities are completed and the grant is formally closed. Failure to submit performance reports could result in grant reduction, suspension, or termination.

This grant is subject to all policies and provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Your dated signature is required on this letter. Please sign and return the original to your Cal OES Program Representative within ten days of receipt, and keep a copy for your files. For further assistance, please feel free to contact your Cal OES Program Representative or the Homeland Security Grants Unit (HSGU) at (916) 845-8510.

Sincerely,



MARK S. GHILARDUCCI
Director



William T. Fujioka, Chief Executive Officer
Los Angeles County

10-3-13
Date

South Pasadena
2013 HSGP Proj

Sub-Recipient	Item Number	Project	Project Name	Funding Source	Discipline	Solution Area	Solution Area Sub-Category	Total Obligated
South Pasadena	4	A	Enhance Homeland Security Exercise, Evaluation and Training Programs	HSGP-SHSP	FS	HSGP-Training	Staff Expenses	3,486

Project #	Project	Course Name	Funding Source	Discipline	Solution Area Sub-Category	Expenditure Category	Feedback Number	Training Activity	Total # Trainee(s)	Identified Host	EHP Approval Date	Part of a Procurement over 100k	Sole Source Involved	Estimated Cost
4.3g	A	Fire Ground Survival Training	HSGP_SHSP	FS	HSGP-Staff Expenses	OT/Backfill	13-31467; 13-31468; 14-31651; 14-31652; 14-31657	Classroom	1000	L.A. City		No	No	3,486

Appendix C – Funding Guidelines

Grantees must comply with all the requirements in 44 CFR Part §13 and 2 CFR Part §215.

In general, grantees should consult with their FEMA Headquarters Program Analyst prior to making any investment that does not clearly meet the allowable expense criteria established by the FOA. Funding guidelines established within this section support the five mission areas—Prevention, Protection, Mitigation, Response, and Recovery—and associated core capabilities within the NPG.

Management and Administration (SHSP, UASI, and OPSG)

Management and administration (M&A) activities are those defined directly relating to the management and administration of HSGP funds, such as financial management and monitoring. The amount of M&A is specified in each year's FOA. For additional information on SHSP and UASI M&A, refer to IB 365. For additional clarification on OPSG M&A, refer to IB 378. Both IBs can be found at <http://www.fema.gov/grants/grant-programs-directorate-information-bulletins>.

Allowable investments made in support of the HSGP priorities as well as other capability-enhancing projects must fall into the categories of planning, organization, exercises, training, or equipment.

Indirect Cost Rate

Indirect costs are allowable only if the applicant has an approved indirect cost rate with the cognizant Federal agency. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of application. Indirect costs will be evaluated as part of the application for Federal funds to determine if allowable and reasonable.

Planning (SHSP, UASI, and OPSG)

SHSP and UASI funds may be used for a range of emergency preparedness and management planning activities and that support Performance Objectives such as THIRA, SPR and Planning, by placing an emphasis on updating and maintaining a current EOP that conforms to the guidelines outlined in CPG 101 v.2. Development and maintenance of a THIRA must align to CPG 201. Planning must include participation from all stakeholders in the community who are able to contribute critical perspectives and may have a role in executing the plan. Planning should be flexible enough to address incidents of varying types and magnitudes.

Grantees must use the *CPG 101 v.2: Developing and Maintaining Emergency Operations Plans* in order to develop robust and effective plans. For additional information, please see http://www.fema.gov/pdf/about/divisions/npd/CPG_101_V2.pdf.

Organization (SHSP and UASI Only)

Organizational activities include:

- Program management;
- Development of whole community partnerships, through groups such as Citizen Corp Councils;
- Structures and mechanisms for information sharing between the public and private sector;
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors;
- Operational Support;
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident;
- Responding to an increase in the threat level under the National Terrorism Advisory System (NTAS), or needs in resulting from a National Special Security Event; and
- Paying salaries and benefits for personnel to serve as qualified intelligence analysts.

States and Urban Areas must justify proposed expenditures of SHSP or UASI funds to support organization activities within their IJ submission by using historical data or other analysis. All States are allowed to utilize up to 50 percent (50%) of their SHSP funding and all Urban Areas are allowed up to 50 percent (50%) of their UASI funding for personnel costs. At the request of a recipient of a grant, the Administrator may grant a waiver of the 50 percent (50%) limitation noted above. Organizational activities under SHSP and UASI include:

- **Intelligence analysts.** Per the *Personnel Reimbursement for Intelligence Cooperation and Enhancement (PRICE) of Homeland Security Act* (Public Law 110-412), SHSP and UASI funds may be used to hire new staff and/or contractor positions to serve as intelligence analysts to enable information/intelligence sharing capabilities, as well as support existing intelligence analysts previously covered by SHSP or UASI funding. In order to be hired as an intelligence analyst, staff and/or contractor personnel must meet at least one of the following criteria:
 - Successfully complete training to ensure baseline proficiency in intelligence analysis and production within six months of being hired; and/or,
 - Previously served as an intelligence analyst for a minimum of two years either in a Federal intelligence agency, the military, or State and/or local law enforcement intelligence unit

As identified in the *Maturation and Enhancement of State and Major Urban Area Fusion Centers* priority, all fusion centers analytic personnel must demonstrate qualifications that meet or exceed competencies identified in the *Common Competencies for State,*

Local, and Tribal Intelligence Analysts, which outlines the minimum categories of training needed for intelligence analysts. A certificate of completion of such training must be on file with the SAA and must be made available to FEMA Program Analysts upon request. In addition to these training requirements, fusion centers should also continue to mature their analytic capabilities by addressing shortfalls in analytic capability identified during the fusion center's annual assessment.

- **Overtime costs.** Overtime costs are allowable for personnel to participate in information, investigative, and intelligence sharing activities specifically related to homeland security and specifically requested by a Federal agency. Allowable costs are limited to overtime associated with federally requested participation in eligible fusion activities including anti-terrorism task forces, Joint Terrorism Task Forces (JTTFs), Area Maritime Security Committees (as required by the *Maritime Transportation Security Act of 2002*), DHS Border Enforcement Security Task Forces, and Integrated Border Enforcement Teams. Grant funding can only be used in proportion to the Federal man-hour estimate, and only after funding for these activities from other Federal sources (i.e., FBI JTTF payments to State and local agencies) has been exhausted. Under no circumstances should DHS grant funding be used to pay for costs already supported by funding from another Federal source.

- **Operational overtime costs.** In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism, operational overtime costs are allowable for increased security measures at critical infrastructure sites. SHSP or UASI funds for organizational costs may be used to support select operational expenses associated with increased security measures at critical infrastructure sites in the following authorized categories:
 - Backfill and overtime expenses for staffing State or Major Urban Area fusion centers;
 - Hiring of contracted security for critical infrastructure sites;
 - Participation in Regional Resiliency Assessment Program (RRAP) activities;
 - Public safety overtime;
 - Title 32 or State Active Duty National Guard deployments to protect critical infrastructure sites, including all resources that are part of the standard National Guard deployment package (Note: Consumable costs, such as fuel expenses, are not allowed except as part of the standard National Guard deployment package); and
 - Increased border security activities in coordination with CBP, as outlined in IB 135.

SHSP or UASI funds may only be spent for operational overtime costs upon prior approval provided in writing by the FEMA Administrator.

Note: States with UASI jurisdictions can use funds retained at the State level to reimburse eligible operational overtime expenses incurred by the State (per the above

guidance limitations and up to a maximum of 50 percent (50%) of the State share of the UASI grant). Any UASI funds retained by the State must be used in **direct** support of the Urban Area. States must provide documentation to the UAWG and FEMA upon request demonstrating how any UASI funds retained by the State would directly support the Urban Area.

Equipment (SHSP and UASI)

The 21 allowable prevention, protection, mitigation, response, and recovery equipment categories and equipment standards for HSGP are listed on the web-based version of the Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB), at <https://www.rkb.us>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

Grantees (including sub-grantees) that are using HSGP funds for emergency communications equipment should comply with the *FY 2013 SAFECOM Guidance for Emergency Communication Grants*, including provisions on technical standards that ensure and enhance interoperable communications. *SAFECOM Guidance* can be found at <http://www.safecomprogram.gov/grant/Default.aspx>. Grantees investing in broadband-related investments should review IB 386: Clarification on Use of DHS/FEMA Public Safety Grant Funds for Broadband-Related Expenditures and Investments, and consult their FEMA Headquarters Program Analyst on such Investments before developing applications. Relocating existing systems operating in the T-Band is also allowable.

Grant funds may be used for the procurement of medical countermeasures. Procurement of medical countermeasures must be conducted in collaboration with State/city/local health departments who administer Federal funds from HHS for this purpose. Procurement must have a sound threat based justification with an aim to reduce the consequences of mass casualty incidents during the first crucial hours of a response. Prior to procuring pharmaceuticals, grantees must have in place an inventory management plan to avoid large periodic variations in supplies due to coinciding purchase and expiration dates. Grantees are encouraged to enter into rotational procurement agreements with vendors and distributors. Purchases of pharmaceuticals must include a budget for the disposal of expired drugs within each fiscal year's the period of performance for HSGP. The cost of disposal cannot be carried over to another FEMA grant or grant period.

Training (SHSP and UASI)

States, territories, and Urban Areas may use HSGP funds to develop and/or maintain a homeland security training program. Allowable training-related costs under HSGP include the establishment, support, conduct, and attendance of training specifically identified under the SHSP and UASI programs and/or in conjunction with emergency preparedness training by other Federal agencies (e.g., HHS and DOT). Training conducted using HSGP funds should address a performance shortfall identified through

an After Action Report/Improvement Plan (AAR/IP) or other assessments (e.g., National Emergency Communications Plan [NECP] Goal Assessments) and contribute to building a capability that will be evaluated through a formal exercise. Exercises should be used to provide the opportunity to demonstrate and validate skills learned in training, as well as to identify training shortfalls. Any training or training shortfalls, including those for vulnerable populations including children, the elderly, pregnant women, and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the State or Urban Area training cycle. All training and exercises conducted with HSGP funds should support the development and testing of the jurisdiction's Emergency Operations Plan (EOP) components or specific annexes, and validation of completed corrective actions from previous exercises or real world events, where applicable. Grantees are encouraged to use existing training rather than developing new courses. When developing new courses, grantees are encouraged to apply the Analysis Design Development and Implementation Evaluation (ADDIE) model of instruction design (<https://www.firstrespondertraining.gov>).

Exercises (SHSP and UASI)

Exercises conducted with FEMA support should be managed and executed in accordance with HSEEP. HSEEP Guidance for exercise design, development, conduct, evaluation, and improvement planning is located at <https://hseep.dhs.gov>.

All capabilities exercised using HSGP funding must be NIMS compliant. More information is available online at the NIC at <http://www.fema.gov/emergency/nims/index.shtm>.

All States and Urban Areas are required to conduct a Training and Exercise Planning Workshop (TEPW) and develop and/or update a Multi-Year Training and Exercise Plan (TEP) on an annual basis. This plan should be informed by the principles and tenants of the National Exercise Program (NEP). Such plans should take into consideration anticipated training and exercise needs of the respective jurisdiction for at least the immediate year, with exercises being targeted to provide responders the opportunity to utilize training received. The plan should include a training and exercise schedule along with the States' and Urban Areas' priority capabilities to assist in focusing the allocation of available exercise resources. This Plan is to be submitted to the State's respective Exercise Program point of contact. The State Exercise Program point of contact should submit a copy of the Plan to hseep@dhs.gov. All scheduled training and exercises included in the Plan should be entered in the HSEEP National Exercise Schedule (NEXS) System, located in the HSEEP Toolkit on the HSEEP website. A TEPW user guide and a template of the Multi-Year Training and Exercise Plan can be found on the HSEEP website at <https://hseep.dhs.gov>. States and Urban Areas are also encouraged to participate in their respective FEMA Regional Training and Exercise Workshop (conducted annually) and coordinate/integrate CDC PHEP, ASPR HPP, State and Urban Area exercise initiatives accordingly.

Other Federally funded preparedness programs have similar exercise and training requirements. Exercise and training activities should be coordinated across the

jurisdiction(s) to the maximum extent possible to include the Whole Community and to foster better coordination working relationships across the enterprise.

Grantees must develop AAR/IPs following the completion of exercises funded under this program; the use of HSEEP is strongly encouraged. AAR/IPs are to be submitted to hseep@dhs.gov. Please ensure the documents are encrypted (password-protected) and the password is also sent to hseep@dhs.gov via a separate email.

Maintenance and Sustainment (SHSP, UASI, and OPSG)

The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by a maintenance or warranty plan must not exceed the period of performance of the specific grant funds used to purchase the plan or warranty.

Grant funds are intended to support the NPG by funding projects that build and sustain the core capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation. In order to provide grantees the ability to meet this objective, the policy set forth in GPD's IB 379 (Guidance to State Administrative Agencies to Expedite the Expenditure of Certain DHS/FEMA Grant Funding) allows for the expansion of eligible maintenance and sustainment costs which must be in 1) direct support of existing capabilities; (2) must be an otherwise allowable expenditure under the applicable grant program; (3) be tied to one of the core capabilities in the five mission areas contained within the National preparedness Goal, and (4) shareable through the Emergency Management Assistance Compact. Additionally, eligible costs must also be in support of equipment, training, and critical resources that have previously been purchased with either Federal grant or any other source of funding other than DHS/FEMA preparedness grant program dollars.

Law Enforcement Terrorism Prevention Allowable Costs (SHSP and UASI Only)

The following activities are eligible for use of LETPA focused funds:

- Maturation and enhancement of designated State and major Urban Area fusion centers, including information sharing and analysis, threat recognition, and terrorist interdiction, and training/ hiring of intelligence analysts;
- Implementation and maintenance of the Nationwide SAR Initiative (NSI), including training for front line personnel on identifying and reporting suspicious activities;
- Implementation of the "If You See Something, Say Something™" campaign to raise public awareness of indicators of terrorism and terrorism-related crime and associated efforts to increase the sharing of information with public and private sector partners, including nonprofit organizations. Note that DHS requires that the Office of Public Affairs be given the opportunity to review and approve any public awareness materials (e.g., videos, posters, tri-folds, etc.) developed using

HSGP grant funds for the “If You See Something, Say Something™” campaign to ensure these materials are consistent with the Department’s messaging and strategy for the campaign and the initiative’s trademark;

- Training for countering violent extremism; development, implementation, and/or expansion of programs to engage communities that may be targeted by violent extremist radicalization; and the development and implementation of projects to partner with local communities to prevent radicalization to violence, in accordance with the Strategic Implementation Plan (SIP) to the National Strategy on Empowering Local Partners to Prevent Violent Extremism in the United States; and
- Increase physical security, via law enforcement personnel and other protective measures by implementing preventive and protective measures related to at-risk nonprofit organizations.

For additional information, refer to the Building Law Enforcement Terrorism Prevention Capabilities priority within Appendix B – *Program Specific Priorities*.

Critical Emergency Supplies (SHSP and UASI Only)

In furtherance of DHS’s mission, critical emergency supplies, such as shelf stable food products, water, and basic medical supplies are an allowable expense under SHSP and UASI. Prior to allocating grant funding for stockpiling purposes, each State must have FEMA’s approval of a viable inventory management plan, an effective distribution strategy, sustainment costs for such an effort, and logistics expertise to avoid situations where funds are wasted because supplies are rendered ineffective due to lack of planning.

The inventory management plan and distribution strategy, to include sustainment costs, will be developed and monitored by FEMA GPD with the assistance of the FEMA Logistics Management Directorate (LMD). GPD will coordinate with LMD and the respective FEMA Region to provide program oversight and technical assistance as it relates to the purchase of critical emergency supplies under UASI. GPD and LMD will establish guidelines and requirements for the purchase of these supplies under UASI and monitor development and status of the State’s inventory management plan and distribution strategy.

States (through their Emergency Management Office) are strongly encouraged to consult with their respective FEMA Regional Logistics Chief regarding disaster logistics-related issues. States are further encouraged to share their FEMA approved plans with local jurisdictions and Tribes to meet minimum inventory management plan requirements when using FEMA grant funds.

Construction and Renovation (SHSP and UASI Only)

Project construction using SHSP and UASI funds may not exceed the greater of \$1,000,000 or 15 percent (15%) of the grant award. For the purposes of the limitations on funding levels, communications towers are not considered construction.

Written approval must be provided by FEMA prior to the use of any HSGP funds for construction or renovation. When applying for construction funds, including communications towers, at the time of application, grantees must submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of Federal interest. Additionally, grantees are required to submit a SF-424C Budget and Budget detail citing the project costs.

When applying for funds to construct communication towers, grantees and sub-grantees must submit evidence that the FCC's Section 106 review process has been completed and submit all documentation resulting from that review to GPD using the guidelines in EHP Supplement prior to submitting materials for EHP review. Grantees and sub-grantees are also encouraged to have completed as many steps as possible for a successful EHP review in support of their proposal for funding (e.g., coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects; compliance with all state and EHP laws and requirements). Projects for which the grantee believes an Environmental Assessment (EA) may be needed, as defined in 44 CFR 10.8 and 10.9, must also be identified to the FEMA Program Analyst within six months of the award. Completed EHP review materials for construction and communication tower projects must be submitted no later than 12 months before the end of the period of performance. EHP review materials should be sent to gpdehpinfo@fema.gov.

HSGP Program grantees using funds for construction projects must comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*). Grant recipients must ensure that their contractors or subcontractors for construction projects pay workers employed directly at the work-site no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor (DOL) wage determinations, is available from the following website <http://www.dol.gov/compliance/laws/comp-dbra.htm>.

OPSG funds may not be used for any type of construction.

Personnel (SHSP and UASI)

Personnel hiring, overtime, and backfill expenses are permitted under this grant in order to perform allowable HSGP planning, training, exercise, and equipment activities. Personnel may include but is not limited to: training and exercise coordinators, program managers for activities directly associated with SHSP and UASI funded activities, intelligence analysts, and statewide interoperability coordinators (SWIC). A personnel cost cap of up to 50 percent (50%) of total SHSP and UASI program funds may be used for personnel and personnel-related activities. Grantees who wish to seek a waiver from the personnel cost cap must provide documentation explaining why the cap should be waived; waiver requests will be considered only under extreme circumstances. In general, the use of SHSP and UASI funding to pay for staff and/or contractor regular time or overtime/backfill is considered a personnel cost.

For further details, SAAs should refer to IB 358 or contact their FEMA Headquarters Program Analyst.

HSGP funds may not be used to support the hiring of any personnel for the purposes of fulfilling traditional public health and safety duties or to supplant traditional public health and safety positions and responsibilities.

Definitions for hiring, overtime, backfill-related overtime, and supplanting remain unchanged from FY 2012 HSGP.

Operational Packages (OPacks) (SHSP and UASI)

Applicants may elect to pursue operational package (OPack) funding, such as Canine Teams, Mobile Explosive Screening Teams, and Anti-Terrorism Teams, for new capabilities as well as sustain existing OPacks. Applicants must commit to minimum training standards to be set by the Department for all Federally funded security positions. Applicants must also ensure that the capabilities are able to be deployable, through EMAC, outside of their community to support regional and national efforts. When requesting OPacks-related projects, applicants must demonstrate the need for developing a new capability at the expense of sustaining existing core capability.

Applicants are reminded that personnel-related activities associated with OPacks will be subject to the PRICE Act requirements in which all States are allowed to utilize up to 50 percent (50%) of their SHSP funding and all Urban Areas are allowed up to 50 percent (50%) of their UASI funding for personnel costs.

Western Hemispheric Travel Initiative (SHSP)

In addition to the expenditures outlined above, SHSP funds may be used to support the implementation activities associated with the Western Hemisphere Travel Initiative (WHTI), including the issuance of WHTI-compliant tribal identification cards. More information on the WHTI may be found at

http://www.dhs.gov/files/programs/qc_1200693579776.shtm or
http://www.getyouhome.gov/html/eng_map.html.

Other Secure Identification Initiatives (SHSP)

SHSP funds may also be used to support the Department's additional efforts to enhance secure identification, including driver's license and identification security enhancements. Activities that facilitate secure identification, including IT enhancements for identification management and verification systems are a priority. DHS is currently developing and implementing a number of screening programs in which secure identification credentials figure prominently. These include the Transportation Worker Identification Credential (TWIC) program which promotes tamper-resistant biometric credentials for workers who require unescorted access to secure areas of ports, vessels, outer continental shelf facilities, and all credentialed merchant mariners; and the credentialing of first responders which entails enhancing real-time electronic authentication of identity and attribute(s) (qualification, certification, authorization, and/or privilege) of emergency response/critical government personnel responding to terrorist attacks or other catastrophic events.

If identified as a priority in the State THIRA, States may continue implementing activities previously funded through the Driver's License Security Grant Program (DLSGP) that focus on securing driver's license and identification card issuance processes. Initiatives related to securing identification should:

- Have the greatest impact upon reducing the issuance and use of fraudulent driver's license and identification cards;
- Reduce the cost of program implementation for individuals, States, and the Federal government;
- Driver's license identification material requirements;
- Expedite State progress toward meeting minimum security standards; and
- Plan and expedite State-specific activities to support Federal data and document verification requirements and standards.

Operations (OPSG)

The intent of OPSG is to focus on operational aspects of enhancing coordination between Federal, State, local, tribal, and territorial law enforcement agencies to increase the security of the United States borders. While equipment is an allowable expense, OPSG is not intended to be an equipment-centric grant.

- *Operational Overtime.* Operational overtime costs associated with law enforcement activities, in support of border law enforcement agencies for increased border security enhancement. Per the *PRICE of Homeland Security Act* (Public Law 110-412), all grantees are allowed to utilize up to 50 percent (50%) of their OPSG funding for personnel related costs, which include overtime activities. At the request of a grant recipient, the FEMA Administrator may waive the 50 percent (50%) personnel cap. Waiver decisions are at the discretion of the FEMA Administrator and will be considered on a case-by-case basis. A formal OPSG personnel waiver request should:
 - Be requested on official letterhead, include a written justification, and be signed by the authorized representative of the SAA;
 - Include a budget and method of calculation of personnel costs both in percentage of the grant award and in total dollar amount. To avoid supplanting issues, the request must also include a three-year staffing history for the requesting entity;
 - Include an approved Operations Order from the CBP/BP Sector office which supports the SAA's written justification;
 - Be coordinated with the CBP Sector and OBP; and
 - Be forwarded electronically by the SAA to FEMA GPD Program Analyst.
- *Part Time Personnel.* OPSG funds may be used to pay additional current part time law enforcement personnel salaries in order to bring them to temporary full time status.
- *Travel, Per Diem, and Lodging.* Travel and per diem include costs associated with the deployment/redeployment of personnel to border areas and for travel associated with law enforcement entities assisting other local jurisdictions in law enforcement activities. In addition, costs to support up to six month deployment

of law enforcement personnel to critical Southwest Border locations to support operational activities (travel costs must be in accordance with applicable travel regulations).

- *Vehicle and Equipment Rentals*
- *Vehicle/Equipment Maintenance*
- *Fuel Cost and/or Mileage Reimbursement.* There is no cap for reimbursement of operational activities.
- *Activate Reserve State, local, tribal, and territorial law enforcement personnel.* Supporting a request to the Governor to activate, deploy, or redeploy specialized National Guard Units/Package and/or elements of State law enforcement to increase or augment specialized/technical law enforcement elements operational activities.
- *Backfill.* Costs associated with backfill for personnel supporting operational activities.
- *Law Enforcement Readiness.* Use of OPSG funds may be used to increase operational, material, and technological readiness of State, local, tribal, and territorial law enforcement agencies.

Unallowable Costs (OPSG)

OPSG unallowable costs include costs associated with staffing and general IT computing equipment and hardware, such as personal computers, faxes, copy machines, modems, etc. OPSG is not intended as a hiring program. Therefore, applying funds toward hiring full-time or permanent sworn public safety officers is unallowable. OPSG funding shall not be used to supplant inherent routine patrols and law enforcement operations or activities not directly related to providing enhanced coordination between local and Federal law enforcement agencies. Finally, construction and/or renovation costs are prohibited under OPSG. Applicants should refer to IB 358 or contact their FEMA Headquarters Program Analyst at (800) 368-6498 for guidance and clarification.

Examples of Allowable Activities for SHSP and UASI

Planning Activities

Examples of planning activities include:

- Developing hazard/threat-specific annexes that incorporate the range of prevention, protection, mitigation, response, and recovery activities
- Developing and implementing homeland security support programs and adopting DHS national initiatives including but not limited to the following:
 - Implementing the NPG, NPS, and the Whole Community Approach to Security and Emergency Management including efforts to support strengthening of capacity among whole community partners
 - Pre-event recovery planning
 - Implementing the National Infrastructure Protection Plan (NIPP) and associated Sector Specific Plans

- Enhancing and implementing SCIPs and Tactical Interoperable Communications Plans (TICPs) that align with the goals, objectives, and initiatives of the *National Emergency Communications Plan* (NECP)
- Costs associated with the adoption, implementation, and sustainment of the NIMS, including implementing the NIMS National Credentialing Framework
- Modifying existing incident management and EOPs to ensure proper alignment with the coordinating structures, processes, and protocols described in the National Frameworks
- Establishing or enhancing mutual aid agreements
- Developing communications and interoperability protocols and solutions consistent with NIMS/ICS that include communications support for faith-based and voluntary organizations
- Developing emergency communications SOPs and plain language protocols
- Integrating emergency communications SOPs across jurisdiction, disciplines, and levels of government
- Conducting local, regional, and tribal program implementation meetings
- Developing or updating resource inventory assets in accordance to NIMS-typed resource definitions issued by the NIC
- Designing State and local geospatial data systems
- Developing and conducting public education and outreach campaigns, including promoting individual, family, and organizational emergency preparedness and support for the campaign to build and sustain national preparedness as required by the NPS; alerts and warnings education; promoting training, exercise, and volunteer opportunities; informing the public about emergency plans, evacuation routes, shelter locations; and evacuation plans as well as CBRNE prevention awareness
- Designing programs to address targeting at-risk populations and engaging them in emergency management planning efforts
- Developing and sustaining Citizen Corps Councils and CERTs
- Activities, materials, services, tools and equipment to achieve planning, protection, mitigation, response and recovery that is inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities)
- Preparing materials for SPRs
- WHTI implementation activities including the issuance of WHTI-compliant tribal identification cards
- Conducting statewide emergency communications and preparedness planning, including the following activities:
 - Conducting/attending planning and governance meetings
 - Engaging and expanding the participation of the whole community in emergency communications planning, response, and risk identification
 - Participating in THIRA development and follow-on capability estimation processes

- Collecting and using data (e.g., NECP Goal Assessments, findings from national-level exercises) to assess user needs, capabilities, and gaps, and to facilitate coordination and asset-sharing
- Assessing emergency communications needs and assets and integrating needs into State plans (e.g., SCIP, SPR, and broadband plans)
- Coordinating with SWIC, SAA, and State-level planners to ensure proposed investments align to statewide plans (e.g., SCIP, State broadband plan) and comply with technical requirements
- Developing related terrorism prevention activities including:
 - Developing THIRAs that reflects a representative makeup and composition of the jurisdiction
 - Developing initiatives that directly support local efforts to understand, recognize, prepare for, prevent, mitigate, and respond to pre-operational activity and other crimes that are precursors or indicators of terrorist activity, in accordance with civil rights/civil liberties protections
 - Developing law enforcement prevention activities, to include establishing and/or enhancing a fusion center
 - Hiring an IT specialist to plan, develop, and implement the IT applications necessary for a fusion center
 - Developing and planning for information/intelligence sharing groups
 - Integrating and coordinating the fire service, emergency management, public health care, public safety, and health security data-gathering (threats to human and animal health) within designated fusion centers to achieve early warning, monitoring, and mitigation of threats
 - Hiring and training privacy, security, and/or fusion liaison officers (FLO) coordinators to support fusion center operations
 - Integrating and coordinating private sector participation with fusion center activities
 - Developing and implementing preventive radiological/nuclear detection activities
 - Acquiring systems allowing connectivity to State, local, tribal, territorial, and Federal data networks, such as the National Crime Information Center (NCIC) and Integrated Automated Fingerprint Identification System (IAFIS), as appropriate
 - Planning to enhance security during heightened alerts, terrorist incidents, and/or during mitigation and recovery
 - Accessible public information/education: printed and electronic materials, public service announcements, seminars/town hall meetings, and web postings coordinated through local Citizen Corps Councils
 - Volunteer programs and other activities to strengthen citizen participation
 - Conducting public education campaigns including promoting suspicious activity reporting and preparedness; individual, family, and organizational emergency preparedness; promoting the National Preparedness and *Ready* campaigns; and/or creating State, regional, or local emergency preparedness efforts that build upon the *Ready* campaign

- Evaluating Critical Infrastructure Protection (CIP) security equipment and/or personnel requirements to protect and secure sites
- CIP cost assessments, including resources (e.g., financial, personnel) required for security enhancements/deployments
- Underwater Terrorist Protection Plans
- Developing and enhancing risk centric capabilities-based plans and protocols, including but not limited to:
 - Community-based planning to advance “whole community” security and emergency management
 - Incorporating government/non-governmental collaboration, citizen preparedness, and volunteer participation into State and local government homeland security strategies, policies, guidance, plans, and evaluations
 - Developing, enhancing, maintaining a current EOP that conforms to the guidelines outlined in the CPG 101 v.2
 - Planning for the relocation of existing systems operating in the T-Band
 - Developing or enhancing local, regional, or Statewide strategic or tactical interoperable emergency communications plans including such actions to support communications with faith-based and voluntary entities who act as immediate responders in disaster
 - Developing protocols or SOPs for specialized teams to incorporate the use of equipment acquired through this grant program
 - Developing terrorism prevention/protection plans
 - Developing plans, procedures, and requirements for the management of infrastructure and resources related to HSGP and implementation of State or Urban Area Homeland Security Strategies
 - Developing plans for mass evacuation and pre-positioning equipment
 - Developing or enhancing plans for responding to mass casualty incidents caused by any hazards
 - Developing or enhancing applicable procedures and operational guides to implement the response actions within the local plan including patient tracking that addresses identifying and tracking children, access and functional needs population, and the elderly and keeping families intact where possible
 - Developing or enhancing border security plans
 - Developing or enhancing cybersecurity and risk mitigation plans
 - Developing or enhancing secondary health screening protocols at major points of entry (e.g., air, rail, port)
 - Developing or enhancing agriculture/food security risk mitigation, response, and recovery plans
 - Developing public/private sector partnership emergency response, assessment, and resource sharing plans
 - Developing or enhancing plans to engage and interface with, and to increase the capacity of, private sector/non-governmental entities working to meet the human service response and recovery needs of survivors
 - Developing or updating local or regional communications plans

- Developing plans to support and assist jurisdictions, such as port authorities and rail and mass transit agencies
 - Developing or enhancing continuity of operations and continuity of government plans
 - Developing or enhancing existing catastrophic incident response and recovery plans to include and integrate Federal assets provided under the NRF
 - Developing plans and response procedures for adjudicating, validating and responding to an alarm from a chemical or biological detector (response procedures should include emergency response procedures integrating local first responders)
 - Developing or enhancing evacuation plans
 - Developing mechanisms for utilizing the National Emergency Family Registry and Locator System (NEFRS)
 - Developing or enhancing plans to prepare for surge capacity of volunteers
 - Developing or enhancing the State EMS systems
 - Developing or enhancing plans for donations and volunteer management and the engagement/integration of private sector/non-governmental entities, and faith-based organizations in preparedness, mitigation, response, and recovery activities
 - Developing school preparedness plans
 - Developing preparedness plans for child congregate care facilities, including group residential facilities, juvenile detention facilities, and public/private child care facilities
 - Developing plans to educate youth on disaster preparedness
 - Ensuring jurisdiction EOPs adequately address warnings, emergency public information, evacuation, sheltering, mass care, resource management from non-governmental sources, unaffiliated volunteer and donations management, and volunteer resource integration to support each Emergency Support Function, to include appropriate considerations for integrating activities, materials, services, tools and equipment to achieve planning inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities). Developing and implementing civil rights, civil liberties, and privacy policies, procedures, and protocols
 - Designing and developing State, local, tribal, and territorial geospatial data systems
 - Developing and implementing statewide electronic patient care reporting systems compliant with the National Emergency Medical Services Information System (NEMSIS)
 - Costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities
- Preparing and submitting SCIPs for SHSP, grantees are required to submit to the Office of Emergency Communications as part of an annual SCIP Implementation

- Preparing and submitting reports to the Office of Emergency Communications (OEC) on progress of implementing that State's SCIP and achieving interoperability at the interstate, State, county, regional, and city levels
- Updating and implementing SCIP and TICP to:
 - Address findings and gaps identified in AARs from real world incidents and planned exercises, NECP Goal assessments, other State-level preparedness reports and assessments
 - Incorporate the NPS and DHS Whole Community initiatives
 - Address plans for implementation of the Federal Communications Commission (FCC) narrowband requirements
 - Describe strategic broadband planning activities and initiatives in preparation for the future deployment of the Nationwide Public Safety Broadband Network (NPSBN)
- Developing or conducting assessments, including but not limited to:
 - Developing pre-event recovery plans
 - Conducting point vulnerability assessments at critical infrastructure sites/key assets and develop remediation/security plans
 - Participating Regional Resiliency Assessment Program (RRAP) activities
 - Conducting or updating interoperable emergency communications capabilities assessments at the local, regional, or Statewide level (e.g., Communications Assets and Mapping [CASM])
 - Developing border security operations plans in coordination with CBP
 - Developing, implementing, and reviewing Area Maritime Security Plans for ports, waterways, and coastal areas
 - Updating and refining threat matrices
 - Conducting cyber risk and vulnerability assessments
 - Conducting assessments and exercising existing catastrophic incident response and recovery plans and capabilities to identify critical shortfalls that cannot be met by existing local, regional, and State resources
 - Activities that directly support the identification of specific catastrophic incident priority response and recovery projected needs across disciplines (e.g., law enforcement, fire service, EMS, public health, behavioral health, public works, agriculture, information technology, and citizen preparedness)
 - Activities that directly support the identification of pre-designated temporary housing sites
 - Activities that support the identification and development of alternate care sites
 - Conducting community assessments, surveys, and research of vulnerabilities and resource needs to determine how to meet needs and build effective and tailored strategies for educating individuals conducting assessments of the extent to which compliance with the integration mandate of disability laws is being achieved
 - Conducting or updating interoperable emergency communications capabilities and broadband needs assessments at the local, regional, or Statewide level

- Soft target security planning (e.g., public gatherings)
- Developing, hosting, or participating in bombing prevention/counter-improvised explosives device (IED)-specific planning initiatives to include:
 - Incorporating appropriate IED-specific intelligence and threat analysis when developing and maintaining a THIRA;
 - Conducting inventories and assessments of capabilities or typed resource using the counter-IED-specific DHS National Capabilities Analysis Database (NCAD) program for use in applicable THIRAs, preparedness reporting, or strategies;
 - Conducting DHS Multi-Jurisdiction IED Security Planning (MJIEDSP) workshops to develop THIRA-based plans and strategies that maximize the use of limited resources;
 - Developing IED hazard-specific EOP annexes.
- Identifying resources for medical supplies necessary to support children during an emergency, including pharmaceuticals and pediatric-sized equipment on which first responders and medical providers are trained
- Ensuring subject matter experts, durable medical equipment, consumable medical supplies and other resources required to assist children and adults with disabilities to maintain health, safety and usual levels of independence in general population environments
- Developing and implementing a community preparedness strategy for the State/local jurisdiction
- Building and expanding governance structures to:
 - Include representatives from multiple agencies, jurisdictions, disciplines, levels of government, Tribes, rural areas, subject matter experts, and private industry
 - Integrate statewide leadership and governance structures into broader statewide planning efforts (e.g., statewide broadband planning activities, grants coordination activities, needs assessments) to ensure emergency communications needs are represented
 - Conduct outreach and education on emergency communications needs and initiatives to stakeholder groups
- Establishing, expanding, and maintaining volunteer programs and volunteer recruitment efforts that support disaster preparedness and/or response
 - Citizen support for emergency responders is critical through year-round volunteer programs and as surge capacity in disaster response, including but not limited to: Citizen Corps Councils, Programs and Organizations, CERTs, Fire Corps, Medical Reserve Corps (MRC), Neighborhood Watch/USAonWatch, Volunteers in Police Service (VIPS), and jurisdiction specific volunteer efforts
- Establishing and sustaining Citizen Corps Councils
- Working with youth-serving organizations and houses of worship to develop and sustain youth and faith-based preparedness programs

Organization Activities

The following organization activities in support of public-private partnerships are allowable expenses.

- Program management:
 - Salary for a dedicated liaison who acts as the primary point of contact, coordinates the public-private partnership and ensures proper implementation of the strategic plan
 - Facilities, including meeting space and work space for private sector liaisons. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
 - Supplies needed to support regular communications
 - Implementation of infrastructure resilience enhancement options described in a RRAP report
- Utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident
- Sustain partnership efforts to include:
 - Support for in-person meetings, events, and workshops that bring the public and private sectors together. Grantees are encouraged to use free space/locations/facilities, whenever possible, prior to the rental of space/locations/facilities
 - Web-based and social media tactics (webinars, emails, newsletters, alerts, databases, online collaboration tools, website development and maintenance, etc.)
 - Innovative approaches for reaching the Whole Community to include translated material for individuals that are blind and or have low vision capability and those with English as a second language and coalitions among citizens.
 - Leverage already existing structures and mechanisms, such as Citizen Corps, for sharing information and engaging members of the Whole Community to include: for-profit and not-for-profit entities, faith based and community organizations, youth-serving and youth advocates, those that support socio-economic and diverse cultures
- Structures and mechanisms for information sharing between the public and private sector:
 - Tools, software, programs, and other mechanisms that support two-way information sharing during normal and emergency operations
 - Means to receive input or feedback from the private sector, and encourage participation from civic leaders from all sectors
 - Regular and timely communications on subjects relating to all phases of emergency management, such as newsletters, emails, and alerts
- Tools, resources and activities that facilitate shared situational awareness between the public and private sectors
 - Web-based and new media platforms that allow real-time information exchange

- Asset mapping, such as participation in FEMA's Total Asset Visibility and LogViz initiatives
- A seat(s) in the emergency operation center, or virtual EOC
- Operational Support:
 - Tools for identifying and tracking available paid and unpaid disaster response resources
 - Dedicated space and equipment for private sector representation within a State, county, or city emergency operation center
 - A dedicated business emergency operations center that works with the State, county or city EOC (not construction)
 - Tools for real time information sharing between the public and private sector
 - Licensing, screening, or other requirements for access to real EOC or virtual EOC
- Federal Emergency Response Official (F/ERO) Credentialing and Validation:
 - Working group meetings and conferences relating to emergency responder credentialing and validation
 - Compiling data to enter into an emergency responder repository
 - Coordinating with other State, local, territorial, and tribal partners to ensure interoperability among existing and planned credentialing and validation systems and equipment
 - Planning to incorporate emergency responder identity and credential validation into training and exercises.
 - This supports our efforts to address grant money for the F/ERO program and further solidifies those efforts in addition to our independent efforts that Darcy has already worked.
- Continuity of Operations / Continuity of Government Planning (COOP/COG) Grant Funding Opportunity

COOP/COG planning is the fundamental responsibility of every government agency that performs an essential function at the State and local level. In order to conduct necessary emergency operations, recovery actions, and other key essential functions during a large-scale or catastrophic event, the agency must have effective Continuity plans in place to support continued operations. Continuity efforts also provide the foundational basis for COG programs, such as succession planning, which are designed to ensure the survival of not only leadership at the State and local level, but also an enduring constitutional government. State and local plans to address COOP/COG issues should be consistent with the Nations Continuity Policy described in Homeland Security Presidential Directive 20 (HSPD-20); the National Continuity Policy Implementation Plan (NCPIP); and Continuity Guidance Circular's 1 (CGC 1) and 2 (CGC 2), which provides guidance for State, local, territorial, and tribal governments, and private sector organizations in developing robust Continuity plans and programs in support of a comprehensive and integrated national continuity capability. Continuity issues to address include, but are not limited to:

- Determine essential functions and activities, interdependencies, and resources needed to perform them
- Establish orders of succession and delegations of authority to key agency positions and establish and maintain current roster(s) of fully equipped and trained COOP personnel with the authority to perform essential functions
- Provide for the identification and preparation of alternate operating facilities for relocated operations
- Provide for the regular training, testing, and exercising of COOP personnel, systems, and facilities
- Provide for reconstitution of agency capabilities, and transition from continuity operations to normal operations

Training Information

Training Information Reporting System (“Web-Forms”). Web-Forms is an electronic form/data management system built to assist the SAA and its designated State/territory Training Point of Contact (TPOC) with the reporting of State and Federal sponsored training supported by HSGP funds. Web-Forms can be accessed through the FEMA Toolkit located at <http://www.firstrespondertraining.gov/admin>.

FEMA resources include a number of different training sources:

- *FEMA Provided Training.* These programs or courses are developed for and delivered by institutions and organizations funded by FEMA. This includes the Center for Domestic Preparedness (CDP), the Emergency Management Institute (EMI) and the National Training and Education Division (NTED) training partner programs including, the Competitive and Continuing Training Grant programs, the National Domestic Preparedness Consortium (NDPC) and the Rural Domestic Preparedness Consortium (RDPC).
- *Training Not Provided by FEMA.* These courses are either State sponsored or Federal sponsored, coordinated and approved by the SAA or their designated TPOC, and fall within the FEMA mission scope to prepare State, local, tribal, and territorial personnel to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.
- *State Sponsored Courses.* These courses are developed for and/or delivered by institutions or organizations other than Federal entities or FEMA and are sponsored by the SAA or their designated TPOC.
- *Federal Sponsored Courses.* This catalog lists courses developed for and/or delivered by institutions funded by Federal entities other than FEMA. These courses are listed at <http://www.firstrespondertraining.gov>.
- *Approved State and Federal Sponsored Course Catalog.* This catalog lists State and Federal sponsored courses that fall within the FEMA mission scope, and have been approved through the FEMA course review and approval process. An updated version of this catalog can be accessed at <http://www.firstrespondertraining.gov>.

- Additionally the new National Preparedness Directorate (NPD) Online Course Catalog (OCC) allows access to courses delivered by the CDP, EMI, and NTED. It can be accessed at <http://training.fema.gov/occ/>.
- *Joint Training and Exercises with the Public and Private Sectors*. These courses are sponsored and coordinated by private sector entities to enhance public-private partnerships for training personnel to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.

Each FEMA training partner should contact the SAA or designated TPOC for locations within the State that are appropriate for the training. When the direct delivery funds are exhausted, the training partner can continue to offer the classes to the States through the Excess Delivery Acquisition Program (EDAP).

EDAP allows an NTED training partner to charge for a course delivery when the Federal grant that developed the program is completed or more deliveries of a requested class are needed than the grant funds can accommodate. The cost per class is approved by FEMA so that States pay for the cost of instruction only, not the curriculum development costs that were paid by FEMA training grant funds. HSGP funds can be used to pay for the delivery of these classes within a State at the request of the SAA/TPOC.

Attending Training Not Provided by FEMA (State and Federal Sponsored Courses). States, territories, and Urban Areas are not required to request approval from FEMA for personnel to attend training not provided by FEMA (State or Federal sponsored courses) provided that the training is coordinated with and approved by the SAA or TPOC and falls within the FEMA mission scope and the jurisdiction's EOP and strategy of preparing State, local, tribal, and territorial personnel or citizens to prevent, protect against, mitigate, respond to, and recover from acts of terrorism or catastrophic events.

FEMA will conduct periodic reviews of all State, territory, and Urban Area training funded by FEMA. These reviews may include requests for all course materials and physical observation of, or participation in, the funded training. If these reviews determine that courses are outside the scope of this guidance, grantees will be asked to repay grant funds expended in support of those efforts.

State and Federal-Sponsored Course Catalog. Courses approved through NTED will be added to the approved State and Federal Sponsored Course Catalog. Courses identified within this catalog may be attended on an unlimited basis within any State/territory as long as the training is coordinated and approved by the SAA/TPOC. A full description of the NTED Course Development, Review, and Approval Process, as well as the approved course catalog, can be found at http://www.firstrespondertraining.gov/odp_webforms. NTED will respond to the initial request for review within 15 days with one of the following outcomes:

- Course concept is approved as consistent with the State plan and the State should submit the full course package for subject matter expert review and comment or
- Course concept is disapproved as inconsistent with State plan, FEMA guidance, or is exactly the same as another course in the catalog (no need for another approval, refer to the curriculum already developed and approved).

At any time, the SAA/TPOC (for State sponsored courses) or the Federal agency POC (for Federal sponsored courses) may request the addition of a course to the corresponding approved catalog by submitting the associated Web-Form (i.e., Request for Addition to the Approved State-Sponsored Catalog) for review. If a class on the same subject is already in the catalog, the submitting State should provide documentation as to why the course is unique, after contacting the owner(s) of the other courses to review the curriculum. This step is required to avoid unnecessary duplication of similar courses in the catalog, allow States to share course development costs, permit all States to have access to new or unique courses developed by other providers, and allow States to direct their training dollars to delivery rather than development. If it is determined that the proposed course meets the above listed criteria, the providing entity (SAA/TPOC or Federal Agency POC) will be invited to submit the Course Review and Approval Request Form along with all supporting training materials.

States, territories, and Urban Areas are no longer required to submit non-FEMA approved courses to NTED for review under the current course review and approval process. In previous years, FEMA funding guidance and / or funding opportunity announcements identified that the SAA/TPOC was allowed three deliveries of the same course within a State/territory before a non-FEMA approved training course was required to go through the NTED State course review and approval process. Although the current State course review and approval process is still available to any State, there is no longer a requirement to submit a course for review after three deliveries.

For further information on developing courses using the instructional design methodology and tools that can facilitate the process, SAAs and TPOCs are encouraged to review the NTED Responder Training Development Center (RTDC) available at <http://www.firstrespondertraining.gov/rtdc/state/>.

FEMA funds must be used to supplement, not supplant, existing funds that have been appropriated for the same purpose.

States and territories are required to conduct a Training and Exercise Plan Workshop to identify and set training and exercise program priorities and develop a multi-year schedule of exercise events and supporting training activities to meet priorities. A Multi-year Training and Exercise Plan will developed following the Training and Exercise Plan Workshop to include training and exercise priorities identified by elected and appointed officials and whole community stakeholders. Further guidance concerning the Multi-year Training and Exercise Plan can be found in the Exercises section.

Joint Training and Exercises with the Public and Private Sectors. Trainings and exercises designed to enhance private sector and public sector coordination are allowable. Overtime pay for first responders and emergency managers who participate in public-private training and exercises is allowable. In addition, States, territories, Tribes, and local units of government are encouraged to incorporate the private sector in government-sponsored training and exercises.

Training and exercises for the public or civilian volunteer programs supporting first responders, including CERT, before, during and after disasters should address the needs of the Whole Community. Allowable training includes: all-hazards safety such as emergency preparedness, basic first aid, lifesaving skills, crime prevention and terrorism awareness, school preparedness, youth preparedness, public health issues, mitigation/property damage prevention, safety in the home, light search and rescue skills, principles of NIMS/ICS, volunteer management, serving and integrating people with disabilities, pet care preparedness, training necessary to participate in volunteer activities, fulfill surge capacity roles, integration and coordination of faith community roles, communication in disaster or promotes individual, family, or whole community safety and preparedness. Exercises that include members of the public or that are conducted for the public should be coordinated with local CERT and Citizen Corps Councils as well as organizations outside of emergency management and focus on the importance of personal preparedness and protective actions.

Allowable Training Costs

Allowable training-related costs include, but are not limited to, the following:

- *Developing, Delivering, and Evaluating Training.* Includes costs related to administering the training, planning, scheduling, facilities, materials and supplies, reproduction of materials, disability accommodations, and equipment. Training should provide the opportunity to demonstrate and validate skills learned, as well as to identify any shortfalls in these skills. Any training shortfalls, including those for children and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the training cycle. Expenditures to provide necessary non-structural accommodations for persons with disabilities and other access and functional needs is allowable (e.g., sign language interpreters, Communication Access Real-time Translation [CART] and other modifications of policies and practices to fully include participants with disabilities). Stakeholders are also encouraged to leverage existing training provided via educational/professional facilities and to incorporate non-traditional methodologies such as the internet, distance learning, or home study whenever such delivery supports training objectives. Pilot courses and innovative approaches to training citizens and instructors are encouraged.
- Training that promotes individual, family, or community safety and preparedness is encouraged, including: all-hazards safety training such as emergency preparedness, basic first aid, lifesaving skills, crime prevention and terrorism awareness, school preparedness, public health issues, mitigation/property

damage prevention, safety in the home, light search and rescue skills, principles of NIMS/ICS, volunteer management and volunteer activities, serving and integrating people with disabilities, pet care preparedness, CPR/AED training, identity theft workshops, terrorism awareness seminars, and disability-inclusive community preparedness conferences. The delivery of the CERT Basic Training Course and supplemental training for CERT members who have completed the basic training, the CERT Train-the-Trainer Course, and the CERT Program Manager Course are strongly encouraged.

- Conducting, hosting, or participating in training related to IED prevention, protection, mitigation, or response to include:
 - Awareness and education for the public, private sector and first responders;
 - Suspicious activity identification and reporting;
 - Management of bomb threats;
 - Physical protective measures;
 - Diversion control measures for dual-use explosive precursor chemicals;
 - Training for specialized IED prevention and protection teams or OPacks such as Public Safety Bomb Squads, Explosives Detection Canine Teams, and Mobile Explosive Device Screening Teams in accordance with applicable guidelines, certification, or accreditation requirements.
- *Overtime and Backfill.* The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of attendance at FEMA and/or approved training courses and programs, are allowable. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the State or unit(s) of local government and has the approval of the State or the awarding agency, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government and from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.
- *Travel.* Costs (e.g., airfare, mileage, per diem, hotel) are allowable as expenses by employees who are on travel status for official business related to approved training.
- *Hiring of Full or Part-Time Staff or Contractors/Consultants.* Payment of salaries and fringe benefits to full or part-time staff or contractors/consultants must be in accordance with the policies of the State or unit(s) of local government and have the approval of the State or awarding agency, whichever is applicable. Such costs must be included within the funding allowed for program management personnel expenses. In no case is dual compensation allowable.
- *Certification/Recertification of Instructors.* States are encouraged to follow the NTE Instructor Quality Assurance Program to ensure a minimum level of competency and corresponding levels of evaluation of student learning. This is particularly important for those courses that involve training of trainers. This information is contained in IB 193, issued October 20, 2005. Additional information can be obtained at http://www.fema.gov/good_guidance/download/10146.

Exercise Requirements

Training and Exercise Plan Workshop. States and Urban Areas are required to conduct an annual Training and Exercise Plan Workshop (TEPW). A Multi-year Training and Exercise Plan must be developed from the workshops on an annual basis and submitted to the State's respective Exercise Program Point of Contact. The State Exercise Program Point of Contact should submit a copy of the State and Urban Area plans to hseep@dhs.gov.

The Training and Exercise Plan will include the State's program priorities and a Multi-Year Training and Exercise Plan (schedule) that supports the identified priorities and aligned capabilities. In addition to submission of the Multi-Year Training and Exercise Plan to hseep@dhs.gov, all scheduled training and exercises should be entered in the HSEEP National Exercise Scheduling (NEXS) System, located in the HSEEP Toolkit on the HSEEP website <https://hseep.dhs.gov>. A TEPW user guides and a template of the Multi-Year Training and Exercise Plan can be found on the HSEEP website <https://hseep.dhs.gov>.

States must complete a cycle of progressive exercise activities during the period of this grant. Exercises conducted by States and Urban Areas may be used to fulfill similar exercise requirements required by other grant programs. For example, HHS preparedness programs require joint exercises between public health departments, the health care sector and medical countermeasure authorities including law enforcement which could provide collaborative opportunities. To this end, grantees are encouraged to invite representatives/planners involved with other federally-mandated or private exercise activities. States and Urban Areas are encouraged to share, at a minimum, the multi-year training and exercise schedule with those departments, agencies, and organizations included in the plan.

- *Exercise Scenarios.* The scenarios used in HSGP-funded exercises must be based on the State/Urban Area's THIRA. The scenarios used in HSGP-funded exercises must focus on testing capabilities, must be large enough in scope and size to exercise multiple activities and warrant involvement from multiple jurisdictions and disciplines and non-governmental organizations, and take into account the needs and requirements for individuals with disabilities. Exercise scenarios should align with priorities and capabilities identified in the Multi-year Training and Exercise Plan.
- *Special Event Planning.* If a State or Urban Area will be hosting a special event (e.g., Super Bowl, G-8 Summit), the special event planning should be considered as a training or exercise activity for the purpose of the Multi-Year Training and Exercise Plan. The State or Urban Area should plan to use SHSP or UASI funding to finance training and exercise activities in preparation for those events. States and Urban Areas should also consider exercises at major venues (e.g., arenas, convention centers) that focus on evacuations, communications, and command and control. States should also anticipate participating in at least one Regional Exercise annually. States must include all confirmed or planned special events in the Multi-year Training and Exercise Plan.

- *Exercise Evaluation and Improvement.* Exercises should evaluate performance of capabilities against the level of capabilities required. Guidance related to exercise evaluation and improvement planning is defined in the HSEEP located at <https://hseep.dhs.gov>.
- *Self-Sustaining Exercise Programs.* States are expected to develop a self-sustaining exercise program. A self-sustaining exercise program is one that is successfully able to implement, maintain, and oversee the Multi-year Training and Exercise Plan, including the development and delivery of HSGP-funded exercises. The program must utilize a multi-disciplinary approach to the development and delivery of exercises, and build upon existing plans, training, and equipment.
- *Role of Non-Governmental Entities in Exercises.* Non-governmental participation in all levels of exercises is strongly encouraged. Leaders from non-governmental entities should be included in the planning, conduct, and evaluation of an exercise. State, local, tribal, and territorial jurisdictions are encouraged to develop exercises that test the integration and use of non-governmental resources provided by non-governmental entities, defined as the private sector and private non-profit, faith-based, community, disability, volunteer, and other non-governmental organizations. Non-governmental participation in exercises should be coordinated with the local Citizen Corps Council(s) or their equivalent and other partner agencies. The scenarios used in HSGP-funded exercises must focus on validating existing capabilities, must comply with and be large enough in scope and size to exercise multiple activities and warrant involvement from multiple jurisdictions and disciplines and non-governmental organizations, and take into account the needs and requirements for individuals with disabilities.

Allowable Exercise Costs

Allowable exercise-related costs include:

- *Funds Used to Design, Develop, Conduct, and Evaluate an Exercise.* Includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, travel, and documentation. Grantees are encouraged to use government or free public space/locations/facilities, whenever available, prior to the rental of space/locations/facilities. Exercises should provide the opportunity to demonstrate and validate skills learned, as well as to identify any shortfalls in these skills. Any exercise or exercise shortfalls, including those for children and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the exercise cycle.
- Full or part-time staff may be hired to support exercise-related activities. Such costs must be included within the funding allowed for program management personnel expenses.
- The applicant's formal written procurement policy or 44 CFR 13.36– whichever is more stringent – must be followed.

- *Overtime and Backfill.* The entire amount of overtime costs, including payments related to backfilling personnel, which are the direct result of time spent on the design, development, and conduct of exercises are allowable expenses. These costs are allowed only to the extent the payment for such services is in accordance with the policies of the State or unit(s) of local government and has the approval of the State or the awarding agency, whichever is applicable. In no case is dual compensation allowable. That is, an employee of a unit of government may not receive compensation from their unit or agency of government AND from an award for a single period of time (e.g., 1:00 p.m. to 5:00 p.m.), even though such work may benefit both activities.
- *Travel.* Travel costs are allowable as expenses by employees who are on travel status for official business related to the planning and conduct of exercise project(s) or HSEEP programmatic requirements as described in the HSEEP (e.g., Training and Exercise Plan).
- *Supplies.* Supplies are items that are expended or consumed during the course of the planning and conduct of the exercise project(s) (e.g., gloves, non-sterile masks, and disposable protective equipment).
- *Disability Accommodations.* Materials, services, tools and equipment for exercising inclusive of people with disabilities (physical, programmatic and communications access for people with physical, sensory, mental health, intellectual and cognitive disabilities).
- *Other Items.* These costs include the rental of equipment and other expenses used specifically for exercises, costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities.

Unauthorized Exercise Costs

Unauthorized exercise-related costs include:

- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).
- Equipment that is purchased for permanent installation and/or use, beyond the scope of exercise conduct (e.g., electronic messaging signs).



**LOS ANGELES COUNTY
DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION
HOMELAND SECURITY GRANT REIMBURSEMENT FORM**

SECTION A: SUBMITTING YOUR CLAIMS

<p>Please submit <u>legible</u> supporting documents, files and completed reimbursement form at:</p> <p align="center"><u>Grants@auditor.lacounty.gov</u></p> <p>In the event e-mail is not available, you can mail your claims to (please do not fax or send duplicates):</p> <p align="center">Department of Auditor-Controller Shared Services Division / Attn: Grants Unit 3470 Wilshire Blvd., Suite 812 Los Angeles, CA 90010</p>	<p>1. Enter Grant Year:</p> <div style="border: 1px solid black; padding: 5px; text-align: center; width: 60px; margin: 0 auto;">2013</div>
---	---

SECTION B: SUB-RECIPIENT'S INFORMATION

1. Sub-recipient's Name: (reimbursement check will be made payable to the name enter here)	3. Taxpayer ID #:	4. Contact's Name:
2. Mailing Address (please let us know where you want your check delivered, including attention line if necessary):		4. Contact's phone:
		4. Contact's e-mail:

SECTION C: DETAIL CLAIM INFORMATION

1. SOLUTION AREA (e.g. equipment, training, planning, exercise)	2. ITEM # (e.g. 17.020)	3. PROJECT ALPHA (e.g. D)	4. EHP required? (Environmental & Historic Preservation)		5. VENDOR'S INVOICE # (If services, supplies or equipment were purchased, please attach invoices)	6. PURCHASE METHOD (If services, supplies or equipment are being claimed)		7. CLAIM AMOUNT (indicate the amount per each line)
			No	Yes (attach prior State Approval)		Competitive Bid?	Sole Source? (attach prior State Approval for purchase of \$100K or more to a single vendor)	

8. TOTAL \$ _____

SECTION D: SUB-RECIPIENT'S CERTIFICATION

Under Penalty of Perjury I certify that (please use the checkbox):

1. I am the duly authorized officer of the claimant herein and this claim is in all respect true and correct. All expenditures were made in accordance with applicable laws, rules, regulations and grant conditions and assurances.

2. All instructions for this form were followed and all the supporting documentation (per instructions) is included with this claim.

3. _____ DATE _____

AUTHORIZED SIGNATURE

_____ AUTHORIZED TITLE

AUTHORIZED PRINTED NAME

5. AUTHORIZED CONTACT INFORMATION (If different from Section B):

PHONE #: _____

E-MAIL: _____

SECTION E: FOR SSD USE ONLY

STAMP WITH RECEIVED DATE HERE:

ASSIGNED CLAIM TRACKING NO.:

171

COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION
INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

Purpose of this form:

To assist sub-recipients in completing the Homeland Security Grant Reimbursement form. We appreciate your participation in this program, for questions or suggestions please use our e-mail below to contact us. Please do not send these instructions to us, they are to be used for your guidance only.

SECTION A: GENERAL INSTRUCTIONS FOR SUBMISSION OF CLAIMS

In numeral 1 of this section, please enter the year of the grant program that you are submitting for reimbursement. In addition, please help us expedite the process of your Homeland Security claims by:

- Completing the reimbursement forms correctly and according to these instructions.
- Submitting your claims using our e-mail --> Grants@auditor.lacounty.gov (please do not fax documents).
- Sending your claims only once (we do not require original documents and duplicates will slow down our process).
- Using the checkboxes to ensure all the required supporting documents and files accompany your claim form. Supporting documents are flagged for your convenience with a checkbox within the corresponding areas.
- Ensuring that all documents attached to your claims are legible .
- Submitting claims timely. We do not guarantee the process of claims that are submitted late or too close to the final due date. Reimbursable expenditures need to be charged within the performance period of the grant and submitted to us as soon as they are incurred.

SECTION B: SUB-RECIPIENT'S INFORMATION

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Please enter the name of the agency requesting the reimbursement. The name of the agency should be typed according to its signed agreement and as you need it to appear in the payee line of the reimbursement check.
2. Please enter the complete address (street number and name, city, zip code) and attention line where you will need to receive the reimbursement check. Please note that this is not necessary for L.A. County departments.
3. Please enter the tax ID of the governmental entity requesting reimbursement. Please leave blank for L.A. County departments.
4. Please enter the information of the person that can assist us with detail claim questions.

SECTION C: DETAIL CLAIM INFORMATION

In order to expedite your claim, in this area's grid, include a **maximum of five (5) invoices or reimbursements charges (one charge or one invoice per line)**. The invoices or charges need to share the same solution area, project alpha and item #. In addition, invoices from one fiscal year should be claimed separate from invoices of another fiscal year. For example: an invoice dated June 2012 (FY 11/12) should not be combined with an invoice dated October 2012 (FY 12/13) in the same claim request.

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Enter the solution area corresponding to the claim. This information is found in the latest budget of the grant. Examples of solution areas are: equipment, training, planning or exercise.
2. Enter the item # corresponding to the claim. This information is found in the latest budget of the grant. An example of Item # is 17.020.
3. Enter the project alpha corresponding to the claim. This information is found in the latest budget of the grant. An example of project alpha is D.
4. Check with an X under either yes or no according to the claim's Environmental & Historical Preservation (EHP) requirements from the State. EHP approval needs to be obtained from the State **prior** to the purchase of certain equipment items (see AEL description) or training/exercise projects. Please attach the following:
 - a) **State EHP Approval:** if required by the state for your claim.

COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION
INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

SECTION C: (Continued)

5. If the expenditures that you are claiming were purchased thru a vendor or contractor, please enter the invoice # in the grid area. Please note that you are responsible for following acceptable purchasing policies and for documenting your procurement process. Additionally please include the following documentation with your claim:
- a) **Copy of the invoice:** Please attach an invoice that provides sufficient information to be used as a cross reference with the items described in your grant line item and AEL #. When the invoice includes items that are not being claimed or that belong to different claims or grants, please circle and designate on the invoice the items that you are requesting for reimbursement. Each item circled must have a project #, a funding source, and a total. Purchase orders and price quotes will not be accepted in the place of the invoice.
 - b) **Copy of the purchase order**
 - c) **Print out of the corresponding AEL # (Authorized Equipment List number).** The AEL listing can be found at: https://www.rkb.us/fema_grants.cfm
 - d) **Proof of payment of the invoice:** The proof of payment for L.A. County Departments is the printout from e-CAPS showing that the check cleared the bank. The proof of payment for **other than L.A. County** Department is the corresponding copy of the bank's cleared check .
 - e) **Calculations for use tax paid:** When use tax is paid, clearly show the calculations of the use tax in the invoice included in your claim.
 - f) **Proof of payment of the use tax:** Please provide official documents which authenticate the remittance of the use tax to the state, the amount and the reference to the invoice being claimed.
 - g) **Federal Debarment Listing:** Please provide a screen print out of the queried Federal Debarment Listing at <https://www.sam.gov/portal/public/SAM/> (you will need a username and a password; if you don't please create an account) . The listing needs to be queried **prior** to the purchase of the items being claimed. This will certify that the vendor is allowed by the state.
6. If you are claiming services, supplies or any other type of items purchased thru a vendor or contractor, please select with an X the method that you used to acquire the items (do **not** leave blank). Please note that competitive bid and sole source are the only two valid purchasing methods.
- a) **Sole Source State Approval:** for non-bid purchases of \$100,000 or more to a single vendor or a single project, please attach the sole source approval from the State. The approval needs to be requested from the State **prior** to the purchase of the items.
7. Enter the amount of your claim after you verify that your budget is sufficient to cover your request. When the amount of the budget is not sufficient, please let CDAT know of the possible need for budget modification.
8. Enter the "Total Amount" by adding the subtotal claims included in each line.

SECTION D: SUB-RECIPIENT'S CERTIFICATION

The following numerals provide the instructions to fill in the corresponding numeral in the form:

1. Please read and check the box provided if you are an authorized signor.
2. Please read and check the box provided if you are an authorized signor.
3. Please sign the claim if you are an authorized signor of your agency.
- 4 & 5. When the authorized person is the same as the contact person in Section B you do not need to enter the authorized contact information. If the authorized person and the contact person in Section B are different, please enter all the fields in this area as requested.

COUNTY OF LOS ANGELES

DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

ADDITIONAL ITEMS THAT YOU NEED TO ATTACH TO YOUR CLAIMS (ACCORDING TO SOLUTION AREA)

For Equipment Claims:

- a) **Equipment Inventory Listing (Print out & Excel File):** Please include both the printout of the listing and the corresponding excel file with your claim. The excel file is used to submit your claim with the state and the printout as backup document for audits. If there is no serial # for your equipment please assign a valid ID tag, or write "Consumable" (if it applies) do not write N/A or leave the corresponding space blank.

*1 Please ensure that the following information is in your listing: project #, alpha, equipment description, AEL #, AEL title, invoice #, vendor, total cost, invoice date, acquired date, serial #, condition and disposition, deployed location and grant year. Please provide the complete address of the deployed location.

Additionally, please enter the appropriate CBRNE Mission (Chemical, Biological, Radiological, Nuclear, or Explosive) in the column titled "Equipment Description & Quantity". This only applies to vehicles with AEL # 12VE-00-MISS (Vehicle Specialized Mission: CBRNE).

You need to inform us of any changes on the items above *1. This applies to each piece of equipment added in the Inventory Listing, including when the items are disposed and/or no longer useful. We will update the master inventory listing (per grant requirement) according to the information you give us. Please make sure that you include all the attachments that are necessary to provide us with the requested information.

- b) **Grant-Funded Typed Resource Report (Excel File):** Please complete and include with your claim the excel file titled "grant-fundedtypedresourcetool_051612" starting with the 2011 SHSHP and subsequent grants.

For Training Claims:

- a) **State-Sponsored Training Reporting Form (with the tracking request #):** Please add this form along with the Training Request Form Training Officer (POC), which you completed at the website, to the claim's backup documentation. All the backup documentation submitted for the training claim needs to agree with the training period and the detail description on the Training Reporting Form and the line item of the Grant.
- b) **Receipts and paid invoices:** please include the complete copy of the receipts and paid invoices with your claim for itemized costs such as air plane tickets, hotel stays, instructor's fees, workshop cost, facilities fees, consulting services, etc. Additionally, you will need to include the documents requested in numeral 5 under Section C.
- c) **Grant-Funded Typed Resource Report (Excel File):** Please complete and include with your claim the excel file titled "grant-fundedtypedresourcetool_051612" starting with the 2011 SHSHP and subsequent grants.

If you are including personnel cost with your training claim, please add the following:

- d) **Documents that certify completion of the training:** please attach supporting documents that show the class name, dates of training, # of hours of the training class, printed name and signature of individual taking the class and approval signature from supervisor or trainer (attach the information for backfilled positions also). Examples of documents that certify completion of training are:
- Attendance sheets (signed by employee and instructor)
 - Sign in sheets (same as above)
 - Signed training certificates

COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION
INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

For Training Claims (Continued):

- e) **Summary Listing of Charges:** Please use the Training Summary Sheet form provided in this claim packet that clearly shows the breakdown of the training charges per employee and that match the total claimed. This form includes the following: employee name, assignment, job title, date, salary, hours claimed, regular rate, overtime rate, employee benefits rate, claim amount per employee, clear calculations of amount claimed per employee and total (equal to the amount claimed).
- Please ensure that the Training Summary Sheet is verified/approved by an authorized signatory, with printed name and title, and dated.
- f) **Backup for the Benefits Rate:** If you are adding benefits to your claim, please make sure that you include the official calculation for the rate used.
- g) **Timecards:** Include a printout of the corresponding timecards. Manual timecards need to indicate the # of hours charged per day to the grant, supervisor's signature, employee name and signature. Automatic system generated timecards need to be final approved and include the name of the employee and hours charged per day to the grant.
- h) **Explanation of timekeeping codes:** When the supporting documentation (timesheet, payroll register, etc.) includes timekeeping codes please provide a printout with the explanation of the usage as detailed as possible.
- i) **Payroll register:** The payroll register needs to clearly support and explain the amount claimed per employee. It also needs to show the salary, hourly rate, employee benefits and overtime rate.
- j) **Roster of backfilled positions:** When you are claiming overtime for a backfilled position, please attach the backfilled roster to your claim. The roster needs to include the name of the backfilling employees, a short description of duties performed, the corresponding employee whose duties were covered and the dates accordingly. Please make sure that the roster is signed and that you include documentation corresponding to the employee covered by the backfilling position.

For Planning Claims:

- a) **Deliverable (or final product):** Please include with your claim the final product of the planning activity (deliverable) that was identified in the grant award.
- b) **Signed Certificate of Completion:** The certificate of completion can be an e-mail confirming that the planning activity was completed.
- c) **Invoices:** If your planning claim includes charges invoiced by vendors, please see requirements and documents you need to attach to your claim form under Section C (numeral 5 and numeral 6).
- d) **Supporting Documentation for Personnel Cost:** When your planning claim includes personnel cost, please see d) to i) under Training Claim (supporting documents needed) and add to the documentation.

For Exercise Claims:

- a) **Proof of State Approval of After Action Report (AAR):** In order for your AAR to be approved you have to submit it to the State using the ODP Portal (see link below), within 60 days following the completion of the exercise. You need to notify the State when the AAR is uploaded so they can proceed with the approval process.
- https://hseep.dhs.gov/DHS_SSO/
- b) **Invoices:** If your exercise claim includes charges invoiced by vendors please see requirements and documents you need to attach to your claim form under Section C (numeral 5 and numeral 6).

COUNTY OF LOS ANGELES

DEPARTMENT OF AUDITOR-CONTROLLER / SHARED SERVICES DIVISION

INSTRUCTIONS TO COMPLETE THE HOMELAND SECURITY GRANT REIMBURSEMENT FORM

For Exercise Claims (Continued):

- c) **Supporting Documentation for Personnel Cost:** When your exercise claim includes personnel cost, please see d) to i) under Training Claim (supporting documents needed) and add to the documentation.

For Organization Claims: Please see above b) and c) under Exercise Claims

Grant-Funded Typed Resource Report

Tool Instructions:

1. Each row should contain one piece of equipment purchased or one training class held.
2. Choose from the drop-down menu whether the line is for equipment or training, the NIMS Typed Discipline, NIMS Typed Resource and NIMS Type #, as published by FEMA's National Integration Center (NIC) that the equipment supports, if NIMS Typed.
3. If equipment or training is not NIMS Typed, choose "State/Local Other" in the drop-down menu and provide State/Local typing or Community of Interest information in the Comments.
4. Choose whether the piece of equipment or training is to "Sustain Current" existing capabilities or "Add New" capability.
5. Choose the Core Capability or Capabilities that the Typed Resource supports. If more than one Core Capability is applicable, expand the column by clicking the "+" above the "Cost of Purchase" column to show more "Core Capability Supported" columns.
6. Enter the cost of the equipment or training.
7. Enter additional information in the Comments, including a brief description of whether the training or equipment purchased sustains existing capabilities, adds or improves an existing capability, or builds a new capability from scratch.

Equipment or Training	NIMS Typed Discipline or State/Local Discipline/Community of Interest Supported	NIMS Typed Resource Supported	NIMS Type #	State/Local Typed Resource Supported (\$ applicable)	Typed Equipment Purchased	# of Personnel Trained for Typed Teams	# of Typed Teams Trained	Sustain Current Capability/Add New Capability	Core Capability Supported	Cost of Purchase	Comments
-----------------------	---	-------------------------------	-------------	--	---------------------------	--	--------------------------	---	---------------------------	------------------	----------

This page intentionally left blank.

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: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SG*
FROM: Yvette Hall, Chief Deputy City Clerk *YH*
SUBJECT: **Consideration of the 2015 City Council/Successor Agency/Public Financing Authority Meeting Schedule**

Recommendation

It is recommended that the South Pasadena City Council/Successor Agency/Public Financing Authority (City Council) provide direction regarding the 2015 City Council Meeting Schedule and determine which meetings, if any, will be canceled and/or rescheduled.

Fiscal Impact

There is no fiscal impact.

Commission Review and Recommendation

This matter was not reviewed by a Commission.

Background

At the September 17, 2014, City Council Meeting, Councilmember Mahmud requested that the City Council consider setting the 2015 City Council Meeting Schedule, seconded by Councilmember Cacciotti.

Customarily, City Council Meetings have been canceled during the summer months and/or holidays. At the June 19, 2013, City Council Meeting, the City Council adopted a policy to cancel the first meeting in August unless there was a special need to conduct City of South Pasadena (City) business.

In April 2014, the City Council Meetings were rescheduled to the second and fourth Wednesdays of the month to coincide with South Pasadena Unified School District's (SPUSD) spring break schedule.

Analysis

This is a routine matter in which the City Council will consider the 2015 City Council Meeting Schedule.

2015 City Council Meeting Schedule
October 15, 2014
Page 2 of 2

The City Council Meeting scheduled on April 1, 2015, is set to take place during SPUSD's spring break, which is scheduled from March 30, 2015 to April 3, 2015. The City Council Meeting scheduled on August 5, 2015, is routinely canceled during the month of August per the adoption of the aforementioned City Council policy.

Attached for your consideration is a proposed 2015 City Council Meeting Schedule with possible dates to be canceled and/or rescheduled.

Legal Review

The City Attorney has not reviewed this item.

Public Notification of Agenda Item

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

Attachment: Proposed 2015 City Council Meeting Schedule



City of South Pasadena 2015 City Council Meetings

MEETING DATES	
January 7, 2015	
January 21, 2015	
February 4, 2015	
February 18, 2015	
March 4, 2015	
March 18, 2015	
April 1, 2015	Possible cancelation and/or reschedule
April 15, 2015	
May 6, 2015	
May 20, 2015	
June 3, 2015	
June 17, 2015	
July 1, 2015	
July 15, 2015	
August 5, 2015	Possible cancelation and/or reschedule
August 19, 2015	
September 2, 2015	
September 16, 2015	
October 7, 2015	
October 21, 2015	
November 4, 2015	
November 18, 2015	
December 2, 2015	
December 16, 2015	

This page intentionally left blank.

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

*Marina Klubesrian, 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. Zueimer, City Clerk/Authority Secretary
Gary E. Pia, City Treasurer*

COUNCIL AGENDA: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager *SS*
FROM: Hilary Straus, Assistant City Manager *HS*
 Debby Figoni, Senior Management Analyst *HS for DF*
SUBJECT: **Direction Regarding Completion of the Huntington Median
Landscape Demonstration Project**

Recommendation

It is recommended that the City Council provide direction to staff concerning the completion of the Huntington Median Landscape Demonstration Project (Project).

Fiscal Impact

There is no fiscal impact to the Project if it is implemented as originally planned. Other potential costs are detailed in the Analysis.

Commission Review and Recommendation

The Project was reviewed by the Natural Resources and Environmental Commission (NREC) at its December 17, 2013 meeting. The NREC had no objection to the Project as proposed.

Background

In late 2013, the Upper San Gabriel Valley Municipal Water District (Upper District) offered several of its member agencies the opportunity to transform an area of turf grass into a sustainable landscape, which would reduce water by 30% to 40%, and be an educational opportunity for residents and businesses. The Upper District offered \$25,000 for each participating agency.

The NREC considered the Project at its November 19, 2013 and December 17, 2013 meetings. As an outgrowth of those meetings, the NREC expressed support for a recommended high visibility location on Huntington Drive, east of the Fair Oaks Avenue intersection. The Project would include 4,500 square feet of median landscape improvements.

A Project team comprised of representative from the City of South Pasadena (City), the City's landscape maintenance contractor (TruGreen Landcare), staff from Upper District, their contractor (EcoTech Services, Inc.) and the contractor's landscape designer (Native Designs), developed a landscape design (Design). The Design included plants from the Fair Oaks Avenue

Huntington Median Landscape Demonstration Project
October 15, 2014
Page 2 of 2

Median Landscape Project that was completed in conjunction with the recent Fair Oaks Avenue improvement project.

On May 13, 2014, the City and Upper District agreed to all terms and conditions concerning the completion of this median demonstration project.

On June 4, 2014, the Council reviewed three design options for the Project and directed staff to proceed with Option 2 (see attachment). As part of the City Council's review of the Project at that meeting, Councilmember Cacciotti requested a 3D rendering of the Project, which the Upper District produced. Following the production of the 3D drawings, Councilmember Cacciotti requested a meeting with the landscape designer to look into the possibility of incorporating large rocks and a dry stream bed. The Project team met with Councilmember Cacciotti at the site on September 10, 2014, and at that meeting, Councilmember Cacciotti requested additional design changes.

At the October 1, 2014 City Council Meeting, Mayor Khubesrian requested an update on the Project and Councilmember Mahmud seconded the request.

Analysis

In an effort to expedite the Huntington Median Landscape Demonstration Project and to facilitate the partnership with the Upper District, City Council direction is sought.

Currently, the project is on hold pending potential requested changes which include:

- Removing existing trees and planting new trees at a cost of \$3,500;
- Obtaining a new landscape design, incorporating larger rocks and a dry stream bed at a cost of \$1,500; and
- Installing a dry stream bed at a cost of \$3,000 to \$15,000.

Note: these costs are not included in Upper District's initial \$25,000 project funding, and it would be expected that the City would absorb these additional costs, if directed by City Council. If the City Council approves the additional costs, the proposed funding source would be the City's Water Efficiency Fee Fund.

Legal Review

The agreement reached between the City and the Upper District was reviewed by the City Attorney.

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: Staff PowerPoint Project Presentation from the June 4, 2014 City Council Meeting

ATTACHMENT 1
Staff PowerPoint Project Presentation from the
June 4, 2014 City Council Meeting

Water Wise Demonstration Garden Project



Location: Huntington Drive (east of Fair Oaks), South Pasadena



In Partnership With:
Upper San Gabriel Valley Municipal Water District

Project History



- Project Initiated as a result of a discussion between Council Member Cacciotti & USGVMWD Board Member Trevino
- Location: Median on Huntington Drive & Fair Oaks
- Feedback has been received on the landscape design and on plant options from:
 - Natural Resources & Environmental Commission (NREC)
 - Local landscape designers
 - City's landscape maintenance contractor
 - Staff



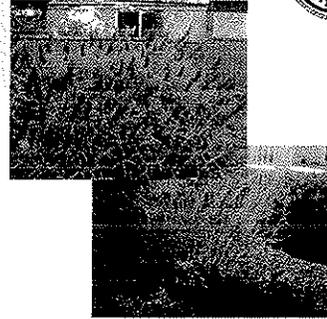
UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT
www.upperdistrict.org

Option #1



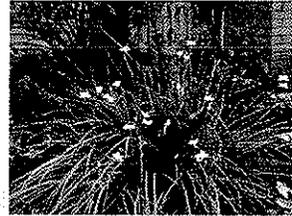
Mexican Bush Sage (*Salvia leucantha*)

5' tall and wide.
Purple blooms.
Needs hard cut back annually.



African Iris (*Diets iridioides*)

Spreads.
White blooms.



Option #1



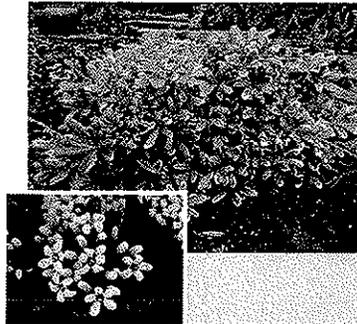
Coyote brush (*Baccharis*)

Native.
In existing Fair Oaks medians.



Pittosporum Tobira

Variegated leaves.
Common in residential landscapes.

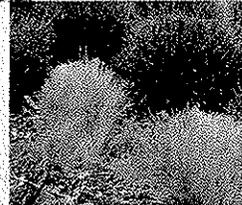
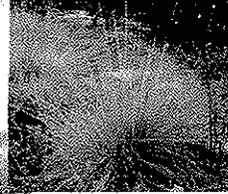


Option #1



Ornamental Grasses:

Carex Spissa
Aristida purpurea
Muhlenbergia rigens



Options #1 - #3



Myoporum parvifolium

Groundcover.

Often used in medians and large spaces.



Option #2



Statice, Sea Lavendar (*Limonium perezii*)

Big, purple blooms.
Blooms for 6 months.



Red Yucca (*Hesperaloe parviflora*)

Eye catching flower stalk.
Interesting texture.



Option #2



Autumn Sage (*Salvia Greggii*)

Colorful.
Attracts butterflies.



Ceanothus Yankee Point

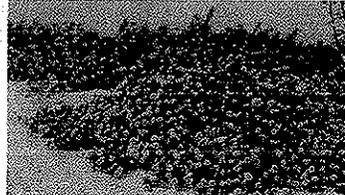
Native.
Hardy with blue flowers.



Option #2



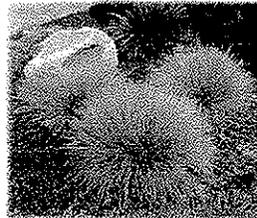
Trailing Lantana
(Lantana montevidensis)
Prolific flowers.
Popular in South Pasadena.
Looking at purple and white.



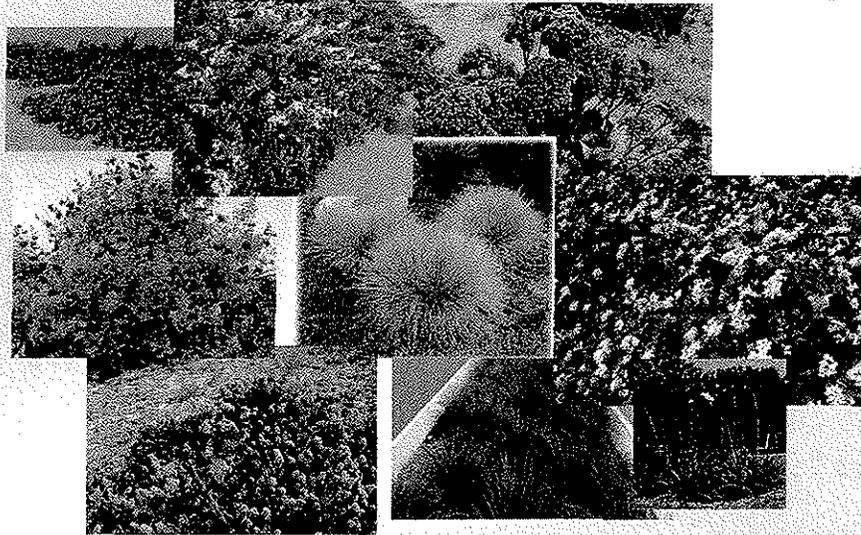
Option #2



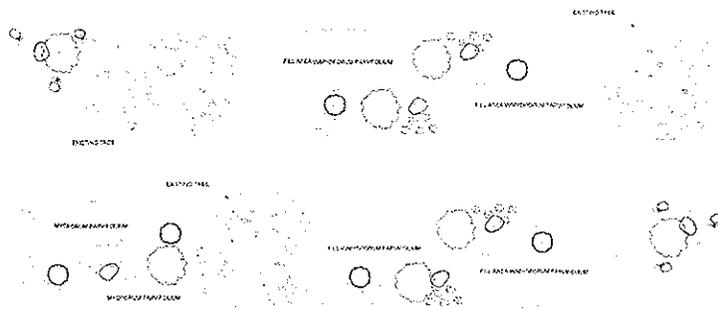
Ornamental Grasses:
Blue Fescue (Festuca)
Lomandra (Longifolia 'Breeze')



Option #2



WATER WISE DEMO CONCEPTUAL HUNTINGTON DR S. PASADENA, CA



Option #3

Option #3



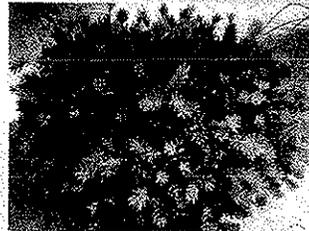
Bearberry Cotoneaster
Cotoneaster dammeri

Low growing.
Red berry.



Dwarf/Little John Bottle Brush

Summer bloomer.
Red flowers.

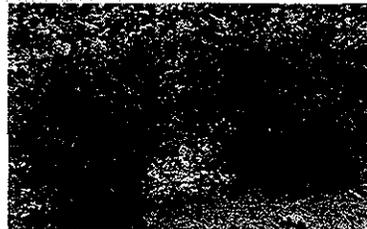


Option #3



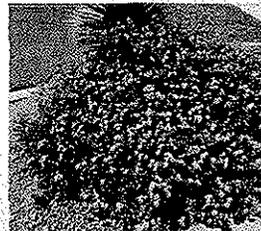
Nandina Fire Power

Red in fall.
Commonly used.



Trailing Lantana (*Lantana montevicensis*)

Groundcover.
Yellow flowers.



Option #3



Bush Daisy

***Euryops pectinatus* 'Viridis'**

Flowers year round.

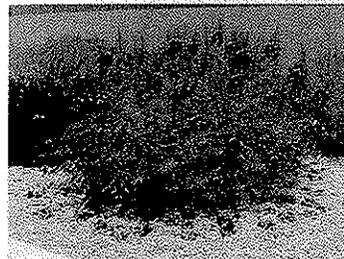
5' tall and wide.



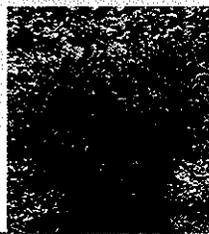
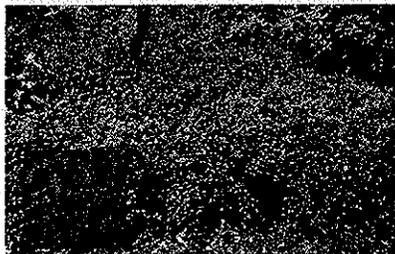
Mexican/Red Bird of Paradise

Summer bloomer.

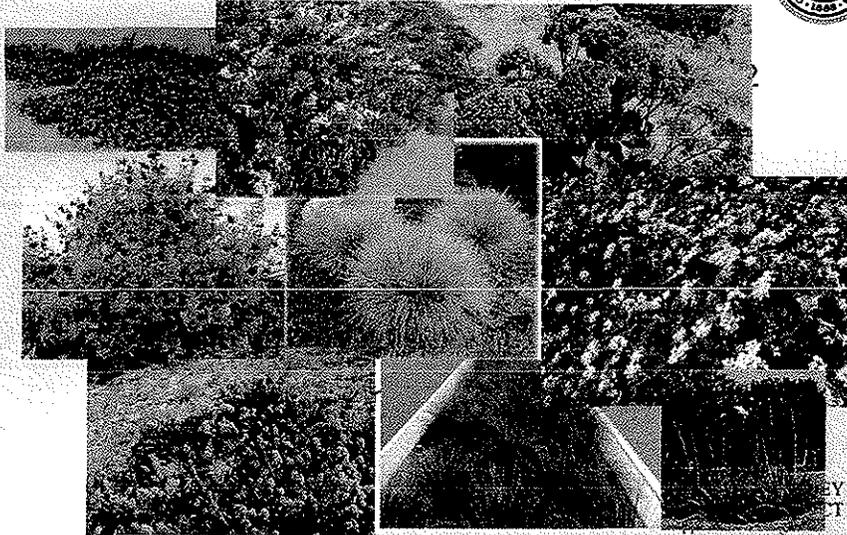
5' high.



Option #3



Design Conclusion



Next Steps



- If Council concurs with NREC's recommendation
- Construction to begin in next week or two
- Construction estimated to take three weeks

WATER WISE LANDSCAPE MAKEOVER UNDER WAY



UPPER SAN GABRIEL VALLEY
MUNICIPAL WATER DISTRICT
www.upperdistrict.org

Watch Us Grow!



www.southpasadenaca.gov



This page intentionally left blank.

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: October 15, 2014
TO: Honorable Mayor and City Council
VIA: Sergio Gonzalez, City Manager 
FROM: Teresa L. Highsmith, City Attorney 
SUBJECT: **First Reading and Introduction of an Ordinance Repealing Chapter 20E ("Regulating Sex Offenders") of the South Pasadena Municipal Code**

Recommendation

It is recommended that the City Council read by title only for first reading, waiving further reading, and introduce an ordinance repealing Chapter 20E ("Regulating Sex Offenders") of South Pasadena Municipal Code (SPMC) in its entirety, pending clarification on the enforceability of "Jessica's Law" by the California Supreme Court.

Fiscal Impact

None.

Commission Review and Recommendation

This Ordinance has not been submitted to any Committee or Commission for review; repeal is recommended for compliance with existing law.

Background

"Jessica's Law," adopted by initiative in 2006, provides that a registered sex offender may not reside within 2,000 feet of a public or private school or a park where children regularly gather. Jessica's Law, which can be found under Penal Code Section 3003.5, also authorizes a city to adopt an ordinance providing greater distance restrictions and adding other locations restricting registered sex offenders living in its jurisdiction.

In reliance on Jessica's Law, in 2009 the City adopted Ordinance No. 2189, (Chapter 20E of the SPMC) restricting registered sex offenders from entering any "Child Safety Zone," and other residency restrictions.

In September 2012, the California Supreme Court accepted review of a case known as *In Re: Taylor*, in which the Court of Appeal held that Jessica's Law was unconstitutional as it was applied in San Diego County, because it "eliminates nearly *all* existing affordable housing in San

Diego County for sex offender parolees, in essence banishing them from living within most if not all of the County. The case has been fully briefed and is waiting oral argument.

Given the pending California Supreme Court review, in March 2013, a Los Angeles County Superior Court Judge issued a "stay order" in response to a petition from several transient sex offenders arguing, similar to the petitioners in *In Re: Taylor* that they could not find housing due to Jessica's Law restrictions. As a result, many, if not most, District Attorneys are not prosecuting violations of "Jessica's Law."

In early 2014, the Court of Appeal determined that local ordinances prohibiting registered sex offenders from entering parks or other "child safety zones" are preempted by state law, concluding that the legislature had created a comprehensive statutory scheme to restrict registered sex offenders' daily lives to reduce the likelihood that they would reoffend "while also recognizing a sex offender's right to live, work, assemble, and move about the state." According to the Court of Appeal, this statutory scheme leaves no room for local regulations. (See *People v. Nguyen* (2014) 222 Cal.App.4th 1168, 1173; *People v. Godinez* (2014) WL 99188, Case No. G047657).

As a result of the recent Court of Appeal rulings preempting enactment of "child safety zones" and the current uncertainty over whether the California Supreme Court will uphold or modify Jessica's Law, many cities are repealing their sex offender ordinances, either to avoid being sued, or in response to a lawsuit filed by legal advocates for registered sex offenders seeking repeal of preempted ordinances and reimbursement of legal fees.

Analysis

Due to the change in the law this year, the City's Ordinance "Regulating Sex Offenders" has become largely preempted, rendering the City vulnerable to lawsuit. In early September, a legal advocate for registered sex offenders did file a lawsuit against the City seeking repeal of Chapter 20E and an award of attorneys fees. In order to resolve the matter as quickly and inexpensively as possible, the City agreed to amend Ordinance No. 2189 (Chapter 20E of the South Pasadena Municipal Code) for consideration of repeal.

It is important to note that repeal of Chapter 20E does not limit the City from adopting a new lawful ordinance once the fate of "Jessica's Law" has been determined by the California Supreme Court. A decision from the California Supreme Court is expected by late this year or early next year.

Meanwhile, convicted sex offenders are still required to register their residency and update that information annually (or upon moving) with the police department in the jurisdiction in which they seek to live. The police department forwards this information to the State Department of Justice, which compiles the list of all registered sex offenders and where they reside. A public

Repeal of Chapter 20E Sex Offender Regulations
October 15, 2014
Page 3 of 3

version of this information may be viewed on the Department of Justice "Megan's Law" website, at www.meganslaw.ca.gov. The "Megan's Law" website also contains much useful information about protecting oneself and one's children from potential sexual predators, facts and statistics about sex offenders, and publications and resources for victims. Regardless of whether or not the California Supreme Court upholds "Jessica's Law," the requirement for convicted sex offenders to register their residency with local law enforcement remains and provides communities some protection in knowing the whereabouts of registered sex offenders and law enforcement can thereby monitor their activities within a community.

Legal Review

The City Attorney's Office has reviewed this item and prepared the Ordinance Repealing Chapter 20E of the South Pasadena Municipal Code.

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 repealing Chapter 20E of the SPMC regulating sex offenders

ORDINANCE NO. ____

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
REPEALING ORDINANCE NO. 2189, CHAPTER 20E
(REGISTERED SEX OFFENDERS), OF THE SOUTH
PASADENA MUNICIPAL CODE**

WHEREAS, Penal Code Section 3003.5, also known as "Jessica's Law," provides that registered sex offenders may not reside within 2,000 feet of a public or private school or a park where children regularly gather, and also authorizes cities and counties to adopt local ordinances to increase the distance restrictions and add other locations applicable to the distance restrictions; and

WHEREAS, in 2009, the City of South Pasadena (City) adopted Chapter 20E in reliance on the authority of "Jessica's Law;" and

WHEREAS, the constitutionality of "Jessica's Law" is currently under review by the California Supreme Court in the case of *In Re: Taylor*; and

WHEREAS, in March 2013, a Los Angeles Superior Court Judge issued a stay order on the enforcement of "Jessica's Law" pending review by the California Supreme Court; as a result of the California Supreme Court review and the Los Angeles County Judge stay order, many, if not most, District Attorneys are not prosecuting violations of "Jessica's Law; and

WHEREAS, in early 2014, the Court of Appeal ruled that all local ordinances creating "Child Safety Zones" where registered sex offenders may not enter are preempted by state law; and

WHEREAS, given the preemption of certain local sex offender regulations, the uncertainty of the constitutionality of "Jessica's Law," pending California Supreme Court review, the Los Angeles County stay order and the resulting inconsistency in enforcement, many California cities with local ordinances regulating sex offenders are vulnerable to lawsuits by sex offender legal advocates and are repealing their local ordinances; and

WHEREAS, repealing Chapter 20E ("Registered Sex Offenders") does not preclude the City's ability to adopt a new local ordinance in the future, depending on the ruling of the California Supreme Court regarding the constitutionality of "Jessica's Law;" and

WHEREAS, regardless of the application of "Jessica's Law," sex offenders are required to register their residences with local police, who in turn, submit this information to the state Department of Justice for inclusion on the Department of Justice "Megan's Law," website and therefore, communities are still provided the protection of knowing where registered sex offenders reside and law enforcement can thereby monitor their activities within a community.

WHEREAS, the project has been determined to be exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines pertaining to the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed ordinance removes residency and movement restrictions on registered sex offenders and, therefore, does not involve the creation of any new environmental impacts.

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

SECTION 1. Chapter 20E ("Registered Sex Offenders") is hereby repealed in its entirety.

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 ___ day of November, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, 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 _____ day of November, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)