

**AGENDA  
REGULAR MEETING  
SIERRA MADRE CITY COUNCIL,  
SUCCESSOR AGENCY, AND  
PUBLIC FINANCE AUTHORITY**



*Gene Goss, Mayor  
Rachelle Arizmendi, Mayor Pro Tem  
John Capoccia, Council Member  
Denise Delmar, Council Member  
John Harabedian, Council Member*

*Melinda Carrillo, City Clerk  
Michael Amerio, City Treasurer*

**Tuesday, June 28, 2016  
Closed Session 6:00 pm / Open Session 6:30 pm**

**City Hall Council Chambers  
232 W. Sierra Madre Boulevard  
Sierra Madre, California 91024**

**PUBLIC COMMENT**

The Council will listen to the public on any item on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

**PUBLIC COMMENT FOR ITEMS ON THE AGENDA:**

Persons wishing to speak on any item on the agenda will be called at the time the agenda item is brought forward. Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:**

Time shall be devoted to audience participation early on the agenda.

**CLOSED SESSION**

**CALL TO ORDER/ROLL CALL**

Mayor Goss, Mayor Pro Tem Arizmendi, Council Member Capoccia, Council Member Delmar, and Council Member Harabedian

**PUBLIC COMMENT**

Regarding Closed Session Items

**RECESS TO CLOSED SESSION REGARDING:**

**CONFERENCE WITH LABOR NEGOTIATOR**

Pursuant to Calif. Government Code Section 54957.6

City Negotiators: City Manager Elaine Aguilar and Assistant City Manager Elisa Cox

Employee Organization: Classified Employee Association

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**OPEN SESSION**

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**CALL TO ORDER/ROLL CALL  
MEMBERS OF THE CITY COUNCIL**

Mayor Goss, Mayor Pro Tem Arizmendi,  
Council Members Capoccia, Delmar, and Harabedian

**PLEDGE OF ALLEGIANCE AND  
INVOCATION/INSPIRATION**

Council Member John Capoccia

**REPORT OUT FROM CLOSED SESSION**

City Attorney report from the closed session.

**APPROVAL OF AGENDA**

Vote of the Council to proceed with City business.

**MAYOR AND CITY COUNCIL REPORTS**

Council Member activities relating to City business.

**PUBLIC COMMENT**

Regarding items not on the Agenda.

**PRESENTATION**

Report from San Gabriel Valley Mosquito and Vector  
Control Officer Jason Farned

**PRESENTATION**

Update from Public Works Director Inman regarding  
water conservation and the City's Water Quality  
Report

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**ACTION ITEMS**

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1. **CONSENT**

a) **[ADOPTION OF RESOLUTION 16-41  
OF THE CITY COUNCIL OF THE  
CITY OF SIERRA MADRE  
APPROVING CERTAIN DEMANDS](#)**

Recommendation that the City Council approve  
Resolution 16-41 for approval of payment of City  
Warrants in aggregate amount of \$486,278.15; Library  
warrants in the aggregate amount of \$12,401.94, and  
payroll transfer in the aggregate amount of \$329,335.21  
for fiscal year ending June 2016.

b) **[CONSIDERATION OF RESOLUTION  
16-42: DESIGNATION OF VOTING  
DELEGATE AND ALTERNATE FOR  
2016 LEAGUE OF CALIFORNIA  
CITIES ANNUAL CONFERENCE  
AND BUSINESS MEETING](#)**

Recommendation that the City Council designate  
Council Member John Capoccia as the City's Voting  
Delegate at the 2016 League of California Cities'  
Annual Conference and Business meeting and appoint  
Council Member Denise Delmar as the Alternate  
Voting Delegate.

c) **[RESOLUTION 16-43: ACCEPTANCE  
OF THE JULY 2015 ACTUARIAL  
REPORT AND PREFUNDING  
SCHEDULE FOR FY 2015-2016 AND  
FY 2016-2017](#)**

Recommendation that the City Council approve  
Resolution 16-43, Accepting the July 15 Actuarial  
Report and Prefunding Schedule for FY 2015-2016 and  
FY 2016-2017, and the appropriation of fund balance  
up to \$100,000 to pay for CalPERS California  
Employers' Retiree Benefit Trust Fund.

d) **[CITY COUNCIL APPOINTMENT TO  
COLLABORATE PASADENA  
LEADERSHIP COUNCIL](#)**

Recommendation that the City Council appoint Council  
Member Capoccia as representative to serve on the  
Collaborate PASadena Leadership Council.

**PUBLIC HEARINGS**

2. **CONSIDERATION OF RESOLUTION 16-44:  
ADOPTING THE FISCAL YEAR 2016-2017  
BUDGET**

**CONSIDERATION OF RESOLUTION 16-45:  
APPROVING THE GANN  
APPROPRIATIONS LIMIT FOR FISCAL  
YEAR 2016-2017**

**CONSIDERATION OF RESOLUTION 16-46:  
APPROVING THE FISCAL YEAR 2016-2017  
FEE**

**CONSIDERATION OF RESOLUTION 16-47:  
APPROVING THE SALARY MATRIX**

**CONSIDERATION OF PFA RESOLUTION  
69:  
THE PUBLIC FINANCING AUTHORITY  
ADOPTING THE FISCAL YEAR 2016-2017  
BUDGET**

3. **FIRST READING OF ORDINANCE 1377,  
MUNICIPAL CODE TEXT AMENDMENT  
16-02 AMENDING TITLE 17, CHAPTER  
17.28 – R3 ZONE OF THE SIERRA MADRE  
MUNICIPAL CODE**

**ITEMS FOR DISCUSSION**

4. **CONSIDERATION OF REAPPOINTMENT  
OF COMMISSIONERS AND BOARD  
MEMBERS**

5. **POTENTIAL LOS ANGELES COUNTY  
PARK FUNDING MEASURE 2016**

Recommendation that the City Council open a Public Hearing, and approve Resolution 16-44 Adopting the Fiscal Year 2016-2017 Budget and appropriating the amounts projected; Resolution 16-45 Approving the GANN Appropriation Limits for Fiscal Year 2016-2017; Resolution 16-46 Approving the Fiscal Year 2016-2017 Fee Schedule; Resolution 16-47 Approving an amendment to the Salary Matrix; and PFA Resolution 69 Adopting the Fiscal Year 2016-2017 Budget by The Public Financing Authority.

It is also recommended that the City Council provide staff with direction regarding the committees to study contract proposals and potential revenue options.

Recommendation that the City Council open a Public Hearing, introduce and approve for first reading by title only, waive further reading, Ordinance 1377.

Recommendation that the City Council provide direction.

Recommendation that the City Council authorize the Mayor to send a letter to the Los Angeles County Board of Supervisors encouraging changes to the proposed funding measure.

**ACTION ITEMS**

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

**PUBLIC HEARING**

The appellant and/or applicant will each be provided a total of ten (10) minutes to address their item. A portion of their allotted time may be reserved for rebuttal or a summary conclusion at the close of public comment. All other speakers will be limited to a total of three continuous minutes, which cannot be delegated.

**AVAILABILITY OF AGENDA MATERIALS**

Materials related to items on this agenda are available for public inspection on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

**LIVE BROADCASTS**

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

**MEETING ASSISTANCE**

If you require special assistance to participate in this meeting, please call the City Manager's office at (626) 355-7135 at least 48 hours prior to the meeting.

**ADJOURNMENT**

The City Council will adjourn to a Regular Meeting at this same place on Tuesday, July 12, 2016

**RESOLUTION NUMBER 16 – 41**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE  
APPROVING CERTAIN DEMANDS**

**WHEREAS**, the following demands have been reviewed and approved by the Finance Director; and,

**WHEREAS**, the Finance Director has verified that appropriated funds are available for payment thereof; and,

**WHEREAS**, the register of audited demands has been submitted to the City Council for approval; and

**WHEREAS**, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

**WHEREAS**, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Sierra Madre does hereby approve payment of City Warrants in the aggregate amount of \$486,278.15 ; Sierra Madre Library Warrants in aggregate amount of \$12,401.94 and Payroll Transfer in the aggregate amount of \$329,335.21 for the fiscal year ending June 30, 2016.

**APPROVED AND ADOPTED** this 28th day of June, 2016.

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Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 16 – 41 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 28th day of June, 2016.

AYES:

NOES:

ABSTAIN:

ABSENT:

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City Clerk, City of Sierra Madre, California

**City of Sierra Madre  
Department of Finance  
Warrant Register Recap  
City Council Meeting of June 28, 2016**

**CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY**

City of Sierra Madre Warrant .....	\$486,278.15
Sierra Madre Library Warrant .....	\$12,401.94
Payroll #12 Transfer.....	\$329,335.21

**Warrant Register 6/28/16****Attachment 1A**

Fiscal Year	Description	Amount	Page #
FY 1516	Manual Warrants	252,293.26	1-5
FY 1516	General Warrants - Utility Bills	32,467.95	6-7
FY 1516	General Warrants	201,516.94	8-12
	Total	486,278.15	

Fiscal Year	Description	Amount	
FY 1516	Library Manual Warrants	397.80	13
FY 1516	Library Warrants	12,004.14	14
	Total	12,401.94	

Date: 6/16/2016	Payroll #12 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	329,335.21	
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City of Sierra Madre, CA

# Check Approval

P.1

Packet: APPKT02887 - MAN 5/24/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 05/05/2016

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund:</b> 10000 - GENERAL FUND					
<u>1786</u>	AXONTECH LLC				
APBWEST	Check	<u>7357</u>	BODY CAM SERVER	10000.50000.53103	2,744.34
				10000.50000.53801	9,000.00
				<b>Fund 10000 Total:</b>	<b>11,744.34</b>
				<b>Report Total:</b>	<b>11,744.34</b>



City of Sierra Madre, CA

# Check Approval

P.2

Packet: APPKT02918 - MAN 05/26/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 05/26/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Fund: 71000 -	WATER ENTERPRISE FUND						
<u>0447</u>	RAYMOND BASIN MANAGEMENT BOARD						
APBWEST	Check			<u>SMDR-FY1617</u>	Raymond Basin Watermaster Services/FY1617	71000.81100.52001	35,232.00
						<b>Fund 71000 Total:</b>	<b>35,232.00</b>
						<b>Report Total:</b>	<b>35,232.00</b>



City of Sierra Madre, CA

# Check Approval

P.3

Packet: APPKT02946 - MAN 06/14/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/14/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
Fund: 36001 - EMERGENCY MEDICAL SERVICES							
<u>1786</u>	AXONTECH LLC						
APBWEST	Check			<u>7415</u>	ePCR COMPUTERS & PRINTER	36001.64000.53999	2,915.03
<b>Fund 36001 Total:</b>							<b>2,915.03</b>
<b>Report Total:</b>							<b>2,915.03</b>



City of Sierra Madre, CA

# Check Approval

P. 4

Packet: APPKT02951 - MAN 6/20/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/20/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 10000 - GENERAL FUND</b>							
<u>0833</u>	HOME DEPOT						
APBWEST	Check			<u>1423657</u>	HOME DEPOT CC	10000.83300.53001	7.74
				<u>1423675</u>	LAWN SUPPLIES	10000.83300.53001	75.16
				<u>1423657</u>	HOME DEPOT CC	10000.83300.53001	1.00
				<u>2384487</u>	LAWN SUPPLIES	10000.83300.53001	57.54
<b>Fund 10000 Total:</b>							<b>141.44</b>
<b>Fund: 35003 - POLICE DONATIONS</b>							
<u>1157</u>	EMBLEM ENTERPRISES, INC.						
APBWEST	Check			<u>644392</u>	DEPARTMENT PATCHES	35003.50000.53999	506.25
<b>Fund 35003 Total:</b>							<b>506.25</b>
<b>Fund: 60001 - INT SVC FND - FACILITIES MGT</b>							
<u>0833</u>	HOME DEPOT						
APBWEST	Check			<u>2584883</u>	HARDWARE SUPPLIES	60001.83200.53200	39.17
<b>Fund 60001 Total:</b>							<b>39.17</b>
<b>Fund: 71000 - WATER ENTERPRISE FUND</b>							
<u>0833</u>	HOME DEPOT						
APBWEST	Check			<u>9130865</u>	HARDWARE SUPPLIES	71000.81100.53200	118.32
<b>Fund 71000 Total:</b>							<b>118.32</b>
<b>Report Total:</b>							<b>805.18</b>



City of Sierra Madre, CA

# Check Approval

P.5

Packet: APPKT02959 - MAN 06/21/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/21/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 10000 - GENERAL FUND</b>							
<u>0680</u>	POSTMASTER						
APBWEST	Check			<u>INV018633</u>	Summer Wistaria Newsletter Postage	10000.70000.53101	937.71
<b>Fund 10000 Total:</b>							<b>937.71</b>
<b>Fund: 77003 - SPECIAL EVENTS</b>							
<u>1484</u>	ALLIANT INSURANCE SERVICES						
APBWEST	Check			<u>472973</u>	Fourth of July Event Insurances	77003.00000.13100	659.00
<b>Fund 77003 Total:</b>							<b>659.00</b>
<b>Report Total:</b>							<b>1,596.71</b>



City of Sierra Madre, CA

# Check Approval

P.6

Packet: APPKT02963 - Utility 06/28/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/22/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 10000 - GENERAL FUND</b>							
<u>0641</u>	AT&T						
APBWEST	Check			<u>6269117814-INV0186</u>	Power Radio Monthly Maint/6.8.16-7.7.16	10000.50000.53301	345.25
<b>Fund 10000 Total:</b>							<b>345.25</b>
<b>Fund: 32005 - LIGHTING DISTRICT #1 - OAKWOOD/VISTA</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2011946423-060816</u>	ELECTRICITY	32005.83500.55003	141.27
<b>Fund 32005 Total:</b>							<b>141.27</b>
<b>Fund: 32006 - LIGHTING DISTRICT - ZONE A</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2011946423-060816</u>	ELECTRICITY	32006.83500.55003	236.73
<b>Fund 32006 Total:</b>							<b>236.73</b>
<b>Fund: 32007 - LIGHTING DISTRICT - ZONE B</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2011946423-060816</u>	ELECTRICITY	32007.83500.55003	1,016.31
<b>Fund 32007 Total:</b>							<b>1,016.31</b>
<b>Fund: 32008 - PARKING ASSMNT DIST</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2037520756-061016</u>	ELECTRICITY	32008.83000.55003	381.96
<b>Fund 32008 Total:</b>							<b>381.96</b>
<b>Fund: 32009 - SANTA ANITA/ARNO ASSESSMENT</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2011946423-060816</u>	ELECTRICITY	32009.83500.55003	167.57
<b>Fund 32009 Total:</b>							<b>167.57</b>
<b>Fund: 38005 - GAS TAX FUND</b>							
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2037520756-061016</u>	ELECTRICITY	38005.83500.55003	50.29
				<u>2011946423-060816</u>	ELECTRICITY	38005.83500.55003	4,148.41
<b>Fund 38005 Total:</b>							<b>4,198.70</b>
<b>Fund: 60001 - INT SVC FND - FACILITIES MGT</b>							
<u>0129</u>	AT&T						
APBWEST	Check			<u>8182910241-INV0186</u>	Telecome Div 911 Prgm/6.4.16-7.3.16	60001.83200.55005	148.03
<u>VEN02792</u>	FRONTIER CALIFORNIA INC						
APBWEST	Check			<u>31016998450619065</u>	Telephone	60001.83200.55005	85.99
				<u>20918837570307075</u>	Telephone	60001.83200.55005	1,971.91
<u>VEN02715</u>	MCI COMM SERVICE						
APBWEST	Check			<u>7N872325-061116</u>	Telephone	60001.83200.55005	36.45
<u>1749</u>	PACIFIC TELEMANAGEMENT SERVICE						
APBWEST	Check			<u>844515</u>	Pay Phone/PD	60001.83200.55005	82.64
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
APBWEST	Check			<u>2036613305-060416</u>	ELECTRICITY	60001.83200.55003	991.13
				<u>2037520756-061016</u>	ELECTRICITY	60001.83200.55003	8,493.63
<u>0216</u>	THE GAS COMPANY						
APBWEST	Check			<u>16861877005-6.10.16</u>	GAS	60001.83200.55004	122.52
				<u>19591871009-6.10.16</u>	GAS	60001.83200.55004	20.41
				<u>13511935002-6.13.16</u>	GAS	60001.83200.55004	63.52
				<u>11826147883-5.1.16</u>	Natural Gas Fuel	60001.83200.55004	401.96
<u>0642</u>	VERIZON WIRELESS - LA						
APBWEST	Check			<u>9766099138</u>	Cell Phone Svs	60001.83200.55005	875.40
<b>Fund 60001 Total:</b>							<b>13,293.59</b>
<b>Fund: 60003 - INT SVC FND - TECHNOLOGY</b>							

Packet: APPKT02963 - Utility 06/28/16  
 Vendor Set: 01 - Vendor Set 01

Check Date: 06/22/2016

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Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN02262</u>	GLOBAL CAPACITY						
		APBWEST	Check	<u>49474682</u>	DSL Line Monthly Charge	60003.30000.52200	1,298.70
<u>1439</u>	TIME WARNER CABLE						
		APBWEST	Check	<u>8448300220137019</u>	Cable SVC	60003.30000.52200	151.26
				<u>8448300220164625</u>	Cable SVC	60003.30000.52200	208.03
				<u>8448300220131806</u>	Cable SVS	60003.30000.52200	509.24
<u>VEN02100</u>	TIME WARNER CABLE-BROADBAND						
		APBWEST	Check	<u>040107401-060116</u>	Broadban HSD SVC	60003.30000.52200	134.99
				<u>039966201-060116</u>	Broadband HSD SVC	60003.30000.52200	144.99
<b>Fund 60003 Total:</b>							<b>2,447.21</b>
<b>Fund:</b>	71000 - WATER ENTERPRISE FUND						
<u>VEN02792</u>	FRONTIER CALIFORNIA INC						
		APBWEST	Check	<u>20918837570307075</u>	Telephone	71000.81100.55005	51.45
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
		APBWEST	Check	<u>2037520756-061016</u>	ELECTRICITY	71000.81100.55003	8,204.37
<b>Fund 71000 Total:</b>							<b>8,255.82</b>
<b>Fund:</b>	77001 - AQUATICS						
<u>0384</u>	SOUTHERN CALIF. EDISON CO.						
		APBWEST	Check	<u>2037520756-061016</u>	ELECTRICITY	77001.71000.55003	444.13
<u>0216</u>	THE GAS COMPANY						
		APBWEST	Check	<u>13721935008-6.13.16</u>	GAS	77001.71000.55004	1,539.41
<b>Fund 77001 Total:</b>							<b>1,983.54</b>
<b>Report Total:</b>							<b>32,467.95</b>



P. 8

Packet: APPKT02964 - GEN 06/28/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/22/2016

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 10000 - GENERAL FUND</b>							
<u>0433</u>	ALLSTAR FIRE EQUIPMENT, INC.						
APBWEST	Check			<u>190601</u>	SUPPRESSION EQUIPMENT	10000.61000.53300	813.14
<u>1288</u>	ARC, LLC						
APBWEST	Check			<u>8668028</u>	PRINTS AND REPRODUCTION	10000.81201.53102	209.15
<u>1552</u>	ARNOLD'S FRONTIER HARDWARE						
APBWEST	Check			<u>074137</u>	HARDWARE SUPPLIES	10000.61000.53204	2.14
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE						
APBWEST	Check			<u>074351</u>	STREET MAINTENANCE SUPPLIES	10000.83500.53206	4.35
				<u>074529</u>	STREET MAINTENANCE SUPPLIES	10000.83500.53206	6.53
<u>1121</u>	COLANTUONO, HIGHSMITH & WHATLEY, PC						
APBWEST	Check			<u>30869</u>	Legal Svc/4-16	10000.21000.52201	47.00
				<u>30870</u>	Legal Svc/4-16	10000.21000.52201	23.50
				<u>30868A</u>	Legal Svc/4-16	10000.21000.52201	5.25
				<u>30872</u>	Legal Svc/4-16	10000.21000.52201	9,186.89
				<u>30873</u>	Legal Svc/4-16	10000.21000.52201	397.50
				<u>30868</u>	Legal Svc/Retainer/4-16	10000.21000.52201	8,400.00
				<u>30871</u>	Legal Svc/4-16	10000.21000.52201	121.00
<u>0185</u>	D. F. POLYGRAPH						
APBWEST	Check			<u>2016/6</u>	Pre employment screening	10000.50000.52100	150.00
<u>VEN01708</u>	EXSTREEM PEST CONTROL						
APBWEST	Check			<u>9727</u>	PEST CONTROL	10000.83300.52200	225.00
				<u>9726</u>	PEST CONTROL	10000.83300.52200	179.00
<u>1462</u>	FASCHING'S CAR WASH						
APBWEST	Check			<u>INV018558</u>	Police Vehicle maintenance	10000.50000.52302	173.45
<u>VEN01936</u>	FOOTHILL COMMUNICATIONS LLC						
APBWEST	Check			<u>1679</u>	RADIO BATTERIES	10000.61000.53301	1,600.67
<u>VEN02722</u>	IMS REFRIGERATION INC						
APBWEST	Check			<u>41779</u>	ICE MACHINE MAINTENANCE	10000.61000.52302	145.65
<u>0397</u>	KEVORK TCHARKHOUTIAN						
APBWEST	Check			<u>16-601</u>	RETAINER	10000.82000.52100	800.00
				<u>16-602</u>	CITY ENGINEER SERVICES PLAN CHECK	10000.82000.52100	1,120.00
<u>1280</u>	L.A. COUNTY AUDITOR-CONTROLLER						
APBWEST	Check			<u>15155</u>	REPORT REPRODUCTION AND HANDLING	10000.81201.53102	295.18
<u>0925</u>	MARTIN & CHAPMAN CO.						
APBWEST	Check			<u>2016152</u>	Election Services	10000.12000.52207	1,016.55
				<u>2016271</u>	Election Supplies and Services	10000.12000.52207	32,896.11
<u>0786</u>	OFFICE DEPOT, INC						
APBWEST	Check			<u>841075586001</u>	Office Supplies-CS	10000.70000.53100	198.93
				<u>841075527001</u>	Office Supplies-CS	10000.70000.53100	197.64
<u>1483</u>	PRO PRINTING INC						
APBWEST	Check			<u>45715</u>	Oronzo business cards	10000.50000.53102	37.06
<u>VEN02444</u>	SUPERIOR COURT OF CA, CO OF L. A.						
APBWEST	Check			<u>INV018606</u>	COURT FEES/PARKING REV DISTRIBUTION	10000.50000.52200	1,560.00
<u>VEN02014</u>	SUSAN SAXE CLIFFORD, Ph.D. APC.						
APBWEST	Check			<u>16-0211-5</u>	Reserve Officer Psych Eval	10000.50000.52100	450.00
<u>1245</u>	THE WORKSHOP						
APBWEST	Check			<u>61580</u>	Sample Ballot Correction Post Card	10000.12000.52207	885.02
<u>0404</u>	TOM'S UNIFORMS						
APBWEST	Check			<u>3706</u>	UNIFORMS	10000.61000.53303	185.99
<u>2005</u>	WEST COAST LIGHTS & SIRENS INC						
APBWEST	Check			<u>13238</u>	Police Vehicle Radio	10000.50000.53301	75.40
<u>VEN02121</u>	YES ON MEASURE UUT						
APBWEST	Check			<u>INV018634</u>	Sign Bond Refund	10000.12000.52207	100.00

Packet: APPKT02964 - GEN 06/28/16

Vendor Set: 01 - Vendor Set 01

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Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 34001 - DEVELOPMENT FEES</b>							
1584	DENRAM PRODUCTS CORP	APBWEST	Check	15548	Cade Enforcement Forms	34001.40000.53102	356.24
VENO2820	GIBSON TRANSPORTATION CONSULTING INC	APBWEST	Check	13072	Traffic Study Consultation	34001.00000.23322	2,722.82
0398	HONG L. TAM	APBWEST	Check	INV018610	Plan Check Services	34001.40000.52100	8,599.67
VENO2631	THE CODE GROUP INC	APBWEST	Check	71858	Contract Planning Services - Anne McIntosh	34001.40000.52100	4,125.00
0425	WILLDAN ASSOCIATES	APBWEST	Check	002-16786	Plan Check and inspection Services	34001.40000.52100	16,617.91
				010-31173	Impact Fee Update	34001.40000.52100	904.00
				002-14842	Plan Check and inspection Services	34001.40000.52100	18,597.84
<b>Fund 34001 Total:</b>							<b>51,923.48</b>
<b>Fund: 35004 - PUB SAFETY AUGMENTATION FUND</b>							
VENO1784	PASADENA EMBROIDERY & SILKSCREENING	APBWEST	Check	7354	NEIGHBORHOOD WATCH SUPPLIES	35004.50000.53999	5,166.60
1483	PRO PRINTING INC	APBWEST	Check	45763	NEIGHBORHOOD WATCH SUPPLIES	35004.50000.53999	3,755.04
<b>Fund 35004 Total:</b>							<b>8,921.64</b>
<b>Fund: 36001 - EMERGENCY MEDICAL SERVICES</b>							
VENO1936	FOOTHILL COMMUNICATIONS LLC	APBWEST	Check	1683	SETCOM INSTALLATION	36001.64000.53301	483.60
				1679	RADIO BATTERIES	36001.64000.53301	1,600.66
0404	TOM'S UNIFORMS	APBWEST	Check	3706	UNIFORMS	36001.64000.53303	79.71
<b>Fund 36001 Total:</b>							<b>2,163.97</b>
<b>Fund: 37004 - LOCAL TRANSPORTATION/PROP A</b>							
0267	LACMTA	APBWEST	Check	6002249	CPOS TAP CARD /5-16	37004.70000.52001	135.00
<b>Fund 37004 Total:</b>							<b>135.00</b>
<b>Fund: 37006 - SENIOR CENTER</b>							
VENO2739	MARK C ALYEA	APBWEST	Check	INV018555	HART PARK SENIOR CENTER STORAGE ROOM AL	37006.72000.52200	2,996.90
<b>Fund 37006 Total:</b>							<b>2,996.90</b>
<b>Fund: 38006 - BIKEWAY/SIDEWALK FUND</b>							
1032	PUENTE READY MIX, INC.	APBWEST	Check	81920	STREET MATERIAL	38006.83600.53211	555.90
<b>Fund 38006 Total:</b>							<b>555.90</b>
<b>Fund: 60000 - INT SVC FND - FLEET</b>							
0207	ERNIE'S AUTO PARTS	APBWEST	Check	14IN234422	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	28.99
				14N233497	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	78.59
				14N234158	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	70.80
				14IN234122	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	107.91
				14IN232422	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	24.00
				14IN232661	VEHICLE MAINTENANCE SUPPLIES	60000.83100.53208	77.17
VENO2750	FOOTHILL TOWING	APBWEST	Check	103927	VEHICLE TOWING	60000.83100.53208	45.00
0243	HOSE MAN	APBWEST	Check	2313170-0001-02	VEHICLE MAINTENANCE WATER DEPT	60000.83100.53208	38.60
1733	KME	APBWEST	Check	536950	FD ENGINE 4200	60000.83100.53208	26.79
0360	QUINN COMPANY	APBWEST	Check	PC810743963	HEAVY EQUIPMENT PARTS	60000.83100.53208	140.22
<b>Fund 60000 Total:</b>							<b>638.07</b>
<b>Fund: 60001 - INT SVC FND - FACILITIES MGT</b>							

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Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE	APBWEST	Check	<u>074224</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	38.11
				<u>074211</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	62.62
				<u>074488</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	13.07
				<u>074461</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	70.51
				<u>074414</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	22.94
				<u>074228</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	22.52
				<u>074338</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	10.89
				<u>074332</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	18.58
<u>0714</u>	CINTAS CORPORATION #693	APBWEST	Check	<u>693657571</u>	UNIFORM CLEANING	60001.83200.53303	280.43
				<u>693655597</u>	UNIFORM CLEANING	60001.83200.53303	280.43
<u>0169</u>	CITY WHOLESALE ELECTRIC CO.	APBWEST	Check	<u>217121</u>	ELECTRICAL SUPPLIES	60001.83200.53200	425.10
				<u>217120</u>	ELECTRICAL SUPPLIES	60001.83200.53200	114.45
				<u>216452</u>	ELECTRICAL SUPPLIES	60001.83200.53200	150.42
<u>VEN02101</u>	County of Los Angeles	APBWEST	Check	<u>1793M</u>	SAFETY TRAINING	60001.83200.52401	96.77
<u>1181</u>	DELTA DISTRIBUTING	APBWEST	Check	<u>135132</u>	JANITORIAL SUPPLIES	60001.83200.53200	479.60
<u>1639</u>	GMS ELEVATOR SERVICES INC	APBWEST	Check	<u>00083261</u>	ELEVATOR MAINTENANCE	60001.83200.52200	175.00
<u>0336</u>	POST ALARM SYSTEMS	APBWEST	Check	<u>882246</u>	ALARM MONITORING	60001.83200.52200	48.45
				<u>882421</u>	ALARM MONITORING	60001.83200.52200	34.00
				<u>877971</u>	ALARM MONITORING	60001.83200.52200	19.50
				<u>877483</u>	ALARM MONITORING	60001.83200.52200	43.50
<u>1485</u>	RED SUPPLY INC	APBWEST	Check	<u>34736</u>	PLUMBING SUPPLIES	60001.83200.53200	102.15
				<u>34495</u>	PLUMBING SUPPLIES	60001.83200.53200	117.18
				<u>34260</u>	PLUMBING SUPPLIES	60001.83200.53200	458.57
				<u>34961</u>	PLUMBING SUPPLIES	60001.83200.53200	365.25
<u>0382</u>	SOUTH COAST A Q M D	APBWEST	Check	<u>2966591</u>	GAS TURBINE & ANNUAL EMISSIONS FLAT FEE 1	60001.83200.52401	354.86
				<u>2967571</u>	GAS TURBINE & ANNUAL EMISSIONS FLAT FEE 1	60001.83200.52401	124.35
<u>0399</u>	TELETRONIC ALARM SYSTEMS	APBWEST	Check	<u>6426026</u>	ALARM SVC - LIBRARY	60001.83200.52200	60.00
<b>Fund 60001 Total:</b>							<b>3,989.25</b>
<b>Fund:</b>	60002 - INT SVC FND - ADMINISTRATION						
<u>0820</u>	ACCOUNTEMPS	APBWEST	Check	<u>45885588</u>	Account Temp	60002.30000.52100	720.00
				<u>45920122</u>	Account Temp	60002.30000.52100	720.00
<u>1121</u>	COLANTUONO, HIGHSMITH & WHATLEY, PC	APBWEST	Check	<u>30868</u>	Legal Svc/Retainer/4-16	60002.21000.52201	2,100.00
<u>0279</u>	L. A. CO. TAX COLLECTOR	APBWEST	Check	<u>5862015272-1500</u>	Property Tax	60002.30000.52200	67.27
				<u>5862015273-1500</u>	Property Tax	60002.30000.52200	97.16
				<u>5862015271-1500</u>	Property Tax	60002.30000.52200	344.10
				<u>5862015270-1500</u>	Property Tax	60002.30000.52200	132.28
<u>0786</u>	OFFICE DEPOT, INC	APBWEST	Check	<u>843381534001</u>	Office Supplies/CH	60002.30000.53100	58.79
				<u>843291798001</u>	Office Supplies/CH	60002.30000.53100	821.86
<u>1659</u>	TOTALFUNDS BY HASLER	APBWEST	Check	<u>7900011002367830-(</u>	Postage Refill	60002.30000.53101	1,095.41
<b>Fund 60002 Total:</b>							<b>6,156.87</b>
<b>Fund:</b>	60003 - INT SVC FND - TECHNOLOGY						
<u>VEN02677</u>	CLIENTFIRST CONSULTING GROUP INC	APBWEST	Check	<u>6277</u>	IT Master Plan/3-16	60003.30000.52200	2,593.50
<u>VEN01031</u>	MAILFINANCE	APBWEST	Check	<u>N5976141</u>	Postage Machine Lease	60003.30000.53210	1,610.39

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Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1808</u>	TIMECLOCK PLUS	APBWEST	Check	<u>INV018560</u>	Time Clock Plus	60003.30000.53103	19,901.51
<b>Fund 60003 Total:</b>							<b>24,105.40</b>
<b>Fund: 60007 - INT SVC FND - PERSONNEL AND RISK MGMT</b>							
<u>1484</u>	ALLIANT INSURANCE SERVICES	APBWEST	Check	<u>460643</u>	16-17 ACIP Crime Renewal	60007.70100.54802	1,577.00
<u>0842</u>	ANTOINETTE BUCKNER	APBWEST	Check	<u>INV018611</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	466.11
<u>2015</u>	CPS	APBWEST	Check	<u>SOP41441</u>	Pre Employment Test	60007.70101.52100	442.75
<u>1428</u>	DAN GINTER	APBWEST	Check	<u>INV018612</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	466.11
<u>1738</u>	DONNOE & ASSOCIATES INC	APBWEST	Check	<u>5951</u>	Recruit Testing	60007.70101.52100	1,190.00
<u>0226</u>	GRAINGER INC.	APBWEST	Check	<u>9123701600</u>	Safety Supplies	60007.70100.53300	1,323.53
				<u>9123701618</u>	Safety Supplies	60007.70100.53300	580.70
<u>1359</u>	HIRERIGHT, LLC	APBWEST	Check	<u>H0078389</u>	Backgrounds	60007.70101.52100	337.44
<u>1044</u>	JESSE TORIBIO	APBWEST	Check	<u>INV018613</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	233.06
<u>1156</u>	JOHN FORD	APBWEST	Check	<u>INV018615</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	326.28
<u>0277</u>	LIEBERT CASSIDY WHITMORE	APBWEST	Check	<u>INV018559</u>	Billing Summary - April 30, 2016	60007.70100.52201	2,474.80
<u>VEN01660</u>	LISA VOLPE	APBWEST	Check	<u>INV018614</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	372.89
<u>1711</u>	MARIO OLANO	APBWEST	Check	<u>INV018616</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	466.11
<u>0704</u>	STEPHEN ABERNETHY	APBWEST	Check	<u>INV018618</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	466.11
<u>2016</u>	STEVE POCK	APBWEST	Check	<u>INV018619</u>	RETIREE HEALTH INSURANCE/7-16	60007.00000.13100	466.11
<b>Fund 60007 Total:</b>							<b>11,189.00</b>
<b>Fund: 71000 - WATER ENTERPRISE FUND</b>							
<u>0122</u>	ARNOLD'S FRONTIER HARDWARE	APBWEST	Check	<u>074373</u>	WATER DEPT MAINTENANCE SUPPLIES	71000.81100.53200	3.68
<u>1200</u>	BLUE DIAMOND MATERIALS	APBWEST	Check	<u>713558</u>	ASPHALT - WATER DEPARTMENT	71000.81100.53206	575.29
<u>0146</u>	BYRD INDUSTRIAL ELECTRONICS	APBWEST	Check	<u>426-16</u>	SCADA MIRA MONTE PUMP	71000.81100.53301	570.33
<u>0171</u>	CLINICAL LABORATORY OF SAN BERNARDINO, INC.	APBWEST	Check	<u>950506</u>	WATER TREATMENT TESTING MONTHLY	71000.81100.52200	3,768.00
<u>1510</u>	GARVEY EQUIPMENT CO.	APBWEST	Check	<u>93466</u>	GROUND MAINTENANCE	71000.81100.52303	86.89
<u>0567</u>	GENERAL PUMP COMPANY	APBWEST	Check	<u>24968</u>	PUMP EQUIPMENT REPAIR	71000.81100.56011	2,068.00
				<u>24867</u>	PUMP EQUIPMENT REPAIR	71000.81100.56011	2,599.00
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.	APBWEST	Check	<u>284629</u>	DISTRIBUTION SYSTEM REPAIR SUPPLIES	71000.81100.53200	98.10
				<u>284285</u>	DISTRIBUTION SYSTEM REPAIR SUPPLIES	71000.81100.53200	880.61
				<u>284630</u>	DISTRIBUTION SYSTEM REPAIR SUPPLIES	71000.81100.53200	225.63
				<u>284073</u>	DISTRIBUTION SYSTEM REPAIR SUPPLIES	71000.81100.53200	2,832.91
<u>0515</u>	LANDSCAPE WAREHOUSE	APBWEST	Check	<u>2487025</u>	MAINTENANCE SUPPLIES GROUND WATER DEP	71000.81100.53200	929.90
<u>VEN01080</u>	PACIFIC COAST TOOL & SUPPLY	APBWEST	Check	<u>0159375-00</u>	SUPPLIES AND TOOLS	71000.81100.56011	572.42
				<u>0159374-00</u>	SUPPLIES AND TOOLS	71000.81100.56011	240.52
<u>0410</u>	UNDERGROUND SERVICE ALERT	APBWEST	Check	<u>420160673</u>	DIG ALERT SERVICES	71000.81100.52200	66.00

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Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1243</u>	USA BLUEBOOK				
APBWEST	Check	<u>520160675</u>	DIG ALERT SERVICES	71000.81100.52200	42.00
APBWEST	Check	<u>959395</u>	WATER TREATMENT SUPPLIES	71000.81100.53209	586.61
<u>0335</u>	WATERLINE TECHNOLOGIES				
APBWEST	Check	<u>5340535</u>	CHLORINE CYLINDER	71000.81100.53209	3,142.13
<u>0426</u>	WESTERN WATER WORKS				
APBWEST	Check	<u>419867-00</u>	DISTRIBUTION SYSTEM REPAIR	71000.81100.53200	635.21
<b>Fund 71000 Total:</b>					<b>19,923.23</b>
<b>Fund: 72000 - SEWER</b>					
<u>1200</u>	BLUE DIAMOND MATERIALS				
APBWEST	Check	<u>713483</u>	STREET MAINTENANCE MATERIAL	72000.81200.53206	227.11
		<u>706471</u>	STREET MAINTENANCE MATERIAL	72000.81200.53206	102.94
		<u>704162</u>	STREET MAINTENANCE MATERIAL	72000.81200.53206	345.14
		<u>713400</u>	STREET MAINTENANCE MATERIAL	72000.81200.53206	223.41
<u>VEN02151</u>	HAAKER EQUIPMENT COMPANY				
APBWEST	Check	<u>C22398</u>	PARTS AND EQUIPMENT	72000.81200.53200	253.53
<b>Fund 72000 Total:</b>					<b>1,152.13</b>
<b>Fund: 77003 - SPECIAL EVENTS</b>					
<u>VEN02141</u>	COREY GEMME				
APBWEST	Check	<u>INV018631</u>	Concert in the Park - Community Picnic	77003.00000.13100	700.00
<u>VEN02808</u>	CURO				
APBWEST	Check	<u>1360</u>	MWTR Prints	77003.79007.52999	137.34
<u>VEN02821</u>	FOOTHILLTEK				
APBWEST	Check	<u>1081</u>	MWTR Ipad Repair	77003.79007.52999	124.50
<u>VEN01886</u>	GREGORY TORTELL				
APBWEST	Check	<u>INV018632</u>	Concert in the Park - July 3, 2015	77003.00000.13100	750.00
<u>1065</u>	MAIL BOX & POSTAL				
APBWEST	Check	<u>233837</u>	MWTR Merchandise Mailing	77003.79007.52999	15.20
<u>0786</u>	OFFICE DEPOT, INC				
APBWEST	Check	<u>841075587001</u>	Special Event Supplies	77003.70000.53100	155.86
<u>1663</u>	SHAKER SHIRTS				
APBWEST	Check	<u>10126</u>	MWTR Shirts	77003.79007.52999	1,821.30
		<u>10125</u>	MWTR Shirts	77003.79007.52999	1,225.00
<u>1368</u>	SWANK MOTION PICTURES INC				
APBWEST	Check	<u>1350854</u>	Movies in the Park - Star Wars 6/17/16	77003.79008.52999	678.00
<u>1466</u>	UNITED SITE SERVICES OF CA INC				
APBWEST	Check	<u>114-4089071</u>	MWTR Bike Rack Barricade	77003.79007.52999	550.80
<b>Fund 77003 Total:</b>					<b>6,158.00</b>
<b>Report Total:</b>					<b>201,516.94</b>



City of Sierra Madre, CA

# Check Approval

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Packet: APPKT02954 - MAN-LIB 06/20/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/20/2016

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund:</b> 39006 - FRIENDS OF THE LIBRARY DONATION FUND					
<u>VENO2818</u>	HEMA ALLIANCE				
APBWEST	Check	<u>1</u>	Swordscholar Program for Youth	39006.90000.53999	397.80
				<b>Fund 39006 Total:</b>	<b>397.80</b>
				<b>Report Total:</b>	<b>397.80</b>



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Packet: APPKT02961 - LIB 06/28/16  
Vendor Set: 01 - Vendor Set 01

Check Date: 06/22/2016

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Distribution Amount
<b>Fund: 10000 - GENERAL FUND</b>					
<u>0132</u>	BAKER & TAYLOR, INC.				
APBWEST	Check	<u>4011606392</u>	Processing Fees	10000.90000.52200	39.43
		<u>4011614209</u>	Processing Fees	10000.90000.52200	8.95
		<u>4011602643</u>	Processing Fees	10000.90000.52200	40.31
		<u>4011608095</u>	Processing Fees	10000.90000.52200	61.55
		<u>4011614752</u>	Processing Fees	10000.90000.52200	19.30
		<u>4011601749</u>	Processing Fees	10000.90000.52200	19.75
		<u>4011619139</u>	Processing Fees	10000.90000.52200	136.66
		<u>4011614751</u>	Books and Reference	10000.90000.53406	572.63
		<u>4011606391</u>	Books and Reference	10000.90000.53406	1,479.83
		<u>4011608094</u>	Books and Reference	10000.90000.53406	1,953.53
		<u>4011601748</u>	Books and Reference	10000.90000.53406	651.90
		<u>T39401061</u>	Media - DVDs, CDs, Audiobooks	10000.90000.53406	91.83
		<u>T39401060</u>	Media - DVDs, CDs, Audiobooks	10000.90000.53406	33.85
<u>1688</u>	BAYSCAN TECHNOLOGIES				
APBWEST	Check	<u>48445</u>	Computer Hardware Supplies	10000.90000.53103	752.00
<u>VEND02149</u>	BMI IMAGING SYSTEMS				
APBWEST	Check	<u>301912</u>	Microfilming, Printing and Duplication	10000.90000.53102	1,040.63
<u>0145</u>	BRODART				
APBWEST	Check	<u>438556</u>	Library Supplies	10000.90000.53100	89.33
		<u>437131</u>	Library Supplies	10000.90000.53100	760.33
<u>0164</u>	CHILD'S WORLD				
APBWEST	Check	<u>NA132705</u>	Children's Books	10000.90000.53406	1,184.94
<u>VEND01620</u>	TANGRAM				
APBWEST	Check	<u>525708</u>	Chairs - Computer Room	10000.90000.53999	2,011.16
<b>Fund 10000 Total:</b>					<b>10,947.91</b>
<b>Fund: 39002 - LIBRARY - GIFT AND MEMORIAL</b>					
<u>1801</u>	YAMADA ENTERPRISES				
APBWEST	Check	<u>16065</u>	Haven Round Occasional Table - Young Adult Ro	39002.90000.53999	662.58
<b>Fund 39002 Total:</b>					<b>662.58</b>
<b>Fund: 39006 - FRIENDS OF THE LIBRARY DONATION FUND</b>					
<u>0132</u>	BAKER & TAYLOR, INC.				
APBWEST	Check	<u>4011602642</u>	DVDs, CDs, LP, Audiobooks	39006.90000.53406	196.56
		<u>4011614208</u>	DVDs, CDs, LP, Audiobooks	39006.90000.53406	99.01
<u>1578</u>	PETTY CASH FUND-LIBRARY				
APBWEST	Check	<u>INV018629</u>	Third Thursday Book Club Supplies	39006.90000.53999	11.17
		<u>INV018626</u>	Summer Reading Program	39006.90000.53999	8.39
		<u>INV018628</u>	Volunteer Reception Supplies	39006.90000.53999	42.19
		<u>INV018627</u>	Summer Reading Program	39006.90000.53999	27.76
		<u>INV018630</u>	Third Thursday Book Club Supplies	39006.90000.53999	8.57
<b>Fund 39006 Total:</b>					<b>393.65</b>
<b>Report Total:</b>					<b>12,004.14</b>



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, City Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor Goss and Members of the City Council

FROM: Elaine I. Aguilar, City Manager 

INITIATED BY: Laura M. Aguilar, Assistant to the City Manager 

DATE: June 28, 2016

**SUBJECT: CONSIDERATION OF RESOLUTION 16-42: DESIGNATION OF VOTING DELEGATE AND ALTERNATE FOR THE 2016 LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE AND BUSINESS MEETING**

---

## **SUMMARY**

The League of California's Annual Conference and Business Meeting is scheduled for October 5 – 7, 2016 in Long Beach, California. According to the League's bylaws, in order to vote at the Annual Business meeting, the City Council must designate a voting delegate. The Council can also select an alternate, in case the delegate is unable to attend the meeting.

Formal Council action is required. A draft Resolution is attached that designates the City's previously designated liaison to the League of California Cities; Council Member John Capoccia to serve as the City's Voting Delegate; the City's Alternate Voting Delegate is Council Member Denise Delmar.

## **FINANCIAL REVIEW**

Funds for attendance at the League of California Cities Annual Conference are included in the City's Fiscal Year 2016/2017 Budget.

## **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of the report are available at the City Hall public counter, the Sierra Madre Public Library, and the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com)

**ALTERNATIVES**

1. Staff recommends that the City Council confirm the appointment of Council Member John Capoccia as the Voting Delegate at the 2016 League of California Cities Annual Conference and Business Meeting and appoint Council Member Denise Delmar as Alternate Voting Delegate.
2. City Council may appoint other Council Members or City staff to serve as Voting Delegates at the 2016 League of California Cities Annual Conference and Business Meeting

**STAFF RECOMMENDATION**

It is recommended that the City Council designate Council Member John Capoccia as the City's Voting Delegate at the 2016 League's Annual Conference and Business meeting and appoint Council Member Denise Delmar as Alternate Voting Delegate.

**Attachment:**

Resolution 16-42 Designating a Voting Delegate and Alternate for the League of California Cities Annual Conference and Business meeting

RESOLUTION NO. 16-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, DESIGNATING A VOTING DELEGATE AND ALTERNATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE AND BUSINESS MEETING FOR 2015

WHEREAS, the League of California Cities will be holding their Annual Conference and Business Meeting on October 5 – 7, 2016 in Long Beach, California; and

WHEREAS, the City Council must designate a voting delegate; and

WHEREAS, the City Council may also designate a voting alternate to the Conference.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre, hereby designates that Council Member John Capoccia as the voting delegate and Council Member Denise Delmar as the voting alternate.

PASSED, APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SIERRA MADRE ON THE 28<sup>th</sup> DAY OF JUNE 2016, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

---

Gene Goss  
Mayor  
City of Sierra Madre

Attest:

---

Melinda Carrillo  
City Clerk



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Elaine I. Aguilar, City Manager 

INITIATED BY: Marcie Medina, Finance Director 

DATE: June 28, 2016

**SUBJECT: Resolution 16-43: Acceptance of the July 2015 Actuarial Report and Prefunding Schedule for FY 2015-2016 and FY2016-2017.**

## SUMMARY

Attached is the report by Bickmore Risk & Consulting presenting the Actuarial Valuation of the Other Post-Employment Benefit Programs (OPEB) as of July 1, 2015.

Staff is seeking approval of Resolution 16-43 accepting the July 2015 Actuarial Report and approving the prefunding of the plan for FY 2015-16 and FY2016-2017.

## ANALYSIS

GASB 45, accounting standard for postretirement medical benefits, addresses how public entities should account for and report their costs and obligations related to post employment health care and other non-pension benefits. Costs of providing benefits are to be incurred when the benefits are earned and not when benefits are paid. GASB requires an actuarial valuation be done every two years. The City participates in the CalPERS California Employers' Retiree Benefit Trust Fund (CERBT) to fund its liability.

The main purpose of this valuation report is to develop the value of OPEB liabilities and provide disclosure information required by GASB 45. The report is required to be submitted to the California Employers' Retire Benefit Trust (CERBT) to satisfy filing requirements for the trust.

This report reflects a new type of OPEB liability, implicit subsidy. Pre-Medicare retirees able to continue medical coverage at the same premium rates as active employees creates an implicit benefit subsidy under GASB 45. This is the first valuation required to include the implicit subsidy liability. The City's actuarial firm has completed the next two year report with direction to use CERBT Asset Allocation Strategy 2, with an estimated rate of return of 6.73%. This report assumes this discount rate. The report

also reflects the establishment of a new 20 year amortization period to amortize subsequent changes in the UAAL.

The Actuarial Liability and Assets as of July 1, 2015 are shown below:

<b>Subsidy</b>	<b>Explicit</b>	<b>Implicit</b>	<b>Total</b>
Actuarial Accrued Liability	\$ 1,156,946	\$ 621,007	\$ 1,777,953
Actuarial Value of Assets	1,363,276	-	1,363,276
Unfunded Actuarial Accrued Liability	(206,330)	621,007	414,677
Funded Ratio	117.8%	0.0%	76.7%
Annual Required Contribution (ARC)	\$ 49,335	\$ 99,014	\$ 148,349
Expected Employer Paid Benefits to Retirees	57,240	-	\$ 57,240
Current Year's Implicit Subsidy Credit		46,831	\$ 46,831
Expected Contribution to OPEB Trust	\$ (7,905)	\$ 52,183	\$ 44,278

As seen in this table, the Explicit Subsidy Unfunded Actuarial Accrued Liability (UAAL) is negative which means that the actuarial value of assets exceed the liability. The Explicit UAAL is fully funded and there is no need to contribute towards this liability at this time. However, the newly reported Implicit Subsidy Unfunded Actuarial Accrued Liability has no assets and has a liability of \$621,007. Therefore, the City, will fund the Annual Required Contribution (ARC) of \$99,014 to cover the cost of services rendered in the current year for active employees and the amortized unfunded liability.

### **FINANCIAL REVIEW**

The City has been prefunding its OPEB obligations by consistently making contributions greater than or equal to the Annual Required Contribution (ARC) each year. The Explicit Actuarial Accrued Liability has a negative balance which means that plan assets is greater than the liability and therefore no payment will be made to the CERBT. However, new requirements require computation of an implicit subsidy which reflects an Unfunded Actuarial Accrued Liability of \$621,007. The payment of \$100,000 to the CERBT will fund the Annual Required Contribution to start the prefunding of this new OPEB Liability.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), at the City Hall public counter, and the Sierra Madre Public Library.

**STAFF RECOMMENDATION**

Staff recommends the approval of: Resolution 16-43, Accepting the July 15 Actuarial Report and Prefunding Schedule for FY2015-2016 and FY2016-2017, and the appropriation of fund balance up to \$100,000 to pay for CalPERS CERBT.

Attachments:

Resolution 16-43: Acceptance of the July 2015 Actuarial Report and Prefunding Schedule for FY 2015-2016 and FY 2016-2017.

## **RESOLUTION 16-43**

### **ACCEPTANCE OF THE JULY 2015 ACTUARIAL REPORT AND PREFUNDING SCHEDULE FOR FY 2015-2016 AND FY 2016- 2017.**

**WHEREAS**, the City of Sierra Madre has adopted certain Other Post-Employment Benefits (OPEB) to its retirees and employees through existing Memorandum of Understandings;

**WHEREAS**, the City of Sierra Madre by Resolution 11-05 had elected to prefund its OPEB actuarial accrued liability;

**WHEREAS**, the City of Sierra Madre by Resolution 11-06 has agreed to deposit OPEB with CalPERS CERBT trust fund on behalf of its retirees and employees;

**WHEREAS**, the City of Sierra Madre chooses to fund the UAAL following the CalPERS CERBT Strategy 2 funding model over a 20 year amortization with an assumed rate of return of 6.73%;

**WHEREAS**, the City of Sierra Madre wishes to pay the full Annual Required Contribution (ARC) calculated for July 1, 2015 by the City's actuarial firm Bickmore Risk Services (BRS);

**WHEREAS**, the City Council authorizes the General Fund retiree health benefits appropriations not to exceed \$100,000 and to pay CalPERS CERBT trust fund for fiscal year ending June 30, 2016.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1:** The City Council of Sierra Madre hereby adopts the July 1, 2015 Actuarial Report completed by Bickmore Risk Services (BRS) for prefunding the Other Post Employment Benefits for the City of Sierra Madre.

**SECTION 2:** The City Council of Sierra Madre hereby authorizes an appropriation of \$100,000 from General Fund reserves to be appropriated to pay CalPERS CERBT fund for FY 2015-2016 on behalf of its retirees and employees.

**APPROVED AND ADOPTED** this 28<sup>th</sup> day of June 2016.

ORIGINAL SIGNED

Gene Goss, Mayor, City of  
Sierra Madre, California

I hereby certify that the foregoing Resolution No. 16-43 was adopted at a regular meeting of the City Council of the City of Sierra Madre held on this 28<sup>th</sup> day of June 2016 by the following vote:

AYES:

NOES:

ABSENT:

ORIGINAL SIGNED

Melinda Carrillo, City Clerk, City of  
Sierra Madre, California



City of Sierra Madre

Actuarial Valuation of the Other  
Post-Employment Benefit Programs  
As of July 1, 2015

Submitted June 2016

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## A. Executive Summary

This report presents the results of the July 1, 2015 actuarial valuation of the City of Sierra Madre (the City) other post-employment benefit (OPEB) programs. The purposes of this valuation are to assess the OPEB liabilities and provide disclosure information as required by Statement No. 45 of the Governmental Accounting Standards Board (GASB 45) and to provide information to be reported to the California Employers' Retiree Benefit Trust (CERBT). This report reflects the valuation of two distinct types of OPEB liability.

- An "explicit subsidy" exists when the employer contributes directly toward retiree healthcare premiums. In this program, benefits include a monthly subsidy toward medical premiums for eligible retirees. Future excise taxes expected to be paid for "high cost" coverage are also explicit costs and are included with explicit liabilities.
- An "implicit subsidy" exists when the premiums charged for retiree coverage are lower than the expected retiree claims for that coverage. Pre-Medicare retirees able to continue medical coverage at the same premium rates as are charged for active employees creates an implicit benefit subsidy under GASB 45. *This is the first valuation required to include the implicit subsidy liability.*

How much the City contributes each year affects the calculation of liabilities. The City has been prefunding its OPEB obligations by consistently making contributions greater than or equal to the Annual Required Contribution (ARC) each year. The City has indicated its intent to shift investment of its CERBT trust assets from Asset Allocation Strategy 1 to Strategy 2. With the City's approval, this valuation was prepared using a 6.73% discount rate; this is lower than the 7.5% rate used in the prior valuation and reflects a decrease in the projected long term return on trust assets. Please note that use of this rate is an assumption and not a guarantee of future investment performance.

Exhibits presented in this report reflect our understanding that the results of this July 1, 2015 valuation will be applied in determining the City's annual OPEB expense for its fiscal years ending June 30, 2017 and 2018. Appendix 1 provides an updated development of the results for the fiscal year ending June 30, 2016, based on the July 1, 2013 valuation and on OPEB contributions expected to be made prior to June 30, 2016.

The Actuarial Accrued Liability and Assets as of July 1, 2015 are shown below:

Subsidy	Explicit	Implicit	Total
Discount Rate	6.73%	6.73%	6.73%
Actuarial Accrued Liability	\$ 1,156,946	\$ 621,007	\$ 1,777,953
Actuarial Value of Assets	1,363,276	-	1,363,276
Unfunded Actuarial Accrued Liability	(206,330)	621,007	414,677
Funded Ratio	117.8%	0.0%	76.7%

The following summarizes results for the fiscal year ending June 30, 2017:

Subsidy	Explicit	Implicit	Total
Annual Required Contribution (ARC) for FYE 2017	\$ 49,335	\$ 99,014	\$ 148,349
Expected employer paid benefits for retirees	57,240	-	57,240
Current year's implicit subsidy credit	-	46,831	46,831
Expected contribution to OPEB trust	(7,905)	52,183	44,278
Expected net OPEB obligation at June 30, 2017	(286,616)	-	(286,616)

## **Executive Summary (Concluded)**

Detailed results are shown in tables beginning on page 13. Additional information to facilitate OPEB reporting in the City's financial statements is provided in the Appendices.

The liabilities shown in the report reflect assumptions regarding continued future employment, rates of retirement and survival, and elections by future retirees to retain coverage for themselves and their dependents. Please note that this valuation has been prepared on a closed group basis; no provision is generally made for new employees until the valuation date following their employment.

An exhibit comparing current valuation results to those from the prior valuation is provided on page 7, followed by a description of changes. An actuarial valuation is, by its nature, a projection and to the extent that actual experience is not what we assumed, future results will be different. Some possible sources of future differences may include:

- A significant change in the number of covered or eligible plan members;
- A significant increase or decrease in the future medical premium rates or in the subsidy provided by the City toward retiree medical premiums;
- Longer life expectancies of retirees;
- Significant changes in expected retiree healthcare claims by age, relative to healthcare claims for active employees and their dependents;
- Higher or lower returns on plan assets or contribution levels other than were assumed; and
- Implementation of GASB 75, the new OPEB accounting standard, which should be not later than the City's fiscal year ending June 30, 2018. One key change moves reporting of the unfunded OPEB liability from a footnote to the balance sheet.

Details of our valuation process and the various disclosures required by GASB 45 are provided on the succeeding pages. The next valuation is scheduled to be prepared as of July 1, 2017 as required for continued participation in CERBT. If there are any significant changes in the employee data, benefits provided or the funding policy, please contact us to discuss whether an earlier valuation is appropriate.

### **Important Notices**

This report is intended to be used only to present the actuarial information relating to other postemployment benefits for the City's financial statements and to provide the annual contribution information with respect to the City's current OPEB funding policy. The results of this report may not be appropriate for other purposes, where other assumptions, methodology and/or actuarial standards of practice may be required or more suitable. We note that various issues in this report may involve legal analysis of applicable law or regulations. The City should consult counsel on these matters; Bickmore does not practice law and does not intend anything in this report to constitute legal advice. In addition, we recommend the City consult with their internal accounting staff or external auditor or accounting firm about the accounting treatment of OPEB liabilities.

## B. Requirements of GASB 45

The Governmental Accounting Standards Board (GASB) issued GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. This Statement establishes standards for the measurement, recognition, and display of OPEB expense/expenditures and related liabilities (assets), note disclosures, and, if applicable, required supplementary information (RSI) in the financial reports of state and local governmental employers. The underlying intent of GASB 45 is to systematically recognize the projected cost of OPEB during the years employees are working, rather than over the years when the benefits would be paid.

We understand that the City implemented GASB 45 for the fiscal year ended June 30, 2009. For agencies with fewer than 200 members covered by or eligible for plan benefits, GASB 45 requires that a valuation be prepared no less frequently than every three years. However, participation in CERBT requires that valuations be performed every two years. GASB 45 disclosures include the determination of an annual OPEB cost. For the first year, the annual OPEB cost is equal to the annual required contribution (ARC) as determined by the actuary.

- If the City's OPEB contributions had been equal to the ARC each year, the net OPEB obligation would equal \$0.
- If the City's actual contribution is less than (greater than) the ARC, then a net OPEB obligation (asset) amount is established. In subsequent years, the annual OPEB expense will reflect adjustments made to the net OPEB obligation, in addition to the ARC (see Tables 1B and 1D).

GASB 45 provides for recognition of payments as contributions if they are made (a) directly to retirees or beneficiaries, (b) to an insurer, e.g., for the payment of premiums, or (c) to an OPEB fund set aside toward the cost of future benefits. Funds set aside for future benefits should be considered contributions to an OPEB plan only if the vehicle established is one that is capable of building assets that are separate from and independent of the control of the employer and legally protected from its creditors. Furthermore, the sole purpose of the assets should be to provide benefits under the plan. These conditions generally require the establishment of a legal trust, such as the City's OPEB trust account with CERBT. Earmarked assets or reserves may be an important step in financing future benefits, but they may not be recognized as an asset for purposes of reporting under GASB 45.

We reiterate that GASB 45 applies only to the expense to be charged to an agency's income statements and to providing other related liability disclosures. While the Annual Required Contribution typically comprises the majority of the annual OPEB expense, it is a theoretical, not a required contribution amount. The decision whether or not to prefund, and at what level, is at the discretion of the City, as are the manner and term for paying down the unfunded actuarial accrued liability. Once a funding policy has been established, however, the City's auditor may have an opinion as to the timing and manner of any change to such policy in future years. The level of prefunding also affects the selection of the discount rate used for valuing the liabilities.

New GASB Statement 75, issued in June 2015, will impact the liabilities and/or expenses developed in future valuations and require changes beginning with the City's fiscal year end 2018 reporting. Those calculations are outside the scope of this report.

### C. Sources of OPEB Liabilities

#### General Types of OPEB

Post-employment benefits other than pensions (OPEB) comprise a part of compensation that employers offer for services received. The most common OPEB are medical, prescription drug, dental, vision, and/or life insurance coverage. Other OPEB may include outside group legal, long-term care, or disability benefits outside of a pension plan. OPEB does not generally include COBRA, vacation, sick leave<sup>1</sup> or other direct retiree payments which fall under other GASB accounting statements.

A direct employer payment toward the cost of OPEB benefits is referred to as an “explicit subsidy”. In addition, if claims experience of employees and retirees are pooled when determining premiums, the retirees pay a premium based on a pool of members that, on average, are younger and healthier. For some coverage, such as medical insurance, this results in an “implicit subsidy” of retiree premiums by active employee premiums since the retiree premiums are lower than they would have been if retirees were insured separately. Paragraph 13.a. of GASB 45 generally requires an implicit subsidy of retiree premium rates be valued as an OPEB liability.

*This chart shows the sources of funds needed to cover expected claims for pre-Medicare retirees.*

Expected retiree claims		
Premium charged for retiree coverage		Covered by higher active premiums
Retiree portion of premium	Agency portion of premium <i>Explicit subsidy</i>	<i>Implicit subsidy</i>

For actuarial valuations dated prior to March 31, 2015, an exception existed for plan employers with a very small membership in a large “community-rated” healthcare program. Following a change in Actuarial Standards of Practice, GASB no longer offers this exception. *This change had a significant impact on this valuation of the City’s OPEB liability.*

#### OPEB Obligations of the City

The City provides continuation of medical coverage to its retiring employees, which may create one or both of the following types OPEB liabilities:

- **Explicit subsidy liabilities:** The City contributes directly to the cost of retiree medical coverage, as described in Table 3A. These explicit subsidy liabilities have been included in this valuation.
- **Implicit subsidy liabilities:** Employees are covered by the CalPERS medical program. The same monthly premiums are charged for active employees and for pre-Medicare retirees; CalPERS has confirmed that the claims experience of these members is considered together in setting these premium rates. We determine the implicit rate subsidy for pre-Medicare retirees as the projected difference between (a) retiree medical claim costs by age and (b) premiums charged for retiree coverage. See Table 4 and Addendum 1: Bickmore Healthcare Claims Age Rating Methodology.

Different monthly premiums are charged for Medicare-eligible members and CalPERS has confirmed that only the claims experience of these Medicare eligible members is considered in setting these premium rates. We have assumed that this premium structure is adequate to cover the expected claims of these retirees and believe that there is no implicit subsidy of premiums for these members by active employees.

<sup>1</sup> Unless unused sick leave credits are converted to provide or enhance a defined benefit OPEB.

### D. Valuation Process

The valuation has been based on employee census data and benefits initially submitted to us by the City in March 2016 and clarified in various related communications. A summary of the employee data is provided in Table 2 and a summary of the benefits provided under the Plan is provided in Table 3A. While individual employee records have been reviewed to verify that they are reasonable in various respects, the data has not been audited and we have otherwise relied on the City as to its accuracy. The valuation described below has been performed in accordance with the actuarial methods and assumptions described in Table 4.

In projecting benefit values and liabilities, we first determine an expected premium or benefit stream over the employee’s future retirement. Benefits may include both direct employer payments (explicit subsidies) and/or an implicit subsidy, arising when retiree premiums are expected to be subsidized by active employee premiums. The projected benefit streams reflect assumed trends in the cost of those benefits and assumptions as to the expected date(s) when benefits will end. We then apply assumptions regarding:

- The probability that each individual employee will or will not continue in service with the City to receive benefits.
- To the extent assumed to retire from the City, the probability of various possible retirement dates for each retiree, based on current age, service and employee type; and
- The likelihood that future retirees will or will not elect retiree coverage (and benefits) for themselves and/or their dependents.

We then calculate a present value of these benefits by discounting the value of each future expected benefit payment, multiplied by the assumed expectation that it will be paid, back to the valuation date using the discount rate. These benefit projections and liabilities have a very long time horizon. The final payments for currently active employees may not be made for 60 years or more.

The resulting present value for each employee is allocated as a level percent of payroll each year over the employee’s career using the entry age normal cost method and the amounts for each individual are then summed to get the results for the entire plan. This creates a cost expected to increase each year as payroll increases. Amounts attributed to prior fiscal years form the “actuarial accrued liability” (AAL). The amount of future OPEB cost allocated for active employees in the current year is referred to as the “normal cost”. The remaining active cost to be assigned to future years is called the “present value of future normal costs”.

In summary:

Actuarial Accrued Liability	Past Years’ Cost Allocations	Actives and Retirees
<i>plus</i> Normal Cost	Current Year’s Cost Allocation	Actives only
<u>plus Present Value of Future Normal Costs</u>	<u>Future Years’ Cost Allocations</u>	<u>Actives only</u>
<i>equals</i> Present Value of Projected Benefits	Total Benefit Costs	Actives and Retirees

Where contributions have been made to an irrevocable OPEB trust, the accumulated value of trust assets is applied to offset the AAL. In this valuation, we set the Actuarial Value of Assets equal to the market value of assets invested in in the City’s CERBT account. The market value reported as of June 30, 2015 was \$1,363,276. The portion of the AAL not covered by assets is referred to as the unfunded actuarial accrued liability (UAAL).

### E. Basic Valuation Results

The following chart compares the results of the July 1, 2015 valuation of OPEB liabilities to the results of the July 1, 2013 valuation.

Funding Policy	Prefunding Basis			
	Valuation date	7/1/2013	7/1/2015	
Subsidy	Explicit	Explicit	Implicit	Total
Discount rate	7.50%	6.73%	6.73%	6.73%
<b>Number of Covered Employees</b>				
Actives	60	84	83	84
Retirees	19	17	10	17
Total Participants	79	101	93	101
<b>Actuarial Present Value of Projected Benefits</b>				
Actives	\$ 958,178	\$ 1,166,480	\$ 835,680	\$ 2,002,160
Retirees	581,175	475,392	188,105	663,497
Total APVPB	1,539,353	1,641,872	1,023,785	2,665,657
<b>Actuarial Accrued Liability (AAL)</b>				
Actives	600,131	681,554	432,902	1,114,456
Retirees	581,175	475,392	188,105	663,497
Total AAL	1,181,306	1,156,946	621,007	1,777,953
Actuarial Value of Assets	896,496	1,363,276	-	1,363,276
<b>Unfunded AAL (UAAL)</b>	284,810	(206,330)	621,007	414,677
<b>Normal Cost</b>	48,416	58,503	45,559	104,062
Percent funded	75.9%	117.8%	0.0%	76.7%
Reported covered payroll	3,688,531	3,980,400	3,980,400	3,980,400
UAAL as percent of payroll	7.7%	-5.2%	15.6%	10.4%

*Note: The explicit subsidy AAL as of July 1, 2015 includes about \$4,000 in projected excise tax liability for retirees expected to be covered by "high cost" plans under the Affordable Care Act.*

#### Changes Since the Prior Valuation

Even if all of our previous assumptions were met exactly as projected, liabilities generally increase over time as active employees get closer to the date their benefits are expected to begin. Given the uncertainties involved and the long term nature of these projections, our prior assumptions are unlikely to ever be exactly realized. Nonetheless, it is helpful to review why results are different than we anticipated.

In comparing results shown in the exhibit above, we can see that the Unfunded Actuarial Accrued Liability (UAAL) increased by about \$130,000, from roughly \$285,000 to \$415,000 between July 1, 2013 and July 1, 2015. During this period, however, additional costs were accrued for active employees, present values were adjusted for the passage of time, significant new contributions were made to the trust and benefits were paid to retirees. From this activity, we expected the UAAL to decrease by \$296,000, from \$285,000 to (\$11,000). Thus, the \$415,000 actual UAAL is \$426,000 higher than expected.

## Basic Valuation Results (Concluded)

The difference between actual and expected UAAL is primarily a result of the following factors:

- A \$621,000 increase in the AAL to begin recognizing the implicit subsidy of medical coverage for current and future retirees prior to becoming eligible for Medicare; in developing this liability, we added assumptions regarding expected claims cost by age and gender as well as expected future increases in medical premiums;
- A \$99,000 increase in the AAL due to a change in discount rates used to develop the OPEB liability, from 7.5% to 6.73%; this discount rate reflects a decrease in the expected long term return on trust assets;
- A \$64,000 decrease in the AAL due to revised assumptions for future disability and service retirements, based on the January 2014 CalPERS retirement plan experience study covering City employees; we also updated our projection of future improvements in future mortality rates and decreased our assumption regarding the percentage of future retirees who would elect to cover a spouse, from 65% to 35%, based on a review of recent plan experience;

The remaining \$230,000 decrease in the UAAL is due to a combination of these additional changes:

- Revisions to how retiree benefits are determined prior to age 65, following clarification of current practice with the City;
- Changes to the percentage of employees assumed to continue coverage in retirement, when eligible only for the required PEMHCA benefits; and
- Plan experience relative to prior assumptions. Plan experience includes factors such as changes in plan membership, retiree elections and changes in medical premiums and limits on benefits other than previously projected as well as the addition of new employees hired since July 2013. Plan experience also includes asset performance relative to the expected contributions and rate of return. The return on trust assets appears to be slightly better than the expected long term rate of return of 7.5% per year, with the actual return closer to 7.8% per year over this period.

## F. Funding Policy

The specific calculation of the ARC and annual OPEB expense for an employer depends on how the employer elects to fund these benefits. The funding levels can generally be categorized as follows:

1. *Prefunding* - contributing an amount greater than or equal to the ARC each year. Prefunding generally allows the employer to have the liability calculated using a higher discount rate, which in turn lowers the liability. In addition, following a prefunding policy does not build up a net OPEB obligation (or gradually reduces it to \$0). Prefunding results in this report were developed using a discount rate of 6.73%.
2. *Pay-As-You-Go funding* – contributing only the amounts needed to pay retiree benefits in the current year; generally requires a lower discount rate, such as 4.0%.
3. *Partial prefunding* – contributing more than the current year’s retiree payments but less than 100% of the ARC; requires that liabilities be developed using a discount rate that “blends” the relative portions of benefits that are prefunded and those not.

### Determination of the ARC

The Annual Required Contribution (ARC) consists of two basic components, which have been adjusted with interest to the City’s fiscal year end:

- The amounts attributed to service performed in the current fiscal year (the normal cost) and
- Amortization of the unfunded actuarial accrued liability (UAAL).

ARCs for the fiscal years ending June 30, 2017 and June 30, 2018 are developed in Tables 1A and 1C.

### Decisions Affecting the Amortization Payment

The period and method for amortizing the AAL can significantly affect the ARC. GASB 45:

- Prescribes a maximum amortization period of 30 years and requires no minimum amortization period (except 10 years for certain actuarial gains). Immediate full funding of the liability is also permitted. This City opted to prefund the full AAL (past service liability) as of June 30, 2014.
- Allows amortization payments to be determined (a) as a level percentage of payroll, designed to increase over time as payroll increases, or (b) as a level dollar amount much like a conventional mortgage, so that this component of the ARC does not increase over time. Where a plan is closed and has no ongoing payroll base, a level percent of payroll basis is not permitted.
- Allows the amortization period to decrease annually by one year (closed basis) or to be maintained at the same number of years (open basis).

### Funding Policy Illustrated in This Report

The City fully funded the initial unfunded actuarial accrued liability during its fiscal year ended June 30, 2014. The City established a new closed 20 year amortization period to amortize subsequent changes in the UAAL, effective July 1, 2016. Amortization payments are determined on a level percent of pay basis.

**Funding Policy  
(Concluded)**

**Funding of the Implicit Subsidy**

The implicit subsidy liability created when expected retiree medical insurance claims exceed the retiree premiums was described earlier in Section C. In practical terms, when the City pays the premiums for active employees each year, their premiums include an amount expected to be transferred to cover the portion of the retirees' claims not covered by their premiums. This transfer represents the current year's implicit subsidy. Paragraph 13.g. of GASB 45 allows for recognition of payments to an irrevocable trust *or directly to the insurer* as an employer's contribution to the ARC. We have estimated current year's implicit subsidy and recommend netting this amount against the funding requirement for the implicit subsidy (see Tables 1B and 1D).

The following hypothetical example illustrates this treatment:

Hypothetical Illustration Of Implicit Subsidy Recognition	For Active Employees	For Retired Employees	Total
Annual Agency Contribution Toward Premiums	\$ 600,000	\$ 50,000	\$ 650,000
Current Year's Implicit Subsidy Adjustment	\$ (45,000)	\$ 45,000	\$ -
Adjusted contributions reported in Financial Stmt's	\$ 555,000	\$ 95,000	\$ 650,000

While total Agency contributions paid toward active and retired employee healthcare premiums in this example are the same, by shifting the recognition of the current year's implicit subsidy from actives to retirees, this amount may be recognized as a contribution toward the OPEB ARC.

There is a larger question about whether or not the City will want to prefund the implicit subsidy liability. Some possible options include:

- Prefunding 100% of the ARC relating to both the explicit subsidy and implicit subsidy liabilities. *It is our understanding that, for the next several years at least, the City will follow this approach.*
- Prefunding 100% of the ARC developed for the explicit subsidy liability, but not prefund the implicit subsidy liability. We believe this approach would require determining the implicit subsidy liability using a pay-as-you-go discount rate (e.g., 4.0% rather than the 6.73%).

We are available to review these options further with the City.

## **G. Choice of Actuarial Funding Method and Assumptions**

The ultimate real cost of an employee benefit plan is the value of all benefits and other expenses of the plan over its lifetime. These expenditures are dependent only on the terms of the plan and the administrative arrangements adopted, and as such are not affected by the actuarial funding method. The actuarial funding method attempts to spread recognition of these expected costs on a level basis over the life of the plan, and as such sets the “incidence of cost”. Methods that produce higher initial annual (prefunding) costs will produce lower annual costs later. Conversely, methods that produce lower initial costs will produce higher annual costs later relative to the other methods. GASB 45 allows the use of any of six actuarial funding methods; a brief description of each is in the glossary.

### **Factors Impacting the Selection of Funding Method**

While the goal of GASB 45 is to match recognition of retiree medical expense with the periods during which the benefit is earned, the funding methods differ because they focus on different financial measures in attempting to level the incidence of cost. Appropriate selection of a funding method contributes to creating intergenerational equity between generations of taxpayers. The impact of potential new employees entering the plan may also affect selection of a funding method, though this is not a factor in this plan.

We believe it is most appropriate for the plan sponsor to adopt a theory of funding and consistently apply the funding method representing that theory. This valuation was prepared using the entry age normal cost method with normal cost determined on a level percent of pay basis. The entry age normal cost method often produces initial contributions between those of the other more common methods and is generally regarded by pension actuaries as the most stable of the funding methods and is one of the most commonly used methods for GASB 45 compliance.

### **Factors Affecting the Selection of Assumptions**

Special considerations apply to the selection of actuarial funding methods and assumptions for the City. The actuarial assumptions used in this report were chosen, for the most part, to be the same as the actuarial assumptions used for the most recent actuarial valuations of the retirement plans covering City employees. CalPERS has previously issued a set of standardized actuarial methods and assumptions to be used by entities participating in CERBT and many assumptions used in this report for GASB 45 analysis are also consistent with that assumption model. Other assumptions, such as healthcare trend, age related healthcare claims, retiree participation rates and spouse coverage, were selected based on demonstrated plan experience and/or our best estimate of expected future experience. We will continue to gather information and monitor these assumptions for future valuations, as more experience develops.

In selecting an appropriate discount rate, GASB states that the discount rate should be based on the expected long-term yield of investments used to finance the benefits. CERBT provides participating employers with three possible asset allocation strategies; a maximum discount rate is assigned to each of these strategies, which may be rounded or reduced to include a margin for adverse deviation. As requested by the City and permitted by CERBT where its asset allocation Strategy #2 is employed, the discount rate used in this valuation is 6.73%.

## H. Certification

This report presents the results of our actuarial valuation of the other post-employment benefits provided by the City of Sierra Madre. The purpose of this valuation was to provide the actuarial information required for the City's reporting under Statement 45 of the Governmental Accounting Standards Board. The calculations were focused on determining the plan's funded status as of the valuation date, developing the Annual Required Contribution and projecting the Net OPEB Obligations for the years to which this report is expected to be applied.

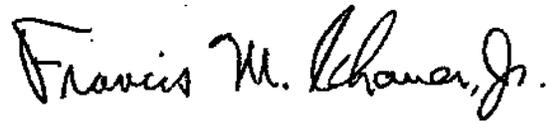
We certify that this report has been prepared in accordance with our understanding of GASB 45. To the best of our knowledge, the report is complete and accurate, based upon the data and plan provisions provided to us by the City. We believe the assumptions and method used are reasonable and appropriate for purposes of the financial reporting required by GASB 45. The results may not be appropriate for other purposes.

Each of the undersigned individuals is a Fellow in the Society of Actuaries and Member of the American Academy of Actuaries who satisfies the Academy Qualification Standards for rendering this opinion.

Signed: June 9, 2016



Catherine L. MacLeod, FSA, FCA, EA, MAAA



Francis M. Schauer Jr., FSA, FCA, EA, MAAA

### Table 1

**Results for fiscal year ending 2016:** The annual required contribution (ARC) and annual OPEB expense (AOE) for the City's fiscal year ending June 30, 2016 were developed as part of the July 2013 valuation, but the financial statement for that period has not yet been finalized. We have illustrated what we anticipate will be reported for OPEB under GASB 45 as of June 30, 2016 and included this information in Appendix 2. We use the net OPEB asset projected from this Appendix as the starting point for developing the net OPEB asset as of June 30, 2017, shown in Table 1B.

**Results for fiscal years 2017 and 2018:** The basic results of our July 1, 2015 valuation of OPEB liabilities for the City calculated under GASB 45 were summarized in Section E. Those results are applied to develop the ARC, AOE and the net OPEB obligation (NOO) or net OPEB asset (NOA) to be reported by the City for its fiscal years ending June 30, 2017 and June 30, 2018. As noted earlier in this report,

- The development of the ARC reflects the assumption that the City will contribute at least 100% of the total ARC each year, with contributions comprised of:
  - direct payments to insurers toward retiree premiums,
  - each current year's implicit subsidy, and
  - contributions to the OPEB trust.

If this understanding is incorrect or if actual City contributions differ by more than an immaterial amount, some of the results in this report will need to be revised.

- GASB 75 will not necessarily impact the development of results for funding purposes but will change the development of the OPEB liability and expense information to be reported by the City in its financial statements for the fiscal year ending June 30, 2018. That information will need to be developed at a later date and is outside the scope of this report.

**Employees reflected in future years' costs:** The counts of active employees and retirees shown in Tables 1A and 1C are the same as the counts of active and retired employees on the valuation date. While we do not adjust these counts between valuation dates, the liabilities and costs developed for those years already anticipate the likelihood that some active employees may leave employment forfeiting benefits, some may retire and elect benefits and coverage for some of the retired employees may cease. However, because this valuation has been prepared on a closed group basis, no potential future employees are included. We will incorporate any new employees in the next valuation, in the same way we included new employees hired after July 2013 in this July 2015 valuation.

We also note that the number of active employees and retirees expected to create an implicit subsidy OPEB liability are lower than the number of those which create an explicit subsidy liability. CalPERS medical premiums for those over age 65 (active or retired) and expected to be eligible for Medicare are not subsidized by active employee medical premiums, so do not create an implicit subsidy liability.

**Table 1A**  
**ARC Calculation for FYE 2017**

The table below develops the ARC for the City’s fiscal year ending June 30, 2017 determined on a prefunding basis, based on a “roll forward” of the July 1, 2015 valuation results. Calculations are shown separately, and in total, relating to Explicit and Implicit OPEB benefits.

Funding Policy	Prefunding Basis		
	7/1/2015		
Valuation date	Explicit	Implicit	Total
Subsidy			
For fiscal year beginning	7/1/2016	7/1/2016	7/1/2016
For fiscal year ending	6/30/2017	6/30/2017	6/30/2017
Expected long-term return on assets	6.73%	6.73%	6.73%
Discount rate	6.73%	6.73%	6.73%
<b>Number of Covered Employees</b>			
Actives	84	83	84
Retirees	18	11	18
Total Participants	102	94	102
<b>Actuarial Present Value of Projected Benefits</b>			
Actives	\$ 1,240,457	\$ 888,189	\$ 2,128,646
Retirees	463,128	159,225	622,353
Total APVPB	1,703,585	1,047,414	2,750,999
<b>Actuarial Accrued Liability (AAL)</b>			
Actives	785,336	506,929	1,292,265
Retirees	463,128	159,225	622,353
Total AAL	1,248,464	666,154	1,914,618
Actuarial Value of Assets	1,455,024	-	1,455,024
<b>Unfunded AAL (UAAL)</b>	(206,560)	666,154	459,594
<b>Normal Cost</b>	60,404	47,040	107,444
Amortization method	Level % of Pay	0	0
Initial amortization period (in years)	20	20	20
Remaining period (in years)	20	20	20
<b>Determination of Amortization Payment</b>			
UAAL	\$ (206,560)	\$ 666,154	\$ 459,594
Factor	14.5667	14.5667	14.5667
Payment	(14,180)	45,731	31,551
<b>Annual Required Contribution (ARC)</b>			
Normal Cost	60,404	47,040	107,444
Amortization of UAAL	(14,180)	45,731	31,551
Interest to fiscal year end	3,111	6,243	9,354
<b>Total ARC at fiscal year end</b>	49,335	99,014	148,349
Projected covered payroll	\$ 4,109,763	\$ 4,109,763	\$ 4,109,763
Normal Cost as a percent of payroll	1.5%	1.1%	2.6%
ARC as a percent of payroll	1.2%	2.4%	3.6%
ARC per active ee	587	1,193	1,766

**Table 1B**  
**Expected OPEB Disclosures for FYE 2017**

The following exhibit develops the annual OPEB expense, estimates the expected OPEB contributions and projects the net OPEB obligation as of June 30, 2017 reflecting the assumed prefunding policy described in this report.

Fiscal Year End	Prefunding Basis		
	6/30/2017	6/30/2017	6/30/2017
Subsidy	Explicit	Implicit	Total
<b>1. Calculation of the Annual OPEB Expense</b>			
a. ARC for current fiscal year	\$ 49,335	\$ 99,014	\$ 148,349
b. Interest on Net OPEB Obligation (Asset)	(19,405)	-	(19,405)
c. Adjustment to the ARC	21,127	-	21,127
d. <b>Annual OPEB Expense (a. + b. + c.)</b>	51,057	99,014	150,071
<b>2. Calculation of Expected Contribution</b>			
a. Estimated payments on behalf of retirees	57,240	-	57,240
b. Estimated current year's implicit subsidy	-	46,831	46,831
c. Estimated contribution to OPEB trust	(7,905)	52,183	44,278
d. <b>Total Expected Employer Contribution</b>	49,335	99,014	148,349
<b>3. Change in Net OPEB Obligation (1.d. minus 2.d.)</b>	1,722	-	1,722
Net OPEB Obligation (Asset), beginning of fiscal year	(288,338)	-	(288,338)
<b>Net OPEB Obligation (Asset) at fiscal year end</b>	(286,616)	-	(286,616)

In the table above, we assumed that the City would contribute 100% of the total ARC of \$148,349.

- We assumed that the City would take credit for the \$46,831 current year's implicit subsidy as an OPEB contribution by shifting recognition of this amount from an active healthcare expense to a retiree healthcare benefit expense. If so, this would reduce the City's total cash outlay to fund the full ARC to \$101,518.
- Funding 100% of the ARC may require adjusting the estimated \$44,278 contribution to the trust if actual retiree benefit payments are higher or lower than projected payments of \$57,240 shown above.

Notes on calculations above:

- Interest on the net OPEB obligation (or asset), shown above in item 1.b. is equal to the applicable discount rate (6.73%) multiplied by the net OPEB obligation (or asset) at the beginning of the year.
- The Adjustment to the ARC, shown above in item 1.c., is always the opposite sign of the net OPEB obligation or asset and exists to avoid double-counting of the amounts previously expensed but imbedded in the current ARC. This adjustment is calculated as *the opposite of* the net OPEB obligation (or asset) at the beginning of the year, plus interest on that amount (item 1.b.) with the sum then divided by the same amortization factor used to determine the ARC for this year (see the prior page for these factors).

**Table 1C**  
**ARC Calculation for FYE 2018**

In the following exhibit, the July 1, 2015 valuation results have been adjusted (rolled forward) two years based on the underlying actuarial assumptions. These results are used to develop the annual required contribution (ARC) for the fiscal year ending June 30, 2018.

Funding Policy	Prefunding Basis		
	Valuation date		
	7/1/2015		
	Explicit	Implicit	Total
Subsidy			
For fiscal year beginning	7/1/2017	7/1/2017	7/1/2017
For fiscal year ending	6/30/2018	6/30/2018	6/30/2018
Expected long-term return on assets	6.73%	6.73%	6.73%
Discount rate	6.73%	6.73%	6.73%
<b>Number of Covered Employees</b>			
Actives	84	83	84
Retirees	18	11	18
Total Participants	102	94	102
<b>Actuarial Present Value of Projected Benefits</b>			
Actives	\$ 1,312,569	\$ 940,108	\$ 2,252,677
Retirees	448,428	130,966	579,394
Total APVPB	1,760,997	1,071,074	2,832,071
<b>Actuarial Accrued Liability (AAL)</b>			
Actives	891,287	583,395	1,474,682
Retirees	448,428	130,966	579,394
Total AAL	1,339,715	714,361	2,054,076
Actuarial Value of Assets	1,545,042	52,183	1,597,225
<b>Unfunded AAL (UAAL)</b>	(205,327)	662,178	456,851
<b>Normal Cost</b>	62,367	48,569	110,936
Amortization method	Level % of Pay	0	0
Initial amortization period (in years)	20	-	20
Remaining period (in years)	19	19	19
<b>Determination of Amortization Payment</b>			
UAAL	\$ (205,327)	\$ 662,178	\$ 456,851
Factor	14.0580	14.0580	14.0580
Payment	(14,606)	47,103	32,497
<b>Annual Required Contribution (ARC)</b>			
Normal Cost	62,367	48,569	110,936
Amortization of UAAL	(14,606)	47,103	32,497
Interest to fiscal year end	3,214	6,439	9,653
<b>Total ARC at fiscal year end</b>	50,975	102,111	153,086
Projected covered payroll	\$ 4,243,330	\$ 4,243,330	\$ 4,243,330
Normal Cost as a percent of payroll	1.5%	1.1%	2.6%
ARC as a percent of payroll	1.2%	2.4%	3.6%
ARC per active ee	607	1,230	1,822

**Table 1D**  
**Expected OPEB Disclosures for FYE 2018**

The following exhibit develops the annual OPEB expense, estimates the expected OPEB contributions and projects the net OPEB obligation as of June 30, 2018 reflecting the assumed prefunding policy described earlier in this report.

Fiscal Year End	Prefunding Basis		
	6/30/2018	6/30/2018	6/30/2018
Subsidy	Explicit	Implicit	Total
<b>1. Calculation of the Annual OPEB Expense</b>			
a. ARC for current fiscal year	\$ 50,975	\$ 102,111	\$ 153,086
b. Interest on Net OPEB Obligation (Asset)	(19,289)	-	(19,289)
c. Adjustment to the ARC	21,760	-	21,760
d. <b>Annual OPEB Expense (a. + b. + c.)</b>	53,446	102,111	155,557
<b>2. Calculation of Expected Contribution</b>			
a. Estimated payments on behalf of retirees	52,959	-	52,959
b. Estimated current year's implicit subsidy	-	39,172	39,172
c. Estimated contribution to OPEB trust	(1,984)	62,939	60,955
d. <b>Total Expected Employer Contribution</b>	50,975	102,111	153,086
<b>3. Change in Net OPEB Obligation (1.d. minus 2.d.)</b>	2,471	-	2,471
Net OPEB Obligation (Asset), beginning of fiscal year	(286,616)	-	(286,616)
<b>Net OPEB Obligation (Asset) at fiscal year end</b>	(284,145)	-	(284,145)

In the table above, we assumed that the City would contribute 100% of the total ARC of \$153,086.

- We assumed that the City would take credit for the \$39,172 current year's implicit subsidy as an OPEB contribution by shifting recognition of this amount from an active healthcare expense to a retiree healthcare benefit expense. If so, this would reduce the City's total cash outlay to fund the full ARC to \$113,914.
- Funding 100% of the ARC may require adjusting the estimated \$60,955 contribution to the trust if actual retiree benefit payments are higher or lower than projected payments of \$52,959 shown above.

Notes on calculations above:

- Interest on the net OPEB obligation (or asset), shown above in item 1.b. is equal to the applicable discount rate (6.73%) multiplied by the net OPEB obligation (or asset) at the beginning of the year.
- The Adjustment to the ARC, shown above in item 1.c., is always the opposite sign of the net OPEB obligation or asset and exists to avoid double-counting of the amounts previously expensed but imbedded in the current ARC. This adjustment is calculated as *the opposite of* the net OPEB obligation (or asset) at the beginning of the year, plus interest on that amount (item 1.b.) with the sum then divided by the same amortization factor used to determine the ARC for this year (see the prior page for these factors).

**Table 2**  
**Summary of Employee Data**

The City reported 84 active employees; of these, 34 are currently participating in the medical program while 50 employees were waiving coverage as of the valuation date. Age and service information for the reported individuals is provided below:

Distribution of Benefits-Eligible Active Employees								
Current Age	Years of Service						Total	Percent
	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 & Up		
Under 25	1	2					3	4%
25 to 29	7	5	1				13	15%
30 to 34	2	2	4				8	10%
35 to 39	1	6	3	1			11	13%
40 to 44	2	3	3	1	2		11	13%
45 to 49	2	4	6	1	1	2	16	19%
50 to 54	1	2	4	1		2	10	12%
55 to 59		1	2		2	1	6	7%
60 to 64			2	1	2	1	6	7%
65 to 69							0	0%
70 & Up							0	0%
<b>Total</b>	16	25	25	5	7	6	<b>84</b>	<b>100%</b>
<b>Percent</b>	19%	30%	30%	6%	8%	7%	<b>100%</b>	

	<u>July 2013 Valuation</u>	<u>July 2015 Valuation</u>
Annual Covered Payroll	\$3,688,531	\$3,980,400
Average Attained Age for Actives	43.6	42.9
Average Years of Service	7.5	6.4

There are also 17 retirees and 1 surviving spouse currently receiving benefits under this program. Their ages are summarized in the chart below.

Retirees by Age		
Current Age	Number	Percent
Below 50	1	6%
50 to 54	0	0%
55 to 59	3	17%
60 to 64	6	33%
65 to 69	3	17%
70 to 74	3	17%
75 to 79	1	6%
80 & up	1	6%
<b>Total</b>	<b>18</b>	<b>100%</b>
Average Attained Age for Retirees:		65.2

**Table 2- Summary of Employee Data  
(Concluded)**

The chart below reconciles the number of actives and retirees included in the July 1, 2013 valuation of the City plan with those included in the July 1, 2015 valuation:

<b>Reconciliation of City Plan Members Between Valuation Dates</b>					
<b>Status</b>	Covered Actives	Waiving Actives	Covered Retirees	Covered Surviving Spouses	Total
Number reported as of July 1, 2013	58	2	19	0	79
New employees	9	12			21
Terminated employees	(13)				(13)
New retiree, elected coverage	(2)		2		0
New retiree, waiving coverage					0
Previously covered, now waiving	(3)	3	(2)		(2)
Previously waiving, now covered					0
Deceased			(1)		(1)
Data corrections	1	17	(1)	1	18
<b>Number reported as of July 1, 2015</b>	<b>50</b>	<b>34</b>	<b>17</b>	<b>1</b>	<b>102</b>

Observations:

- The 18 data corrections for active employees related to those who were hired prior to July 2013, but who had declined medical coverage through the City. Because they may qualify for coverage and benefits in retirement, they were added to the data for the 2015 valuation.
- There were 2 new retirees since July 2013. One qualified for higher benefits and one qualified only for the PEMHCA minimum benefit. Both retirees did elect to stay on the City's medical plan in retirement.
- Coverage ended for 3 retirees since July 2013, 1 due to death and 2 who voluntarily discontinued coverage, shortly after Medicare age when their MOU benefits ended.

The chart below summarizes the number of active and retired employees by group and benefit level. Valuation results for the two groups are developed separately in Appendix 1.

<b>Participants by Group and Benefit Level</b>				
Group	Active Employees	Retirees Under 65 receiving Higher Benefits	Retirees receiving the PEMHCA Minimum Benefit	Total
Miscellaneous	52	5	4	61
Safety	32	4	5	41
<b>Total</b>	<b>84</b>	<b>9</b>	<b>9</b>	<b>102</b>

### Table 3A Summary of Retiree Benefit Provisions

**OPEB provided:** The City reported the following OPEB: retiree medical coverage.

**Access to coverage:** Medical coverage is currently provided through CalPERS as permitted under the Public Employees' Medical and Hospital Care Act (PEMHCA). This coverage requires the employee to satisfy the requirements for retirement under CalPERS, either: (a) 5 years of State or public agency service and attainment of age 50 (age 52, if a miscellaneous employee new to PERS on or after January 1, 2013) or (b) an approved disability retirement.

If an eligible employee is not already enrolled in the medical plan, he or she may enroll within 60 days of retirement or during any future open enrollment period. Coverage may be continued at the retiree's option for his or her lifetime. A surviving spouse and other eligible dependents may also continue coverage.

The employee must begin his or her retirement benefit (warrant) within 120 days of terminating employment with the City to be eligible to continue medical coverage through the City and be entitled to the employer subsidy described below.

**Benefits provided:** Under PEMHCA, the City is required to contribute toward retiree premiums for the retiree's lifetime (and generally for the surviving spouse's lifetime) or until coverage is discontinued. For certain qualifying retirees, the City provides temporary additional benefits beyond those required under PEMHCA, based on employee agreements. The following is a summary of these benefits:

- *PEMHCA required benefits:* All employees who retire from the City (including disability retirement) and continue coverage in the CalPERS medical program are eligible for the benefit provided in the PEMHCA resolutions. Those resolutions provide for the City to contribute toward retiree premiums according to the following:

(a) 5% *times* (b) the number of prior years the City has been contracted with PEMHCA *times* (c) the monthly contracted PEMHCA contribution the employer makes towards active employee health benefits, which was \$122 per month in 2015 and increased to \$125 per month in 2016.

Retiree PEMHCA benefits should be equal to active employee PEMHCA benefits after each group has been covered under contract with CalPERS for 20 or more years. The City's monthly PEMHCA contribution toward health plan benefits for retirees during 2016 are:

- \$125 for CEA (and other non-POA) retirees, since contracted with CalPERS for over 20 years.
  - \$106.25 for POA retirees, calculated as 5% times 17 years times \$125. This amount will increase until becoming equal to those for active employees in 2019.
- *Temporary additional retiree medical benefits:* In addition to the benefits described above, the City also provides the following monthly subsidy toward retiree (single coverage) medical premiums until the retiree reaches age 65:
    - For CEA (and other non-POA) employees hired before October 15, 1995 and POA employees hired on or before December 22, 2011 who meet the requirements for CalPERS retirement (including disability retirement): 5% times the number of years worked for the City (up to a maximum of 100%) times the lowest cost premium in the Los Angeles area region.

**Table 3A – Summary of Retiree Benefit Provisions  
(Concluded)**

- For CEA (and other non-POA) employees hired on or after October 15, 1995 and POA employees hired after December 22, 2011 who retire (including disability retirement) at age 60 or older with at least 30 years of service with the City: 100% of the lowest cost premium in the LA area region.

The lowest cost premium in the LA area region was \$430.71 per month in 2015 (Health Net Salud y Mas), increasing to \$466.11 in 2016 (also Health Net Salud y Mas).

**Current premium rates:** The 2016 CalPERS monthly medical plan rates in the Los Angeles Area rate group are shown in the table below. If different rates apply where the member resides outside of this area, those rates are reflected in the valuation, but not listed here. The additional CalPERS administration fee is assumed to be separately expensed each year and has not been projected as an OPEB liability in this valuation.

Los Angeles Area 2016 Health Plan Rates						
Plan	Actives and Pre-Med Retirees			Medicare Eligible Retirees		
	Ee Only	Ee & 1	Ee & 2+	Ee Only	Ee & 1	Ee & 2+
Anthem HMO Traditional HMO	\$ 610.64	\$ 1,221.28	\$ 1,587.66	<i>Not Available</i>		
Blue Shield Access+ HMO	566.53	1,133.06	1,472.98	<i>Not Available</i>		
Blue Shield NetValue HMO	576.46	1,152.92	1,498.80	<i>Not Available</i>		
Kaiser HMO	543.83	1,087.66	1,413.96	297.23	594.46	920.76
UnitedHealthcare HMO	492.24	984.48	1,279.82	320.98	641.96	937.30
PERS Choice PPO	598.75	1,197.50	1,556.75	366.38	732.76	1,092.01
PERS Select PPO	547.55	1,095.10	1,423.63	366.38	732.76	1,061.29
PERSCare PPO	666.91	1,333.82	1,733.97	408.04	816.08	1,216.23
PORAC Association Plan	699.00	1,399.00	1,789.00	442.00	881.00	1,271.00

**Table 3B**  
**General CalPERS Annuitant Eligibility Provisions**

The content of this section has been drawn from Section C, Summary of Plan Provisions, of the State of California OPEB Valuation as of June 30, 2014, issued December 2014, to the State Controller from Gabriel Roeder & Smith. It is provided here as a brief summary of general annuitant and survivor coverage.

Health Care Coverage

*Retired Employees*

A member is eligible to enroll in a CalPERS health plan if he or she retires within 120 days of separation from employment and receives a monthly retirement allowance. If the member meets this requirement, he or she may continue his or her enrollment at retirement, enroll within 60 days of retirement, or enroll during any Open Enrollment period. If a member is currently enrolled in a CalPERS health plan and wants to continue enrollment into retirement, the employee will notify CalPERS and the member's coverage will continue into retirement.

Eligibility Exceptions: Certain family members are not eligible for CalPERS health benefits:

- Children age 26 or older
- Children's spouses
- Former spouses
- Disabled children over age 26 who were never enrolled or were deleted from coverage
- Grandparents
- Parents
- Children of former spouses
- Other relatives

*Coordination with Medicare*

CalPERS retired members who qualify for premium-free Part A, either on their own or through a spouse (current, former, or deceased), must sign up for Part B as soon as they qualify for Part A. A member must then enroll in a CalPERS sponsored Medicare plan. The CalPERS-sponsored Medicare plan will pay for costs not paid by Medicare, by coordinating benefits.

*Survivors of an Annuitant*

If a CalPERS annuitant satisfied the requirement to retire within 120 days of separation, the survivor may be eligible to enroll within 60 days of the annuitant's death or during any future Open Enrollment period. Note: A survivor cannot add any new dependents; only dependents that were enrolled or eligible to enroll at the time of the member's death qualify for benefits.

Surviving registered domestic partners who are receiving a monthly annuity as a surviving beneficiary of a deceased employee or annuitant on or after January 1, 2002, are eligible to continue coverage if currently enrolled, enroll within 60 days of the domestic partner's death, or enroll during any future Open Enrollment period.

Surviving enrolled family members who do not qualify to continue their current coverage are eligible for continuation coverage under COBRA.

**Table 4**  
**Actuarial Methods and Assumptions**

Valuation Date	July 1, 2015
Funding Method	Entry Age Normal Cost, level percent of pay <sup>2</sup>
Asset Valuation Method	Market value of assets
Long Term Return on Assets	6.73%
Discount Rate	6.73%
Participants Valued	Only current active employees and retired participants and covered dependents are valued. No future entrants are considered in this valuation.
Salary Increase	3.25% per year, used only to allocate the cost of benefits between service years
Assumed Wage Inflation	3.0% per year; used to determine amortization payments if developed on a level percent of pay basis
General Inflation Rate	2.75% per year

*Demographic actuarial assumptions used in this valuation are based on the 2014 experience study of the California Public Employees Retirement System using data from 1997 to 2011, except for a different basis used to project future mortality improvements. Rates for selected age and service are shown below and on the following pages. The representative mortality rates were those published by CalPERS adjusted to back out 20 years of Scale BB to central year 2008 and then projected forward 6 years using Bickmore Scale 2014 to year 2014.*

**Mortality Before Retirement**

Mortality rates in each of these tables are from the CalPERS experience study, adjusted as described above.

These rates were then adjusted on a generational basis by Bickmore Scale 2014 to anticipate future mortality improvement each year until the expected payments in any future year occur.

CalPERS Public Agency Miscellaneous Non-Industrial Deaths			CalPERS Public Agency Police & Fire Combined Industrial & Non-Industrial		
Age	Male	Female	Age	Male	Female
15	0.00020	0.00015	15	0.00020	0.00015
20	0.00028	0.00018	20	0.00031	0.00021
30	0.00051	0.00027	30	0.00061	0.00037
40	0.00070	0.00047	40	0.00083	0.00060
50	0.00147	0.00103	50	0.00162	0.00118
60	0.00340	0.00201	60	0.00357	0.00218
70	0.00619	0.00408	70	0.00637	0.00427
80	0.01157	0.00918	80	0.01178	0.00938

<sup>2</sup> The level percent of pay aspect of the funding method refers to how the normal cost is determined. Use of level percent of pay cost allocations in the funding method is separate from and has no effect on a decision regarding use of a level percent of pay or level dollar basis for determining amortization payments.

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

Mortality After Retirement      Representative mortality rates for 2014 are shown in the charts below. The rates were then adjusted on a generational basis by Bickmore Scale 2014 to anticipate future mortality improvement.

Healthy Lives

CalPERS Public Agency Miscellaneous, Police & Fire Post Retirement Mortality		
Age	Male	Female
40	0.00103	0.00085
50	0.00475	0.00480
60	0.00785	0.00481
70	0.01541	0.01105
80	0.04556	0.03271
90	0.14423	0.10912
100	0.32349	0.29541
110	0.97827	0.97516
115	1.00000	1.00000

Disabled Miscellaneous

CalPERS Public Agency Disabled Miscellaneous Post-Retirement Mortality From Jan 2014 Experience Study Report		
Age	Male	Female
20	0.00548	0.00339
30	0.00717	0.00469
40	0.00887	0.00565
50	0.01594	0.01192
60	0.02530	0.01363
70	0.03394	0.02460
80	0.07108	0.05326
90	0.16458	0.14227

Disabled Fire

CalPERS Public Agency Disabled Fire Post- Retirement Mortality From Jan 2014 Experience Study Report		
Age	Male	Female
20	0.00440	0.00277
30	0.00348	0.00247
40	0.00291	0.00222
50	0.00545	0.00524
60	0.00884	0.00596
70	0.01964	0.01573
80	0.05747	0.04422
90	0.14455	0.10964

Disabled Police

CalPERS Public Agency Disabled Police Post- Retirement Mortality From Jan 2014 Experience Study Report		
Age	Male	Female
20	0.00548	0.00339
30	0.00206	0.00162
40	0.00240	0.00193
50	0.00520	0.00508
60	0.00888	0.00598
70	0.01974	0.01579
80	0.05761	0.04431
90	0.14475	0.10997

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

Termination Rates

<b>Miscellaneous Employees: Sum of Vested Terminated &amp; Refund Rates From CalPERS Experience Study Report Issued January 2014</b>						
Attained Age	Years of Service					
Age	0	3	5	10	15	20
15	0.1812	0.0000	0.0000	0.0000	0.0000	0.0000
20	0.1742	0.1193	0.0946	0.0000	0.0000	0.0000
25	0.1674	0.1125	0.0868	0.0749	0.0000	0.0000
30	0.1606	0.1055	0.0790	0.0668	0.0581	0.0000
35	0.1537	0.0987	0.0711	0.0587	0.0503	0.0450
40	0.1468	0.0919	0.0632	0.0507	0.0424	0.0370
45	0.1400	0.0849	0.0554	0.0427	0.0347	0.0290

<b>Police Safety Employees: Sum of Vested Terminated &amp; Refund Rates From CalPERS Experience Study Report Issued January 2014</b>						
<i>For fire safety employees hired before June 1, 2010:</i>						
Attained Age	Years of Service					
Age	0	3	5	10	15	20
15	0.1013	0.0000	0.0000	0.0000	0.0000	0.0000
20	0.1013	0.0258	0.0249	0.0000	0.0000	0.0000
25	0.1013	0.0258	0.0249	0.0179	0.0000	0.0000
30	0.1013	0.0258	0.0249	0.0179	0.0109	0.0000
35	0.1013	0.0258	0.0249	0.0179	0.0109	0.0082
40	0.1013	0.0258	0.0249	0.0179	0.0109	0.0082
45	0.1013	0.0258	0.0249	0.0179	0.0109	0.0082

<b>Fire Safety Employees: Sum of Vested Terminated &amp; Refund Rates From CalPERS Experience Study Report Issued January 2014</b>						
Attained Age	Years of Service					
Age	0	3	5	10	15	20
15	0.0710	0.0000	0.0000	0.0000	0.0000	0.0000
20	0.0710	0.0242	0.0191	0.0000	0.0000	0.0000
25	0.0710	0.0242	0.0191	0.0070	0.0000	0.0000
30	0.0710	0.0242	0.0191	0.0070	0.0064	0.0000
35	0.0710	0.0242	0.0191	0.0070	0.0064	0.0058
40	0.0710	0.0242	0.0191	0.0070	0.0064	0.0058
45	0.0710	0.0242	0.0191	0.0070	0.0064	0.0058

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

Service Retirement Rates: The following retirement formulas apply:

For Miscellaneous employees

Hired prior to 1/1/2013 or Classic members: 2.5% @ 55

Hired on or after 1/1/2013, PEPRAs: 2.0% @ 62

For Police and Fire Safety employees

Hired prior to 1/1/2013 or Classic members: 3.0% @ 55

Hired on or after 1/1/2013, PEPRAs: 2.7% @ 57

*Illustrative retirement rates are shown below and on the following page*

<b>Miscellaneous Employees: 2% at 55 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
50	0.0140	0.0180	0.0210	0.0250	0.0270	0.0310
55	0.0480	0.0610	0.0740	0.0880	0.1000	0.1170
60	0.0670	0.0860	0.1030	0.1230	0.1390	0.1640
65	0.1550	0.1970	0.2380	0.2850	0.3250	0.3860
70	0.1300	0.1650	0.2000	0.2400	0.2720	0.3230
75 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

<b>Miscellaneous "PEPRA" Employees: 2% at 62 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
52	0.0103	0.0132	0.0160	0.0188	0.0216	0.0244
55	0.0440	0.0560	0.0680	0.0800	0.0920	0.1040
60	0.0616	0.0784	0.0952	0.1120	0.1288	0.1456
65	0.1287	0.1638	0.1989	0.2340	0.2691	0.3042
70	0.1254	0.1596	0.1938	0.2280	0.2622	0.2964
75 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

<b>Police Safety Employees: 3.0% at 55 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
50	0.0040	0.0040	0.0040	0.0040	0.0150	0.0860
53	0.0380	0.0380	0.0380	0.0380	0.0830	0.1880
56	0.0720	0.0720	0.0720	0.0720	0.1530	0.2950
59	0.1180	0.1180	0.1180	0.1180	0.2470	0.4370
62	0.1080	0.1080	0.1080	0.1080	0.2260	0.4050
65 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

<b>Police Safety Employees: 2.7% at 57 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
50	0.0138	0.0138	0.0138	0.0138	0.0253	0.0451
53	0.0497	0.0497	0.0497	0.0497	0.0909	0.1621
56	0.0606	0.0606	0.0606	0.0606	0.1108	0.1975
59	0.1396	0.1396	0.1396	0.1396	0.1735	0.2544
62	0.1396	0.1396	0.1396	0.1396	0.1719	0.2506
65 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

<b>Fire Safety Employees: 3.0% at 55 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
50	0.0010	0.0010	0.0010	0.0060	0.0160	0.0690
53	0.0320	0.0320	0.0320	0.0490	0.0850	0.1490
56	0.0640	0.0640	0.0640	0.0970	0.1610	0.2380
59	0.0880	0.0880	0.0880	0.1310	0.2130	0.2990
62	0.0870	0.0870	0.0870	0.1280	0.2100	0.2950
65 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

<b>Fire Safety Employees: 2.7% at 57 formula</b>						
From CalPERS Experience Study Report Issued January 2014						
Current Age	Years of Service					
	5	10	15	20	25	30
50	0.0065	0.0065	0.0065	0.0065	0.0101	0.0151
53	0.0065	0.0065	0.0065	0.0065	0.0101	0.0151
56	0.0442	0.0442	0.0442	0.0442	0.0680	0.1018
59	0.0740	0.0740	0.0740	0.0740	0.1140	0.1706
62	0.0729	0.0729	0.0729	0.0729	0.1123	0.1681
65	0.1136	0.1136	0.1136	0.1136	0.1749	0.2618
68 & over	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

Disability Retirement Rates

CalPERS Public Agency Miscellaneous Disability From Jan 2014 Experience Study Report			CalPERS Public Agency Fire Combined Disability From Jan 2014 Experience Study Report		CalPERS Public Agency Police Combined Disability From Jan 2014 Experience Study Report	
Age	Male	Female	Age	Unisex	Age	Unisex
20	0.00017	0.00010	20	0.00017	20	0.00010
25	0.00017	0.00010	25	0.00035	25	0.00175
30	0.00019	0.00024	30	0.00084	30	0.00496
35	0.00049	0.00081	35	0.00168	35	0.00818
40	0.00122	0.00155	40	0.00310	40	0.01140
45	0.00191	0.00218	45	0.00550	45	0.01461
50	0.00213	0.00229	50	0.02821	50	0.01925
55	0.00221	0.00179	55	0.04184	55	0.04909
60	0.00222	0.00135	60	0.05974	60	0.06212

Healthcare Trend

Medical plan premiums and claims costs by age are assumed to increase once each year. The increases over the prior year's levels are assumed to be effective on the dates shown below:

Effective January 1	Premium Increase	Effective January 1	Premium Increase
2016	Actual	2020	6.00%
2017	7.50%	2021	5.50%
2018	7.00%	2022	5.00%
2019	6.50%	2023 & later	4.50%

The PEMHCA minimum required contribution (MEC) is assumed to increase annually by 4.5%.

Participation Rate

*Active participants:* The rates at which employees are assumed to elect coverage in retirement vary by the level of benefit for which they qualify:

- (a) Those entitled to only the PEMHCA benefit are assigned a 60% probability of electing coverage in retirement, if currently covered by a CalPERS medical plan, and 30% if not currently covered under a CalPERS medical plan.
- (b) 100% of those entitled to a benefit in excess of the PEMHCA benefit are assumed to continue coverage.

All employees are assumed to maintain the same medical plan election in retirement, or, if currently waiving coverage, to select the Kaiser LA region plan.

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

Participation rates (continued)      *Retired participants:* Existing medical plan elections are assumed to be continued until the retiree’s death. For current retirees under age 65 receiving additional MOU benefits, only 60% are assumed to continue coverage after age 65.

Spouse Coverage      *Active employees:* 35% are assumed to be married and elect coverage for their spouse in retirement. Surviving spouses are assumed to retain coverage until their death. Husbands are assumed to be 3 years older than their wives.  
  
*Retired participants:* Existing elections for spouse coverage are assumed to be continued until the spouse’s death. Actual spouse ages are used, where known; if not, husbands are assumed to be 3 years older than their wives. Spouse gender is assumed to be the opposite of the employee.

Medicare Eligibility      Absent contrary data, all individuals are assumed to be eligible for Medicare Parts A and B at age 65.

Excise tax on high-cost plans      The expected value of excise taxes for high cost plan coverage for retirees, now expected to be effective in the year 2020, was included in this valuation. Annual threshold amounts for 2018 under the Affordable Care Act (ACA) were assumed to increase at the General Inflation Rate. A 40% excise tax rate was applied to the portion of premiums projected to exceed the threshold.

2018 Thresholds	Ages 55-64	All Other Ages
Single	\$ 11,850	\$ 10,200
Other than Single	\$ 30,950	\$ 27,500

Development of Age-related Medical Premiums      Actual premium rates for retirees and their spouses were adjusted to an age-related basis by applying medical claim cost factors developed from the data presented in the report, “Health Care Costs – From Birth to Death”, sponsored by the Society of Actuaries. See Addendum 1, Bickmore’s Age Rating Methodology, for a description of the use of claims cost curves.  
  
Representative claims costs derived from the dataset provided by CalPERS for retirees not currently covered or not expected to be eligible for Medicare appear on page 32.  
  
All current and future Medicare-eligible retirees are assumed to be covered by plans that are rated based solely on the experience of Medicare retirees. Therefore, no implicit subsidy is calculated for Medicare-eligible retirees.

**Table 4 - Actuarial Methods and Assumptions  
(Continued)**

**Changes Since the Prior Valuation:**

Discount rate	Decreased from 7.5% to 6.73%
Assumed Wage Inflation	Decreased from 3.25% to 3.0%
General Inflation Rate	Decreased from 3.0% to 2.75%
Demographic assumptions	Assumed mortality, termination, disability and retirement rates were updated from those provided in the CalPERS 2010 experience study report to those provided in the CalPERS 2014 experience study report. Rates of mortality were updated to the rates in the midpoint year of the CalPERS 2014 experience study (2008), then projected on a generational basis by Bickmore Scale 2014.
Healthcare trend	Medical plan premium rates are assumed to increase at a slightly lower rate in 2025 and later years than was assumed in the prior valuation, the result of a change in our methodology for estimating the potential impact of the excise tax for high cost plans under the Affordable Care Act.
Participation Rate	The percentage of active employees entitled to only the MEC at retirement who are assumed to elect medical coverage in retirement were increased to 60%, from 50%, for active employees with medical coverage currently, and to 30%, from 25%, for active employees currently waiving medical coverage. Also, for current retirees under age 65 receiving additional MOU benefits, only 60% are assumed to continue coverage after age 65 when benefits are reduced to the required PEMHCA benefit, instead of 100%.
Spouse Coverage	The percentage of active employees who are assumed to be married and to elect coverage for their spouse in retirement was decreased from 65% to 35%.
Age-Related Medical Premiums	We introduced methodology for developing age-related medical premiums based on updated research and data sponsored by the Society of Actuaries. We added an implicit subsidy analysis for pre-Medicare retirees covered by the CalPERS medical program.
Excise Tax Impact	We directly reflected the potential impact of the excise tax attributable to retirees for high cost healthcare plans for retirees, as provided by the Affordable Care Act.

**Table 4 - Actuarial Methods and Assumptions  
(Concluded)**

The chart below summarizes the expected monthly claims by medical plan and gender for selected ages.

Expected Monthly Claims by Medical Plan for Selected Ages										
Medical Plan	Male					Female				
	50	53	56	59	62	50	53	56	59	62
Blue Shield Access+ Los Angeles	\$ 571	\$ 673	\$ 782	\$ 896	\$ 1,019	\$ 707	\$ 777	\$ 836	\$ 903	\$ 996
Blue Shield Access+ Other Southern California	627	739	859	984	1,119	777	853	918	992	1,094
Blue Shield NetValue Los Angeles	608	717	832	954	1,084	753	827	890	962	1,060
Kaiser Los Angeles	550	648	753	863	981	681	748	805	870	959
PERS Choice Los Angeles	540	637	740	848	964	669	735	791	855	942
PERS Choice Other Southern California	585	690	802	919	1,044	725	797	857	926	1,021
PERS Choice Out of State	396	467	542	622	707	491	539	580	627	691
PERS Select Los Angeles	586	691	803	920	1,046	726	798	859	928	1,023
PERSCare Los Angeles	513	605	702	805	915	636	698	751	812	895
PERSCare Other Southern California	544	642	745	854	971	674	741	797	861	949
Other HMO Los Angeles	566	667	775	888	1,009	701	770	828	895	987
Other PPO Los Angeles	543	640	744	852	969	673	739	795	859	947

**Table 5**  
**Projected Benefit Payments**

The following is an estimate of other post-employment benefits to be paid on behalf of current retirees and current employees expected to retire from the City. Expected annual benefits have been projected on the basis of the actuarial assumptions outlined in Table 4.

These projections do not include any benefits expected to be paid on behalf of current active employees *prior to* retirement, nor do they include any benefits for potential *future employees* (i.e., those who might be hired in future years).

Projected Annual Benefit Payments							
Fiscal Year Ending June 30	Explicit Subsidy			Implicit Subsidy			Total
	Current Retirees	Future Retirees	Total	Current Retirees	Future Retirees	Total	
2016	\$ 44,258	\$ 4,527	\$ 48,785	\$ 41,539	\$ 3,732	\$ 45,271	\$ 94,056
2017	45,869	11,371	57,240	38,975	7,856	46,831	104,071
2018	34,865	18,094	52,959	26,547	12,625	39,172	92,131
2019	36,811	26,114	62,925	31,553	17,752	49,305	112,230
2020	38,488	34,055	72,543	34,958	23,312	58,270	130,813
2021	34,487	44,951	79,438	24,362	33,788	58,150	137,588
2022	35,562	56,047	91,609	28,135	46,801	74,936	166,545
2023	28,628	59,837	88,465	5,447	49,435	54,882	143,347
2024	29,299	70,398	99,697	-	64,593	64,593	164,290
2025	29,946	81,226	111,172	-	78,614	78,614	189,786
2026	30,568	87,554	118,122	-	78,477	78,477	196,599
2027	31,157	89,823	120,980	-	84,631	84,631	205,611
2028	31,717	100,331	132,048	-	95,729	95,729	227,777
2029	32,246	106,317	138,563	-	98,254	98,254	236,817
2030	32,741	116,188	148,929	-	113,635	113,635	262,564

The amounts shown in the Explicit Subsidy section reflect the expected payment by the City toward retiree medical premiums in each of the years shown. The amounts are shown separately, and in total, for those retired on the valuation date (“current retirees”) and those expected to retire after the valuation date (“future retirees”).

The amounts shown in the Implicit Subsidy section reflect the expected excess of retiree medical (and prescription drug) claims over the premiums expected to be charged during the year for retirees’ coverage. These amounts are also shown separately and in total for those currently retired on the valuation date and for those expected to retire in the future.

## Appendix 1 Breakout of Valuation Results by Group or Fund for FYE 2017

The chart below breaks out the valuation results for 2 employee groups (miscellaneous and safety) for the fiscal year ending June 30, 2017. Amortization of the unfunded actuarial accrued liability is on the same basis as described in Section F. The actuarial value of assets and the beginning of year net OPEB asset were allocated to each group in proportion to the AAL for each group.

Approach	Misc.	Safety	Total
	Prefunding Basis		
Discount Rate	6.73%	6.73%	6.73%
Amortization method	Level % of Pay	Level % of Pay	Level % of Pay
Remaining amortization period (in years)	20	20	20
<b>Number of Covered Employees</b>			
Actives	52	32	84
Retirees	9	9	18
Total Participants	61	41	102
<b>Actuarial Present Value of Projected Benefits</b>			
Actives	\$ 1,029,441	\$ 1,099,205	\$ 2,128,646
Retirees	301,279	321,074	622,353
Total APVPB	1,330,720	1,420,279	2,750,999
<b>Actuarial Accrued Liability</b>			
Actives	658,627	633,638	1,292,265
Retirees	301,279	321,074	622,353
Total AAL	959,906	954,712	1,914,618
<b>Actuarial Value of Assets</b>	738,616	716,408	1,455,024
<b>Unfunded Actuarial Accrued Liability</b>	221,290	238,304	459,594
Amortization Factor	14.5667	14.5667	14.5667
<b>Annual Required Contribution (ARC)</b>			
Normal Cost	49,517	57,927	107,444
Amortization of UAAL	15,192	16,359	31,551
Interest to 6/30	4,355	4,999	9,354
<b>ARC at Fiscal Year End</b>	69,064	79,286	148,349
<b>1. Calculation of the Annual OPEB Expense</b>			
a. ARC for current fiscal year	69,064	79,285	148,349
b. Interest on Net OPEB Obligation (Asset) at beginning of year	(9,729)	(9,676)	(19,405)
c. Adjustment to the ARC	10,592	10,535	21,127
d. <b>Annual OPEB Expense (a. + b. + c.)</b>	69,927	80,144	150,071
<b>2. Calculation of Expected Contribution</b>			
a. Estimated payments on behalf of retirees	28,326	28,914	57,240
b. Estimated current year's implicit subsidy	30,731	16,100	46,831
c. Estimated contribution to OPEB trust	10,007	34,271	44,278
d. <b>Total Expected Employer Contribution</b>	69,064	79,285	148,349
<b>3. Change in Net OPEB Obligation (1.d. minus 2.d.)</b>	863	859	1,722
Net OPEB Obligation (Asset), beginning of fiscal year	(144,560)	(143,778)	(288,338)
<b>Net OPEB Obligation (Asset) at fiscal year end</b>	(143,697)	(142,919)	(286,616)

**Appendix 2**  
**Expected Disclosures for Fiscal Year End June 30, 2016**

The annual OPEB expense and net OPEB obligation (asset) for the fiscal year ending June 30, 2016 were projected in the July 1, 2013 valuation and reflected Bickmore’s understanding of OPEB contributions prior to that date. Since that valuation was prepared, the City has adjusted and updated its payments toward retiree premiums and contributions to CERBT through June 30, 2015.

The following exhibit updates the development of the annual OPEB expense and net OPEB obligation, providing the information assumed to be reported in the City’s financial statement for the fiscal year ending June 30, 2016.

Fiscal Year End	Prefunding 6/30/2016
<b>1. Calculation of the Annual OPEB Expense</b>	
a. ARC for current fiscal year	\$ 52,469
b. Interest on Net OPEB Obligation (Asset) at beginning of year	(26,913)
c. Adjustment to the ARC	102,350
d. <b>Annual OPEB Expense (a. + b. + c.)</b>	127,906
<b>2. Calculation of Expected Contribution</b>	
a. Estimated payments on behalf of retirees	57,400
b. Estimated current year's implicit subsidy	-
c. Estimated contribution to OPEB trust	-
d. <b>Total Expected Employer Contribution</b>	57,400
<b>3. Change in Net OPEB Obligation (1.d. minus 2.d.)</b>	70,506
Net OPEB Obligation (Asset), beginning of fiscal year	(358,844)
<b>Net OPEB Obligation (Asset) at fiscal year end</b>	(288,338)

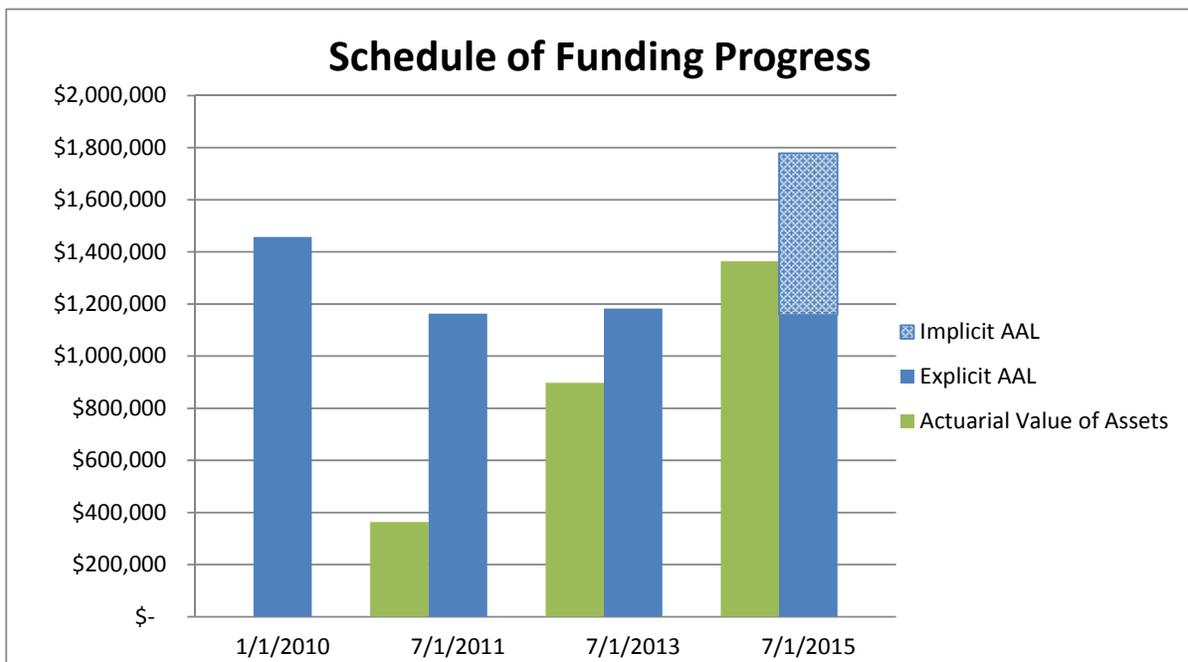
### Appendix 3 General OPEB Disclosure and Required Supplementary Information

The Information necessary to complete the OPEB footnote in the City’s financial reports is summarized below, or we note the location of the information contained elsewhere in this report:

Summary of Plan Provisions:	See Table 3A
OPEB Funding Policy:	See Section F; details are also provided in Tables 1A and 1C
Annual OPEB Cost and Net OPEB Obligation:	See Table 1B and 1D
Actuarial Methods and Assumptions:	See Table 4
Funding Status and Funding Progress:	See Section E – Basic Valuation Results

#### Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (b)	Unfunded Actuarial Accrued Liability (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
1/1/2010	\$ -	\$ 1,456,106	\$ 1,456,106	0.0%	\$ 4,641,533	31.4%
7/1/2011	\$ 361,594	\$ 1,162,355	\$ 800,761	31.1%	\$ 3,879,418	20.6%
7/1/2013	\$ 896,496	\$ 1,181,306	\$ 284,810	75.9%	\$ 3,688,531	7.7%
7/1/2015	\$ 1,363,276	\$ 1,777,953	\$ 414,677	76.7%	\$ 3,980,400	10.4%



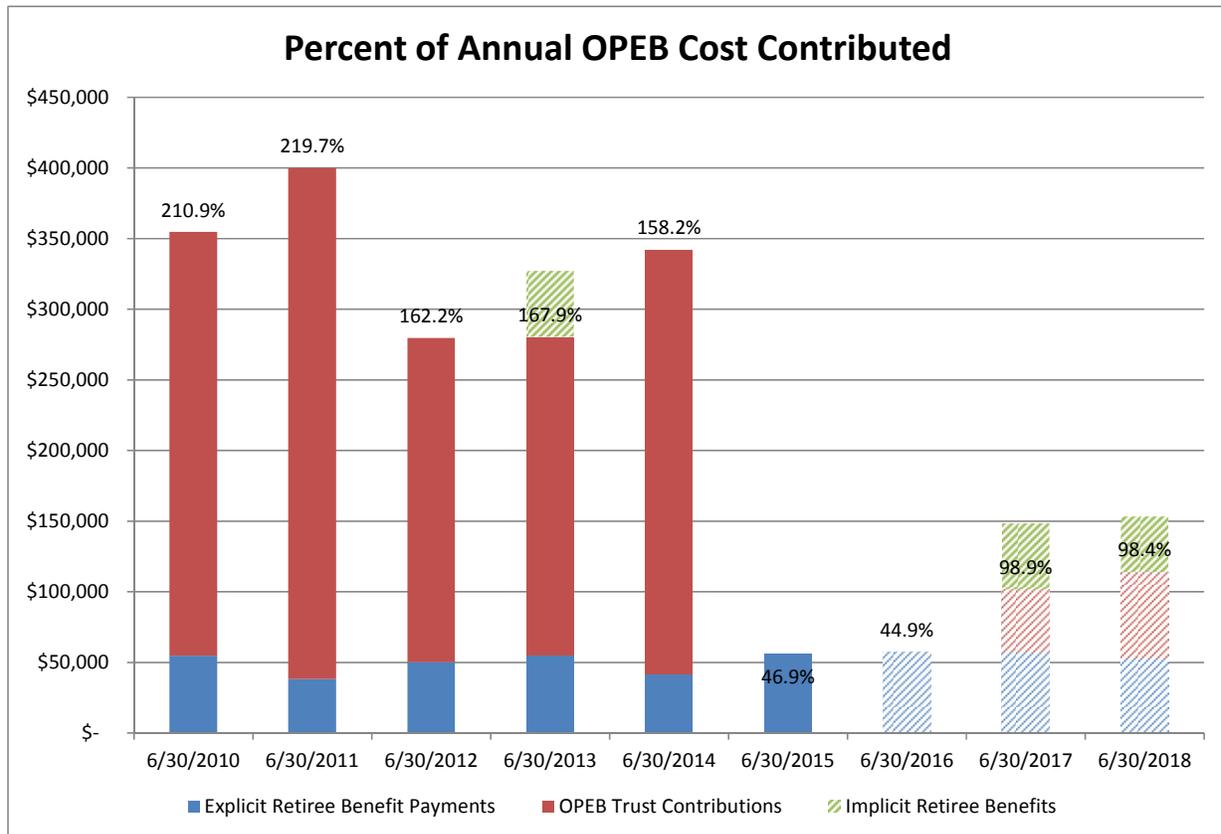
**Appendix 3 - continued**

Required Supplementary Information: History of OPEB Costs Contributed  
See chart below:

**OPEB Cost Contributed**

Fiscal Year Ended	Annual OPEB Cost	Employer OPEB Contributions	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation (Asset)
6/30/2010	\$ 168,070	\$ 354,500	210.9%	\$ 113,570
6/30/2011	\$ 181,897	\$ 399,697	219.7%	\$ (104,230)
6/30/2012	\$ 172,391	\$ 279,535	162.2%	\$ (211,374)
6/30/2013	\$ 194,820	\$ 327,073	167.9%	\$ (296,796)
6/30/2014	\$ 216,235	\$ 342,019	158.2%	\$ (422,580)
6/30/2015	\$ 120,073	\$ 56,337	46.9%	\$ (358,844)
6/30/2016	\$ 127,906	\$ 57,400	44.9%	\$ (288,338)
6/30/2017	\$ 150,071	\$ 148,349	98.9%	\$ (286,616)
6/30/2018	\$ 155,557	\$ 153,086	98.4%	\$ (284,145)

*Italicized values above are estimates which may change if contributions are other than projected.*



To see these values separately for explicit and implicit subsidy liabilities, please refer to Section E of the report or to Tables 1B and 1D.

## Addendum 1: Bickmore Age Rating Methodology

Both accounting standards (e.g. GASB 45) and actuarial standards (e.g. ASOP 6) require that expected retiree claims, not just premiums paid, be reflected in most situations where an actuary is calculating retiree healthcare liabilities. Unfortunately the actuary is often required to perform these calculations without any underlying claims information. In most situations, the information is not available, but even when available, the information may not be credible due to the size of the group being considered.

Actuaries have developed methodologies to approximate healthcare claims from the premiums being paid by the plan sponsor. Any methodology requires adopting certain assumptions and using general studies of healthcare costs as substitutes when there is a lack of credible claims information for the specific plan being reviewed.

Premiums paid by sponsors are often uniform for all employee and retiree ages and genders, with a drop in premiums for those participants who are Medicare-eligible. While the total premiums are expected to pay for the total claims for the insured group, on average, the premiums charged would not be sufficient to pay for the claims of older insureds, and would be expected to exceed the expected claims of younger insureds. An age-rating methodology takes the typically uniform premiums paid by plan sponsors and spreads the total premium dollars to each age and gender intended to better approximate what the insurer might be expecting in actual claims costs at each age and gender.

The process of translating premiums into expected claims by age and gender generally follows the steps below.

1. *Obtain or Develop Relative Medical Claims Costs by Age, Gender, or other categories that are deemed significant.* For example, a claims cost curve might show that, if a 50 year old male has \$1 in claims, then on average a 50 year old female has claims of \$1.25, a 30 year male has claims of \$0.40, and an 8 year old female has claims of \$0.20. The claims cost curve provides such relative costs for each age, gender, or any other significant factor the curve might have been developed to reflect. Table 4 provides the source of information used to develop such a curve and shows sample relative claims costs developed for the plan under consideration.
2. *Obtain a census of participants, their chosen medical coverage, and the premium charged for their coverage.* An attempt is made to find the group of participants that the insurer considered in setting the premiums they charge for coverage. That group includes the participant and any covered spouses and children. When information about dependents is unavailable, assumptions must be made about spouse age and the number and age of children represented in the population. These assumptions are provided in Table 4.
3. *Spread the total premium paid by the group to each covered participant or dependent based on expected claims.* The medical claims cost curve is used to spread the total premium dollars paid by the group to each participant reflecting their age, gender, or other relevant category. After this step, the actuary has a schedule of expected claims costs for each age and gender for the current premium year. It is these claims costs that are projected into the future by medical cost inflation assumptions when valuing expected future retiree claims.

The methodology described above is dependent on the data and methodologies used in whatever study might be used to develop claims cost curves for any given plan sponsor. These methodologies and assumptions can be found in the referenced paper cited as a source in the valuation report.

## Addendum 2: Bickmore Mortality Projection Methodology

Actuarial standards of practice (e.g., ASOP 35, Selection of Demographic and Other Noneconomic Assumptions for Measuring Pension Obligations, and ASOP 6, Measuring Retiree Group Benefits Obligations) indicate that the actuary should reflect the effect of mortality improvement (i.e., longer life expectancies in the future), both before and after the measurement date. The development of credible mortality improvement rates requires the analysis of large quantities of data over long periods of time. Because it would be extremely difficult for an individual actuary or firm to acquire and process such extensive amounts of data, actuaries typically rely on large studies published periodically by organizations such as the Society of Actuaries or Social Security Administration.

As noted in a recent actuarial study on mortality improvement, key principals in developing a credible mortality improvement model would include the following:

- (1) Short-term mortality improvement rates should be based on recent experience.
- (2) Long-term mortality improvement rates should be based on expert opinion.
- (3) Short-term mortality improvement rates should blend smoothly into the assumed long-term rates over an appropriate transition period.

The **Bickmore Scale 2014** was developed from a blending of data and methodologies found in two published sources: (1) the Society of Actuaries Mortality Improvement Scale MP-2014 Report, published in October 2014 and (2) the demographic assumptions used in the 2015 Annual Report of the Board of Trustees of the Federal Old-Age and Survivors Insurance and Federal Disability Insurance Trust Funds, published July 2015.

Bickmore Scale 2014 is a two-dimensional mortality improvement scale reflecting both age and year of mortality improvement. The underlying base scale is Scale MP-2014 which has two segments – (1) historical improvement rates for the period 1951-2007 and (2) Scale MP-2014's best estimate of future mortality improvement for years 2008 and thereafter. The Bickmore scale uses the same improvement rates as the MP-2014 scale during the historical period 1951-2007. In addition, the Bickmore scale uses Scale MP-2014's best estimate of future mortality improvement for years 2008-2010. The Bickmore scale then transitions from the last used MP-2014 improvement rate in 2010 to the Social Security Administration (SSA) Intermediate Scale. This transition to the SSA Intermediate Scale occurs linearly over the 10 year period 2011-2020. After this transition period, the Bickmore Scale uses the constant mortality improvement rate from the SSA Intermediate Scale from 2020-2038. The SSA's Intermediate Scale has a final step down in 2039 which is reflected in the Bickmore scale for years 2039 and thereafter. Over the ages 100 to 115, the SSA improvement rate is graded to zero.

Scale MP-2014 can be found at the SOA website and the projection scales used in the 2015 Social Security Administrations Trustees Report at the Social Security Administration website.

## Glossary

Actuarial Accrued Liability (AAL) – Total dollars required to fund all plan benefits attributable to service rendered as of the valuation date for current plan members and vested prior plan members; see “Actuarial Present Value”

Actuarial Funding Method – A procedure which calculates the actuarial present value of plan benefits and expenses, and allocates these expenses to time periods, typically as a normal cost and an actuarial accrued liability

Actuarial Present Value Projected Benefits (APVPB) – The amount presently required to fund all projected plan benefits in the future, it is determined by discounting the future payments by an appropriate interest rate and the probability of nonpayment.

Actuarial Value of Assets – The actuarial value of assets is the value used by the actuary to offset the AAL for valuation purposes. The actuarial value of assets may be the market value of assets or may be based on a methodology designed to smooth out short-term fluctuations in market values.

Aggregate – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Annual Required Contribution (ARC) – The amount the employer would contribute to a defined benefit OPEB plan for a given year, it is the sum of the normal cost and some amortization (typically 30 years) of the unfunded actuarial accrued liability

Annual OPEB Expense – The OPEB expense reported in the Agency’s financial statement, which is comprised of three elements: the ARC, interest on the net OPEB obligation at the beginning of the year and an ARC adjustment.

Attained Age Normal Cost (AANC) – An actuarial funding method where, for each plan member, the excess of the actuarial present value of benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the individual’s projected earnings or service forward from the valuation date to the assumed exit date

CalPERS – Many state governments maintain a public employee retirement system; CalPERS is the California program, covering all eligible state government employees as well as other employees of other governments within California who have elected to join the system

Defined Benefit (DB) – A pension or OPEB plan which defines the monthly income or other benefit which the plan member receives at or after separation from employment

Defined Contribution (DC) – A pension or OPEB plan which establishes an individual account for each member and specifies how contributions to each active member’s account are determined and the terms of distribution of the account after separation from employment

## **Glossary (Continued)**

Discount Rate – The rate of return that could be earned on an investment in the financial markets; for GASB 45 purposes, the discount rate should be based on the expected long-term yield of investments used to finance the benefits. The discount rate is used to adjust the dollar value of future projected benefits into a present value equivalent as of the valuation date.

Entry Age Normal Cost (EANC) – An actuarial funding method where, for each individual, the actuarial present value of benefits is levelly spread over the individual’s projected earnings or service from entry age to the last age at which benefits can be paid

Excise Tax – The Affordable Care Act created a 40% excise tax on the value of “employer sponsored coverage” that exceeds certain thresholds. The tax is first effective is 2020.

Explicit Subsidy – The projected dollar value of future retiree healthcare costs expected to be paid directly by the Employer, e.g., the Employer’s payment of all or a portion of the monthly retiree premium billed by the insurer for the retiree’s coverage

Frozen Attained Age Normal Cost (FAANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the unit credit method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Frozen Entry Age Normal Cost (FEANC) – An actuarial funding method under which the excess of the actuarial present value of projected benefits over the actuarial accrued liability (determined under the entry age normal cost method) is levelly spread over the earnings or service of the group forward from the valuation date to the assumed exit date, based not on individual characteristics but rather on the characteristics of the group as a whole

Financial Accounting Standards Board (FASB) – A private, not-for-profit organization designated by the Securities and Exchange Commission (SEC) to develop generally accepted accounting principles (GAAP) for U.S. public corporations

Government Accounting Standards Board (GASB) – A private, not-for-profit organization which develops generally accepted accounting principles (GAAP) for U.S. state and local governments; like FASB, it is part of the Financial Accounting Foundation (FAF), which funds each organization and selects the members of each board

Health Care Trend – The assumed rate(s) of increase in future dollar values of premiums or healthcare claims, attributable to increases in the cost of healthcare; contributing factors include medical inflation, frequency or extent of utilization of services and technological developments.

Implicit Subsidy – The projected difference between future retiree claims and the premiums to be charged for retiree coverage; this difference results when the claims experience of active and retired employees are pooled together and a ‘blended’ group premium rate is charged for both actives and retirees; a portion of the active employee premiums subsidizes the retiree premiums.

## **Glossary (Concluded)**

Net OPEB Obligation (Asset) - The net OPEB obligation (NOO) represents the accumulated shortfall of OPEB funding since GASB 45 was implemented. If cumulative contributions have exceeded the sum of the prior years' annual OPEB expenses, then a net OPEB asset results.

Non-Industrial Disability (NID) – Unless specifically contracted by the individual Agency, PAM employees are assumed to be subject to only non-industrial disabilities.

Normal Cost – Total dollar value of benefits expected to be earned by plan members in the current year, as assigned by the chosen funding method; also called current service cost

Other Post-Employment Benefits (OPEB) – Post-employment benefits other than pension benefits, most commonly healthcare benefits but also including life insurance if provided separately from a pension plan

Pay-As-You-Go (PAYGO) – Contributions to the plan are made at about the same time and in about the same amount as benefit payments and expenses coming due

PEMHCA – The Public Employees' Medical and Hospital Care Act, established by the California legislature in 1961, provides community-rated medical benefits to participating public employers. Among its extensive regulations are the requirements that a contracting Agency contribute toward medical insurance premiums for retired annuitants and that a contracting Agency file a resolution, adopted by its governing body, with the CalPERS Board establishing any new contribution.

Plan Assets – The value of cash and investments considered as 'belonging' to the plan and permitted to be used to offset the AAL for valuation purposes. To be considered a plan asset, GASB 45 requires (a) the assets to be segregated and restricted in a trust or similar arrangement, (b) employer contributions to the trust to be irrevocable, (c) the assets be dedicated to providing benefits to retirees and their beneficiaries, and (d) that the assets be legally protected from creditors of the employer and/or plan administrator. See also "Actuarial Value of Assets"

Projected Unit Credit (PUC) – An actuarial funding method where, for each individual, the projected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Public Agency Miscellaneous (PAM) – Non-safety public employees.

Select and Ultimate – Actuarial assumptions which contemplate rates which differ by year initially (the select period) and then stabilize at a constant long-term rate (the ultimate rate)

Unfunded Actuarial Accrued Liability (UAAL) – The excess of the actuarial accrued liability over the actuarial value of plan assets

Unit Credit (UC) -- An actuarial funding method where, for each individual, the unprojected plan benefit is allocated by a consistent formula from entry date to assumed exit date

Vesting – As defined by the plan, requirements which when met make a plan benefit nonforfeitable on separation of service before retirement eligibility



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor Goss and Members of the City Council

FROM: Elaine I. Aguilar, City Manager *EE*

INITIATED BY: Laura M. Aguilar, Assistant to the City Manager *LM*

DATE: June 28, 2016

**SUBJECT: CITY COUNCIL APPOINTMENT TO COLLABORATE PASADENA LEADERSHIP COUNCIL**

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## **SUMMARY**

The Pasadena Unified School District and the City of Pasadena are working in conjunction to develop a shared vision and framework to improve outcomes for children, youth, and families in the area. The framework, called Collaborate PASadena, grew out of a school/city/community work plan and has been further refined by an Ad Hoc Committee consisting of Council Members and PUSD Board Members.

One of the cornerstones of Collaborate PASadena is a Leadership Council comprised of elected representatives from Pasadena, Altadena, and Sierra Madre along with representatives from the community, local businesses, parents, and student leaders.

At a previous Council meeting, Mayor Pro Tem Arizmendi was appointed to serve as the City's delegate for Collaborate Pasadena Leadership Council. Mayor Pro Tem has a schedule conflict that would prevent her from attending monthly meetings. It is recommended that Council Member John Capoccia be appointed the City's designee

## **FINANCIAL REVIEW**

There is no fiscal impact related to this agenda item.

## **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com)

**ALTERNATIVES**

1. The City Council may designate Council Member Capoccia as the delegate to Collaborate PASadena Leadership Council.
  
2. The City Council may select a delegate to represent the City of Sierra Madre on the Collaborate PASadena Leadership Council.
  
3. The City Council may decline to appoint a representative to serve on the Collaborate PASadena Leadership Council

**STAFF RECOMMENDATION**

It is recommended that Council Member Capoccia be appointed as representative to serve on the Collaborate PASadena Leadership Council.



# City of Sierra Madre Successor Agency Public Finance Authority Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Elaine I. Aguilar, City Manager 

INITIATED BY: Elisa C. Cox, Assistant City Manager  
Marcie Medina, Finance Director

DATE: June 28, 2016

**SUBJECT: PUBLIC HEARING: FY 2016-2017 Annual Budget Consideration:  
Resolution 16-44: Adopting the Fiscal Year 2016-2017 Budget  
Resolution 16-45: Approving the GANN Appropriations Limit for  
FY 2016-2017  
Resolution 16-46: Approving the FY 2016-2017 Fee Schedule  
Resolution 16-47: Approving the Salary Matrix  
Resolution 69: The Public Financing Authority Adopting the  
Fiscal Year 2016-2017 Budget**

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## **SUMMARY**

After the Council has reviewed, received comment, and provided direction regarding the Fiscal Year 2016-2017 Budget, the Council, by adopting Resolution 16-44, will formally adopt the Fiscal Year 2016-2017 Budget; the fiscal year begins July 1, 2016. Resolution 16-47 approves minor changes to the salary matrix to correspond with the budget as presented.

As part of the budget adoption, staff is presenting the FY 2016-2017 User Fee Schedule with amendments. Per Resolution 10-62, the City adopted User Fee Policy states that the City shall increase all fees by the Consumer Price Index (CPI) annually. Staff recommends the City Council open a public hearing to consider Resolution 16-46 Approving the FY 2016-2017 Fee Schedule.

The City Council is also being asked to consider Resolution 16-46, to establish the GANN Appropriations Limit for FY 2016-2017. The City's appropriations (spending) limit is based upon State of California 1979 Proposition 4, also known as the GANN initiative. The initiative established a method of computing the appropriations limit. It involves taking

the prior year's limit and modifying it for population change and inflation change as provided by the State Department of Finance. Certain types of revenue and spending are exempt from this requirement.

### **BACKGROUND**

The City is a full service municipality with 63 full-time employees and 26 full-time equivalent employees (FTE) assigned to eight operating departments. The City's primary goal is to provide services to its residents and businesses. As in all service industries, personnel expense is the primary business cost.

Of the City's total budget, approximately \$10.7 million is from the General Fund. The General Fund is the largest single government-type fund used to account for unrestricted resources. Revenues received by the City that have no legal or contractual restriction are placed in the General Fund. The General Fund provides the resources necessary to sustain the day-to-day activities and services to the community. All eight departments receive support from the General Fund, either directly, or indirectly in the form of cost allocations (overhead). The General Fund supports more than half of the City's total personnel costs.

In prior years Recreation Classes, the Paramedic Program and the Planning and Community Preservation Department were reported in separate funds supported by a subsidy from the General Fund. This year the subsidized operations are accounted for in the General Fund, eliminating the need for transfers out. A small amount of the Administration and Public Works Departments come from the General Fund; but for the most part these two Departments are composed of Internal Service Funds (Administration, Facilities, Fleet, Human Resources, and Information Technology) and Business Type Funds (Water and Sewer).

Property taxes, local taxes, and user fees primarily fund the General Fund. The City's General Fund continues to be financially reliant on Property Taxes (51%) and the Utility Users Tax (25%), currently the City's two largest General Fund revenue sources.

The Utility Users Tax (UUT) was reduced from 10% to 8% on July 1, 2015 causing a significant loss of General Fund Revenues. This was the result of a sunset of the UUT per the 2008 voter-approved UUT initiative. On April 2016, the voters approved a new UUT initiative which resulted in a 10% Utility Users Tax rate effective July 1, 2016.

Similar to past years, there are cost increases that exceed regular CPI increases, making it difficult to balance the City's budget. Budget items such as liability insurance, workers compensation, pension costs, state/federal mandates (NPDES, part-time sick leave) are increasing by more than the CPI. This impacts the City's purchasing power making it difficult to maintain the same level of services. This is true for all departments/funds.

Finally, the City budget projections for FY 2016-2017 are primarily based on “status quo” operations, except for two recommended position changes and costs associated with the new Police Association Memorandum of Understanding.

## **ANALYSIS**

### **Fiscal Year 2016-2017 General Fund Budget (For details, see pages 13 and 14)**

#### **Revenues**

Overall, staff is estimating an 8% increase in General Fund revenues for Fiscal Year 2016-2017. The estimated General Fund revenues of \$10,629,000 also include \$830,600 of revenues for Paramedic Program, Recreation Classes, and Planning and Community Preservation Department that were formerly accounted for in other funds. The projected increase is mainly due to the approval of the new City UUT approved by the voters on April 2016 to go into effect on July 1, 2016.

The two largest General Fund revenue sources are Property Taxes and the Utility Users Tax (UUT). Secured Property taxes are estimated to increase by about 5% with overall property related tax revenues increasing by almost 6%. The increase in UUT is due to the increase UUT rate from 8% in FY15-16 to 10% in FY16-17, including the increased UUT rate on water and sewer. When the UUT was previously at 10% for most utilities, it was at 8% for water and sewer. This lower rate was eliminated with the most recently voter approved UUT ordinance, unless the Council directs that the UUT rate for water and sewer remain at 8%. The General Fund revenue loss at an 8% rate would be \$100,000 for FY 2016-2017.

The increase in Charges for Services and for Licenses and Permits is due to the collapsing of the Paramedic and Planning special revenue funds as well as the Recreation enterprise fund into the General Fund. The General Fund has been subsidizing these three funds for a number of years. Moving these three programs into the General Fund provides for less confusion and more transparency of the City’s General Fund budget.

Finally, Other Revenues are projected to remain about the same with the exception of a slight reduction in revenues due to prior year payments from the State for back payment of mandated costs.

#### **Expenditures**

The budget presented is based on “status quo” operations with the exception of changes in two positions and increases due to the approval of a new Police Association Memorandum of Understanding (MOU).

The General Fund appropriations of \$11,120,500 include \$578,500 from General Fund Reserves for one-time expenditures. Staff is recommending that Reserves be used for \$178,500 of NPDES expenditures and \$400,000 for temporary nighttime patrol services

with Los Angeles County Sheriff's Department (LASD). The budgeted costs for National Pollutant Discharge Elimination System (NPDES) is an estimate of costs. These costs will most likely change due to watershed monitoring results and adaptive management in ongoing planning efforts. Once there is a better understanding of the City's costs of NPDES compliance, it is recommended that staff return with the detailed costs and recommended funding alternatives. The budgeted costs for nighttime Sheriff patrol services is a one-time cost estimated through October 2016. While staff is recommending that these two items come from General Fund Reserves, it is possible for the Council to direct that one or both of these items not come from reserves, and instead direct staff to reduce other General Fund expenditures to maintain a balanced budget.

It has been a goal to study and reevaluate the "health" of the City's internal service funds, and this year staff spent time studying the various cost allocations. The end result was an overall increase of approximately \$ 610,000 in charges from the internal service funds. These increases were necessitated by a number of factors. One is that many of the funds were being under charged and not able to cover expenses, or able to generate an additional 20% per Council's policy for Internal Service Fund reserves. (All funds are now charged at 120% except for facilities and IT which have sufficient reserves.) As an alternative, the Council could specify a different policy, for example, just 100% recovery. Secondly, there were increased expenses including the cost of the CJPIA retrospective and annual contribution – Council may remember that last year a portion of this charge was allocated from General Fund Reserves; for FY 2016-2017 it is funded from current revenues. Workers' Compensation (WC) is also a charge via payroll that is considered revenue charges for the Personnel & Risk Management Fund. The Workers' Compensation Rate was revised to only charge for the cost related to such insurance coverage. This resulted in a reduction in the WC Rate and an off-setting increase to the allocations for general liability insurance and personnel administration. Because WC is charged through payroll and therefore charged to the various departments and allocations are mainly charged to the fund in total, it resulted in a shift from other General Fund Departments to the Administrative Services Department, increasing the allocation by \$373,800 (the amount of decrease in WC Charge to the General Fund). The impact of these increased allocations and the WC shift is most visible in the Administrative Services Department, which is the source of allocation for the majority of the General Fund. The General Fund in total absorbs approximately 64% of the charges from Internal Service Funds.

Increases to the Fire Department, Community Services, and Planning & Community Preservation are largely contributed to the collapsing of the special revenue and enterprise funds into the General Fund. Previously the General Fund subsidized these programs and the expenditure was lumped together in the Transfers Out category. Having these programs fully in the General Fund allows the City Council and the public to better understand the cost of these Departments.

DEPARTMENT	Community Services	Fire	Planning Community Preservation	
FUND COLLAPSED INTO GENERAL FUND	Recreation Classes	Paramedic Program	Development Services	TOTALS
<b>REVENUES</b>				
Charges for Services	\$ 40,000	\$ 265,000	\$ 180,500	\$ 485,500
Licenses & Permits	-	-	345,100	345,100
<b>TOTAL REVENUES</b>	<b>40,000</b>	<b>265,000</b>	<b>525,600</b>	<b>830,600</b>
<b>EXPENSES</b>	<b>55,000</b>	<b>864,500</b>	<b>1,148,500</b>	<b>2,068,000</b>
<b>GENERAL FUND SUBSIDY</b>	<b>\$ (15,000)</b>	<b>\$ (599,500)</b>	<b>\$ (622,900)</b>	<b>\$(1,237,400)</b>

There are two proposed personnel changes affecting the General Fund. The first is the upgrade of the part-time Code Enforcement Officer to a full-time position at an increased cost of \$35,000 (\$26,300 to the General Fund and \$8,700 to the Water Fund). As a cost saving measure a few years ago, the City downgraded a full-time Code Enforcement Officer position to a part-time position. For the initial few years, this staffing level was satisfactory. However, calls for service related to Code Enforcement have almost tripled. Additionally, there are responsibilities currently being absorbed by other departments, in particular Public Works, that can be more effectively handled by a Code Enforcement Officer such as enforcement of the water conservation regulations, and illegal discharges into storm drains, etc. Additionally, with only part-time staffing there are duties that were performed with full-time staffing that are currently only being handled as time allows, such as business license enforcement, illegal signage, and yard sale permits, etc. It should be noted that there is the potential for increased revenues from increased compliance with Business License regulations, and fines due to code violations. These increased revenues will partially off-set the increase cost of the full-time position. There will also be an increase in customer service, as the current part-time Code Enforcement officer is only available 20 hours a week.

The second proposed change is the increase of the Community Services Administrative Aide to an Administrative Analyst supporting the new Library and Community Services Department for an approximately \$10,000 increase to all funds (\$7,000 to the General Fund). This change was prompted when the City met and conferred with the CEA regarding the changes in working conditions due to the combination of the departments. Under the new Department, the Administrative Aide's duties would increase, subsequently compelling the reclassification to Administrative Analyst.

Although the year-to-year estimates for the Police Department show a decrease in expenditures, this is because FY15-16 includes a longer time period that the City was paying for increased overtime and services from the LA County Sheriffs due to personnel shortages. However, the FY16-17 budget includes an additional \$100,000 for increased salaries negotiated in the recently approved Police Association Memorandum of Understanding.

### **Other Department Requests Submitted but Not Included in the Budget**

For the City Council's information, staff would like to present other department requests that were not included in the budget as presented. Department Heads were asked to provide additional items that they felt would improve departmental operations. However, based upon the final preparation of the budget, there was not adequate funding for all of the requested items. Although each Department has a number of unmet needs, these are the items that "rise to the top" to increase efficiencies and effectiveness in meeting residents' needs.

- Administration – full-time Account Technician
- Community Services – restore Manager and Supervisor positions (have had only one or the other since 2014)
- Fire – full-time Fire Engineers
- Library – additional part-time Assoc. Librarian hours and increased book budget
- Planning – racks for plans, and fire proof cabinets (The request for a full-time Code Enforcement Officer was included in the proposed budget.)
- Police – full-time Administrative Aide

Should the Council desire, staff can return with additional information (justification, cost, funding alternatives, etc.) regarding these requests.

To summarize, the General Fund Budget as currently presented is estimating a \$187,000 surplus, if the previously mentioned \$578,500 (\$178,500 NPDES, and \$400,000 LA County Sheriff) is allocated from General Fund Reserves. (Please see page 15 for details.)

### **Restricted Funds and Capital Improvement Purchases and Projects**

#### **Enterprise Funds**

The City has a number of enterprise, or business-type funds, with the two largest being the Water and Sewer funds. The smaller enterprise funds include Aquatics, Special Events, and Movies/Filming. All of these smaller funds are self-sufficient. The Strike Team is no longer in operation and Recreation Classes operation has been collapsed into the General Fund.

For Fiscal Year 2016-2017, the City's water revenue projections reflect a decrease in Water revenues despite the 2013 Rate Study rate increases; this is mainly due to the implementation of increased mandatory water conservation measures (30% on July 2016) that have impacted revenue projections for the current and future fiscal years. However, newly implemented water usage penalties are making up for that reduction in service revenues. For FY 2016-2017 the projections reflect only a slight increase from current year taking into account continued conservation levels.

The estimates now assume that the City will buy water for next year in lieu of producing groundwater. In Fiscal Year 2016-2017 the City's expenditure estimates include \$544,900 to purchase water.

The current water rate structure is approved through the end of Fiscal Year 2018. Staff recommends that the City Council initiate another rate study in Fiscal Year 2016-2017.

### Water Fund

WATER FUND	FY2013-14 Actual	FY2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed
<b>REVENUES</b>				
Charges for Services	\$ 3,834,017	\$ 4,373,849	\$ 4,152,800	\$ 4,271,100
Excess Water Use Penalties	-	-	400,000	400,000
Grants & Other Non-Operating Revenues	276,055	246,770	101,400	70,000
<b>TOTAL REVENUES</b>	<b>4,110,072</b>	<b>4,620,619</b>	<b>4,654,200</b>	<b>4,741,100</b>
Operations	5,211,387	5,179,543	4,933,900	4,144,600
Depreciation	551,521	563,938	564,000	564,000
Capital Outlay	71,192	90,619	336,200	450,000
<b>EXPENSES</b>	<b>5,834,100</b>	<b>5,834,100</b>	<b>5,834,100</b>	<b>5,158,600</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ (1,724,028)</b>	<b>\$ (1,213,481)</b>	<b>\$ (1,179,900)</b>	<b>\$ (417,500)</b>

### Sewer Fund

SEWER FUND	FY2013-14 Actual	FY2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Proposed
<b>REVENUES</b>				
Charges for Services	\$ 745,464	\$ 808,103	\$ 830,000	\$ 840,400
<b>TOTAL REVENUES</b>	<b>745,464</b>	<b>808,103</b>	<b>830,000</b>	<b>840,400</b>
<b>EXPENSES</b>	<b>844,486</b>	<b>953,770</b>	<b>1,061,800</b>	<b>1,224,700</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ (99,022)</b>	<b>\$ (145,667)</b>	<b>\$ (231,800)</b>	<b>\$ (384,300)</b>

The sewer fund continues to run a deficit. However, the fund has enough fund balance to cover the deficit as projected. Sewer revenues and expenses are both coming in lower than the rate study predicted. Staff recommends that the City Council initiate another rate study in Fiscal Year 2016-2017.

### Internal Service Funds

The City of Sierra Madre has six Internal Service funds. Internal Service funds are established to account for the City's "overhead", any activity that provides goods and/or services to other funds, departments, or agencies of the City on a cost-reimbursement basis. This is done by allocating (charging) the cost of the Internal Service to departments/funds for which the service is being provided. For instance, the cost of having a Human Resources Division is split between all the funds that have personnel, based on percentage of personnel costs per department/fund. The City sets its Internal Service rates to recover the full cost of providing each particular service.

This year the various cost allocations for the internal service funds were recalculated to better reflect basis for the allocation and to fully recover the cost of the internal operations, including increasing reserves to appropriate levels. The result was an overall increase of approximately \$ 610,000 in increased charges from the internal service funds and a shift from Workers' Compensation (WC) charges to allocations (personnel costs to general maintenance & operations costs) of about \$373,800.

The Personnel & Risk Management Internal Service Fund have three cost centers:

1. Personnel Services include recruitment, retention, negotiations and discipline.
2. Workers Compensation
3. General Liability Insurance.

WC is a charge via payroll that is considered revenue charges for the Personnel & Risk Management Fund. In prior years the WC rate has included the charges for all cost centers via payroll. This year to better reflect the cost of Workers' Compensation Insurance (Personnel Cost), the WC Rate was revised to only charge for the cost related to such insurance coverage. This resulted in a reduction in the WC Rate and an off-setting increase to the allocations for general liability insurance and personnel administration. Because WC is charged through payroll and therefore charged to the various departments and allocations are mainly charged to the fund in total, it resulted in a shift from other General Fund Departments to the Administrative Services Department, increasing the allocation by \$373,800 (the amount of decrease in WC Charge to the General Fund).

### **Special Revenue Funds**

These funds account for the proceeds of specific revenue sources (other than expendable trusts or capital projects) that are restricted by law or administrative action to be expended for a specified purpose. These funds include:

- Assessment Districts
- COPS Grant Funds
- Gas Tax Funds
- Library Gift & Memorial Funds
- Prop A, Prop C, and Measure R Fund

The main change to these funds was the shifting of the Paramedic Program and Planning & Community Preservation Department to the General Fund. By collapsing these programs to the General Fund, it provides a clearer, more transparent picture of the General Fund program expenditures.

### **Capital Improvement Purchases and Projects**

There is sufficient funding in most of the enterprise, internal service, and special revenue funds for the capital improvement purchases and projects. However, the City Council would need to allocate fund reserves for the projects in the General Fund as discussed below.

*Capital Improvement Purchases*

		Carryover						
		FY15-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Unfunded
ADMIN	Technology	22,000	118,000	106,000	86,000	56,000	56,000	
	Unfunded			200,000	200,000	200,000	200,000	75,000
<b>ADMIN Total</b>		<b>22,000</b>	<b>118,000</b>	<b>306,000</b>	<b>286,000</b>	<b>256,000</b>	<b>256,000</b>	<b>75,000</b>
DEVSEF	Unfunded				45,000			65,000
<b>DEVSEF Total</b>					<b>45,000</b>			<b>65,000</b>
FIRE	Fleet			38,000	185,000			
	General Fund		12,000		12,000			34,000
	Paramedic				20,000			450,000
<b>FIRE Total</b>			<b>12,000</b>	<b>38,000</b>	<b>217,000</b>			<b>484,000</b>
LIB	General Fund		14,000					55,700
	Library G&M		14,000					
	Unfunded							155,000
<b>LIB Total</b>			<b>28,000</b>					<b>210,700</b>
PD	COPS							
	Fleet			40,000				
	General Fund		32,000		24,000			
	Unfunded							150,000
<b>PD Total</b>			<b>32,000</b>	<b>40,000</b>	<b>24,000</b>			<b>150,000</b>
PW	AQMD		92,300					
	Fleet		338,600		120,000			
	Sewer							
	Unfunded							1,000,000
	Water							6,500
<b>PW Total</b>		<b>92,300</b>	<b>338,600</b>		<b>120,000</b>			<b>1,006,500</b>
<b>Grand Total</b>		<b>114,300</b>	<b>528,600</b>	<b>384,000</b>	<b>692,000</b>	<b>256,000</b>	<b>256,000</b>	<b>1,991,200</b>

For FY16-17 Fire is requesting \$12,000 to replace MDC equipment and Police is requesting \$27,000 for FY16-17 to replace the dispatch logging recorder (ten-year rotation; however pushed to 11 years by budgeting in FY16-17).

In the IT-Internal Service fund, staff has budgeted capital funds in the amount of \$118,000 to replace the City's aging servers and computers, Microsoft Office Licensing and for a Land Management ERP. There is enough money in this fund's reserves for these expenditures.

The Library is requesting \$28,000 (\$14,000 General Fund and \$14,000 Library Gift & Memorial) for a Radio-Frequency Identification (RFID) system. Planning & Community Preservation has \$5,000 for shelf-storage.

*Capital Improvement Projects*

		FY 2015-16						
		Carryover	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	Unfunded
<b>ADMI</b>	Unfunded							135,000
<b>ADMIN Total</b>								<b>135,000</b>
<b>C-SVC</b>	FACILITIES		-	125,000	75,000	17,000		
	Future		-					100,000
	Unfunded		-					673,500
	Recreation Donations	15,000						
<b>C-SVCS Total</b>		<b>15,000</b>	<b>-</b>	<b>125,000</b>	<b>75,000</b>	<b>17,000</b>		<b>773,500</b>
<b>LIB</b>	Unfunded							400,000
	General Fund	35,000						35,000
<b>LIB Total</b>		<b>35,000</b>						<b>435,000</b>
<b>PW</b>	CDBG GRANT		43,900					
	FACILITIES		45,000					
	WATER	160,000	1,050,500		36,800	96,300	74,400	4,886,700
	SEWER	100,000	115,700	100,000	100,000	6,000		
	Unfunded			304,000	12,000			74,743,500
	Prop C	100,000	206,000	55,000	150,000	166,000	150,000	
	Measure R	-	365,000	294,000	24,000	24,000	24,000	
	General Fund	662,500	178,500	116,000	-	-	-	5,600,000
	Outside Agency		75,000					4,639,000
	SM Community Foundatio	31,200						
	Friends of the Library		100,000					70,000
	Capital Projects Fund	192,600		-	-	-	-	
<b>PW Total</b>		<b>1,246,300</b>	<b>2,179,600</b>	<b>869,000</b>	<b>322,800</b>	<b>292,300</b>	<b>248,400</b>	<b>89,939,200</b>
<b>Grand Total</b>		<b>1,296,300</b>	<b>2,179,600</b>	<b>994,000</b>	<b>397,800</b>	<b>309,300</b>	<b>248,400</b>	<b>91,282,700</b>

The CIP budget includes \$178,500 for National Pollutant Discharge Elimination System (NPDES) estimated partial costs. The City has a carryover of \$213,500 and projected additional funding in future years. These costs will most likely change due to watershed monitoring results and adaptive management in ongoing planning efforts. The recommended funding is General Fund reserves.

Street projects included in the CIP budget of \$571,000 are for street reconstruction and update of the Pavement Management Plan. These projects are funded by Prop C and Measure R.

The main Facility Projects are related to the Library, \$100,000 for library design and architectural fees (funded by Friends of the Library) and \$43,900 for library ADA improvements (funded by CDBG). Other facilities projects total \$45,000 and are funded by the Facilities Internal Service Fund.

The budget includes \$115,700 for sewer repairs per the Sewer Management Plan. Finally, water projects will be budgeted pending the Water Master Plan with the exception of the following projects that staff does not recommend deferring any longer: Rehabilitation of Well # 4 budgeted at \$200,000; automate inlet Weir at spreading basins

budgeted at \$10,000 (funded by the State); Sierra Place main replacement budgeted at \$260,000; water reservoir maintenance budgeted at \$100,000; and water reservoir treatment dispensing mixers budgeted at \$30,000. Additional capital projects will be completed based upon the Council's acceptance of the upcoming, Water Infrastructure Strategic Funding Plan.

### **Salary Matrix**

Staff is recommending the salary matrix be amended by Resolution 16-47 to create a full-time Code Enforcement Officer position. The current position is part-time. The upgrade to a full-time position at an increased cost of \$35,000 (all funds).

### **User Fee Schedule**

In October 2010, City Council approved a Citywide User Fee Policy. A User Fee is a fee charged by a government agency to recipients of its services. User fees generally apply to activities that provide special benefits to members of the public, and the amount of the fee is usually related to the cost of the service provided. Examples of user fees are utility rates, facility rental fees, fire inspection fees, building inspection fees, and others.

These fees are imposed by the City on the individuals or entities for whom a service is provided, either in response to the individual's request or in reaction to a condition subject to the City's regulation. User fees are intended to reflect the costs incurred by the City to perform an individual service or activity. The City has authorization to establish these fees through Article XIIIB, Section 8 of the California State Constitution, which limits fees to the estimated, reasonable cost of service.

Fee Schedule highlights include:

- The fee schedule includes the \$273 EMS response fee the City Council adopted earlier this year.
- Staff removed the table and chair rental fee on the recommendation of the Community Services Commission as the Commission felt that total amount to rent the facilities is so prohibitive that the City no longer receives revenue from private citizens. The Commission hopes to increase facility rental revenue with the elimination of this fee.
- The Community Services Commission also recommended adding a facility fee waiver for elected officials to use City facilities for official business.
- Lastly, staff would like to note that per previous Council policy, staff included the CPI for the Mount Wilson Trail Race fee; however, each year the fee increases staff receives complaints from the Trail Race Committee that the fee is too high.

The City adopted User Fee Policy states that the City shall increase all fees by the Consumer Price Index (CPI) annually. Resolution 16-46 will adopt the FY16-17 User Fee Schedule, increasing the fees by 2% for the CPI.

**GANN Limit**

Proposition 4 Article XIII (B) of the California Constitution, also known as the Gann Appropriations Limit, provides a limit for total amount of appropriations in any fiscal year from the “proceeds of taxes”. Appropriations from sources other than taxes are not controlled by the limit. Additionally, certain appropriations are excluded, such as, qualified capital outlay and debt service appropriations.

Each year the State Department of Finance provides the inflationary factors and population growth factors to be used to establish the Appropriations Limit for the upcoming fiscal year. Based upon the information received from the State of California, the Fiscal Year 2016-2017 Appropriations Limit is established at \$9,898,134 per Resolution 16-45. Proposed appropriations subject to the limit of \$ 8,771,900 are below the Fiscal Year 2016-2017 Appropriations Limit.

**FINANCIAL REVIEW**

Recommended Budget Appropriations

	<u>Adopted 2015-2016</u>	<u>Proposed 2016-2017</u>
City of Sierra Madre	\$ 23,646,000	\$ 23,982,000
Successor Agency	\$ 494,000	\$ 497,000
<b>Total</b>	<b>\$ 24,140,000</b>	<b>\$ 24,479,000</b>

Below is an updated summary showing prior year, current year-end, proposed and projected totals for revenues and expenditures for total City-wide activities.

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*Total Citywide:*

Below is an updated summary for the General Fund showing two prior years, current year-end estimations, and future projected totals for revenues, expenditures, and transfers in/out.

<b>FUND</b>	<b>FY 2013-2014 Actuals</b>	<b>FY 2014-2015 Actuals</b>	<b>FY 2015-2016 Estimated</b>	<b>FY 2016-2017 Proposed</b>
<b>REVENUES</b>				
GENERAL FUND	\$ 9,270	\$ 9,216	\$ 9,068	\$ 10,629
SPECIAL REVENUE FUNDS:	4,309	3,397	3,641	1,575
INTERNAL SERVICE FUNDS	4,408	4,336	4,584	5,061
BUSINESS FUND	388	358	386	233
SEWER	745	808	830	840
WATER	4,110	4,634	4,667	4,741
SUCCESSOR AGENCY	506	739	528	497
<b>TOTAL REVENUES</b>	<b>\$ 23,736</b>	<b>\$ 23,488</b>	<b>\$ 23,704</b>	<b>\$ 23,576</b>
GENERAL FUND	7,745	7,488	8,366	10,908
SPECIAL REVENUE FUNDS:	3,414	3,554	3,879	1,915
INTERNAL SERVICE FUNDS	3,661	5,414	4,361	4,548
BUSINESS FUND	279	233	436	227
SEWER	844	954	1,062	1,225
WATER	3,542	4,612	4,009	5,159
SUCCESSOR AGENCY	303	279	437	497
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,788</b>	<b>\$ 22,534</b>	<b>\$ 22,550</b>	<b>\$ 24,479</b>

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*General Fund*

**Comparison of Revenues to Expenditures (in thousands) with Transfers In/Out**

<b>GENERAL FUND</b>	<b>FY 2013-2014 Actuals</b>	<b>FY 2014-2015 Actuals</b>	<b>FY 2015-2016 Estimated</b>	<b>FY 2016-2017 Proposed</b>
<b>REVENUES</b>				
Property Taxes	\$ 4,754,272	\$ 4,884,642	\$ 5,179,800	\$ 5,484,800
AB1X 26 - RDA Residual	439,641	198,171	200,000	200,000
Utility User Taxes	2,444,856	2,467,813	2,093,000	2,700,000
Franchise Fees	445,497	372,694	365,000	368,600
Sales Taxes	274,998	330,053	250,000	250,000
Business Licenses	255,164	238,702	240,000	240,000
Charges for Services	239,172	212,174	171,100	663,500
Fines and Forfeitures	240,188	223,072	224,000	227,100
Licenses and Permits	156,884	170,076	134,600	483,300
Revenue from Other Agencies	4,501	6,512	1,000	1,000
Other Revenues	14,871	112,647	210,300	10,700
<b>TOTAL REVENUES</b>	<b>9,270,045</b>	<b>9,216,556</b>	<b>9,068,800</b>	<b>10,629,000</b>
<b>TRANSFERS IN</b>	<b>118,297</b>	<b>131,445</b>	<b>100,000</b>	<b>100,000</b>
<b>EXPENDITURES</b>				
Administrative Services	1,381,492	<b>1,296,702</b>	1,550,600	2,418,800
Community Services	221,410	199,135	155,200	205,100
Elected and Appointed	367,409	308,630	327,800	278,500
Fire	881,797	1,048,870	1,064,900	1,895,900
Library	734,594	737,833	782,600	740,300
Planning & Community Preservation	-	-	-	1,148,500
Police	3,664,001	3,387,335	3,930,900	3,662,500
Public Works	494,744	509,410	553,500	558,500
<b>TOTAL EXPENDITURES</b>	<b>7,745,446</b>	<b>7,487,915</b>	<b>8,365,500</b>	<b>10,908,100</b>
<b>TRANSFERS OUT</b>	<b>1,146,643</b>	<b>851,752</b>	<b>1,420,511</b>	<b>33,900</b>
<b>CHANGE IN FUND BALANCE BEFORE CIP</b>	<b>496,253</b>	<b>1,008,334</b>	<b>(617,211)</b>	<b>(213,000)</b>
<b>TRANSFERS OUT TO CIP</b>	<b>-</b>	<b>-</b>	<b>857,500</b>	<b>178,500</b>
<b>NET CHANGE IN FUND BALANCE FROM GENERAL FUND RESERVES</b>	<b>496,253</b>	<b>1,008,334</b>	<b>(1,474,711)</b>	<b>(391,500)</b>
<b>CHANGE IN FUND BALANCE - CURRENT RESOURCES</b>	<b>\$ 496,253</b>	<b>\$ 1,008,334</b>	<b>\$ (1,474,711)</b>	<b>\$ 187,000</b>

**PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), at the City Hall public counter, and the Sierra Madre Public Library.

**RECOMMENDATION**

Staff recommends the approval of Resolution 16-44 Adopting the Fiscal Year 2016-2017 Budget and appropriating the amounts projected; Resolution 16-45 Approving the GANN Appropriation Limits for FY 2016-2017; Resolution 16-46 Approving the 2016-2017 Fee Schedule; Resolution 16-47 Approving an amendment to the Salary Matrix; and Resolution 69 Adopting the Fiscal Year 2016-2017 Budget by The Public Financing Authority. Staff further recommends the City Council provide direction regarding the committees to study contract proposals and potential revenue options.

**Attachments:**

Resolution 16-44 Adopting the Fiscal Year 2016-2017 Budget  
Resolution 16-45 Approving the GANN Appropriation Limits for FY 2016-2017  
Resolution 16-46 Approving the 2016-2017 Fee Schedule  
Resolution 16-47 Approving the Salary Matrix

Resolution 69 The Public Financing Authority Adopting the Fiscal Year 2016-2017 Budget

RESOLUTION NO. 16-44

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE AND THE SUCCESSOR AGENCY OF THE FORMER COMMUNITY REDEVELOPMENT AGENCY ADOPTING THE FISCAL YEAR 2016-2017 BUDGET AND APPROPRIATING THE AMOUNTS BUDGETED**

**WHEREAS**, a proposed annual budget for the City of Sierra Madre and the Successor Agency for the fiscal year commencing July 1, 2016 and concluding on June 30, 2017 was submitted to the City Council and is on file at City Hall, Sierra Madre Public Library, and City website;

**WHEREAS**, on June 28, 2016, the City Manager did present the City's Fiscal Year 2016-2017 Proposed Budget to the City Council for its consideration; and

**WHEREAS**, the City Council directed staff to make changes to the proposed budget; and those changes have been incorporated into the final budget document;

**NOW, THEREFORE, THE CITY OF SIERRA MADRE DOES RESOLVE AS FOLLOWS:**

**SECTION 1.** The budget, as proposed, is adopted for the City of Sierra Madre for Fiscal Year commencing July 1, 2016 and concluding June 30, 2017.

**SECTION 2.** Appropriations for the City as described in the attached documents titled "City of Sierra Madre FY 2016-2017 Budget", are hereby adopted for the fiscal years commencing July 1, 2016 and concluding on June 30, 2017.

**SECTION 3.** , The City Manager and Director of Finance are hereby authorized to make transfers between budget line items in accordance with the Budget Policies adopted by the City Council on the 28<sup>th</sup> day of June 2016.

**APPROVED AND ADOPTED**, this 28 day of June 2016.

ORIGINAL SIGNED

---

Gene Goss, Mayor

I hereby certify that the foregoing Resolution Number 16-44 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 28<sup>th</sup> day of June 2016, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Melinda Carrillo, City Clerk, City  
of Sierra Madre, California

# CITY OF SIERRA MADRE FISCAL YEAR 2016-2017 BUDGET

## CITYWIDE

<b>FUND</b>	<b>FY 2013-2014 Actuals</b>	<b>FY 2014-2015 Actuals</b>	<b>FY 2015-2016 Estimated</b>	<b>FY 2016-2017 Proposed</b>
<b>REVENUES</b>				
GENERAL FUND	\$ 9,270	\$ 9,216	\$ 9,068	\$ 10,629
SPECIAL REVENUE FUNDS:	4,309	3,397	3,641	1,575
INTERNAL SERVICE FUNDS	4,408	4,336	4,584	5,061
BUSINESS FUND	388	358	386	233
SEWER	745	808	830	840
WATER	4,110	4,634	4,667	4,741
SUCCESSOR AGENCY	506	739	528	497
<b>TOTAL REVENUES</b>	<b>\$ 23,736</b>	<b>\$ 23,488</b>	<b>\$ 23,704</b>	<b>\$ 23,576</b>
GENERAL FUND	7,745	7,488	8,366	10,908
SPECIAL REVENUE FUNDS:	3,414	3,554	3,879	1,915
INTERNAL SERVICE FUNDS	3,661	5,414	4,361	4,548
BUSINESS FUND	279	233	436	227
SEWER	844	954	1,062	1,225
WATER	3,542	4,612	4,009	5,159
SUCCESSOR AGENCY	303	279	437	497
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,788</b>	<b>\$ 22,534</b>	<b>\$ 22,550</b>	<b>\$ 24,479</b>
<b>NET CHANGE</b>	<b>\$ 3,948</b>	<b>\$ 954</b>	<b>\$ 1,154</b>	<b>\$ (903)</b>

**CITY OF SIERRA MADRE FISCAL YEAR 2016-2017 BUDGET**  
**GENERAL FUND**

<b>GENERAL FUND</b>	<b>FY 2013-2014</b>	<b>FY 2014-2015</b>	<b>FY 2015-2016</b>	<b>FY 2016-2017</b>
	<b>Actuals</b>	<b>Actuals</b>	<b>Estimated</b>	<b>Proposed</b>
<b>REVENUES</b>				
Property Taxes	\$ 4,754,272	\$ 4,884,642	\$ 5,179,800	\$ 5,484,800
AB1X 26 - RDA Residual	439,641	198,171	200,000	200,000
Utility User Taxes	2,444,856	2,467,813	2,093,000	2,700,000
Franchise Fees	445,497	372,694	365,000	368,600
Sales Taxes	274,998	330,053	250,000	250,000
Business Licenses	255,164	238,702	240,000	240,000
Charges for Services	239,172	212,174	171,100	663,500
Fines and Forfeitures	240,188	223,072	224,000	227,100
Licenses and Permits	156,884	170,076	134,600	483,300
Revenue from Other Agencies	4,501	6,512	1,000	1,000
Other Revenues	14,871	112,647	210,300	10,700
<b>TOTAL REVENUES</b>	<b>9,270,045</b>	<b>9,216,556</b>	<b>9,068,800</b>	<b>10,629,000</b>
<b>TRANSFERS IN</b>	<b>118,297</b>	<b>131,445</b>	<b>100,000</b>	<b>100,000</b>
<b>EXPENDITURES</b>				
Administrative Services	1,381,492	<b>1,296,702</b>	1,550,600	2,418,800
Community Services	221,410	199,135	155,200	205,100
Elected and Appointed	367,409	308,630	327,800	278,500
Fire	881,797	1,048,870	1,064,900	1,895,900
Library	734,594	737,833	782,600	740,300
Planning & Community Preservation	-	-	-	1,148,500
Police	3,664,001	3,387,335	3,930,900	3,662,500
Public Works	494,744	509,410	553,500	558,500
<b>TOTAL EXPENDITURES</b>	<b>7,745,446</b>	<b>7,487,915</b>	<b>8,365,500</b>	<b>10,908,100</b>
<b>TRANSFERS OUT</b>	<b>1,146,643</b>	<b>851,752</b>	<b>1,420,511</b>	<b>33,900</b>
<b>CHANGE IN FUND BALANCE BEFORE CIP</b>	<b>496,253</b>	<b>1,008,334</b>	<b>(617,211)</b>	<b>(213,000)</b>
<b>TRANSFERS OUT TO CIP</b>	<b>-</b>	<b>-</b>	<b>857,500</b>	<b>178,500</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>496,253</b>	<b>1,008,334</b>	<b>(1,474,711)</b>	<b>(391,500)</b>
<b>FROM GENERAL FUND RESERVES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>578,500</b>
<b>CHANGE IN FUND BALANCE - CURRENT RESOURCES</b>	<b>\$ 496,253</b>	<b>\$ 1,008,334</b>	<b>\$ (1,474,711)</b>	<b>\$ 187,000</b>

**RESOLUTION NO. 16-45**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE SETTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2016-2017 AT \$9,898,134 IN ACCORDANCE WITH ARTICLE XIII-B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA**

**WHEREAS**, in accordance with Article XIII-B of the Constitution of the State of California, local governments are required to adopt an annual Appropriations Limit; and,

**WHEREAS**, the Appropriations Limit for any fiscal year is calculated by applying a calculation factor to the Appropriations Limit to the prior fiscal year; and,

**WHEREAS**, the Appropriations Limit adopted for the Fiscal Year ending June 30, 2015 is \$9,361,863; and,

**WHEREAS**, the population factor provided by the State of California, Department of Finance is 1.0034%; and,

**WHEREAS**, the inflationary factor provided by the State of California, Department of Finance is 1.0537%; and,

**WHEREAS**, the appropriations subject to this limitation include appropriations from governmental fund types budgeted by the City, and

**WHEREAS**, the appropriations subject to this limitation are for proceeds from taxes. Appropriations for proceeds for fees for services, fines, forfeitures, private grants, donations and other non-tax proceeds are not subject to the limit, and

**WHEREAS**, the appropriations subject to this limitation are further reduced by excluded appropriations, such as qualified capital outlay and debt service; and

**WHEREAS**, the calculation for the FY 2016-2017 appropriations limit has been available to the public for inspection.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Sierra Madre does hereby approve the following:

**SECTION 1.** The Fiscal Year 2016-2017 Appropriations Limit is calculated as shown on the document known as the "Gann Appropriations Limit Calculation" attached hereto as Exhibit "A", and,

**RESOLUTION NO. 16-45 – Continued**

**SECTION 2.** The City of Sierra Madre does hereby adopt the per capita personal income element and the population change element of the calculation factor as those provided by the State Department of Finance; and,

**SECTION 3.** The appropriations limit for Fiscal Year 2016-2017 is hereby set at \$9,898,134 and

**SECTION 4.** The Fiscal Year 2016-2017 budgeted appropriations amount subject to the Limit is \$ 8,771,900; and,

**SECTION 5.** The City's budgeted appropriations for the year ending June 30, 2016 are in compliance with Article XII-B of the Constitution of the State of California, commonly known as the Gann Appropriations Limit.

**APPROVED AND ADOPTED** this 28<sup>th</sup> day of June 2016.

---

Gene Goss, Mayor,  
City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 16-45 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 28<sup>th</sup> day of June 2016, by the following vote.

AYES:

NOES:

ABSTAIN:

---

Melinda Carrillo, City Clerk, City  
of Sierra Madre, California

EXHIBIT A

CITY OF SIERRA MADRE  
 GANN APPROPRIATIONS LIMIT CALCULATION FOR FISCAL YEAR 2016-2017

**Appropriations Limit:**

Fiscal Year 2015-2016 Adopted Limit	\$ 9,361,863
Inflation Factor*	X 1.0537
Population Factor*	X <u>1.0034</u>
<b>Fiscal Year 2016-2017 Appropriation Limit</b>	<b>= \$ 9,898,134</b>

*\*Price and Population Information provided by California Department of Finance.*

**Appropriations Subject to Limitation:**

Proceeds from Taxes	\$9,332,400
Exclusions	<u>560,500</u>
Appropriations Subject to Limitation	<u>8,771,900</u>
 Amount Under Limit (A-B)	 <u><u>1,126,234</u></u>

**RESOLUTION 16-46**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE**  
**ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR CITY**  
**SERVICES FOR FISCAL YEAR 2016-2017.**

**THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:**

**WHEREAS**, the City of Sierra Madre has conducted an analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

**WHEREAS**, the City wishes to comply with both the letter and the spirit of Article XIII-B of the California Constitution and limit the growth of taxes; and

**WHEREAS**, the City desires to establish a policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

**WHEREAS**, heretofore, the City Council adopted Ordinance No. 1058 on the 14<sup>th</sup> day of November, 1989 (SMMC Section 3.20.040 – Fees and charges schedule) establishing its policy as to the recovery of costs and more particularly the percentage of costs reasonably borne to be recovered from users of City services and directing staff as to the methodology for implementing said Ordinance; and

**WHEREAS**, notice of public hearing has been provided per Government Code Section 66016, oral and written presentations made and received, and the required public hearing held; and

**WHEREAS**, a schedule of fees and charges to be paid by those requesting such special services need be adopted so that the City might carry into effect its policies; and

**WHEREAS**, it is the intention of the City Council to develop a revised schedule of fees and charges based on the City's budgeted and projected costs reasonably borne from the Fiscal Year beginning July 1, 2016; and

**RESOLUTION 16-46 – Continued**

**WHEREAS**, pursuant to California Government Code Section 66016 a general explanation of the hereinafter contained schedule of fees and charges has been noticed as required; and

**WHEREAS**, the proposed fees are in accordance with Article XIII-B of the Constitution of the State of California; and

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES RESOLVE, DETERMINE, AND ORDER AS FOLLOWS:**

**SECTION 1. Fee Schedule.** The accompanying schedules of fees and charges are hereby incorporated into this resolution;

**SECTION 2. Fee Schedule Adopted.** The Accompanying schedule of fees and charges is hereby adopted and such fees and charges are to be applied by the various special services when provided by the City or its designated contractors. The City Council finds that each fee is calculated to return the City's cost in connection therewith and no more.

**SECTION 3. Separate Fee for Each Process.** All fees set by this Resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit of measurement basis the fee is for each identified unit or portion thereof within the indicated ranges of such units.

**SECTION 4. Interpretations.** This Resolution can be interpreted by several different department heads in consultation with the City Manager and, should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

**SECTION 5. Intentions.** It is the intention of the City Council to review the fees and charges as determined and set out herein, based on the City's annual budget and all the City's costs reasonably borne as established at that time and, as and if warranted, to revise such fees and charges based thereon.

**SECTION 6. Constitutionality.** If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

**RESOLUTION 16-46 – Continued**

**SECTION 7. Repealer.** All Resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

**SECTION 8. Effective Date.** This Resolution shall go into full force and effect July 1, 2016 through June 30, 2017 (unless specifically listed as calendar year in the fee schedule), but shall be subject to the terms and conditions of the Sierra Madre Municipal Code.

**SECTION 9. Certification.** The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED AND ADOPTED** this 28<sup>th</sup> day of June 2016.

ORIGINAL SIGNED

\_\_\_\_\_  
Gene Goss, Mayor,  
City of Sierra Madre, California

I hereby certify that the foregoing Resolution 16-46 was adopted at a regular meeting of the City Council of the City of Sierra Madre held on the 28<sup>th</sup> day of June 2016 by the following vote:

AYES:  
NOES:  
ABSENT:

ORIGINAL SIGNED

\_\_\_\_\_  
Melinda Carrillo, City Clerk, City  
of Sierra Madre, California

# CITY OF SIERRA MADRE

## FEE SCHEDULE

### FY 2016-2017

**Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City of Sierra Madre. Examples of excluded items include, but are not limited to, development impact fees, utility rates and connection fees, fees imposed by and passed through to other agencies, and punitive fines and penalties.**

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Many of the fees listed in the Master Fee Schedule are applied on an hourly basis and are structured to recover the full cost of service for each activity type. The City will apply the following hourly rate against recorded time to determine the fee amount owed by each applicant. Hourly rates from other departments may also apply if staff from those other departments perform work on a specific application or request for service. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application. The City may impose a contract administration fee of 15% on the value of contracted services.

For services requested of City staff which have no fee listed in this Master Fee Schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the following hourly rate for staff time involved in the service or activity.

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>Administrative Fees</b>				
	<b>* Annual Business License Fees</b>			
	New Business License Issuance			
Multiple	a) Home Occupation	\$219	\$225	per year
Multiple	b) Contractor	\$299	\$306	per year
Multiple	c) All Other Businesses	\$321	\$329	per year
Multiple	d) 30 Day Contractor	\$150	\$154	per year
	Business License Renewal			
Multiple	a) Home Occupation	\$119	\$123	per year
Multiple	b) Contractor	\$198	\$203	per year
Multiple	c) All Other Businesses	\$169	\$174	per year
Multiple	d) 30 Day Contractor	\$100	\$103	per year
	License/Permit Fees - Other			
	City Contractor Business License			
CON001	a) New	\$161	\$166	each
CONR01	b) Renewal	\$86	\$89	each
3117	One-Day/Special Event License Fee	\$38	\$40	per event; must have established beginning and ending date and time
3116	Solicitor Permit	\$109	\$113	per person, per day
3120	Vending Machine License Fee	\$44	\$46	per machine, per year
	<b>Other Fees</b>			
TOBACCO	Tobacco Retailer License Fee	\$0	\$0	per year
	Reproduction Fees			
COPIES	a) Copying and/or Printing	\$0.50	\$0.50	per page
RECORD	b) Public Records Request ( Copying/Printing)	\$0.06	\$0.06	per page
REQ				
DVVDS	c) Copying Tapes or DVDs	\$17	\$18	each
	Returned Check Fees			
RET CK	a) First Check	\$37; plus bank fees	\$38; plus bank fees	each
RET CK	b) Each Subsequent Check	\$37; plus bank fees	\$38; plus bank fees	each
	<b>Dial-A-Ride Fees</b>			
DAR001	a) Dial-A-Ride Inside City (Seniors/Handicapped)	\$2	\$2	one way
DAR002	b) Dial-A-Ride Outside City (Seniors/Handicapped)	\$2	\$2	one way
	* All Charges Include \$1 SB1186 State Fee			

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>Administrative Fees</b>				
	<b>Dog License Fees</b>			
	a) Neutered	\$26	\$27	each
	b) Unneutered	\$42	\$43	each
	c) Neutered - For Seniors (Over 65)	\$12	\$13	each
	d) Unneutered - For Seniors (Over 65)	\$27	\$28	each
	<b>Dog Park Tag Fees</b>			
DOG-PRK	a) Senior Resident	\$0	\$0	each
DOG-PRKS	b) All Other Residents	\$0	\$0	current
	<b>Late Penalty Payment</b>			
	<b>Other Fees</b>			
GARAGE SAL	Garage Sale Application	\$17	\$18	per weekend
	Collections	10%	10%	per month; max of 100% of original fee
ADMIN STAFF	<b>Administrative Services Staff</b>	\$117	\$120	per hour

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PLANNING AND ZONING FEES (1)</b>				
	<b>Zoning Fees</b>			
	Conditional Use Permit:			
CU001	a) Minor	\$1,050	\$1,071	each
CU005	b) Standard	\$4,570	\$4,662	each
CU015	c) Hillside Management Zone	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
CU010	d) Extension or Modification	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
CU020	e) Appeals	75% of Original Filing	75% of Original Filing	each
	f) Deposit Requirement	100% of Estimated Cost and processing fee	100% of Estimated Cost and processing fee	each
	<b>Variance</b>			
VAR001	a) Minor	\$1,050	\$1,071	each
VAR005	b) Major	\$4,570	\$4,662	each
PZ001	Zone Change Application	\$6,906	\$7,045	each
PZ005	General Plan Amendment	\$6,906	\$7,045	each
PZ010	Municipal Code Text Amendment	\$6,906	\$7,045	each
	<b>Home Occupation Permits</b>			
PZ015	a) Affidavit	\$31	\$32	each
PZ020	b) Administrative Discretionary	\$347	\$354	each
PZ025	Second Dwelling Unit Permit	\$2,074	\$2,116	each
PZ030	Zoning Verification Letter	\$347	\$354	each
	<b>Environmental Fees</b>			
	Fish and Game Fee (State) - EIR Filing			
	Fish and Game Fee (State) - Negative declaration filing			
	Fish and Game Fee Exemption			
EVN001	Categorical Exemption	\$154	\$158	each
EVN005	Initial Study - Negative Declaration	\$2,286	\$2,332	each

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PLANNING AND ZONING FEES (1)</b>				
EVN010	Initial Study - Mitigated Negative Declaration	\$6,094	\$6,216	each
EVN015	Environmental Impact Report	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
EVN020	Geotechnical Report Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
<b>Development Impact Fees</b>				
Development Impact Fees				
<b>Noticing Fees</b>				
Noticing Publication and Postage				
NF001	a) Director Review Only	\$307	\$314	each
NF005	b) Planning Commission Only	\$612	\$625	each
NF010	c) Planning Commission and City Council	\$764	\$780	each
Sign Permit				
SGN001	a) Temporary	\$154	\$158	each
SGN005	b) Temporary - Admin Review	\$307	\$314	each
SGN010	c) Administrative Review Required	\$307	\$314	each
SGN015	d) Planning Commission Review Required	\$612	\$625	each
<b>Mills Act Fee</b>				
MILL001	Mills Act Application	\$1,792	\$1,828	each
<b>Temporary Use Fees</b>				
Temporary Use Permit:				
TU010	a) Block Party	\$49	\$50	each
TU005	b) All Other Uses Not Linked to a Special Event or Civic Event	\$123	\$126	each
<b>Water Efficient Landscapes</b>				
WT001	a) Water Efficient Landscape Plan Check Fee	\$399	\$407	each
WT002	b) Landscape Permit and Inspection Fee	\$299	\$305	each

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PLANNING AND ZONING FEES (1)</b>				
<b>Copies and Print Services</b>				
OTH025	Copy of General Plan Map (Large - Plotter Size)	\$17	\$18	per page
OTH030	Copy of Zoning Map (Large - Plotter Size)	\$17	\$18	per page
OTH035	Copy of General Plan w/o Binder	\$0.06	\$0.06	per page
<b>Other Fees</b>				
OTH005	Request for Public Facilities Fee Reduction/Waiver	\$796	\$812	each
OTH010	Pre-Application Review	\$537	\$548	each
OTH015	Request for Planning Consultation or Letter	\$83	\$85	per request
<b>SUBDIVISION FEES</b>				
PZ055	Parcel Map - Tentative/Vesting Tentative	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
PZ050	Tract Map - Tentative/Vesting Tentative	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
PZ070	Final Parcel Map Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Final Tract Map Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
PZ075	Map Extension	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
PZ080	Map Amendment	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
PZ035	Lot Line adjustment application and review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	
PZ040	Lot Merger application and review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Deposit Requirement	100% of Estimated Cost and processing fee	100% of Estimated Cost and processing fee	each

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PLANNING AND ZONING FEES (1)</b>				
	<b>STAFF HOURLY RATE</b>			
DEVSTAFF	Planning & Community Preservation Staff	\$205	\$210	per hour
PWSTAFF	Public Works Engineering Staff	\$142	\$145	per hour
	<b>DEPOSIT REQUIREMENTS</b>	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>NEW CONSTRUCTION FEES</b>				
	<b>Building Permit Fees (1)</b>			
PC001	Preliminary Plan Check	\$399	\$407	each
	\$1 to \$4,000			
PC002	a) Plan Check	\$399	\$407	each
BP001	b) Permit	\$204	\$209	each
	\$4,001 to \$25,000			
PC003	a) Plan Check	\$697-\$945	\$711-\$964	each
BP002	b) Permit	\$389 for the first \$4,000, plus \$24.46 for each add'l \$1,000, or fraction thereof, to and including \$25,000	\$397 for the first \$4,000, plus \$24.95 for each add'l \$1,000, or fraction thereof, to and including \$25,000	each
	\$25,001 to \$50,000			
PC003.5	a) Plan Check	\$897-\$1062	\$915-\$1083	each
BP003	b) Permit	\$981 for the first \$25,000, plus \$14.27 for each add'l \$1,000, or fraction thereof, to and including \$50,000	\$1,001 for the first \$25,000, plus \$14.56 for each add'l \$1,000, or fraction thereof, to and including \$50,000	each
	\$50,001 to \$100,000			
PC004	a) Plan Check	\$1,397 for the first \$50,000, plus \$12.95 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,425 for the first \$50,000, plus \$12.21 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
BP004	b) Permit	\$1,347 for the first \$50,000, plus \$14.27 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,374 for the first \$50,000, plus \$14.56 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
	\$100,001 and Up			
PC004.5	a) Plan Check	\$2,065 for the first \$100,000, plus \$9.65 for each add'l \$1,000, or	\$2,106 for the first \$100,000, plus \$9.84 for each add'l \$1,000, or	each
BP005	b) Permit	\$1,750 for the first \$100,000, plus \$10.10 for each add'l \$1,000. or	\$1,785 for the first \$100,000, plus \$10.30 for each add'l \$1,000. or	each

Building Permit valuation based on current International Code Council (ICC)

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>NEW CONSTRUCTION FEES</b>				
BP009	<b>SMIP Fee (2)</b> a) Residential	Valuation Amount X 0.0001	Valuation Amount X 0.0001	per permit
BP010	b) Commercial	Valuation Amount X 0.00028	Valuation Amount X 0.00028	per permit
	<b>Building Standards Administration Special Revolving Fund Fee (3)</b> Permit Valuation:			
BP015	\$1-25,000	\$1	\$1	Senate Bill No. 1473 mandated fee. Senate Bill No. 1473 mandated fee. Senate Bill No. 1473 mandated fee. Senate Bill No. 1473 mandated fee. Senate Bill No. 1473 mandated fee.
BP015	\$25,001-50,000	\$2	\$2	
BP015	\$50,001-75,000	\$3	\$3	
BP015	\$75,001-100,000	\$4	\$4	
BP016	Every \$25,000 or fraction thereof above \$100,000	Add \$3	Add \$3	
	<b>STAFF HOURLY RATE</b>			
DEVSTAFF	Planning & Community Preservation Staff	\$205	\$210	per hour
PWSTAFF	Public Works Engineering Staff	\$142	\$145	per hour
	<b>DEPOSIT REQUIREMENTS</b>	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>Building and Safety Fees</b>				
<b><u>Mechanical, Plumbing, and Electrical</u></b>				
ELE001/MEC 001/PLB001	<p>Mechanical, Plumbing, and Electrical Permits are each separate Building Permit Categories in which multiple inspections may occur. Inspections Bundle fees are based on number of inspections within a given Building Permit Category.</p> <p>(1) Includes air handling units, compressors, boilers, forced air units, furnaces, hoods, fans, vents, bathtubs, dishwashers, drinking fountains, laundry tubs, lawn sprinklers, piping alterations, showers, sinks, toilets, vac breakers, washbasins, water heaters, water softeners, home appliances, heating appliances, branch circuits, motors and AC units, outlets and fixtures.</p> <p>(2) When calculating fees, each ten branch circuits shall be considered one item, and each twenty outlets or fixtures shall be considered one item.</p>			
ELE001/MEC 001/PLB001	a) 1 - 3 Items/Fixtures	\$210	\$215	each
ELE001/MEC 001/PLB001	b) 4 - 6 Items/Fixtures	\$299	\$305	each
ELE001/MEC 001/PLB001	c) 7 - 10 Items/Fixtures	\$499	\$509	each
ELE001/MEC 001/PLB001	d) 11 - 15 Items/Fixtures	\$585	\$597	each
ELE001/MEC 001/PLB001	e) 16 - 20 Items/Fixtures	\$747	\$762	each
ELE001/MEC 001/PLB001	f) 21 - 25 Items/Fixtures	\$945	\$964	each
ELE001/MEC 001/PLB001	g) 26 or More Items/Fixtures	\$1,145	\$1,168	each
<b><u>Other Plumbing Permits/Inspections</u></b>				
Pool Related Inspections:				
PLB005	a) Swimming Pool Piping	\$597	\$609	each
PLB010	b) P-Trap for Pool	\$100	\$102	each
Sewer/Septic Related Inspections:				
PLB015	a) House Sewer Connecting To Public Sewer	\$299	\$305	each
PLB020	b) All Other Sewer/Septic Inspections	\$597	\$609	each
PLB025	Water Piping System	\$399	\$407	each
<b><u>Other Electrical Permits/Inspections</u></b>				
ELE020	Motors & AC Units - (Over 10HP)	\$155 plus \$10 per branch	\$159 plus \$10 per branch	each



Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PUBLIC WORKS FEES</b>				
<b>Grading Fees</b>				
<b>Grading Bond</b>				
GRD025	a) Up to 1,500 Cubic Yards (1)	\$3,098	\$3,160	Deposit against costs
GRD025	b) Greater than 1,500 Cubic Yards (1)	\$6,195	\$6,319	Deposit against costs
<b>Grading Plan Check</b>				
GRD010	Grading Plan Check Deposit	\$1,420	\$1,449	Deposit against costs
GRD010	Grading Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit (estimated)
GRD005	Grading Permit	\$29	\$30	per permit
<b>Grading Inspection</b>				
GRD010	Grading Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit (estimated)
GRD015	Grading Inspection Deposit	\$653	\$667	Deposit against costs
GRD015	Grading Inspection	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit (estimated)
<b>Drainage/Precise Grading Plan Check Fees</b>				
<b>Street/Curb/Pavement/Drive Fees</b>				
SC001	Preliminary Project Review	\$284	\$290	per permit
SC005	Curb Drain/Parkway Culvert	\$214	\$219	per permit
SC010	Driveway Approach	\$354	\$362	per permit
	Curb and Gutter Removal and Reconstruction:	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
<b>Excavation - Paved</b>				
SC025	a) 0-200 Linear Feet	\$214	\$219	per permit
SC026	b) Greater than 200 Linear Feet	\$284	\$290	per permit
EN085	Excavation Permit	\$29	\$30	per permit
<b>Excavation - Unpaved</b>				
SC030	a) 0-200 Linear Feet	\$142	\$145	per permit
SC030	b) Greater than 200 Linear Feet	\$142	\$145	per permit
<b>Sidewalk Inspection</b>				
SC035	a) 0-200 Linear Feet	\$216	\$221	per permit

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PUBLIC WORKS FEES</b>				
SC036	b) Greater than 200 Linear Feet	\$209; plus \$35 per 10 linear foot	\$213; plus \$35 per 10 linear foot	per permit
ADDRESS002	Street Name assignment or change	\$420	\$429	per request
ADDRESS001	Street Address assignment or change	\$280	\$286	per request
<b>Public Improvement Inspection Fees</b>				
Public Improvement Inspection (Project Valuation)				
PI015	a) Up To \$10,000	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
PI015	b) \$10,001 - \$50,000	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
PI015	c) \$50,001-\$100,000	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
PI015	d) \$100,001-\$500,000	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
PI015	e) Greater than \$500,000	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
PI015	f) Continuous Inspection (Contract)	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
	e) Public Improvement Inspection Deposit			per permit
	Improvement Construction - Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
<b>Extension Fee</b>				
PI010	Review of Project Extension Request	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per request

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PUBLIC WORKS FEES</b>				
<b><u>Encroachment Fees</u></b>				
EN001	Crane Operation/Lane Blockage	\$427	\$436	per permit
EN005	Fence or Wall	\$568	\$580	per permit
EN010	Irrigation	\$142	\$145	per permit
EN015	Lighting or Minor Structures	\$142	\$145	per permit
EN020	Material Storage	\$72	\$74	per permit
EN025	Oversize Load	\$72	\$74	per permit
EN030	Scaffolding	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per permit
EN035	Sidewalk Dining Labatory Analysis	\$374 Actual Cost; plus 15% processing fee	\$382 Actual Cost; plus 15% processing fee	per permit per analysis
EN040	Sidewalk Sale	\$121	\$124	per permit
EN050	Sign	\$142	\$145	per permit
EN045	Street Closure - (Requires Temporary Use Permit)	\$194	\$198	per permit
EN055	Trash Bin Removal of Illegal Trash Bin	\$72 Actual Cost; plus 15% processing fee	\$74 Actual Cost; plus 15% processing fee	per permit
<b><u>Landscape and Tree Fees</u></b>				
LS005	Administrative Tree Review	\$36	\$37	each
LS010	Tree Commission Review	\$142	\$145	each
ST006	Tree Replacement/Mitigation	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	Each
	Landscape Plan Check	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	Landscape Inspection:			
LS015	a) New	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
LS015	b) Annual	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
LS020	Appeal (TAC)	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>PUBLIC WORKS FEES</b>				
	<b>Other</b>			
	Public Works Administrative Plan Review	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
FOG001	FOG permit Annual Inspection	\$214	\$219	annually
FOG005	FOG Reinspection Fee	\$72	\$74	per permit
FOG010	Sewer Cleaning Fee	\$326	\$333	annually
	NPDES Illicit Discharge Response Fee	\$213	\$218	each
	DEPOSIT REQUIREMENTS	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	
		<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
	<b>STAFF HOURLY RATE</b>			
DEVSTAFF	Development Services Staff	\$205	\$210	per hour
PWSTAFF	Public Works Engineering Staff	\$142	\$145	per hour

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>LIBRARY FEES</b>			
<b>Overdue Fees</b>			
Books and Other Print and Digital Materials	\$0.25 adult & children; Maximum fine \$17	\$0.25 adult & children; Maximum fine \$17	each, up to maximum
DVD	\$2 adult & children; Maximum fine \$32	\$2 adult & children; Maximum fine \$32	each, up to maximum
<b>Miscellaneous</b>			
Flash Drive Purchase	\$12	\$13	each
Check-Out Materials Without Library Card	\$2	\$3	per occasion;
Computer Class Deposit	\$22	\$23	three time max deposit; retained if student does not attend
Copy/Print/Scan - Black and White	\$0.20	\$0.20	per side
Copy/Print/Scan - Color	\$3	\$4	per side
Interlibrary Loan Request	\$5; Up to 10 requests per year; \$28 for each additional request	\$5; Up to 10 requests per year; \$28 for each additional request	per week
Projector or Screen Rental (plus \$25 refundable deposit)	\$17	\$18	each
Reserve Item Request	\$1	\$2	each request
Visitor Pass for Internet	\$1	\$2	each
Copies from archives	\$0.50	\$0.50	per side
DVD rentals			
a) Documentaries and Educational	\$0.00	\$0.00	per week
b) Entertainment DVDs	\$1	\$1	per week
<b>Lost or Damaged Materials</b>			
Bar Code Replacement	\$13	\$14	each
Container Replacement - Covers, CD, DVD, Tapes	\$19	\$20	each
Library Card Replacement	\$13	\$14	each
Replacement of Materials Fee			
a) Administrative Processing Fee	\$17	\$18	
b) Material Replacement Cost (3)			
i) Adult Collection (3)			
a) Hardcover - Fiction	\$28	\$29	each
b) Hardcover - Non-Fiction	\$31	\$32	each
c) Hardcover - Reference	\$116	\$119	each
d) Paperback - Fiction	\$18	\$19	each
e) Paperback, Trade - Fiction	\$20	\$21	each

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>LIBRARY FEES</b>			
f) Paperback - Non-Fiction	\$20	\$21	each
g) Paperback, Trade - Non-Fiction	\$22	\$23	each
h) Paperback - Reference	\$59	\$61	each
i) DVD	\$24	\$25	each
j) CD - Audio Book	\$64	\$66	each
k) CD - Music	\$17	\$18	each
l) MP3 - Audio Book	\$64	\$66	each
ii) Children and Young Adult Collection (3)			
a) Hardcover - Fiction	\$21	\$22	each
b) Hardcover - Non-Fiction	\$26	\$27	each
c) Hardcover - Reference	\$106	\$109	each
d) Paperback - Fiction	\$16	\$17	each
e) Paperback - Non-Fiction	\$16	\$17	each
f) Paperback - Reference	\$80	\$82	each
<b>Archival Fees</b>			
Reproduction Fee - Scanned Digital Image	\$12	\$13	each
Archival Use			
a) Books, Catalogues, Periodicals:			
i) For-Profit	\$53	\$55	per image
ii) Non-Profit	\$12	\$13	per image
b) Film, Video, TV, CD:			
i) For-Profit	\$79	\$81	per image
ii) Non-Profit	\$17	\$18	per image
c) Slide Show/Display Image			
i) For-Profit	\$27	\$28	per image
ii) Non-Profit	\$7	\$8	per image
d) Loan Processing (Repositories or Institutions)	\$27	\$28	per loan processed
<b>STAFF HOURLY RATE</b>			
	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
Library Staff - Full-Time	\$90	\$92	per hour
Library Staff - Part-Time	\$54	\$56	per hour

	Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FACILITY RENTAL FEES ***</b>			
<b>Community Center - Fireside Room:</b>			
A) Local Organization/Non-Profit	\$376	\$384	per day
B) Private Group/Individuals	\$376	\$384	per day
<b>Community Center - Sierra Madre Room</b>			
A) Daily Rental			
1) Non Profit (10 Hours)	\$325	\$332	for 10 hours
2) Non Profit (6 Hours)	\$195	\$199	for 6 hours
3) Non Profit (Additional Hours)	\$34	\$35	per hour
4) All Others (10 hours)	\$660	\$674	for 10 hours
5) All Others (6 Hours)	\$396	\$404	for 6 hours
6) All Others (Additional Hours)	\$67	\$69	per hour
B) Continual Use			
1) Non Profit (Monthly)	\$158	\$162	annually
2) All Others (Weekly)	\$523	\$534	annually
<b>Hart Park House</b>			
A) Daily Rental			
1) Non Profit (10 Hours)	\$247	\$252	for 10 hours
2) Non Profit (6 Hours)	\$148	\$151	for 6 hours
3) Non Profit (Additional Hours)	\$26	\$27	per hour
4) All Others (10 hours)	\$490	\$500	for 10 hours
5) All Others (6 Hours)	\$294	\$300	for 6 hours
6) All Others (Additional Hours)	\$51	\$53	per hour
B) Continual Use			
1) Non Profit (Monthly)	\$158	\$162	annually
2) All Others (Weekly)	\$523	\$534	annually
<b>Community Center - Youth Activity Center</b>			
A) Daily Rental			
1) Non Profit (10 Hours)	\$501	\$512	for 10 hours
2) Non Profit (6 Hours)	\$300	\$306	for 6 hours
3) Non Profit (Additional Hours)	\$52	\$54	per hours
4) All Others (10 hours)	\$998	\$1,018	for 10 hours
5) All Others (6 Hours)	\$599	\$611	for 6 hours
6) All Others (Additional Hours)	\$101	\$104	per hour
B) Continual Use			
1) Non Profit (Monthly)	\$158	\$162	annually

	Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FACILITY RENTAL FEES ***</b>			
2) All Others (Weekly)	\$523	\$534	annually
<b>City Council Chambers:</b>			
A) Local Organization/Non-Profit	\$257	\$263	per day
B) Private Group/Individuals	\$510	\$521	per day
EMT (If Required/Requested)	\$74	\$76	per hour
Facility Attendant/Lifeguard (If Required/Requested):	\$53	\$55	per hour
Security Deposit	\$1,034	\$1,055	per rental; refundable, less damages
Elected Representative (For Official Business)		Fees Waived	
Recreation Department Staff - Required for opening/closing facilities	\$53	\$55	per hour, 2 hour minimum
Return Key Late Fee	\$27	\$28	Per Day
<b>Cancellation Fee:</b>			
A) Cancellation 30 or More Days Prior to Event	15% of deposit retained	15% of deposit retained	each
B) Cancellation Less than 30 Days Prior to Event	50% of deposit retained	50% of deposit retained	each
Recreation Staff - Full Time	\$87	\$89	per hour
Recreation Staff - Part Time	\$53	\$55	per hour
Public Works Maintenance Staff	\$79	\$81	per hour

\*\*\* Fees for Leagues and Other Organizations requesting frequent use of fields or parks may be subject to Special Use Agreements negotiated at terms and rates not included in this schedule.

	Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***</b>			
<b>Field Rental Fees</b>			
Ball Field - Lighted field			
A) Local Organization/Non-Profit - 2 Hour Minimum	\$45	\$46	per hour
B) Private Group/Individuals - 2 Hour Minimum	\$87	\$89	per hour
Ball Field - Unlighted field		\$0	
A) Local Organization/Non-Profit 2 Hour Minimum	\$27	\$28	per hour
B) Private Group/Individuals 2 Hour Minimum	\$53	\$55	per hour
<b>Park Rental Fees</b>			
Park Rental			
A) 1 - 100 People:			
1) Local Organization/Non-Profit	\$43	\$44	per day
2) Private Group/Individuals	\$84	\$86	per day
B) More than 100 People:			
1) Local Organization/Non-Profit	\$259	\$265	per day
2) Private Group/Individuals	\$517	\$528	per day
EMT - if requested/required	\$74	\$76	per hour
<b>Community Garden Plot Fees</b>			
Community Garden Plot			
A) Quarterly Rental - full plot	\$53	\$55	per quarter
B) Quarterly Rental - half plot	\$32	\$33	per quarter

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***</b>			
<b>Banner Fees</b>			
Downtown District Street Light Pole Banners - Per Sign			
Banner Hanging - Per Week			
Banner Hanging and Removal - Non-Profit Groups Only	\$214	\$219	per week
Downtown District Street Light Pole Banner Hanging and Removal	\$1,269	\$1,295	per request
Sale of City Flag	Actual Cost of Flag plus 15%	Actual Cost of Flag plus 15%	per flag
<b>STAFF HOURLY RATE</b>			
Recreation Staff - Full Time	\$87	\$89	per hour
Recreation Staff - Part Time	\$53	\$55	per hour
Public Works Maintenance Staff	\$79	\$81	per hour

\*\*\* Fees for Leagues and Other Organizations requesting frequent use of fields or parks may be subject to Special Use Agreements negotiated at terms and rates not included in this schedule.

(1) Outside materials may include, but are not limited to, straw/hay bales, ponies, sound systems, bounce houses, etc.

	Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FILM PERMIT FEES (1)(2)</b>			
Still Photography *** (More than Two Cast and Crew)	\$370	\$378	per day
Student Filming***	\$0	\$0	per request with proper documentation
Extra Small Film Productions *** (5 or Fewer Cast and Crew)	\$370	\$378	per day
Small Film Productions *** (Between 6 and 50 Cast and Crew):			
A) First Day	\$1,034	\$1,055	per day
B) Each Additional Day	\$775	\$791	per day
Large Film Productions *** (50 or More Cast and Crew):			
A) First Day	\$1,701	\$1,736	per day
B) Each Additional Day	\$1,362	\$1,390	per day
Any Production Requiring More than Forty Hours of City Staff Time	Fully burdened hourly rate for all staff time	Fully burdened hourly rate for all staff time	per hour
Fee for Obtaining/Reviewing Neighborhood Approval	\$53	\$55	per hour
City Safety Monitors - as required:			
Police Personnel	\$106	\$109	
Fire Personnel	\$106	\$109	
Use of City Facilities	\$1,046	\$1,067	per day
Use of City Parking Stalls	\$12	\$13	per stall, per day
Refundable Deposit	\$2,000 against cost	\$2,000 against cost	
Violation of Hour Restrictions:			

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>FILM PERMIT FEES (1)(2)</b>			
Per production vehicle	\$1,034	\$1,055	per hour
Per personal vehicle	\$517	\$528	per hour
Film Monitor	\$172	\$176	per hour
Police Personnel	\$212	\$217	per hour
Fire Personnel	\$212	\$217	per hour
Cigarette Butts and Debris Pickup	\$5	\$6	
<b>STAFF HOURLY RATE</b>			
	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
Recreation Staff - Full-Time/Film Monitor	\$87	\$89	per hour
Recreation Staff - Part-Time	\$53	\$55	per hour
Fire Staff	\$106	\$109	per hour
Police Staff	\$106	\$109	per hour
Public Works Engineering Staff	\$139	\$142	per hour
Public Works Maintenance Staff	\$79	\$81	per hour
<b>DEPOSIT REQUIREMENTS</b>	Deposits will be required to begin work; based upon estimated time to complete	Deposits will be required to begin work; based upon estimated time to complete	
<p>(1) Fees shown do not include fees required for traffic, fire, and police safety services provided by the City. Fees for these services will be billed at the fully-burdened hourly rates shown in this fee schedule. The City Manager, or the City Manager's designee shall provide the hourly rates for assistance from staff not represented via the fully-burdened hourly rates in this fee schedule.</p> <p>(2) Fees shown do not include business licensing, encroachment fees, or temporary use permit fees that may apply.</p> <p>*** Separate fee applies for productions anticipated to require more than forty hours of City Staff time.</p>			

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>RECREATION CLASS AND SPECIAL EVENT FEES*</b>			
<b>Refund or Transfer of Recreation Program Fee</b>	\$12	\$13	per request
<b>Recreation Class Split</b>	35%/65%	35%/65%	of fee
<b>Special Events</b>			
Mt. Wilson Trail Race - Adult with shirt	\$68	\$70	each
Mt. Wilson Trail Race - Youth with shirt	\$37	\$38	each
Huck Finn Day - Fishing Derby	\$12	\$13	each
Huck Finn Day - Family Fishing	\$22	\$23	each
Huck Finn Day - Campsite	\$58	\$60	each
Fourth of July - Parade Entry (Non Profit)	\$37	\$38	each
Fourth of July - Parade Entry (Private)	\$53	\$55	each
Fourth of July - Firecracker Run Entry (Youth)	\$17	\$18	each
Fourth of July - Firecracker Run Entry (Adult)	\$22	\$23	each
Oktoberfest - Golf Team	\$311	\$318	each
Oktoberfest - Golf Individual	\$87	\$89	each
Oktoberfest - Tennis	\$64	\$66	each
Oktoberfest - Lunch	\$32	\$33	each
Window Painting - Team of Four	\$27	\$28	each
Spring Movie Series - Recommended Sponsorship	\$827	\$844	each
Concerts in the Park - Recommended Sponsorship	\$1,034	\$1,055	each
Adult Softball - Team Registration	\$468	\$478	each
Adult Softball - Individual	\$48	\$49	each
Recreation and Leisure Excursions	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	
<b>Special Event Permit Fee</b>			
Local Non-profit: 1-100 people	\$53	\$55	
Private Group/Individuals: 1-100 people	\$104	\$107	
Local Non-profit: More than 100 people	\$208	\$213	
Private Group/Individuals: More than 100 people	\$414	\$423	

	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
<b>RECREATION CLASS AND SPECIAL EVENT FEES*</b>			
<b>STAFF HOURLY RATE</b>	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
Recreation Staff - Full-Time/Film Monitor	\$87	\$89	per hour
Recreation Staff - Part-Time	\$53	\$55	per hour
Fire Staff	\$106	\$109	per hour
Police Staff	\$106	\$109	per hour
Public Works Engineering Staff	\$139	\$142	per hour
Public Works Maintenance Staff	\$79	\$81	per hour
<b>DEPOSIT REQUIREMENTS</b>	Deposits will be required to begin work; based upon estimated time to complete project	Deposits will be required to begin work; based upon estimated time to complete project	

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>POLICE FEES</b>				
GARAGE SAL	<b>Vehicle Related Fees</b>			
	Vehicle Release (Abandoned, Stored, Misc.) (1)	\$130	\$133	each
	Vehicle Release (D.U.I. - Driver Arrested) (1)	\$414	\$423	each
	Vehicle Release (Repossession)	\$18	\$19	each
	Citation Sign-off (Onsite)	\$14	\$15	each
	<b>Report Fees (2)</b>			
	Crime Report	\$3	\$4	per page; \$33 maximum
	Minor Non-Criminal Incident Report Copies - (1 page)	\$4	\$5	per page; \$20 maximum
	Lost Cell Phone Report - (For Insurance Purposes)	\$27	\$28	each
	Traffic Accident Report (Non-Injury)	\$3	\$4	per page; \$20 maximum
	Traffic Accident Report (Injury)	\$3	\$4	per page; \$33 maximum
	<b>Fingerprinting and Letter Services</b>			
	Livescan Fingerprinting	\$37; plus pass-thru fees	\$38; plus pass-thru fees	each
	Fingerprinting (per card)			
	Clearance Letter	\$25	\$26	each
	<b>Sign Fees</b>			
	Garage/Yard Sale Permit	\$17	\$18	each
	<b>Code Enforcement and Nuisance Fees</b>			
	Illegal Sign Removal Fee (Release Of Property)	\$53	\$55	each
	Response Due To False Alarm:			
	a) First False Alarm Response	\$0	\$0	per response
	b) Two False Alarm Responses	\$103	\$106	per response
	b) Third or More Responses	\$205	\$210	per response
	Response Due To Loud Party Disturbance:			
	a) First Response	\$0	\$0	per response
b) Each Additional Response	billed hourly with 2 hour min; plus 15% administration cost	billed hourly with 2 hour min; plus 15% administration cost	per response	

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>POLICE FEES</b>				
PRK	<b>Emergency D.U.I. Response Fees</b> Emergency Response To D.U.I. Related Collision (up to a \$1,000 max)	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per hour
	<b>Overnight Parking Permit Fees</b> Annual Permit	\$88	\$90	per permit
	Nightly	\$4	\$5	
	Permit Sticker Transfer or New Sticker	\$5	\$6	per sticker
	<b>Other Fees</b> Administrative Citation First Offense	\$104	\$107	each
	Administrative Citation Second Offense	\$208	\$213	each
	Administrative Citation Third or more offense	\$517	\$528	each
	Alarm Permit: original application	\$84	\$86	each
	Alarm Permit: annual renewal	\$53	\$55	annual renewal
	Carry of a Concealed Weapon Permit - Investigation (Per hour - 2 hour min. non- refundable set by State of California)	\$121	\$124	each
	Off-Site Vehicle inspection fee	\$59	\$61	each
	On-Site Vehicle inspection fee	\$29	\$30	each
	Overnight Parking Permit Including Investigation	\$3	\$4	each
	Special instruction Clases (plus cost of class training)	\$31	\$32	each
	Notice of City Code violation	\$55	\$57	each
	LA County / Pasadena booking Fee	Actual Cost plus 20% Administrative fee	Actual Cost plus 20% Administrative fee	each
		<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
	<b>STAFF HOURLY RATE</b>			
	Patrol Staff	\$143	\$146	per hour
	Dispatch/Records Staff	\$86	\$88	per hour
	Code Enforcement Staff	\$101	\$104	per hour
	Outside Court Supoena (per employee per request)	Set by State	Set by State	set by State

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FIRE FEES</b>				
	<b>Annual Fire And Life Safety Inspection</b>			
	Annual Fire And Life Safety Inspection	\$69	\$71	per half hour; half hour minimum
	<b>EMS/Paramedic Fees</b>			
EMS	EMS/Paramedic Subscription Fee	\$60	\$62	per person
EMS-2	EMS Dispatch Fee	\$273	\$273	per response
	<b>Fire Permit</b>			
	Fire Permit	\$69	\$71	each
	<b>Reports</b>			
	Fire Report	\$69	\$71	each
	Medical Report	\$69	\$71	each
	<b>Appearance/Standby Fees</b>			
	Court Appearance and Office Hearing / Non-Compliance	\$136	\$139	per hour; 2 hour minimum
	Fire Watch	\$136	\$139	per hour; 2 hour minimum
	<b>Fire Department Training Class Fee</b>			
	Fire Department Training Class	Actual Cost; plus 25% processing fee	Actual Cost; plus 25% processing fee	each
	<b>Response Fees</b>			
	Response Due To False Alarm:			
	a) First False Alarm Response	\$0	\$0	per response
	b) Two False Alarm Responses	\$103	\$106	per response
	b) Third or More Responses	\$205	\$210	per response
	Illegal Burning	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	per inspection
	Hazardous Materials Clean-Up	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	<b>Weed Abatement Fees</b>			
	Weed Abatement	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
	<b>Other Fees</b>			

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>FIRE FEES</b>				
	Additional Inspection of New System after third (per additional inspection)	\$136	\$139	each
	Fire Inspections (Failure to comply)	\$136	\$139	each
	Fire Inspections of Commercial and Multi- Residential (per 20 minutes at \$120 per hour)	\$136	\$139	each
	Installation or Removal of underground storage	\$136	\$139	each
	Review of requested activity - Fire permit	\$136	\$139	each
	<b>STAFF HOURLY RATE</b>	<b>Current Fee FY 2015-2016</b>	<b>Proposed Fee FY 2016-2017</b>	<b>Unit</b>
	Fire Staff	\$136	\$139	per hour
	Engine with 4 staffed positions	\$640	\$653	per hour
	Equipment rental			

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>UTILITY RATES</b>				
	<b>New Meter Installation</b>			
NMI-001	New meters: 3/4"	\$660	\$674	Minimum Fee - Plus costs over base fee
NMI-005	New meters: 1"	\$660	\$674	Minimum Fee - Plus costs over base fee
		\$3,004	\$3,065	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-010	New meters: 1" with 1" line	\$4,419	\$4,508	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-015	New meters: 1 1/2" with 1 1/2" line	\$889	\$907	Minimum Fee - Plus costs over base fee
NMI-020	New meters: 1 1/2"	\$1,120	\$1,143	Minimum Fee - Plus costs over base fee
NMI-025	New meters: 2"	\$5,196	\$5,300	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-030	New meters: 2" with 2" line	\$5,398	\$5,506	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-035	New meters: 4"	\$5,398	\$5,506	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-040	New meters: 4" fire line	\$6,071	\$6,193	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-045	New meters: 4" with 4" line			Refundable Deposit - Less: Cost, plus 20% installation Fee
	<b>Other Meter Charges</b>			
	Portable water meter rental	\$1,100	\$1,122	Minimum Fee - Plus costs over base fee
	Portable water meter deposit	\$2,020	\$2,061	Refundable Deposit - Less: damage, rental fee, and consumption
	Relocation of existing meter	\$673	\$687	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Reinstall Meter at prior location			
	Reinstall Meter	\$79	\$81	5/8", 3/4", & 1" meters (each occasion)
	Reinstall Meter	\$79	\$81	1 1/2" & 2" meters (each occasion)
	<b>Other Fees &amp; Services</b>			
	New service or termination of existing service	\$50	\$51	Per request
	Owner request for seal/unseal meter	\$81	\$83	Per request
	Water delinquent turn off/on	\$81	\$83	Per delinquent shut off/on
	24 hour notice for turn-off	\$37	\$38	Per occasion
	Unauthorized connection to City line	\$2,142	\$2,185	Fine per citation Plus estimated commodity charge

Fee Code		Current Fee FY 2015-2016	Proposed Fee FY 2016-2017	Unit
<b>UTILITY RATES</b>				
	Unauthorized connection to fire hydrant	\$2,142	\$2,185	Fine per citation Plus estimated commodity charge
	Unauthorized use or alteration of water meter	\$2,142	\$2,185	Fine per citation Plus estimated commodity charge
	Water meter testing	\$73	\$75	Fee for testing, more than 2% error rate
	Sale of excess water to other municipalities			Based on specific negotiations
	Utility Account Establishment Fee	\$25	\$26	One time fee, non-refundable
	Deposit for new water service - Owner occupied property	\$59	\$61	Refund in one year with good payment history or \$0 deposit with letter from other
	Deposit for new water service - Tennant occupied property			Up to Three times the highest months bill - held until final bill
	Deposit for non/late payment of utility bill			Three times the highest month - held until 12 mo. on time payments
	After hours service initiation/termination fee	\$92	\$94	Per after hours service request
SWR005	<b>Sewer</b> Sewer Permit	\$83	\$85	Minimum Permit Fee
	<b>Other Sewer Fees</b>			
SWR010	Sewer Connection Fee	\$325	\$332	Per connection
SWR015	Sewer Dye test	\$233	\$238	Per request
SWR020	Sewer Stoppage Investigation	\$115	\$118	Per investigation.
SWR025	Saddle Main Line	\$354	\$362	Per request (includes two inspections )
SWR030	Residential Sewer Connection	\$115	\$118	Per request

***New Rates Adopted and Implemented: March 2014***

	FY2015-2016	FY2016-2017	
<b>Water Charges</b>			
Meter Size			BI-MONTHLY CHARGE
5/8", 3/4"	\$74.61	\$76.61	Per connection per bill
1"	\$100.19	\$102.88	Per connection per bill
1-1/2"	\$142.83	\$146.67	Per connection per bill
2"	\$194.00	\$199.21	Per connection per bill
3"	\$313.39	\$321.81	Per connection per bill
4"	\$483.95	\$496.95	Per connection per bill
PRIVATE FIRE SERVICE			BI-MONTHLY CHARGE
2"	\$5.89	\$6.05	Per connection per bill
4"	\$36.47	\$37.45	Per connection per bill
Low Income Discount:			BI-MONTHLY SERVICE CHARGE
5/8", 3/4"	\$48.50	\$49.80	Per connection per bill
1"	\$65.12	\$66.87	Per connection per bill
1-1/2"	\$92.84	\$95.34	Per connection per bill
2"	\$126.10	\$129.49	Per connection per bill
3"	\$203.70	\$209.18	Per connection per bill
4"	\$314.57	\$323.02	Per connection per bill
<b>Consumption Charge</b>			
1) Residential Tiered Rates (\$/CCF)			
Water Consumption Fee Tier 1 (<11ccf)	\$2.52	\$2.58	Per 100 cu. ft. of water (1 unit)
Water Consumption Fee Tier 2 (12-33 ccf)	\$3.28	\$3.36	Per 100 cu. ft. of water (1 unit)
Water Consumption Fee Tier 3 (34-66 ccf)	\$3.86	\$3.95	Per 100 cu. ft. of water (1 unit)
Water Consumption Fee Tier 3 (>66 ccf)	\$5.23	\$5.36	Per 100 cu. ft. of water (1 unit)
2) Non-Residential Rate (\$/CCF)			
Uniform	\$3.64	\$3.74	Per 100 cu. ft. of water (1 unit)
<b>Sewer Charges</b>			
Customer Class			
1) Residential	\$30.39	\$31.30	Bi-monthly Charge
2) Non-Residential			
Commercial Institutional	\$18.41	\$18.96	Bi-Monthly Charge
a) Commercial	\$0.68	\$0.70	Cost per CCF
b) Institutional	\$0.40	\$0.42	Cost per CCF

**RESOLUTION NO. 16-47**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE  
AMENDING THE CLASSIFICATION PLAN AND SALARY MATRIX**

**THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:**

**WHEREAS**, the City of Sierra Madre employs full-time employees who are members of the Sierra Madre Classified Employees Association; and

**WHEREAS**, the City Council recognizes the Sierra Madre Classified Employee Association under Section 2.48.040 of the City of Sierra Madre Municipal Code; and

**WHEREAS**, the City Council has authorized a new full-time Code Enforcement Officer position since the last salary matrix was adopted which is illustrated in the attached salary matrix.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY DETERMINE AND ORDER AS FOLLOWS:**

Section 1. The City of Sierra Madre amends the salary matrix as presented in Exhibit A.

Section 2. Effective Date. This Resolution shall go into effect July 1, 2016.

**PASSED, APPROVED AND ADOPTED** this 28<sup>th</sup> day of June, 2016.

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Gene Goss, Mayor  
City of Sierra Madre, California

I hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Sierra Madre held on the 28<sup>th</sup> day of June, 2016 by the following vote:

AYES:

NOES:

ABSENT:

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Melinda Carrillo, City Clerk  
City of Sierra Madre, California

# Classification Plan & Salary Matrix

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City of Sierra Madre

July 1, 2016

**Adopted by Resolution 16-47**

**Classification**

**Administrative**

**Duties and Responsibilities**

The fundamental reason this classification exists is to perform a variety of support duties for the corresponding department; prepares reports and correspondence, prepares City Council and selected City Commission or Committee agendas, maintain the general contract and correspondence files; maintains records management systems, provides customer services to a variety of customers, works on special projects as assigned.

**Training, Experience and Qualifications**

An Associates or Bachelor's degree in public administration, business administration, or a related field. General office experience involving public contact, typing, filing, answering telephones and computer use.

**Classified Employee Association**

	1	2	3	4	5
<b>Administrative Clerk</b> 1					
Annual Salary	32,614	34,245	35,957	37,755	39,643
Monthly Salary	2,718	2,854	2,996	3,146	3,304
Bi-Weekly	1,254	1,317	1,383	1,452	1,525
Hourly Salary	15.68	16.46	17.29	18.15	19.06
<b>Administrative Aide</b> 3					
Annual Salary	35,942	37,740	39,626	41,608	43,688
Monthly Salary	2,995	3,145	3,302	3,467	3,641
Bi-Weekly	1,382	1,452	1,524	1,600	1,680
Hourly Salary	17.28	18.14	19.05	20.00	21.00
<b>Account Technician</b> 6					
Annual Salary	39,686	41,671	43,754	45,942	48,239
Monthly Salary	3,307	3,473	3,646	3,828	4,020
Bi-Weekly	1,526	1,603	1,683	1,767	1,855
Hourly Salary	19.08	20.03	21.04	22.09	23.19

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Administrative Analyst</b> 23										
Annual Salary	38,834	39,804	40,800	41,820	42,865	43,937	45,035	46,161	47,315	48,498
Monthly Salary	3,236	3,317	3,400	3,485	3,572	3,661	3,753	3,847	3,943	4,041
Bi-Weekly	1,494	1,531	1,569	1,608	1,649	1,690	1,732	1,775	1,820	1,865
Hourly Salary	18.67	19.14	19.62	20.11	20.61	21.12	21.65	22.19	22.75	23.32
<b>Assistant to the City Manager</b> 22										
Annual Salary	44,554	45,667	46,809	47,979	49,179	50,408	51,669	52,960	54,284	55,641
Monthly Salary	3,713	3,806	3,901	3,998	4,098	4,201	4,306	4,413	4,524	4,637
Bi-Weekly	1,714	1,756	1,800	1,845	1,891	1,939	1,987	2,037	2,088	2,140
Hourly Salary	21.42	21.96	22.50	23.07	23.64	24.23	24.84	25.46	26.10	26.75
<b>Analyst (various)</b> 24										
Annual Salary	52,395	53,705	55,048	56,424	57,834	59,280	60,762	62,281	63,838	65,434
Monthly Salary	4,366	4,475	4,587	4,702	4,820	4,940	5,064	5,190	5,320	5,453
Bi-Weekly	2,015	2,066	2,117	2,170	2,224	2,280	2,337	2,395	2,455	2,517
Hourly Salary	25.19	25.82	26.47	27.13	27.81	28.50	29.21	29.94	30.69	31.46

**Classification**

**Code Enforcement**

**Duties and Responsibilities**

The fundamental reason this classification exists is to enforce a variety of occupancy, health, safety, public nuisance, zoning and land use regulations, and related codes and ordinances; inspects suspected violations and takes action as necessary.

**Training, Experience and Qualifications**

Graduation from high school or G.E.D. equivalent; possession of PC 832; three years of extensive, pertinent code enforcement experience involving considerable, sensitive public contact in a municipal setting.

**Classified Employee Association**

	1	2	3	4	5
<b>Code Enforcement Officer</b> XX					
Annual Salary	52,166	54,775	57,513	60,389	63,409
Monthly Salary	4,347	4,565	4,793	5,032	5,284
Bi-Weekly	2,006	2,107	2,212	2,323	2,439
Hourly Salary	25.08	26.33	27.62	29.03	30.48

**Classification****Community Services****Duties and Responsibilities**

The fundamental reason this classification exists is to coordinate and oversee community programs and services including but not limited to aquatics, arts, communications, grants, community projects, public relations, seniors, special events, transit, and youth programs.

**Training, Experience and Qualifications**

A bachelor's degree in recreation, leisure studies, or a degree related to the area of specialization, and recreation experience at the paraprofessional or professional level. Possession of a valid California driver's license Class "C" or higher.

**Classified Employee Association**

	1	2	3	4	5
<b>Recreation Coordinator</b> 1					
Annual Salary	32,614	34,245	35,957	37,755	39,643
Monthly Salary	2,718	2,854	2,996	3,146	3,304
Bi-Weekly	1,254	1,317	1,383	1,452	1,525
Hourly Salary	15.68	16.46	17.29	18.15	19.06

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Community Services Supervisor</b> 21										
Annual Salary	54,386	55,746	57,139	58,568	60,032	61,533	63,071	64,648	66,264	67,921
Monthly Salary	4,532	4,645	4,762	4,881	5,003	5,128	5,256	5,387	5,522	5,660
Bi-Weekly	2,092	2,144	2,198	2,253	2,309	2,367	2,426	2,486	2,549	2,612
Hourly Salary	26.15	26.80	27.47	28.16	28.86	29.58	30.32	31.08	31.86	32.65

**Classification**

**Finance**

**Duties and Responsibilities**

The fundamental reason this classification exists is to administer the City's financial affairs including by not limited to accounting, billing, payroll, and purchasing.

**Training, Experience and Qualifications**

A bachelor's degree in public administration, business administration, or a related field; clerical/accounting experience, preferably in public sector environment. Working knowledge of personal computer applications and 10-key. Experience with governmental accounting software preferred.

**Classified Employee Association**

	1	2	3	4	5
<b>Account Technician</b> 6					
Annual Salary	39,686	41,671	43,754	45,942	48,239
Monthly Salary	3,307	3,473	3,646	3,828	4,020
Bi-Weekly	1,526	1,603	1,683	1,767	1,855
Hourly Salary	19.08	20.03	21.04	22.09	23.19
<b>Accountant</b> 15					
Annual Salary	50,648	53,186	55,848	58,635	61,568
Monthly Salary	4,221	4,432	4,654	4,886	5,131
Bi-Weekly	1,948	2,046	2,148	2,255	2,368
Hourly Salary	24.35	25.57	26.85	28.19	29.60

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Accounting Manager</b> 26										
Annual Salary	65,083	66,710	68,378	70,087	71,840	73,636	75,477	77,363	79,298	81,280
Monthly Salary	5,424	5,559	5,698	5,841	5,987	6,136	6,290	6,447	6,608	6,773
Bi-Weekly	2,503	2,566	2,630	2,696	2,763	2,832	2,903	2,976	3,050	3,126
Hourly Salary	31.29	32.07	32.87	33.70	34.54	35.40	36.29	37.19	38.12	39.08

Senior Fiscal  
Services Manager

29

Annual Salary	84,011	86,111	88,264	90,471	92,733	95,051	97,427	99,863	102,359	104,918
Monthly Salary	7,001	7,176	7,355	7,539	7,728	7,921	8,119	8,322	8,530	8,743
Bi-Weekly	3,231	3,312	3,395	3,480	3,567	3,656	3,747	3,841	3,937	4,035
Hourly Salary	40.39	41.40	42.43	43.50	44.58	45.70	46.84	48.01	49.21	50.44

**Classification**

**Fire**

**Duties and Responsibilities**

The fundamental reason this classification exists is to respond to fire and medical emergencies, maintain fire department records, correspondences, and equipment and to coordinate and oversee the emergency medical program and fire prevention activities.

**Training, Experience and Qualifications**

High school diploma or equivalent required; completion of an accredited fire academy; possession of a valid California driver's license Class "C" or higher, Emergency Medical Technician Certification License with the County of Los Angeles.

**Unrepresented**

	1	2	3	4	5	6	7	8	9	10
<b>Fire Captain</b> 201										
Annual Salary	73,144	74,973	76,847	78,768	80,738	82,756	84,825	86,946	89,119	91,347
Monthly Salary	6,095	6,248	6,404	6,564	6,728	6,896	7,069	7,245	7,427	7,612
Bi-Weekly	2,813	2,884	2,956	3,030	3,105	3,183	3,262	3,344	3,428	3,513
Hourly Salary	26.54	27.20	27.88	28.58	29.30	30.03	30.78	31.55	32.34	33.14

**Classification****Human Resources****Duties and Responsibilities**

The fundamental reason this classification exists is to administer the City's human resources functions including but not limited to recruiting, retention, classification, compensation, discipline, dismissal, as well as the City liability and workers' compensation programs.

**Training, Experience and Qualifications**

A bachelor's degree in public administration, business administration, or a related field; human resources experience, preferably in public sector environment.

**Classified Employee Association**

	6	1	2	3	4	5
<b>Human Resources Technician</b>	6					
Annual Salary		39,686	41,671	43,754	45,942	48,239
Monthly Salary		3,307	3,473	3,646	3,828	4,020
Bi-Weekly		1,526	1,603	1,683	1,767	1,855
Hourly Salary		19.08	20.03	21.04	22.09	23.19

**Confidential Exempt**

	24	1	2	3	4	5	6	7	8	9	10
<b>Human Resources Analyst</b>	24										
Annual Salary		52,395	53,705	55,048	56,424	57,834	59,280	60,762	62,281	63,838	65,434
Monthly Salary		4,366	4,475	4,587	4,702	4,820	4,940	5,064	5,190	5,320	5,453
Bi-Weekly		2,015	2,066	2,117	2,170	2,224	2,280	2,337	2,395	2,455	2,517
Hourly Salary		25.19	25.82	26.47	27.13	27.81	28.50	29.21	29.94	30.69	31.46

	XX										
<b>Human Resources Manager</b>	XX										
Annual Salary		65,083	66,710	68,378	70,087	71,840	73,636	75,477	77,363	79,298	81,280
Monthly Salary		5,424	5,559	5,698	5,841	5,987	6,136	6,290	6,447	6,608	6,773
Bi-Weekly		2,503	2,566	2,630	2,696	2,763	2,832	2,903	2,976	3,050	3,126
Hourly Salary		31.29	32.07	32.87	33.70	34.54	35.40	36.29	37.19	38.12	39.08

**Classification**

**Library**

**Duties and Responsibilities**

The fundamental reason this classification exists is to perform a full range of professional library work.

**Training, Experience and Qualifications**

A Master's degree in Library Science from an American Library Association accredited school; or a degree related to the area of specialization, and public library experience at the paraprofessional or professional level.

**Classified Employee Association**

	1	2	3	4	5
<b>Library Technician</b> 1					
Annual Salary	32,614	34,245	35,957	37,755	39,643
Monthly Salary	2,718	2,854	2,996	3,146	3,304
Bi-Weekly	1,254	1,317	1,383	1,452	1,525
Hourly Salary	15.68	16.46	17.29	18.15	19.06
<b>Librarian</b> 9					
Annual Salary	49,088	51,542	54,120	56,825	59,667
Monthly Salary	4,091	4,295	4,510	4,735	4,972
Bi-Weekly	1,888	1,982	2,082	2,186	2,295
Hourly Salary	23.60	24.78	26.02	27.32	28.69

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Library Services Manager</b> 28										
Annual Salary	61,298	62,830	64,401	66,011	67,661	69,353	71,086	72,864	74,685	76,552
Monthly Salary	5,108	5,236	5,367	5,501	5,638	5,779	5,924	6,072	6,224	6,379
Bi-Weekly	2,358	2,417	2,477	2,539	2,602	2,667	2,734	2,802	2,873	2,944
Hourly Salary	29.47	30.21	30.96	31.74	32.53	33.34	34.18	35.03	35.91	36.80

**Classification**

**Non-Sworn Public Safety**

**Duties and Responsibilities**

The fundamental reason this classification exists is to receive, evaluate, and process all 9-1-1 calls for police, fire, and medical assistance; or, to operate base radio equipment to dispatch police units on police related incidents.

**Training, Experience and Qualifications**

High school diploma or equivalent required; experience as a dispatcher in the public sector preferred.

		<b>Police Association</b>				
		1	2	3	4	5
<b>Dispatcher</b>	110					
Annual Salary		42,447	77,570	46,798	49,138	51,595
Monthly Salary		3,537	3,714	3,900	4,095	4,300
Bi-Weekly Salary		1,633	1,714	1,800	1,890	1,984
Hourly Salary		20.41	21.43	22.50	23.62	24.81
		1				
<b>Recruit</b>	99					
Annual Salary		50,776				
Monthly Salary		4,231				
Bi-Weekly Salary		1,953				
Hourly Salary		24.41				

**Classification****Planning****Duties and Responsibilities**

The fundamental reason this classification exists is to administer specified planning activities including current planning, zoning and subdivision ordinances, advanced planning and the General Plan.

**Training, Experience and Qualifications**

A bachelor's Degree in Urban or City Planning or a related field. Professional planning experience, preferably in the public sector.

**Classified Employee Association**

	1	2	3	4	5
<b>Assistant Planner</b> 10					
Annual Salary	54,725	57,461	60,334	63,351	66,518
Monthly Salary	4,560	4,788	5,028	5,279	5,543
Bi-Weekly	2,105	2,210	2,321	2,437	2,558
Hourly Salary	26.31	27.63	29.01	30.46	31.98
<b>Associate Planner</b> 14					
Annual Salary	60,819	63,860	67,053	70,406	73,926
Monthly Salary	5,068	5,322	5,588	5,867	6,161
Bi-Weekly	2,339	2,456	2,579	2,708	2,843
Hourly Salary	29.24	30.70	32.24	33.85	35.54

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Senior Planner</b> 26										
Annual Salary	65,083	66,710	68,378	70,087	71,840	73,636	75,477	77,363	79,298	81,280
Monthly Salary	5,424	5,559	5,698	5,841	5,987	6,136	6,290	6,447	6,608	6,773
Bi-Weekly	2,503	2,566	2,630	2,696	2,763	2,832	2,903	2,976	3,050	3,126
Hourly Salary	31.29	32.07	32.87	33.70	34.54	35.40	36.29	37.19	38.12	39.08

**Confidential Exempt Continued**

<b>Planning Manager</b> 29										
Annual Salary	84,011	86,111	88,264	90,471	92,733	95,051	97,427	99,863	102,359	104,918
Monthly Salary	7,001	7,176	7,355	7,539	7,728	7,921	8,119	8,322	8,530	8,743
Bi-Weekly	3,231	3,312	3,395	3,480	3,567	3,656	3,747	3,841	3,937	4,035
Hourly Salary	40.39	41.40	42.43	43.50	44.58	45.70	46.84	48.01	49.21	50.44

**Classification**

**Police**

**Duties and Responsibilities**

The fundamental reason this classification exists is to protect life and property, prevent and investigate crimes, arrest criminals, and to enforce laws and ordinances.

**Training, Experience and Qualifications**

Graduation from high school or G.E.D. equivalent; must have graduated from a P.O.S.T accredited Police Academy. Possession of a valid California driver’s license Class “C” or higher.

		<b>Police Association</b>				
		1	2	3	4	5
<b>Police Officer</b>	130					
Annual Salary		61,604	64,685	67,919	71,315	74,881
Monthly Salary		5,134	5,390	5,660	5,943	6,240
Bi-weekly Salary		2,369	2,488	2,612	2,743	2,880
Hourly Salary		29.62	31.10	32.65	34.29	36.00
<b>Corporal</b>	131					
Annual Salary		64,697	67,932	71,329	74,895	78,640
Monthly Salary		5,391	5,661	5,944	6,241	6,553
Bi-weekly Salary		2,488	2,613	2,743	2,881	3,025
Hourly Salary		31.10	32.66	34.29	36.01	37.81
<b>Sergeant</b>	178					
Annual Salary		76,810	80,651	84,683	88,917	93,363
Monthly Salary		6,401	6,721	7,057	7,410	7,780
Bi-weekly Salary		2,954	3,102	3,257	3,420	3,591
Hourly Salary		36.93	38.77	40.71	42.75	44.89

**Classification****Public Works****Duties and Responsibilities**

The fundamental reason this classification exists is to perform the various street, vehicle, facility and open space maintenance tasks and services.

**Training, Experience and Qualifications**

High school diploma or equivalent; experience in the construction and maintenance or related labor, or semi-skilled work. Possession of a valid California driver's license, Class "C" or higher and the ability to obtain and maintain a Class "B" license.

**Classified Employee Association**

	1	2	3	4	5
<b>Maintenance Worker</b> 1					
Annual Salary	32,614	34,245	35,957	37,755	39,643
Monthly Salary	2,718	2,854	2,996	3,146	3,304
Bi-Weekly	1,254	1,317	1,383	1,452	1,525
Hourly Salary	15.68	16.46	17.29	18.15	19.06
<b>Fleet Mechanic</b> 3					
Annual Salary	35,942	37,740	39,626	41,608	43,688
Monthly Salary	2,995	3,145	3,302	3,467	3,641
Bi-Weekly	1,382	1,452	1,524	1,600	1,680
Hourly Salary	17.28	18.14	19.05	20.00	21.00
<b>Leadworker</b> 4					
Annual Salary	36,878	38,722	40,658	42,691	44,826
Monthly Salary	3,073	3,227	3,388	3,558	3,735
Bi-Weekly	1,418	1,489	1,564	1,642	1,724
Hourly Salary	17.73	18.62	19.55	20.52	21.55

**Classified Employee Association Continued**

		1	2	3	4	5
<b>Foreman</b>	5					
Annual Salary		38,730	40,666	42,699	44,834	47,076
Monthly Salary		3,227	3,389	3,558	3,736	3,923
Bi-Weekly		1,490	1,564	1,642	1,724	1,811
Hourly Salary		18.62	19.55	20.53	21.55	22.63

**Confidential Exempt**

		1	2	3	4	5	6	7	8	9	10
<b>Deputy Director</b>	27										
Annual Salary		68,120	69,823	71,569	73,358	75,192	77,072	78,998	80,973	82,998	85,073
Monthly Salary		5,677	5,819	5,964	6,113	6,266	6,423	6,583	6,748	6,916	7,089
Bi-Weekly		2,620	2,686	2,753	2,821	2,892	2,964	3,038	3,114	3,192	3,272
Hourly Salary		32.75	33.57	34.41	35.27	36.15	37.05	37.98	38.93	39.90	40.90

**Classification**

**Water**

**Duties and Responsibilities**

The fundamental reason this classification exists is to operate and maintain the City’s water production and distribution system.

**Training, Experience and Qualifications**

High school diploma or equivalent; experience in plumbing, irrigation or related work; experience in the construction and maintenance or related labor, or semi-skilled work. Possession of a valid California driver’s license, Class “C” or higher and the ability to obtain and maintain a Class “B” license. Able to obtain and maintain a Grade II Water Treatment and Distribution certifications.

**Classified Employee Association**

		1	2	3	4	5
<b>Water Pump Operator</b>	2					
Annual Salary		34,237	35,949	37,746	39,633	41,615
Monthly Salary		2,853	2,996	3,146	3,303	3,468
Bi-Weekly		1,317	1,383	1,452	1,524	1,601
Hourly Salary		16.46	17.28	18.15	19.05	20.01
<b>Water Leadworker</b>	7					
Annual Salary		40,622	42,654	44,786	47,026	49,377
Monthly Salary		3,385	3,554	3,732	3,919	4,115
Bi-Weekly		1,562	1,641	1,723	1,809	1,899
Hourly Salary		19.53	20.51	21.53	22.61	23.74
<b>Water Foreman</b>	8					
Annual Salary		42,661	44,794	47,034	49,385	51,854
Monthly Salary		3,555	3,733	3,919	4,115	4,321
Bi-Weekly		1,641	1,723	1,809	1,899	1,994
Hourly Salary		20.51	21.54	22.61	23.74	24.93

**Confidential Exempt**

	1	2	3	4	5	6	7	8	9	10
<b>Water Superintendent</b> 25										
Annual Salary	52,395	53,705	55,048	56,424	57,834	59,280	60,762	62,281	63,838	65,434
Monthly Salary	4,366	4,475	4,587	4,702	4,820	4,940	5,064	5,190	5,320	5,453
Bi-Weekly	2,015	2,066	2,117	2,170	2,224	2,280	2,337	2,395	2,455	2,517
Hourly Salary	25.19	25.82	26.47	27.13	27.81	28.50	29.21	29.94	30.69	31.46
<b>Deputy Director</b> 27										
Annual Salary	68,120	69,823	71,569	73,358	75,192	77,072	78,998	80,973	82,998	85,073
Monthly Salary	5,677	5,819	5,964	6,113	6,266	6,423	6,583	6,748	6,916	7,089
Bi-Weekly	2,620	2,686	2,753	2,821	2,892	2,964	3,038	3,114	3,192	3,272
Hourly Salary	32.75	33.57	34.41	35.27	36.15	37.05	37.98	38.93	39.90	40.90

*The following pages in the salary matrix are not a part of the classification plan per the Sierra Madre Municipal Code Section 2.52.030: Classified Service.*

**Executive Management Employees**

	1	2	3	4	5	6	7	8	9	10
<b>Library &amp; Community Services Director</b> 41										
Annual Salary	96,200	98,605	101,071	103,597	106,187	108,842	111,563	114,352	117,211	120,141
Monthly Salary	8,017	8,217	8,423	8,633	8,849	9,070	9,297	9,529	9,768	10,012
Bi-Weekly	3,700	3,793	3,887	3,985	4,084	4,186	4,291	4,398	4,508	4,621
Hourly Salary	46.25	47.41	48.59	49.81	51.05	52.33	53.64	54.98	56.35	57.76
<b>Finance, Planning, and Public Works Directors</b> 40										
Annual Salary	97,323	99,756	102,450	104,806	107,426	110,112	112,865	115,686	118,579	121,543
Monthly Salary	8,110	8,313	8,521	8,734	8,952	9,176	9,405	9,641	9,882	10,129
Bi-Weekly	3,743	3,837	3,933	4,031	4,132	4,235	4,341	4,449	4,560	4,675
Hourly Salary	46.79	47.96	49.16	50.39	51.65	52.94	54.26	55.62	57.01	58.43
<b>Fire Chief and Police Captain</b> 41										
Annual Salary	96,200	98,605	101,071	103,597	106,187	108,842	111,563	114,352	117,211	120,141
Monthly Salary	8,017	8,217	8,423	8,633	8,849	9,070	9,297	9,529	9,768	10,012
Bi-Weekly	3,700	3,793	3,887	3,985	4,084	4,186	4,291	4,398	4,508	4,621
Hourly Salary	46.25	47.41	48.59	49.81	51.05	52.33	53.64	54.98	56.35	57.76
<b>Public Safety Director / Police Chief</b> 42										
Annual Salary	112,014	114,814	117,685	120,627	123,643	126,734	129,902	133,149	136,478	139,890
Monthly Salary	9,335	9,568	9,807	10,052	10,304	10,561	10,825	11,096	11,373	11,658
Bi-Weekly	4,308	4,416	4,526	4,639	4,755	4,874	4,996	5,121	5,249	5,380
Hourly Salary	53.85	55.20	56.58	57.99	59.44	60.93	62.45	64.01	65.61	67.25

**Executive Management Employees Continued**

<b>Assistant City Manager</b>	44										
Annual Salary	113,149	115,977	118,877	121,849	124,895	128,017	131,218	134,498	137,861	141,307	
Monthly Salary	9,429	9,665	9,906	10,154	10,408	10,668	10,935	11,208	11,488	11,776	
Bi-Weekly	4,352	4,461	4,572	4,686	4,804	4,924	5,047	5,173	5,302	5,435	
Hourly Salary	54.40	55.76	57.15	58.58	60.05	61.55	63.09	64.66	66.28	67.94	
<hr/>											
<b>City Manager</b>	45										
Annual Salary	157,664										
Monthly Salary	13,139										
Bi-Weekly	6,064										
Hourly Salary	75.80										

### Part-time Employees

	Range	1
Recreation Leader	73	10.12
Program Specialists	57	13.49
Film Monitor - Office	62	13.52
Film Monitor - Location	65	35.00
Fire Safety Officer - Filming	64	50.00
Facility Attendant	61	14.56
Library Page	51	10.10
Library Clerk	54	11.25
Library Technician I	58	14.62
Associate Librarian I	63	19.33
Police Cadet	57	13.49
Dispatcher	59	18.60
Records Clerk	59	18.60
Community Services Officer	83	20.72
Investigator	75	30.60
Patrol Officer	84	32.66
Lieutenant	70	42.25
Code Enforcement	83	20.72
Fire Captain	83	20.72
Paramedics	85	10.50
Engineer II	74	12.50

**Part-Time Employees Continued**

	<b>Range</b>	<b>1</b>
Strike Team Responder - Firefighter	67	33.33
Strike Team Responder - Engineer	68	35.00
Strike Team Responder - Captain	69	36.75
Strike Team Responder - Battalion Chief	70	42.25
Strike Team Responder - Deputy/Asst Chief	71	45.50
Strike Team Responder - Fire Chief	72	48.90
Water Pump Operator	81	16.47
Maintenance Worker	80	15.68
Administrative Intern	57	13.49
Administrative Clerk	76	15.38
Account Technician	82	19.08
Accountant	79	25.19
Analyst	79	25.19

**PFA RESOLUTION NO. 69**

**A RESOLUTION OF THE PUBLIC FINANCING AUTHORITY OF THE CITY OF SIERRA MADRE ADOPTING THE BUDGET FOR FISCAL YEAR 2016-2017 AND APPROPRIATING THE AMOUNTS BUDGETED**

**WHEREAS**, a proposed biennial budget for the Public Financing Authority of Sierra Madre (Authority) for the fiscal years commencing July 1, 2016, and concluding on June 30, 2017 was submitted to the City Council acting as the Authority Board and is on file at City Hall; and

**WHEREAS**, On June 28, 2016, the Executive Director did present the Fiscal Year 2016-2017 Budget to the City Council for its consideration; and the Public Financing Authority Board did, in a public meeting, carefully consider the proposed budget; and

**WHEREAS**, the Authority Board did, in a public meeting on June 28, 2016 receive input from the Executive Director, additional staff and the public; and

**NOW, THEREFORE, THE PUBLIC FINANCING AUTHORITY OF THE CITY OF SIERRA MADRE DOES RESOLVE AS FOLLOWS:**

**SECTION 1.** The budget, as amended, is adopted as the budget for the Public Financing Authority of the City of Sierra Madre for Fiscal Year commencing July 1, 2016 and concluding June 30, 2017.

**SECTION 2.** Appropriations for the Agency as described in the attached documents titled "City of Sierra Madre FY 2016-2017 Budget", is hereby adopted for the fiscal years commencing July 1, 2016 and concluding June 30, 2017.

**SECTION 3.** The Executive Director and Finance Director are hereby authorized to make transfers between budget line items in accordance with the Budget Policies adopted by the City Council, acting as the Authority Board on July 1, 2013.

**APPROVED AND ADOPTED** this 28 day of June 2016.

ORIGINAL SIGNED

\_\_\_\_\_  
Gene Goss, Chairperson, Public  
Financing Authority of the City of  
Sierra Madre

I hereby certify that the foregoing PFA Resolution 69 was adopted at a regular meeting of the City Council and the Public Financing Authority of the City of Sierra Madre held on this 28 day of June 2016 by the following vote:

AYES:

NOES:

ABSENT:

ORIGINAL SIGNED

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Melinda Carrillo,  
Secretary, Public Financing  
Authority of the City of Sierra  
Madre, California

# CITY OF SIERRA MADRE FISCAL YEAR 2016-2017 BUDGET

## CITYWIDE

<b>FUND</b>	<b>FY 2013-2014</b> Actuals	<b>FY 2014-2015</b> Actuals	<b>FY 2015-2016</b> Estimated	<b>FY 2016-2017</b> Proposed
<b>REVENUES</b>				
GENERAL FUND	\$ 9,270	\$ 9,216	\$ 9,068	\$ 10,629
SPECIAL REVENUE FUNDS:	4,309	3,397	3,641	1,575
INTERNAL SERVICE FUNDS	4,408	4,336	4,584	5,061
BUSINESS FUND	388	358	386	233
SEWER	745	808	830	840
WATER	4,110	4,634	4,667	4,741
SUCCESSOR AGENCY	506	739	528	497
<b>TOTAL REVENUES</b>	<b>\$ 23,736</b>	<b>\$ 23,488</b>	<b>\$ 23,704</b>	<b>\$ 23,576</b>
GENERAL FUND	7,745	7,488	8,366	10,908
SPECIAL REVENUE FUNDS:	3,414	3,554	3,879	1,915
INTERNAL SERVICE FUNDS	3,661	5,414	4,361	4,548
BUSINESS FUND	279	233	436	227
SEWER	844	954	1,062	1,225
WATER	3,542	4,612	4,009	5,159
SUCCESSOR AGENCY	303	279	437	497
<b>TOTAL EXPENDITURES</b>	<b>\$ 19,788</b>	<b>\$ 22,534</b>	<b>\$ 22,550</b>	<b>\$ 24,479</b>
<b>NET CHANGE</b>	<b>\$ 3,948</b>	<b>\$ 954</b>	<b>\$ 1,154</b>	<b>\$ (903)</b>



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Elaine I. Aguilar, City Manager 

INITIATED BY: Vincent Gonzalez, Director of Planning & Community Preservation 

REVIEWED BY: Leticia Cardoso, Planning Manager

DATE: June 28, 2016

**SUBJECT: FIRST READING OF ORDINANCE NO. 1377, MUNICIPAL CODE TEXT AMENDMENT 16-02, AMENDING TITLE 17, CHAPTER 17.28 – R-3 (MULTIPLE FAMILY RESIDENTIAL) ZONE OF THE SIERRA MADRE MUNICIPAL CODE**

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## SUMMARY

In July 2015, the City adopted a General Plan Update that included new land use policies and an Implementation Program for the adoption of the policies. State law requires that the zoning ordinance be consistent with the adopted General Plan; therefore, it is important to move forward with the series of amendments to comply with state law.

On September 22, 2015, as part of the Strategic Plan three-year goals, staff received City Council direction to prioritize General Plan Implementation Measures for calendar year 2015-2020. Revisions to the R-3 (Multiple Family Residential) Zone were identified for implementation in 2016. Land Use Implementation Measure-36 (IM-36) includes direction to allow densities of approximately 13 units per acre and establish a maximum allowable floor area in the R-3 Zone. General Plan Policy L23.2 states:

Ensure that on small or narrow lots (lot area less than 10,000 square feet or street frontage of less than 50 feet), the floor area of all above-ground buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean spaces) is limited to 55% of lot area. On other lots, limit floor area of all above-ground

buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean spaces) to 5,500 square feet plus 70% of lot area in excess of 10,000 square feet.

## **ANALYSIS**

At the regular meeting held on May 5, 2016, and at a noticed public hearing held on June 2, 2016, the Planning Commission reviewed and discussed the proposed amendments to the R-3 Zone specific to floor area, and directed staff to return with the agreed-upon changes for recommendation to the City Council. The changes to the Zoning Code include:

### 17.28.060 – Density

#### A. Floor Area Ratio (gross dwelling/lot area).

1. On lots with a gross lot area of less than 10,000 square feet or street frontage of less than 50 feet, the floor area of all above-ground buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be limited to 55% of the gross lot area.

2. On lots with a gross lot area of 10,000 square feet or greater and with a street frontage of 50 feet or greater, the floor area of all above-ground building and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be 5,500 square feet plus 70 percent of gross lot area in excess of 10,000 square feet.

Attached is City Council Ordinance 1377 (Exhibit A); Redline of MCTA 16-02 (Exhibit B) that includes the abovementioned changes agreed upon by the Commission, and Planning Commission Resolution 16-05 (Exhibit C).

## **FINANCIAL REVIEW**

There is no financial impact related to the proposed MCTA 16-02. Staff time was incurred in the preparation of the report and draft ordinance.

## **CEQA**

The project qualifies for an exemption from the California Environmental Quality Act pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations as it can be seen with certainty that there is no possibility the adoption of this Ordinance may have a significant effect on the environment, because it will impose greater limitations

on development in the City and protect the aesthetic character of Sierra Madre, thereby serving to reduce potential significant adverse environmental impacts.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), at the City Hall public counter, and the Sierra Madre Public Library. Notice of the hearing was published consistent with the requirements of Government Code Section 65090, including publication of a summary notice of public hearing in the local adjudicated newspaper.

### **PLANNING COMMISSION RECOMMENDATION**

At a noticed Public Hearing on June 2, 2016, the Planning Commission unanimously recommended approval of Ordinance 1377 to the City Council.

### **ALTERNATIVES**

The City Council can consider the following alternatives:

1. Introduce and approve for first reading by title only, and waive further reading, Ordinance 1377.
2. Introduce and approve for first reading by title only, and waive further reading, Ordinance 1377, as amended by City Council.
3. Direct staff to modify Ordinance 1377 for further consideration by City Council.

### **STAFF RECOMMENDATION**

Staff recommends Alternative No. 1, that the City Council introduce and approve for first reading by title only, and waive further reading, Ordinance No. 1377.

#### Attachments (3)

Exhibit A - Ordinance No. 1377 Amending Title 17, Chapter 17.28 – R-3 Multiple Family Residential Zone; Section 17.028.060 – Density, to Adopt a Limit on Floor Area

Exhibit B - Redline of Municipal Code Text Amendment 16-02, Title 17, Chapter 17.28 – R-3 Multiple Family Residential Zone; Section 17.028.060 – Density, to Adopt a Limit on Floor Area

Exhibit C - Planning Commission Resolution 16-05 of the City of Sierra Madre Recommending Approval of Municipal Code Text Amendment 16-02, Amending Title 17, Chapter 17.28 – R-3 Multiple Family Residential Zone; Section 17.028.060 – Density, to Adopt a Limit on Floor Area

## EXHIBIT A

**ORDINANCE NO. 1377**  
**AN ORDINANCE OF THE CITY OF SIERRA MADRE AMENDING**  
**TITLE 17 – ZONING, CHAPTER 17.28 – R-3 MULTIPLE FAMILY**  
**RESIDENTIAL ZONE, SECTION 17.028.060 – DENSITY TO**  
**ADOPT A LIMIT ON FLOOR AREA TO CONFORM TO THE**  
**GENERAL PLAN LAND USE ELEMENT**

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY RESOLVE:

**WHEREAS**, the City of Sierra Madre (“City”) adopted a General Plan Update in 2015; and

**WHEREAS**, the General Plan contains Policy L23.2, which limits the allowable floor area on lots with the Land Use Map Designation - Residential Medium/High Density (RH); and

**WHEREAS**, California State Law requires that the local zoning ordinances be consistent with the adopted General Plan;

**WHEREAS**, a Final Environmental Impact Report was prepared and certified as part of the adoption of the General Plan, and fulfills the requirements of environmental review for the implementation of Policy L23.2; and

THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, AS FOLLOWS:

**SECTION 1.** The Sierra Madre Municipal Code, Title 17 – Zoning, chapter 17.28 – R-3 Multiple Family Residential Zone, Section 17.028.060, is hereby amended to include a new subsection “A” regarding Floor Area Ratio, as follows:

17.28.060 – Density.

- A. Floor Area Ratio (gross dwelling/lot area).
  - 1. On lots with a gross lot area of less than 10,000 square feet or street frontage of less than 50 feet, the floor area of all above-ground buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be limited to 55% of the gross lot area.
  - 2. On lots with a gross lot area of 10,000 square feet or greater and with a street frontage of 50 feet or greater, the floor area of all above-ground building and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be 5,500 square feet plus 70 percent of gross lot area in excess of 10,000 square feet.
  
- B. The maximum number of dwelling units permitted shall be as follows:

1. Two units: minimum lot area shall be nine thousand square feet for two such units.
2. Additional unit: an additional lot area of three thousand square feet shall be required for each additional dwelling unit.

C. Density Bonuses. The maximum number of dwelling units permitted, using the criteria established herein for density bonuses, shall be as follows:

Two units: minimum lot area shall be seven thousand five hundred square feet for two such units, when a density bonus is granted.

Additional units: an additional lot area of two thousand five hundred square feet shall be required for each additional unit, when a density bonus is granted.

1. Purpose: To encourage quality design of R-3 development in Sierra Madre by providing an incentive of increased density;
2. Basis of evaluation: Applications for development under the density bonus section shall be evaluated by the planning commission using the criteria established herein. Approval of increased density requires finding by the commission that the design of the development as proposed would not be materially detrimental to adjoining properties and would result in a substantially superior overall development than required to meet R-3 development standards.
3. Criteria: The planning commission shall use the following criteria in evaluating an application for Density Bonus:
  - a. Siting: Building siting should maximize privacy through placement of windows, balconies, landscaping, and design of outdoor spaces. Building siting should be related to nearby buildings as well as adjacent parcels. Buildings should be oriented to face the street, avoiding views from the street of parking garages and alleys. Building design and siting should minimize negative impact on views from adjacent properties. Buildings should be oriented to encourage use of outdoor areas and to be compatible with adjoining building orientation. Clustering of buildings and modulation of architectural elements are encourage to provide pleasing and useful ground level and above ground spaces.
  - b. Grading: Alterations to natural grade, except for minor grading for landscaping purposes, are discouraged.
  - c. Trees: Tree preservation and landscaping with specimen trees are encouraged.
  - d. Preservation: Preservation and renovation of existing single-family units of historical character or of quality design is encouraged. Where existing homes are preserved and incorporated into the development, the design of the development should respect the character and siting of the home to minimize impact on the neighborhood. The planning commission may consider some relaxation of setback and other zoning requirements for developments that incorporate existing units, providing that the development is not materially detrimental to adjoining properties.
  - e. Contextual design: Building forms and details should be in keeping with adjacent neighborhood character, where appropriate. Where possible,

preservation of existing single-family homes.

- f. Building materials: Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood. Materials, while not limited to, should predominantly be masonry, stucco, or wood.
- g. Paving. Use of quality materials, such as brick and exposed aggregate concrete, and use of porous materials (grass-crete) are encouraged.

**SECTION 2.** The project qualifies for an exemption from the California Environmental Quality Act pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations as it can be seen with certainty that there is no possibility the adoption of this Ordinance may have a significant effect on the environment, because it will impose greater limitations on development in the City and protect the aesthetic character of Sierra Madre, thereby serving to reduce potential significant adverse environmental impacts.

**SECTION 3.** *Severability; Continuation of Provisions.* If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance or the rules adopted hereby. The City Council of the City of Sierra Madre hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable. To the extent the provisions of the Sierra Madre Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this Ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

**SECTION 4.** *Effective Date.* This Ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

**SECTION 5.** *Certification.* The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be published or posted in the manner prescribed by law.

PASSED AND ADOPTED this 28 day of June, 2016.

AYES:

NOES:

ABSENT:

ABSTAIN:

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Gene Goss, Mayor

ATTEST:

APPROVED AS TO FORM:

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Melinda Carrillo, City Clerk

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Teresa L. Highsmith, City Attorney

## EXHIBIT B

### Municipal Code Text Amendment 16-02 – Redline Changes

#### Chapter 17.28 – R-3 Multiple Family Residential Zone

##### 17.28.060 – Density.

##### A. Floor Area Ratio (gross dwelling/lot area).

1. On lots with a gross lot area of less than 10,000 square feet or street frontage of less than 50 feet, the floor area of all above-ground buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be limited to 55% of the gross lot area.
2. On lots with a gross lot area of 10,000 square feet or greater and with a street frontage of 50 feet or greater, the floor area of all above-ground building and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be 5,500 square feet plus 70 percent of gross lot area in excess of 10,000 square feet.

##### B.A. The maximum number of dwelling units permitted shall be as follows:

1. Two units: minimum lot area shall be nine thousand square feet for two such units.
2. Additional unit: an additional lot area of three thousand square feet shall be required for each additional dwelling unit.

##### C.B. Density Bonuses. The maximum number of dwelling units permitted, using the criteria established herein for density bonuses, shall be as follows:

Two units: minimum lot area shall be seven thousand five hundred square feet for two such units, when a density bonus is granted.

Additional units: an additional lot area of two thousand five hundred square feet shall be required for each additional unit, when a density bonus is granted.

1. Purpose: To encourage quality design of R-3 development in Sierra Madre by providing an incentive of increased density;
2. Basis of evaluation: Applications for development under the density bonus section shall be evaluated by the planning commission using the criteria established herein. Approval of increased density requires finding by the commission that the design of the development as proposed would not be materially detrimental to adjoining properties and would result in a substantially superior overall development than required to meet R-3 development standards.
3. Criteria: The planning commission shall use the following criteria in evaluating an application for Density Bonus:
  - a. Siting: Building siting should maximize privacy through placement of windows, balconies, landscaping, and design of outdoor spaces. Building siting should be related to nearby buildings as well as adjacent parcels. Buildings should be oriented to face the street, avoiding views from the street of parking garages and alleys. Building design and siting should minimize

negative impact on views from adjacent properties. Buildings should be oriented to encourage use of outdoor areas and to be compatible with adjoining building orientation. Clustering of buildings and modulation of architectural elements are encouraged to provide pleasing and useful ground level and above ground spaces.

- b. Grading: Alterations to natural grade, except for minor grading for landscaping purposes, are discouraged.
- c. Trees: Tree preservation and landscaping with specimen trees are encouraged.
- d. Preservation: Preservation and renovation of existing single-family units of historical character or of quality design is encouraged. Where existing homes are preserved and incorporated into the development, the design of the development should respect the character and siting of the home to minimize impact on the neighborhood. The planning commission may consider some relaxation of setback and other zoning requirements for developments that incorporate existing units, providing that the development is not materially detrimental to adjoining properties.
- e. Contextual design: Building forms and details should be in keeping with adjacent neighborhood character, where appropriate. Where possible, preservation of existing single-family homes.
- f. Building materials: Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood. Materials, while not limited to, should predominantly be masonry, stucco, or wood.
- g. Paving. Use of quality materials, such as brick and exposed aggregate concrete, and use of porous materials (grass-crete) are encouraged.

PC RESOLUTION 16-05

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE RECOMMENDING APPROVAL OF MUNICIPAL CODE TEXT AMENDMENT 16-02, AMENDING CHAPTER 17.28 R-3 (MULTIPLE FAMILY RESIDENTIAL) ZONE OF THE SIERRA MADRE MUNICIPAL CODE.**

**WHEREAS**, the R-3 Multiple Family Residential Zone (Chapter 17.28 of the Municipal Code), was adopted to regulate multiple family uses and provide development standards for properties located in the Multiple Family Residential Zone of the City; and

**WHEREAS**, the City Council adopted a General Plan Update in July 2015 and as part of the General Plan Implementation Program, the City is currently in the process of amending various ordinances in the Municipal Code, including the R-3 Multifamily Residential zoning ordinance, to translate the new goals and policies of the updated document into specific zoning standards; and

**WHEREAS**, the General Plan contains Policy L23.2, which limits the allowable floor area on lots with the Land Use Map Designation - Residential Medium/High Density (RH) ; and

**WHEREAS**, a Final Environmental Impact Report was prepared and certified as part of the adoption of the General Plan, and fulfills the requirements of environmental review for the implementation of Policy L23.2; and

**WHEREAS**, California State Law requires that the local zoning ordinances be consistent with the adopted General Plan;

**THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SIERRA MADRE, CALIFORNIA, AS FOLLOWS:**

**SECTION 1.** The Sierra Madre Municipal Code, Title 17 – Zoning, chapter 17.28 – R-3 Multiple Family Residential Zone, Section 17.028.060, is hereby amended as follows. A new subsection “A” regarding Floor Area Ratio:

17.28.060 – Density.

A. Floor Area Ratio (gross dwelling/lot area).

1. On lots with a gross lot area of less than 10,000 square feet or street frontage of less than 50 feet, the floor area of all above-ground buildings and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be limited to 55% of the gross lot area.
2. On lots with a gross lot area of 10,000 square feet or greater and with a street frontage of 50 feet or greater, the floor area of all above-ground building and structures (including garages and other non-habitable areas, but excluding basements and other fully subterranean areas) shall be 5,500 square feet plus 70 percent of gross lot area in excess of 10,000 square feet.

B. The maximum number of dwelling units permitted shall be as follows:

1. Two units: minimum lot area shall be nine thousand square feet for two such units.
2. Additional unit: an additional lot area of three thousand square feet shall be required for each additional dwelling unit.

C. Density Bonuses. The maximum number of dwelling units permitted, using the criteria established herein for density bonuses, shall be as follows:

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1. Purpose: To encourage quality design of R-3 development in Sierra Madre by providing an incentive of increased density;
2. Basis of evaluation: Applications for development under the density bonus section shall be evaluated by the planning commission using the criteria established herein. Approval of increased density requires finding by the commission that the design of the development as proposed would not be materially detrimental to adjoining properties and would result in a substantially superior overall development than required to meet R-3 development standards.
3. Criteria: The planning commission shall use the following criteria in evaluating an application for Density Bonus:
  - a. Siting: Building siting should maximize privacy through placement of windows, balconies, landscaping, and design of outdoor spaces. Building siting should be related to nearby buildings as well as adjacent parcels. Buildings should be oriented to face the street, avoiding views from the street of parking garages and alleys. Building design and siting should minimize negative impact on views from adjacent properties. Buildings should be oriented to encourage use of outdoor areas and to be compatible with adjoining building orientation. Clustering of buildings and modulation of architectural elements are encourage to provide pleasing and useful ground level and above ground spaces.
  - b. Grading: Alterations to natural grade, except for minor grading for landscaping purposes, are discouraged.
  - c. Trees: Tree preservation and landscaping with specimen trees are encouraged.
  - d. Preservation: Preservation and renovation of existing single-family units of historical character or of quality design is encouraged. Where existing homes are preserved and incorporated into the development, the design of the development should respect the character and siting of the home to minimize impact on the neighborhood. The planning commission may consider some relaxation of setback and other zoning requirements for developments that incorporate existing units, providing that the development is not materially detrimental to adjoining properties.

- e. Contextual design: Building forms and details should be in keeping with adjacent neighborhood character, where appropriate. Where possible, preservation of existing single-family homes.
- f. Building materials: Materials, colors and textures generally should be compatible with those of adjacent and other nearby buildings and the overall character of the neighborhood. Materials, while not limited to, should predominantly be masonry, stucco, or wood.
- g. Paving. Use of quality materials, such as brick and exposed aggregate concrete, and use of porous materials (grass-crete) are encouraged.

**WHEREAS**, the proposed amendments to Chapters 17.28 of the Municipal Code have been drafted to revise the purpose and intent of the institutional zone, permitted uses, uses subject to approval of a conditional use permit, master plan requirements, development standards and criteria for modification of development standards; and

**WHEREAS**, the Planning Commission discussed these revisions at two meetings and wish to recommend to the City Council the subject Municipal Code text amendment as the proposed changes will help preserve the City's institutional properties while ensuring their compatibility with the surrounding residential and commercial neighborhoods;

**WHEREAS**, the amendments are generally consistent with the goals, policies, and objectives of the General Plan in that it would help provide for institutional uses that are consistent with the small-town character of the City;

**WHEREAS**, the Planning Commission has received the report and recommendations of staff;

**WHEREAS**, the amendment qualifies for an Exemption, pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) as it can be seen with certainty that there is no possibility that the changes would have a significant effect on the environment because it will impose greater limitations on development in the City and protect the aesthetic character of Sierra Madre, thereby serving to reduce potential significant adverse environmental impacts; and

**WHEREAS**, notice was duly given of the public hearing on the matter, which public hearing was held before the Planning Commission on June 2, 2016, with all testimony being received being made part of the public record;

**NOW THEREFORE**, in consideration of the evidence received at the hearing, and for the reasons discussed by the Commissioners at said hearing, the Planning Commission now resolves as follows:

Recommend that the City Council approve the ordinance amending Chapter 17.28 attached hereto as Exhibit A.

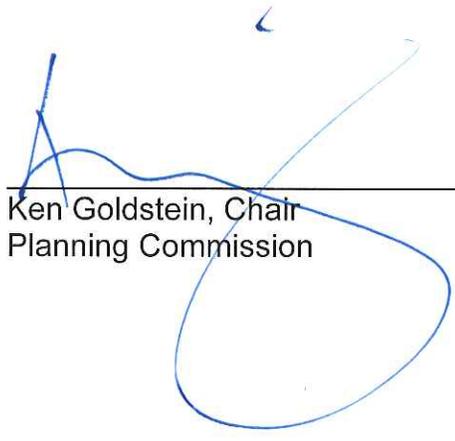
APPROVAL RECOMMENDED, the 2<sup>nd</sup> day of June, 2016, by the following vote:

AYES: 7

NOES: 0

ABSTAIN: 0

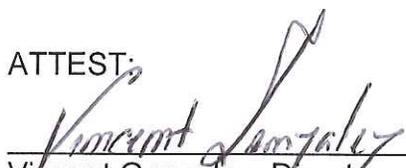
ABSENT: 0



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Ken Goldstein, Chair  
Planning Commission

ATTEST:



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Vincent Gonzalez, Director  
Planning and Community Preservation



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor Goss and Members of the City Council

FROM: Elaine I. Aguilar, City Manager 

INITIATED BY: Laura M. Aguilar, Assistant to the City Manager 

DATE: June 28, 2016

**SUBJECT: CONSIDERATION OF REAPPOINTMENT TO VACANT COMMISSIONER SEATS**

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## SUMMARY

Sierra Madre Municipal Code Section 2.04.070 states that terms of all members of boards and commissions created expire on June 30<sup>th</sup> of the calendar year in which they are scheduled to expire.

The information below summarizes those positions that have completed a term and are eligible for reappointment. As directed in previous years, staff advertised that the City was accepting applications for City Commissions and Boards. During the past two months, notices have been issued notifying the public that the City is accepting applications for all City Commissions and Boards.

The Council's previously approved appointment process will be used to fill vacant Commissioner/Board members who are eligible for reappointment. If a Commissioner or Board Member is not reappointed, staff will begin recruiting for the vacancy and staff will return to a future meeting for the Council to make the appointment(s).

A listing of all current Commissioners is attached. Pursuant to Sierra Madre Municipal Code Section 2.04.070 the City Council may remove any person from any City Commission or Board at any time without cause.

It is recommended that the City Council provide staff with direction regarding the reappointment of Commissioners and/or Board Members.

**ANALYSIS**

*Reappointments*

The following Commissioner is serving a term that is scheduled to expire on June 30, 2016, is eligible for and has requested reappointment to their respective commission:

<u>Name</u>	<u>Commission/Board</u>
Manish Desai	Planning Commission

*Concluded Terms*

The following Commissioners have completed two consecutive, full terms and are not eligible for reappointment to the same Commission or Board:

<u>Name</u>	<u>Commission/Board</u>
Pat Alcorn	Community Services Commission
Amy Putnam	Senior Community Commission
Dorothy Jerneycic	Senior Community Commission
Glenn Putnam	Library Board of Trustees

Lastly, the following Commissioner is serving a term that is scheduled to expire on June 30, 2016, is eligible for a second term, but is not seeking reappointment:

<u>Name</u>	<u>Commission/Board</u>
Ken Goldstein	Planning Commission

**FINANCIAL REVIEW**

Appointment of Commissioners, Board Members and Committee Members will have no financial impact on the City.

**PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, the Sierra Madre Public Library, and on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com)

### **ALTERNATIVES**

1. The City Council may elect to reappoint all Commissioner/Board positions that are eligible for re-appointment.
2. The City Council may take action to reappoint certain eligible Commissioner or Board positions and not reappoint other positions.
3. Any other option desired by the City Council

### **STAFF RECOMMENDATION**

It is recommended that the City Council provide direction regarding the reappointment of Commissioners/Board Members.

Attachment:

1. Sierra Madre Municipal Code Section 2.04.070 *Terms of Board and Commission Appointees*
2. Listing of all Commissioners (Maddy Act Posting)

## 2.04.070 - Terms of board and commission appointees.

- A. Unless otherwise provided by law or this code, the provisions of this section shall apply to all members of city commissions and boards other than the board of library trustees, which is governed by the California Education Code, and the emergency services and disaster commission, which is governed by Chapter 2.32 of this code.
- B. The terms of all members of boards and commissions created by this code expire on June 30th of the calendar year in which they are scheduled to expire.
- C. No commission or board member shall serve more than two, consecutive, full terms although a person may be reappointed after a break in service. Completion of a partial term shall not constitute a "full term" for purposes of this section, nor shall service on two different boards or commissions be counted in determining when a commission or board member has reached the term limit provided by this chapter.
- D. All terms of service on city commissions and boards established by this code shall be for four years unless otherwise required by law or specified by this code.
- E. The city council may remove any person from any city board or commission at any time by with or without cause, provided that its action to do so is by a motion supported by the affirmative votes of three members of the city council.

(Ord. 1222 § 1, 2005)

## PUBLIC NOTICE LOCAL APPOINTMENTS LIST

The City of Sierra Madre encourages residents to apply for positions on City commissions that will have vacancies in the 2015-2016 fiscal year. Terms ending in 2016 will end on June 30. The new term will begin on July 1, 2016. A commissioner may serve up to two consecutive full terms.

This is a great opportunity for Sierra Madre residents to get involved in the community. Applications may be obtained at City Hall or the City website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com).

### COMMUNITY SERVICES COMMISSION (3-Year Term)

Meets the 3rd Monday at 6:30 p.m. in the City Hall Council Chamber

Staff Liaison: Director of Library and Community Services Ryan Baker

Commissioner	Current Term Began	Current Term Ends	Term Currently Serving
*Pat Alcorn	2013	2016	2nd Term
Meredith Keith	2014	2017	1st Term
Debbie Sheridan	2014	2017	1st Term
Andy Bencosme	2015	2018	1st Term
Darlene Mathieson	2014	2017	2nd Term
Owen Braudrick	2016	2017	1st Term

### SENIOR COMMUNITY COMMISSION (3-Year Term)

Meets the 1st Thursday at 3:00 p.m., in the City Hall Council Chamber

Staff Liaison: Director of Library and Community Services Ryan Baker

Commissioner	Current Term Began	Current Term Ends	Term Currently Serving
*Amy Putnam	2013	2016	2nd Term
*Dorothy Jerneycic	2013	2016	2nd Term
Jacque Pergola	2014	2017	2nd Term
Fran Garbaccio	2015	2018	2nd Term
Joan Spears	2014	2017	1st Term
Suzanne R. Decker	2015	2018	1st Term
JoAnn C. Williams	2015	2018	1st Term

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\*Completing Second Term

**PLANNING COMMISSION (4-Year Term)**Meets the 1<sup>st</sup> and 3<sup>rd</sup> Thursday at 7:00 p.m., in the City Hall Council Chamber

Staff Liaison: Director of Planning and Community Preservation Vincent Gonzalez

Commissioner	Current Term Began	Current Term Ends	Term Currently Serving
Ken Goldstein	2012	2016	1st Term
Bob Spears	2014	2018	1st Term
Leslee Hinton	2015	2019	1st Term
Manish Desai	2012	2016	1st Term
Matt Buckles	2013	2017	1st Term
Gina Frierman-Hunt	2013	2017	1st Term
John C. Hutt	2015	2019	1st Term

**LIBRARY BOARD OF TRUSTEES (3-Year Term)**Meets the 4<sup>th</sup> Wednesday at 7:00 p.m., in the City Hall Council Chamber:

Staff Liaison: Director of Library and Community Services Ryan Baker

Trustee	Current Term Began	Current Term Ends	Term Currently Serving
Rodney Spears	2015	2018	1st Term
*Glenn Putnam	2013	2016	2nd Term
Shannon King	2014	2017	1st Term
Barry Ziff	2014	2017	1st Term
Richard Procter	2015	2018	1st Term

**ENERGY, ENVIRONMENT, AND NATURAL RESOURCES COMMISSION**Meets the 3<sup>rd</sup> Wednesday at 7:00 p.m., in the City Hall Council Chamber

Staff Liaison: Director of Public Works Bruce Inman

Commissioner	Current Term Began	Current Term Ends	Term Currently Serving
Carolyn Dasher	2015	2019	1st Term
Kathleen Blanchard	2015	2019	2 <sup>nd</sup> Term
Cole Butler	2013	2017	1st Term
Kim Clymer Kelley	2015	2019	1st Term
Marguerite Shuster	2015	2019	1st Term
Renee Cossutta	2015	2019	1st Term
David P. Robinson	2015	2019	1st Term

**\*Completing Second Term**



# City of Sierra Madre Agenda Report

*Gene Goss, Mayor*  
*Rachelle Arizmendi, Mayor Pro Tem*  
*John Capoccia, Council Member*  
*Denise Delmar, Council Member*  
*John Harabedian, Council Member*

*Melinda Carrillo, City Clerk*  
*Michael Amerio, City Treasurer*

TO: Honorable Mayor and Members of the City Council

FROM: Elaine I. Aguilar, City Manager *EA*

INITIATED BY: Elisa C. Cox, Assistant City Manager *EC*

DATE: June 28, 2016

**SUBJECT: Potential Los Angeles County Park Funding Measure 2016**

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## **SUMMARY**

The Los Angeles County Regional Park and Open Space District (RPOSD) is proposing that the Los Angeles Board of Supervisors place a bond measure on the November 2016 ballot to continue funding park and recreation projects throughout Los Angeles County. The City has historically benefited from previous parks assessments and would likely benefit from this one. However, through some study, the proposed allocation distribution raises issues over fiscal equity to the communities where the tax would be levied. Due to these concerns, staff recommends the City Council send a letter to the Los Angeles County Board of Supervisors encouraging changes to the proposed funding measure.

## **ANALYSIS**

The Los Angeles County Regional Park and Open Space District has primarily been funded by two benefit assessments which generated approximately \$80 million annually. The 1992 assessment expired in FY 2014-15, and the 1996 assessment will end in FY 2018-19. With the current funding due to expire in 2019, the Los Angeles County Board of Supervisors directed RPOSD to develop an information and education program for RPOSD to ensure that various communities understand where their tax dollars have been expended, research the feasibility of a taxing mechanism that could fund park and recreation projects into the future and draft a funding measure to meet the needs identified in the 2016 Countywide Park and Recreation Needs Assessment Final Report.

The Needs Assessment report is attached and provides an overview of the comprehensive process as well as the metrics that were used to determine overall need in the County. The report identified a total of \$20 billion in park needs, with high need areas throughout every region of LA County.

To address this, the County has developed a draft funding measure, which is included as part of the attachment number three. This measure would dedicate funding to each individual Study Area, in many cases a city, for the city to use on projects within its own communities. Funding for maintenance and service will also be provided directly to cities/Study Areas, for enhancing and improving existing parks and facilities to better serve the community. Additional funding would be provided through competitive grants for regional recreation facilities and to protect open spaces, beaches and water resources.

While the County Board of Supervisors has not decided the exact amount of the potential funding measure, they are looking at \$.03 and \$.05 per square foot of developed space. The breakdown of how these funds would be allocated is in attachment number four. This would raise \$191 million and \$309 million annually for parks and open space projects, respectively.

While the results of the Assessment showed needs in all communities, the proposed allocation distribution raises issues over fiscal equity to the communities where the tax would be levied. As currently structured, Sierra Madre residents would be taxed annually approximately \$257,000 presuming that the \$0.03 per square foot levy is adopted. Yet, the City of Sierra Madre would only be guaranteed to receive annually 29% or about \$75,000 (the combined total of Grant Category 1 and M&S category) according to County Staff presentations.

Many cities, including Carson, Claremont, Duarte, Glendale, Glendora, Monterey Park, Monrovia, Pomona, and the San Gabriel Valley Council of Governments, have written letters to their respective County Supervisor to encourage the allocation distribution and guidelines be altered to generate four primary outcomes:

1. More appropriate, fair share return directly to the communities;
2. More local control on designating and expending the funds;
3. Reduction in the administrative program category oversight allocation;
4. Certainty that future excess revenues be reallocated in proportion to the established spending categories.

Staff has attached a similar letter that the City Council can authorize the Mayor to sign on the City's behalf and send to the city's County Supervisor, Michael Antonovich.

At the July 5 Board meeting, the County Board of Supervisors will hear from their staff on the latest polling and is expected to place some version of the Park Measure before the voters this November. Currently, City staff is hearing that the County staff is proposing to adjust the allocations - the "unofficial" numbers show only a slight increase – San Gabriel Valley cities on average would get about 40% guaranteed return as opposed to the 33% presented to the Board on May 3, 2016. The County still is getting

about 187% guaranteed return plus full control over all competitive grants which account for about 45% of tax money raised. By contrast, 91% of the tax revenue will be coming from residents in incorporated cities.

At this point in time, it is fairly certain that the County Board of Supervisors will place a parks funding measure on the November ballot, but at this point it is unknown how much guaranteed return the cities will receive.

### **PUBLIC NOTICE PROCESS**

This item has been noticed through the regular agenda notification process. Copies of the report are available via the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com), at the City Hall public counter, and the Sierra Madre Public Library.

### **ALTERNATIVES**

1. The City Council can authorize the Mayor to send a letter to the Los Angeles County Board of Supervisors encouraging changes to the proposed funding measure.
2. The City Council can make changes to the drafted letter and authorize the Mayor to sign the letter on the city's behalf.
3. The City Council can choose to oppose the potential parks funding measure and authorize the Mayor to send a letter on the city's behalf to the County Board of Supervisors stating such.
4. The City Council can choose to take no action on this item.

### **COMMISSION RECOMMENDATION**

At their regular meeting on June 20, 2016, the Community Services Commission recommended that the City Council oppose the potential parks funding measure stating that this was the wrong time for Sierra Madre residents to consider a new tax in light of the recent UUT vote.

### **STAFF RECOMMENDATION**

Staff recommends that the City Council authorize the Mayor to send a letter to the Los Angeles County Board of Supervisors encouraging changes to the proposed funding measure.

Attachments (6):

1. Letter recommending changes to the proposed County parks measure.
2. Los Angeles Countywide Comprehensive Parks & Recreation Needs Assessment
3. Report from RPOSD to the LA County Board of Supervisors regarding Potential Local Parks Funding Measure
4. Potential Parks Funding Measure Expenditure Plan
5. Estimate Revenue to Cities/Study Areas
6. Estimated Tax Per City

June 28, 2016

Honorable Michael D. Antonovich  
Supervisor, District Five  
Los Angeles County  
500 W. Temple  
Los Angeles, CA 90012

Re: Proposed Park Measure

Dear Supervisor Antonovich:

The San Gabriel Valley City Manager's Technical Advisory Committee was recently given an overview of the results from the Parks Needs Assessment led by the County over the last several months. Most of the San Gabriel Valley cities participated in the community outreach effort, and the findings consistently indicate the important role that parks, recreational facilities and open space play in the quality of life for our communities, and highlight the support residents give to that effort.

While the results of the Assessment showed needs in all our communities, the proposed allocation distribution raises issues over fiscal equity to our communities where the tax would be levied. As currently structured, the City of Sierra Madre would be taxed annually approximately \$257,000 presuming that the \$0.03 per square foot levy is adopted. Yet, we would only be guaranteed to receive annually about \$75,000 (the combined total of Grant Category 1 and M&S category) according to County Staff presentations. We recognize that our city could possibly receive more funding through competitive grants. However, the competitive grant process places us in competition with our neighboring communities unnecessarily, given each city views its needs differently, and certainly each believes its grant request is as worthy as any other community's request which they are.

The City of Sierra Madre, strongly urges that the allocation distribution and guidelines be altered to generate four primary outcomes:

- 1) More appropriate, fair share return directly to the communities;
- 2) More local control on designating and expending the funds;
- 3) Reduction in the administrative program category oversight allocation;
- 4) Certainty that future excess revenues be reallocated in proportion to the established spending categories.

These are critical points that need your attention and assistance prior to the Board of Supervisors potentially making a decision at its July 5, 2016 meeting to place the Parks Measure before voters in November.

Thank you for your consideration of these critical points. If you have any questions, please feel free to contact City Manager Elaine Aguilar at 626-355-7135.

Sincerely,

Mayor Gene Goss  
City of Sierra Madre

DRAFT



we all need  
**PARKS**  
for healthy, thriving and engaged communities

# LOS ANGELES COUNTYWIDE COMPREHENSIVE PARKS & RECREATION NEEDS ASSESSMENT

MAY 3, 2016

# ACKNOWLEDGMENTS

Many individuals and organizations contributed to the successful completion of the Los Angeles Countywide Parks and Recreation Needs Assessment. The efforts of those noted below are especially appreciated; please refer to the main report for more detailed acknowledgments.

## LOS ANGELES COUNTY BOARD OF SUPERVISORS

- » Hilda L. Solis, 1st District
- » Mark Ridley-Thomas, 2nd District
- » Sheila Kuehl, 3rd District
- » Don Knabe, 4th District
- » Michael D. Antonovich, 5th District

## SUPERVISORIAL DISTRICT STAFF

- » Javier Hernandez, 1st District
- » Teresa Villegas, 1st District
- » Lacey Johnson, 2nd District
- » Karly Katona, 2nd District
- » Maria Chong-Castillo, 3rd District
- » Erin Stibal, 4th District
- » Sussy Nemer, 5th District
- » David Perry, 5th District

## LOS ANGELES COUNTY PARKS AND RECREATION COMMISSION

- » Ed P. Reyes, 1st District
- » Mayisha Akbar, 2nd District
- » Bettina Duval, 3rd District
- » John Hsu, 4th District
- » William J. Korek, 5th District

## LOS ANGELES COUNTY DEPARTMENT OF PARKS AND RECREATION STAFF

- » John Wicker, Director of Parks and Recreation
- » Norma E. Garcia, Deputy Director, Planning and Development Agency
- » Rita Robinson, Project Director
- » Clement Lau, Departmental Facilities Planner II
- » Sheela Kleinknecht, Park Planner
- » Over 100 staff members

## LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

- » Jane Beesley, District Administrator
- » Warren Ontiveros, Administration Section Manager

## STEERING COMMITTEE

*In memoriam: Steering Committee member Mary Kaufman, avid trail supporter and enthusiast.*

- » Greg Alaniz
- » Jane I. Beesley
- » Alina Bokde
- » Brad Bolger
- » William Warren Brien
- » John Bwarie
- » Scott Chan
- » Maria Chong-Castillo

- » Kimel Conway
- » Cheryl Davis
- » Reyna Diaz
- » Bettina Duval
- » Belinda V. Faustinos
- » Norma E. Garcia
- » Phil Hester
- » Michael Hughes
- » Lacey Johnson
- » John Jones
- » Amy Lethbridge
- » James Lott
- » Linda Lowry
- » Michael McCaa
- » Sandra McNeill
- » Martha Molina-Aviles
- » Veronica Padilla
- » Ronda Perez
- » David Perry
- » Adriana Pinedo
- » Jennifer Pippard
- » Ed P. Reyes
- » Barbara Romero
- » Jeff Rubin
- » Bruce Saito
- » Harry Saltzgaver
- » Dr. Paul Simon, MD
- » Keri Smith
- » Christopher Solek
- » Erin Stibal
- » Teresa Villegas

## TECHNICAL ADVISORY COMMITTEE

- » Javier Aguilar
- » Lee Butterfield
- » Nick Franchino
- » Mark Greninger
- » Su Jin Lee
- » Weimin Li
- » Douglas Morales
- » Viktor Patiño
- » Patricia Pendleton

## INCORPORATED CITIES OF LOS ANGELES COUNTY

- » Over 175 staff members in 86 cities

## RESIDENTS OF LOS ANGELES COUNTY

- » Thousands of County residents shared their thoughts about parks in Los Angeles County

## CONSULTANT TEAM

- »  PLACEWORKS
- » GreenInfo Network
- » DakeLuna Consultants
- » David Taussig & Associates
- » MIG
- » Prevention Institute

# EXECUTIVE SUMMARY

In March 2015, the Los Angeles County Board of Supervisors approved a motion to initiate the Countywide Comprehensive Parks and Recreation Needs Assessment. This represents an unprecedented effort to document existing parks and recreation facilities in cities and unincorporated communities and to use these data to determine the scope, scale, and location of park need in Los Angeles County.

The Parks Needs Assessment will help local officials, park agencies, and residents understand the future steps that need to be taken to ensure all communities have adequate access to thriving parks.

Park projects in Los Angeles County are currently funded in part by Proposition A, the Safe Neighborhoods Park Tax that is set to expire in 2019. Once this tax sunsets, funding for park projects will be greatly reduced. The results of the Parks Needs Assessment will help inform planning and decision-making regarding future funding.

In initiating the Parks Needs Assessment, the Board of Supervisors has affirmed the importance of parks as essential infrastructure in the County. Healthy, safe communities have thriving parks that contribute to public health and well-being, create a sense of place, increase community cohesion, improve the environment, and boost the economy.

## A NEW PARADIGM

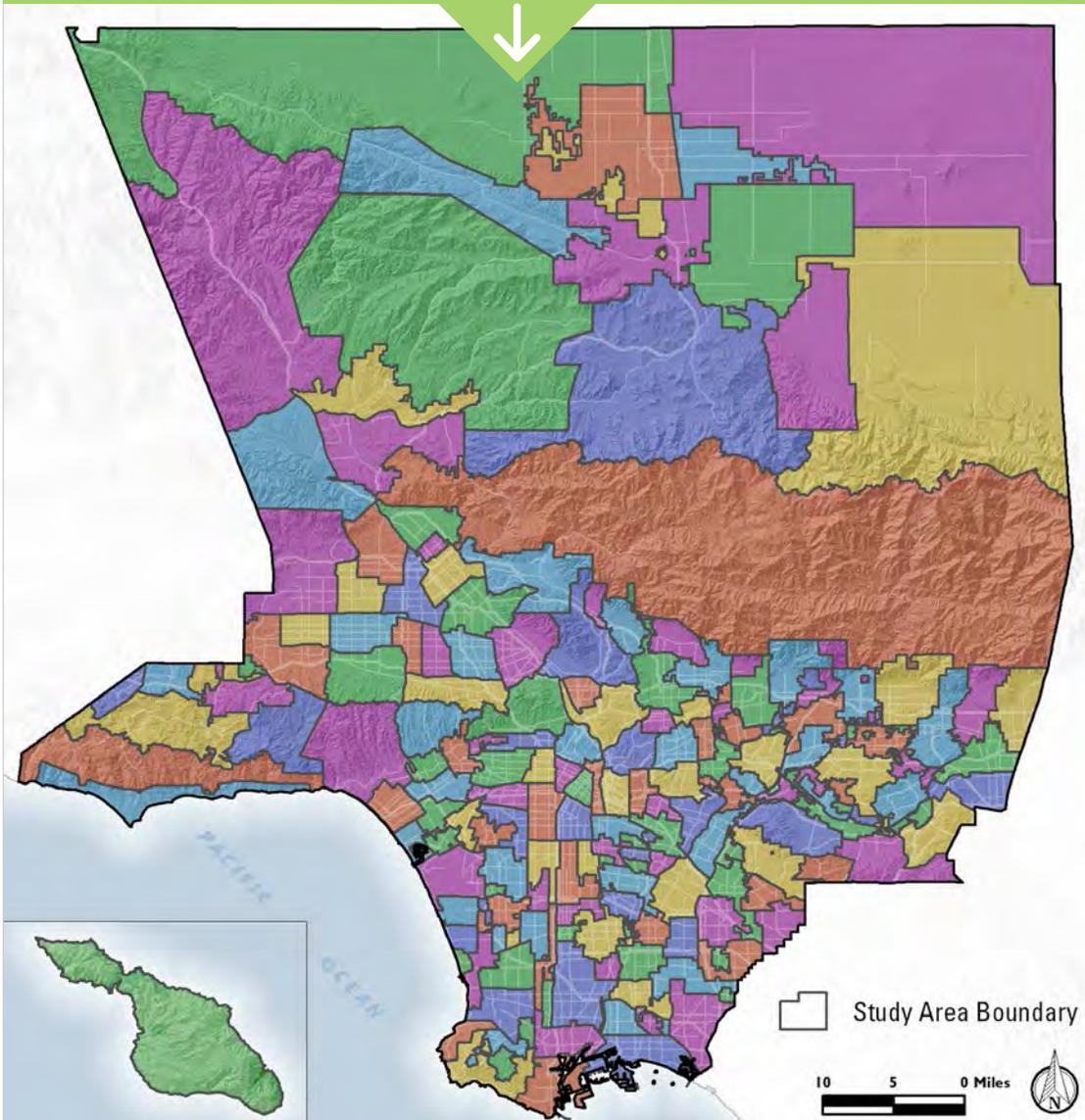
The Parks Needs Assessment proposes a new way to understand and think about parks, recreation, and open space by:

- ◆ Considering **parks as key infrastructure** needed to maintain and improve the quality of life for all County residents
- ◆ Using a **new series of metrics** to determine park need
- ◆ Supporting a **need-based allocation of funding** for parks and recreation
- ◆ Emphasizing both **community priorities** and **deferred maintenance projects**



# INITIATION

The Board of Supervisors launched the Parks Needs Assessment in March 2015, giving the County Department of Parks and Recreation 16 months to complete the task. The work was guided by both a Steering Committee and a Technical Advisory Committee (TAC). The Steering Committee's 40 members were appointed by the Board offices and included representatives from cities, advocacy groups, and community-based organizations; subject matter experts; and community members at large. The Steering Committee provided insight on key issues, including dividing the County into Study Areas, and the 188 approved Study Areas were used for many of the analyses. The TAC provided review of GIS and mapping methodology at key points of the project.



# INVENTORY

Accurate data about the size and location of all existing parks in the county were critical to completing the Parks Needs Assessment. These data were not available in a single database; therefore, the Department of Parks and Recreation collaborated with 86 cities to complete the first ever Countywide inventory of existing parks.



# PARKS & OPEN SPACE INVENTORY

Four types of parks and open spaces were identified as means to categorize the facilities inventoried during the Parks Needs Assessment. This uniform categorization system ensured an “apples to apples” comparison among facilities and Study Areas. The four categories are specific to the Parks Needs Assessment, and differ from the categories used in cities and by other agencies in the County. For the inventory, specialized facilities serving the entire County or specific sub-regions, such as arboreta, amphitheaters, and wilderness parks were included in the category that covered their specific characteristics, and only if they were part of a park or open space area.



**LOCAL PARKS** are under 100 acres and contain active amenities such as athletic courts and fields, playgrounds, and swimming pools. Local parks identified in the inventory are sometimes called community parks or regional parks by the agencies that operate them. These parks are included in the analysis of all park metrics. **1,602 INVENTORIED**



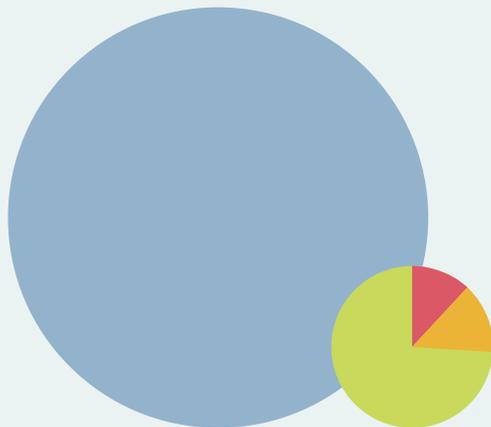
**REGIONAL RECREATION PARKS** are over 100 acres and contain active amenities such as athletic courts and fields, playgrounds, and swimming pools. Locally-administered “regional parks” under 100 acres in size are not included in this category, and are included as local parks in the inventory instead. Regional Recreation Parks are included in the analysis of all park metrics, and were subject to a separate facility review process due to their large size and regional importance. **17 INVENTORIED**



**REGIONAL OPEN SPACE** includes facilities that are more than 5 acres and generally contain only passive amenities such as visitor centers, trails, picnic shelters, or restrooms. These facilities are not included in the analysis of any individual park metric, but are included in the analysis of park need. **329 INVENTORIED**



**NATURAL AREAS** are generally larger than 100 acres and contain no reported amenities. These facilities are not included in any of the needs analyses of the Parks Needs Assessment. **1,075 INVENTORIED**



- **LOCAL PARKS**  
15,723 acres
- **REGIONAL RECREATION PARKS**  
18,248 acres
- **REGIONAL OPEN SPACE**  
98,977 acres
- **NATURAL AREAS**  
768,699 acres



**1,068**  
Baseball Fields



**1,022**  
Tennis Courts



**940**  
Basketball Courts



**510**  
Multipurpose Fields



**424**  
Soccer Fields



**1,452**  
Playgrounds



**373**  
Fitness Zones



**96**  
Skate Parks



**51**  
Dog Parks



**1,251**  
Picnic Shelters



**1,190**  
Restrooms



**518**  
Senior Centers



**187**  
Gymnasiums



**90**  
Community Rec Centers



**218**  
Swimming Pools



**82**  
Splash Pads



**367**  
Unique Amenities\*

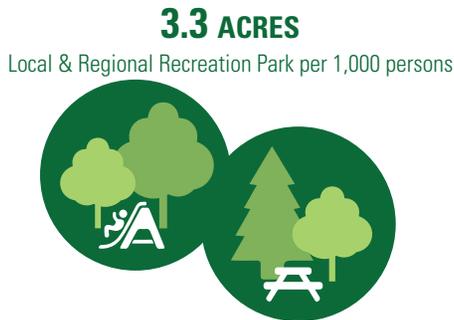
\* Unique amenities include equestrian arenas, volleyball courts, amphitheaters, community gardens, concession stands, gazebos, etc.

# PARK METRICS

Park need is traditionally measured with a single metric, such as the number of acres of park land available to residents, or the percentage of residents living within walking distance of a park. Measuring only a single aspect of need provides a one-dimensional understanding of park need. The Steering Committee recognized that park need is affected by many variables and approved a suite of five metrics that produce a robust understanding of physical park needs in each Study Area and in the County:



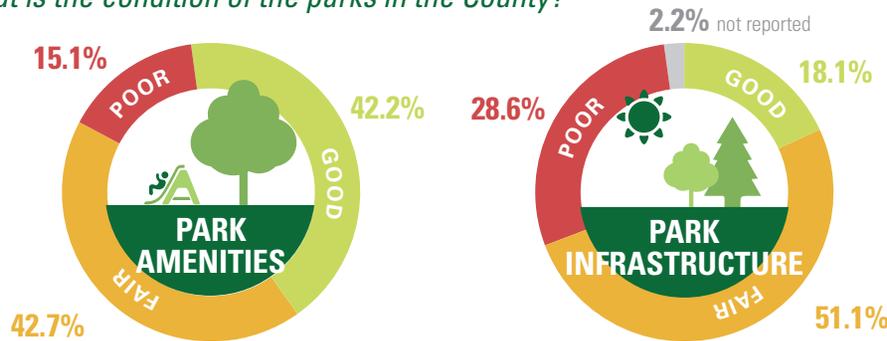
## How much park land is in the County?



## How much land is available to residents in the area around each park?



## What is the condition of the parks in the County?

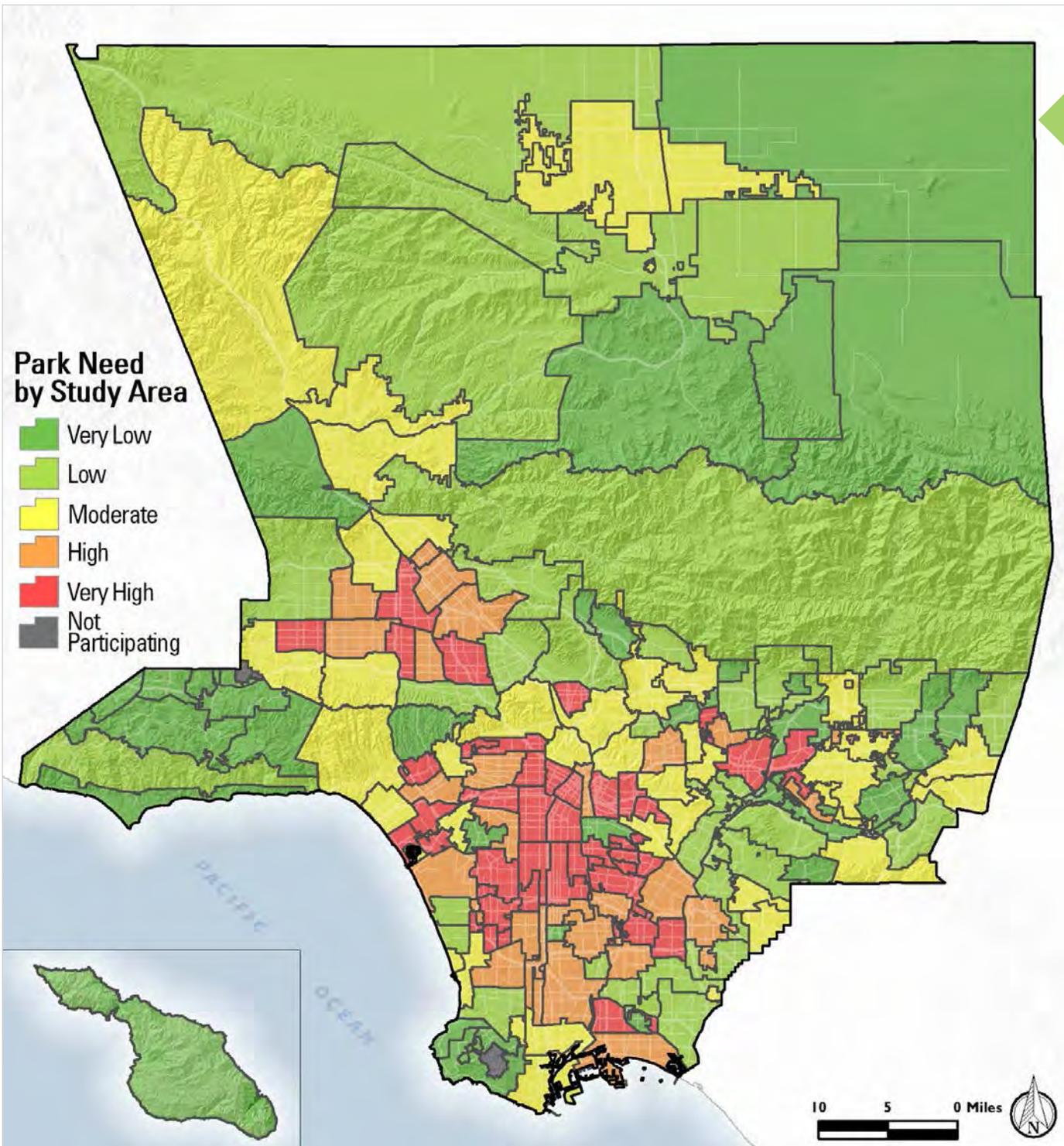


## How much of the population has access to parks?



## What park amenities are available in the County?

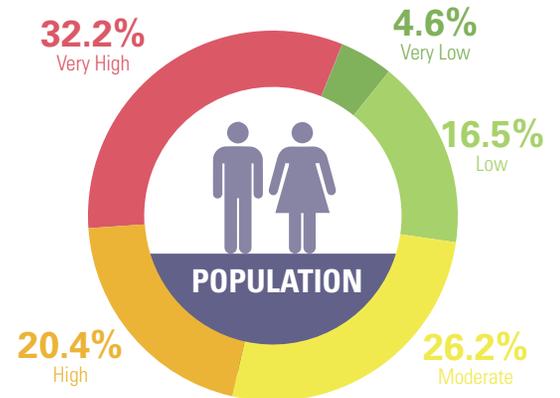
- Tennis Courts  
**11 per 100,000 residents**  
National Average: 46 per 100,000
- Basketball Courts  
**10 per 100,000 residents**  
National Average: 63.1 per 100,000
- Baseball Fields  
**11 per 100,000 residents**  
National Average: 14.6 per 100,000
- Soccer Fields  
**4 per 100,000 residents**  
National Average: 16.7 per 100,000
- Multipurpose Fields  
**5 per 100,000 residents**  
National Average: 50 per 100,000
- Restrooms  
**13 per 100,000 residents**  
National Average: 64.5 per 100,000
- Picnic Shelters  
**15 per 100,000 residents**  
National Average: 100 per 100,000
- Gymnasiums  
**2 per 100,000 residents**  
National Average: no data
- Senior Centers  
**15 per 100,000 residents**  
National Average: 10.3 per 100,000
- Community Rec Centers  
**5 per 100,000 residents**  
National Average: 10.3 per 100,000
- Fitness Zones  
**4 per 100,000 residents**  
National Average: no data
- Skate Parks  
**1 per 100,000 residents**  
National Average: 1.9 per 100,000
- Playgrounds  
**15 per 100,000 residents**  
National Average: 45 per 100,000
- Dog Parks  
**1 per 100,000 residents**  
National Average: 3.6 per 100,000
- Splash Pads  
**1 per 100,000 residents**  
National Average: no data
- Swimming Pools  
**2 per 100,000 residents**  
National Average: 5.6 per 100,000



## PARK NEED

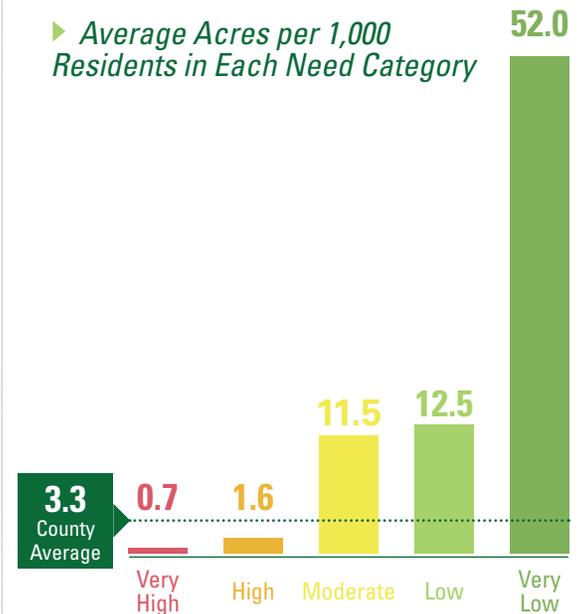
The results of the analysis of the five park metrics were combined to determine an overall park need level for each Study Area. This approach creates a framework for assessing park need from a Countywide perspective.

### ► Population in Each Need Category\*



\*0.1% Not Participating

### ► Average Acres per 1,000 Residents in Each Need Category

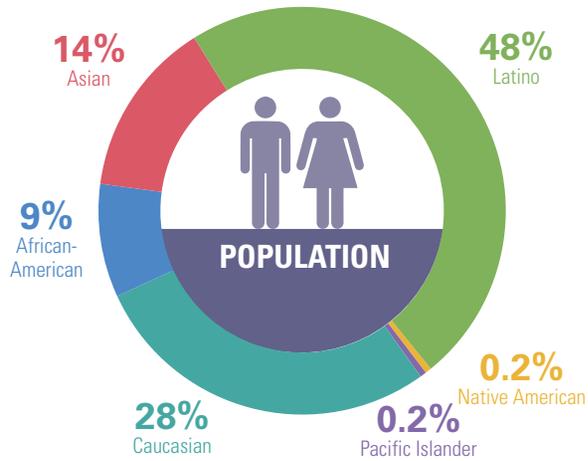


# COMMUNITY PROFILE

A community profile summarizing demographic, health, and environmental information was completed in each Study Area to supplement park metrics.

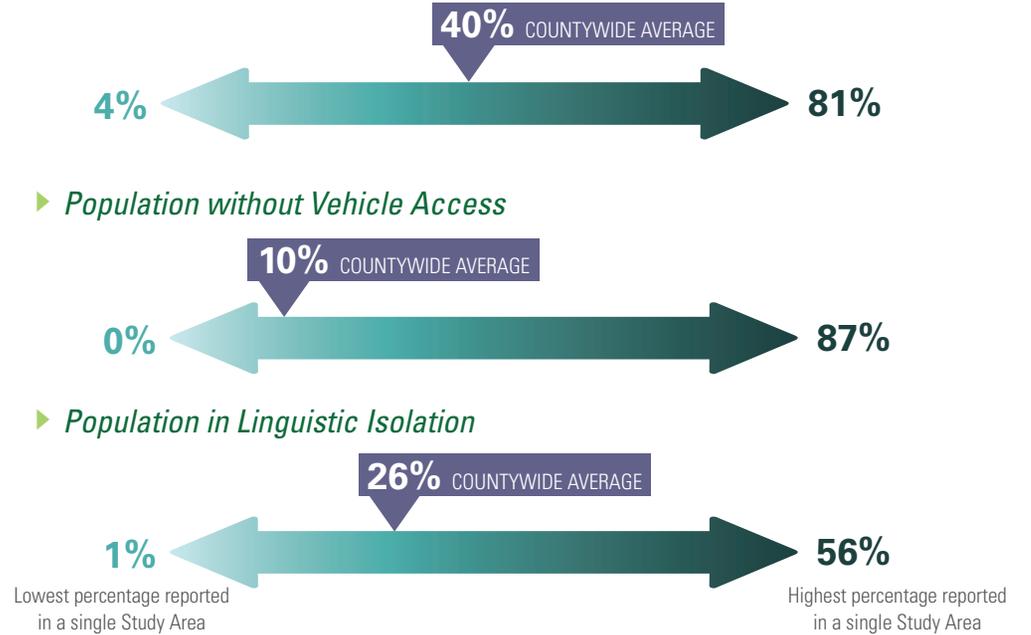
\*Data sources for demographic information: 2014 Los Angeles County Age/Race/Gender Population Estimates; US EPA Smart Location Database; Los Angeles County Poverty Estimates, 2013; and the US Census American Community Survey 5 Year Estimates, 2013

## ► Population by Race/Ethnicity\*

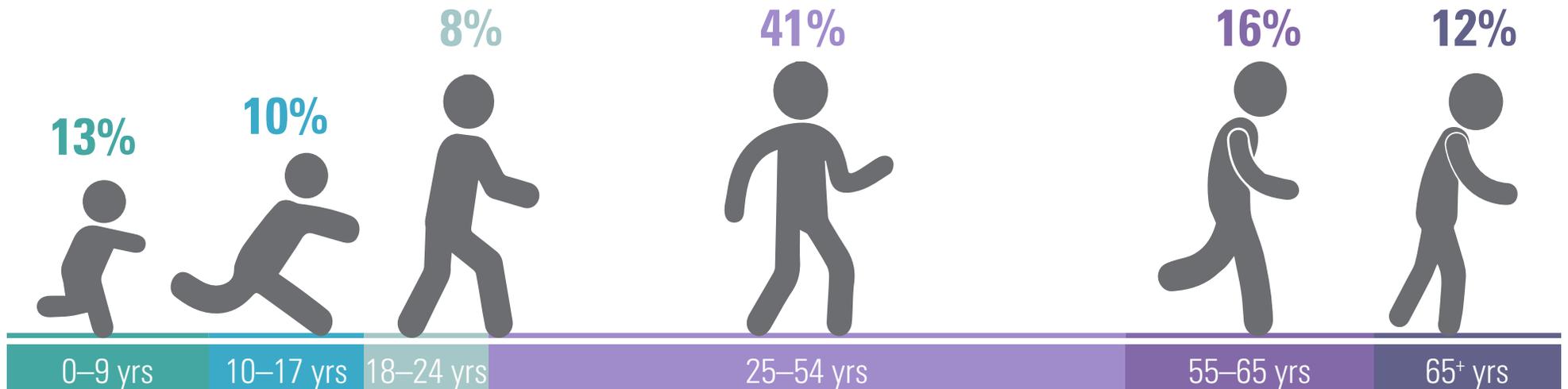


\*Total is less than 100% due to rounding

## ► Population at or below 200% Poverty Level



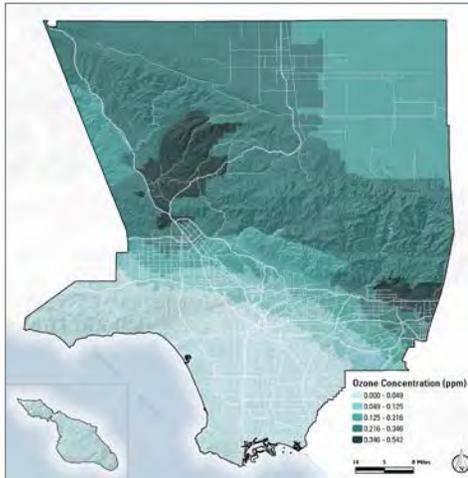
## ► Population Distribution by Age



## OZONE

Varying levels of ozone concentration throughout the County.

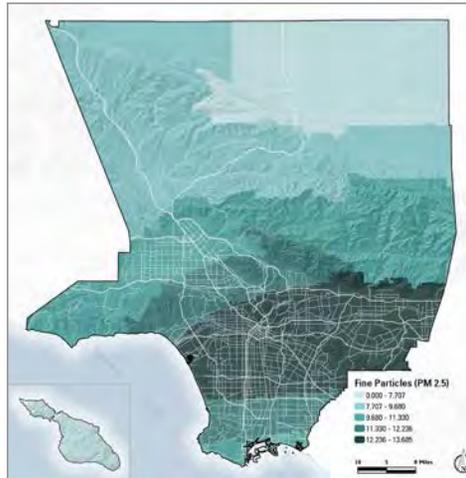
\*Data source: CalEnviroScreen 2.0, 2013.



## PM 2.5

Concentration of particulate matter 2.5 micrometers or less in diameter (PM 2.5) throughout the County.

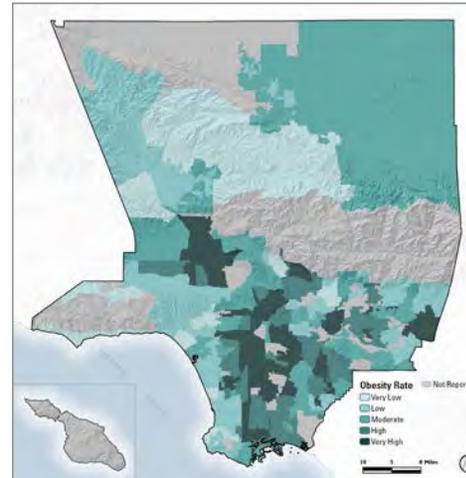
\*Data source: CalEnviroScreen 2.0, 2013.



## OBESITY

Percentage of obese fifth graders throughout the County.

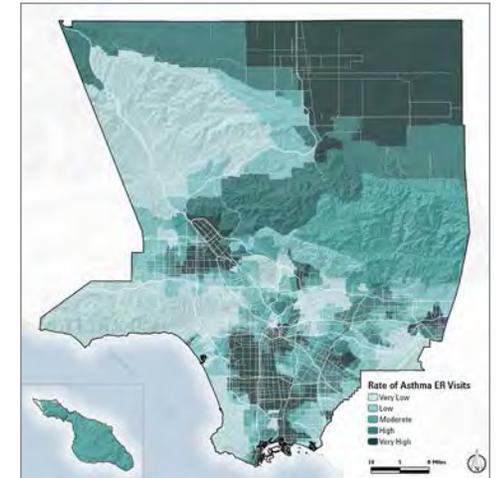
\*Data source: Los Angeles County Department of Public Health, 2015.



## ASTHMA

Number of emergency room visits for asthma treatments per 10,000 people per year.

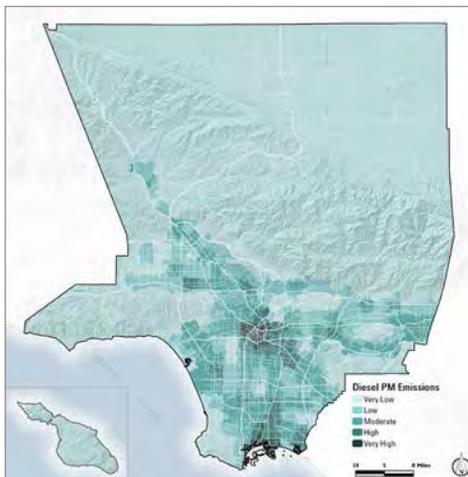
\*Data source: CalEnviroScreen 2.0, 2013.



## DIESEL EMISSIONS

Rates of diesel particulate matter emissions in Los Angeles County.

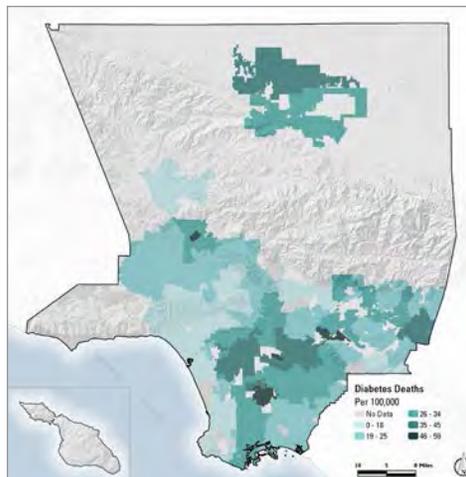
\*Data source: CalEnviroScreen 2.0, 2013.



## DIABETES

Diabetes death rate per 100,000 residents in the County.

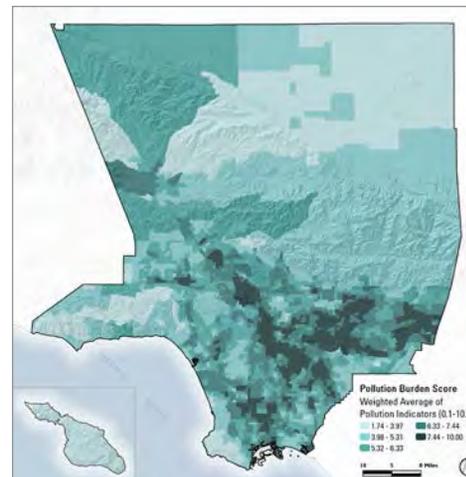
\*Data source: CalEnviroScreen 2.0, 2013.



## POLLUTION BURDEN

Pollution scores, based on 12 pollution burden indicators.

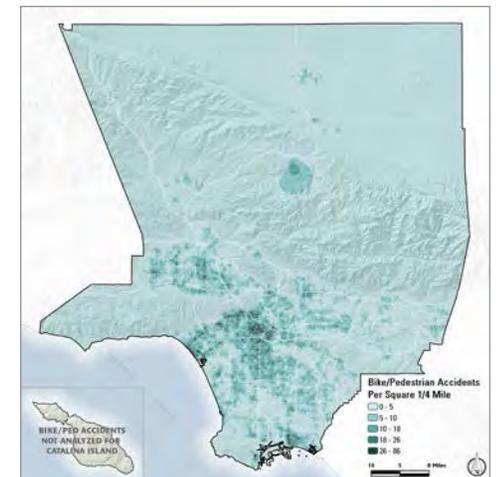
\*Data source: CalEnviroScreen 2.0, 2013.



## BICYCLE/PED. COLLISIONS

All collisions between automobiles/bicycles and automobiles/pedestrians.

\*Data source: Transportation Injury Mapping System SWITRS Collision Raw Data, 2003–2012



# COMMUNITY ENGAGEMENT

A Countywide education and awareness effort informed residents about the Parks Needs Assessment and encouraged them to attend a community workshop in their Study Area. The effort included a robust media component, informational meetings, and a dedicated online presence.

The lead agency in each Study Area was responsible for advertising its local workshop and was eligible for a \$2,500 stipend to cover workshop costs. Each lead agency submitted a community engagement plan describing the efforts they would make to attract participants to its workshop and was given resources such as flyers, logos, and social media hashtags to assist.

Translations of workshop and outreach materials were available in Spanish, Chinese, Korean, and Armenian and were strongly recommended for use in all Study Areas where 15% or more of the population is linguistically isolated. These four languages were selected because they are the dominant languages spoken by the linguistically isolated populations within the Study Areas meeting that criteria.

## Population reached via media

**2.5 million+** Traditional Media  
**1.1 million+** Social Media



**30K+** views  
Project Website



## Number of Study Areas meeting criteria for translation recommendation

**78** Study Areas in Spanish

**12** Study Areas in Chinese

**2** Study Areas in Armenian

**1** Study Area in Korean

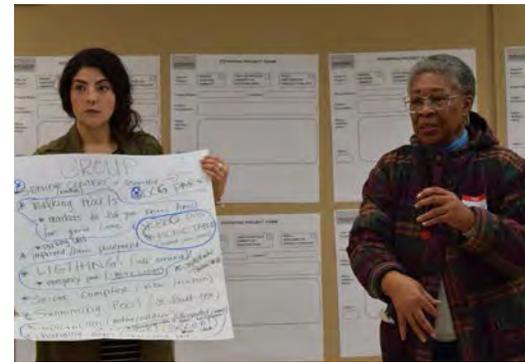
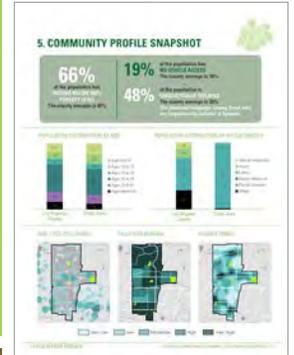


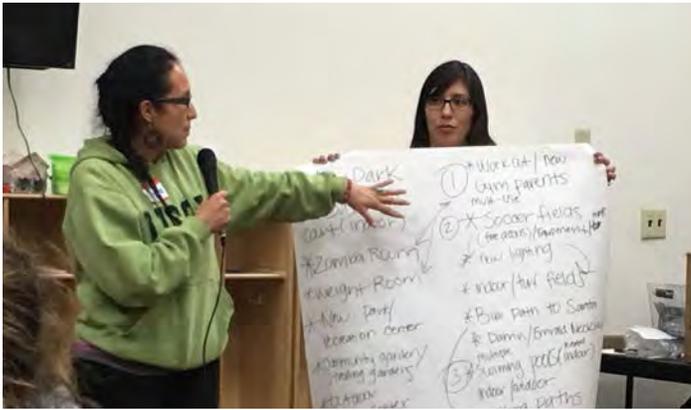
# COMMUNITY WORKSHOPS

Workshop facilitators attended an intensive training session and received a 50–page Facilitator Toolkit with Study Area–specific results of the analysis of the five park metrics, community profile information, templates, and other resources needed to host a successful workshop.

Community Engagement Workshops were held for 178 Study Areas between December 2015 and February 2016.\* At each workshop, participants reviewed their Study Area's specific park metrics, generated a list of potential park projects, and prioritized those projects.

\*Ten cities, comprising ten Study Areas, elected not to hold a workshop.





## PRIORITIZED PROJECTS

Community members at all workshops identified the top ten local park projects in their Study Area. Prioritized projects included repairing or replacing amenities in existing parks, adding new amenities to existing parks, and constructing new parks. Additional projects were prioritized by the managing agencies of regional recreation parks, regional specialty facilities, and open space/nature centers.



### Community Workshops Flow Chart



## COST ESTIMATE

Cost estimates were developed for the prioritized projects from each community workshop and for all deferred maintenance projects using a standardized set of costs developed with input from several agencies and cost estimators with extensive experience throughout Los Angeles County. Costs for deferred maintenance projects prioritized by local communities are included in the cost of prioritized projects, and not in the costs for deferred maintenance. Cost estimates for prioritized projects in regional recreation parks (included in the prioritized projects cost) and specialized facilities were furnished by each managing agency. All cost estimates were summed to provide a rough order-of-magnitude estimate of the cost needed to implement prioritized projects and catch up on deferred maintenance.

**\$8.8 billion**



Prioritized Projects

**\$12 billion**



Deferred Maintenance

**\$0.7 billion**



Specialized Facilities

=



# WHERE DO WE GO FROM HERE?

The Parks Needs Assessment lays the groundwork for making important planning and funding decisions in Los Angeles County. Most importantly, it provides the County, its jurisdictions, and all residents of Los Angeles County with a wealth of parks-related information and opportunities.

## ◆ VALUABLE DATA

The data in the Parks Needs Assessment provide a clear picture of the current scope, scale, and location of park need in Los Angeles County. For the first time, a single source provides information regarding parks and park infrastructure across the entire County. This information helps us to understand the challenges facing our communities and may be used to seek funding and support for parks, inform staffing and programming decisions, and focus outreach efforts.

## ◆ ONGOING UPDATES

The County will seek to keep data in the Parks Needs Assessment up to date, in order to continue identifying new needs and to track progress toward addressing already-identified needs.

## ◆ FUNDING DECISIONS

With comprehensive information regarding existing parks and the need for new parks, amenities, and repairs, the County is well prepared to develop a funding measure for park and open space projects that will provide funding streams for improvements in the short, medium, and long term. Local, state, and federal funds can also be leveraged to enhance park and open space funding.

## ◆ EQUITABLE ALLOCATION

The comprehensive data in the Parks Needs Assessment can be used to allocate funds to meet identified needs in ways that emphasize areas with high to very high park need while also addressing the specific needs of every jurisdiction and community in the County.

## ◆ A NATIONAL MODEL

The Parks Needs Assessment serves as a model for a clear, replicable process that other jurisdictions across the country can use when they assess their nationwide park facilities and needs.

## ◆ NEW SOLUTIONS TO PROVIDE NEEDED PARKS

The Parks Needs Assessment shows that there are many areas in the County with high park need and a lack of vacant land for new traditional parks. Local agencies will need to find innovative solutions to provide essential park infrastructure by using underutilized land, utility corridors, alleys, and other public lands. Additionally, creative partnerships, such as joint use and reuse with schools, hospitals, libraries, and other facilities, should be considered in order to expand park opportunities and meet recreational needs.





**LOS ANGELES COUNTY  
REGIONAL PARK AND  
OPEN SPACE DISTRICT**

RPOSD.lacounty.gov  
ParksProject.lacounty.gov  
twitter.com/RPOSD

510 South Vermont Avenue • Room 230 • Los Angeles • CA 90020-1975 (213) 738-2981

May 3, 2016

TO: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM:

John Wicker  
Director

A handwritten signature in blue ink, appearing to read "John Wicker", written over the printed name and title.

SUBJECT: **REPORT BACK: POTENTIAL LOCAL PARKS FUNDING MEASURE**

With the imminent loss of ongoing voter-approved funding for land acquisition and capital projects and their maintenance, the Board of Supervisors (Board) placed a measure, Proposition P, on the November 2014 ballot for continuation of funding programs. Proposition P garnered 62.89 percent approval, falling short of the two thirds super-majority requirement.

Following Proposition P, the Board directed the development of the Countywide Parks and Recreation Needs Assessment, an effort that has now:

- divided the County into 186 local study areas;
- inventoried all parks and recreation assets in each study area, including the condition of individual amenities;
- analyzed the availability and accessibility of parks to local residents; and
- engaged the public in the creation of prioritized local project lists for each participating study area
- completed the Executive Summary of the Report for the Parks Needs Assessment

In August 2015 the Board directed the Regional Park and Open Space District (RPOSD) to:

- I. Research the feasibility of the most appropriate taxing mechanism between a flat parcel tax and a parcel tax based on square footage of development that could fund park and recreation projects into the future, like Prop A has done.

- A Feasibility Report has been completed with the recommendation that a parcel tax based on square footage of development is the most feasible (see attachment number 1).
  - Public Opinion Polling is being utilized to confirm the viability of the taxing mechanism and the Park Funding Measure's components; to understand which elements will have more success if measure is placed on the ballot (see attachment number 2).
- II. Draft a funding measure to meet the needs identified in the 2016 Countywide Parks Needs Assessment Final Report (see attachment number 3).
- Framework for the measure has been drafted and vetted with Supervisors' Offices.
  - The Needs Assessment Team has completed the analysis, the Executive Summary and is completing the detailed report.
  - Costs to address the needs identified are being calculated and will help determine the amount of the tax.
  - The draft measure will need to be reconciled with the findings in the Needs Assessment Report.
- III. Develop an information and education program for the RPOSD to ensure that the various communities within the County understand where their tax dollars have been expended.
- In the beginning of the year, the District launched a comprehensive outreach program to engage cities, communities, businesses, labor and civic organizations about the efforts and successes of the Regional Park & Open Space District and provide education on both the Needs Assessment and a potential funding measure.
  - To date, we have reached out to all 88 cities throughout Los Angeles County, as well as 139 chambers of commerce, 11 labor groups, and 10 government organizations. As of Friday, April 22, 2016, we have had briefings with or given presentations to 43 cities, 17 chambers, 6 labor groups, and 7 government organizations.

- Through these personal interactions, the District has gained valuable feedback from every corner of the County and provided important information about the role of parks and open space projects in our communities, as well as the future needs of the County. The District is continuing to follow up with all individuals and organizations, to schedule informational briefings, and provide additional details on the results of the Needs Assessment as well as a potential funding measure.
- The District has designed a social media and web platform information and education program to be launched in the next several weeks. The materials are under review with County Counsel.
- The District is currently using its webpage and social media to provide updates on the Parks Funding Measure on our website [www.rposd.lacounty.gov](http://www.rposd.lacounty.gov), as well as on [Twitter.com/RPOSD](https://twitter.com/RPOSD), [Facebook.com/RPOSD](https://facebook.com/RPOSD), and [Instagram.com/RPOSD](https://instagram.com/RPOSD).
- The District has a media outreach program that it has begun with events such as a briefing of the Ethnic Media. Bringing together County Staff and its partners to speak to what the District has accomplished in the last 24 years in our communities.
- “Next Steps” meetings, to follow up on the Needs Assessment public outreach, will occur in May and inform the communities about how to access the Executive Summary of the report and status of a Local Parks Funding Measure. These meetings will be held across the County, with two in each Supervisorial District (see attachment number 4).

JIB:lb

#### Attachments

c: Chief Executive Office (S. Hamai)  
Executive Office Board of Supervisors (L. Glasgow)  
County Counsel (M. Wickham, C. Salseda)  
Park Deputies (T. Villegas, K. Katona, M. Chong-Castillo, E. Stibal, S. Nemer)  
Regional Park and Open Space District (J. Beesley, W. Ontiveros)  
Parks and Recreation (R. Robinson, N. Garcia)

CONSERVATION FINANCE FEASIBILITY STUDY, JANUARY 2016

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# LOS ANGELES COUNTY, CALIFORNIA



THE TRUST *for* PUBLIC LAND

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LAND FOR PEOPLE



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## EXECUTIVE SUMMARY

- The Trust for Public Land (TPL) is a national nonprofit with expertise on public finance measures for parks and open space. TPL has been involved in close to 500 successful ballot measures throughout the country, raising over \$57 billion in much needed funds for park priorities and land conservation.
- The Los Angeles County Board of Supervisors directed the Regional Parks and Open Space District to research potential funding mechanisms to fund the park priorities that will result from the Countywide Comprehensive Park and Recreation Needs Assessment Report. The two types of funding under consideration are a “uniform amount flat rate” parcel tax and a “uniform amount square footage” parcel tax.
- These two options are both legally and politically feasible. Either option can include a provision for the Board of Supervisors to change the rate on a yearly basis based on changes in the Consumer Price Index. While a uniform amount flat rate tax is more common, communities within Los Angeles County have used both of these funding options including various school district flat rate parcel taxes and the countywide square footage based “Trauma Tax”.
- A tax based on square footage is more similar to the District’s existing and expired assessments than the flat per parcel tax, as larger parcels pay a higher percentage of the overall revenue.
- Funding levels have not increased since 1996, while the population and park assets have increased, leading to significant challenges. A parcel tax based on square footage can come closer to accommodating the urgent needs for increasing park access and maintaining safe and clean existing parks.
- In addition a parcel tax based on square footage means that multi-unit properties (with more residents using parks and recreational services) are paying more than single family homes of a similar per unit size. Larger businesses with more employees who benefit from the increased access to parks will pay a higher share than a single family home as well.
- Initial polling shows robust support for a uniform amount square footage parcel tax.
- **The Trust for Public Land recommends moving forward with preparing to place a uniform amount square footage parcel tax on the ballot for voter consideration.**
- We also recommend that, once the Needs Assessment Report is complete, the Board conduct further public opinion research to test assumptions related to the willingness to pay, refine ballot language and understand how voters view the priorities identified by the Needs Assessment Report.

## INTRODUCTION

The Trust for Public Land (TPL) is a national nonprofit organization dedicated to conserving land for people to enjoy as parks, gardens, and natural areas. Since 1996, TPL has been involved in nearly 500 successful ballot measures and twenty successful legislative campaigns that have created more than \$57 billion in new funding for land conservation. Voters have approved 81 percent of the ballot measures supported by The Trust for Public Land.

Overall, voter support of local conservation finance measures in California has been mixed. Roughly 61 percent of local conservation finance measures (53 of 87) on the ballot in California between 1990 and 2014 were approved. Success at the ballot is hampered in the state by the high approval threshold (2/3rds of the vote) required for local bond and special tax measures. The Trust for Public Land and its affiliate The Conservation Campaign<sup>1</sup> have supported 19 local conservation finance measures in California, 15 of which were approved (78 percent).

This brief report examines several mechanisms for generating and dedicating local revenue for parks in Los Angeles County.<sup>2</sup> As these options require voter approval, the report also contains a summary of the pathways to the ballot. This research provides a stand-alone, fact-based reference document that can be used to evaluate available financing mechanisms from an objective vantage point. Combined with public opinion research testing ballot language, tax tolerance, and program priorities, this report provides Los Angeles County with a recommended option for moving forward.

In August 2015, the Los Angeles County Board of Supervisors directed the Department of Parks and Recreation through the Regional Parks and Open Space District (the District) to research potential funding mechanisms to support parks creation and operations the county. The District has primarily been funded by two benefit assessments which generated approximately \$80 million annually. The 1992 assessment expired in FY 2014-15, and the 1996 assessment will end in FY 2018-19, leading to an urgent need for funding to provide safe, well-maintained parks for the growing population of Los Angeles County. The Countywide Comprehensive Park and Recreation Needs Assessment Report (Needs Assessment Report) currently underway will provide essential details regarding funding needs, to help make a final decision on the potential measure's amount. The options are summarized briefly below and in the appendices.

**Funding Options under consideration:** Los Angeles County is considering two different models for a special per-parcel tax to support parks and open space acquisition and operations. For information on other funding mechanisms and why they are not appropriate for this effort please see Appendix D.

The two types of parcel taxes under consideration are “**uniform amount flat rate**” and “**uniform amount square footage**” parcel taxes. In Los Angeles County, a flat \$34 per parcel tax levied on all property countywide would generate approximately \$80 million in annual revenue – roughly equivalent to the total 2014 annual revenues from the District's two benefit assessments – an

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<sup>1</sup> The Conservation Campaign (TCC) is a non-profit 501(c)(4) organization affiliated with TPL.

<sup>2</sup> The contents of the report are based on information available at the time of research and drafting (Fall 2015).

amount that has not increased in 20 years, while costs have continued to rise. A tax of 3 cents per square foot (0.03) would generate approximately \$191 million and would cost the average single-family homeowner about \$45 per year. A summary of these options can be found in Appendix C.

A tax based on square footage more closely resembles the District's existing and expired assessments than the flat per parcel tax in that it imposes higher taxes on larger parcels. This structure is less commonly used in California. However, Los Angeles County successfully implemented a square footage tax as its "Trauma Tax", passed by voters in 2002. This report provides more detail on the differences and benefits of each of these models and recommends a preferred model based on the information available.

## PARCEL TAX – TWO OPTIONS

A parcel tax is a type of excise tax that is based on either a flat per-parcel rate or a rate that is based upon the use, size, and/or number of units on each parcel. The two most common types of parcel taxes are "uniform amount flat rate" and "uniform amount square footage" parcel taxes. Generally, state law requires that special district parcel taxes apply uniformly to all types of property. Some jurisdictions also include exemptions for parcels owned by seniors, low income households, and taxpayers with disabilities.<sup>3</sup> However, due to the lack of clarity in the enabling legislation for special districts, we would not recommend proposing exemptions at this time. More information on the legal questions around exemptions can be found in Appendix E.

A parcel tax must be adopted as a special tax, requiring 2/3rds voter approval.<sup>4</sup> Parcel taxes are used to provide various local government and school services. Since 1990, nine communities have passed a parcel tax for land conservation and open space purposes. Most recently, voters in the Santa Clara County Open Space Authority approved a \$24 per parcel tax for 15 years to improve parks, open spaces and trails and to protect land, water quality and wildlife habitat. In 2012, the Santa Monica Mountains Recreation and Conservation Authority and the Woodland Hills, Encino, and Tarzan Mountains Recreation and Conservation Authority asked voters to approve a parcel tax of \$24/year and \$19/year, respectively.

Most parcel taxes are uniform amount flat rate taxes –that is, the same regardless of the parcel's size or use. From 2002 to 2012, flat rate taxes represented 86 percent of the 389 parcel taxes proposed by school districts, 51 percent of those proposed by cities, and 75 percent of those proposed by special districts. The median rate was \$96 per parcel. Among cities that enacted flat-rate parcel taxes during this period, the median was \$60 per parcel.

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<sup>3</sup> California Taxpayers Association. March 2013. "The Other Property Tax: an Overview of Parcel Taxes in California." <http://www.caltax.org/ParcelTaxPolicyBrief.pdf>

<sup>4</sup> Sonstelle, Jon. *Parcel Taxes as a Local Revenue Source in California*. Public Policy Institute of California. April 2015, 4. [http://www.ppic.org/content/pubs/report/R\\_415JSR.pdf](http://www.ppic.org/content/pubs/report/R_415JSR.pdf).

In 1988, the California Court of Appeals ruled that any general tax on property must be based on the value of property and thus fall under the Proposition 13 limit. A special tax need not be based on value, however. Therefore, all parcel taxes are special taxes, requiring a two-thirds vote, a ruling codified by Proposition 218 in 1996.

From 2003 through 2012, special districts placed 238 parcel tax proposals on the ballot. Among the 193 proposals from special districts for which tax rate information was available, 142 proposed a flat rate for all parcels, 44 proposed to tax different land uses at different rates, and 7 proposed a tax on square footage. The median flat rate was \$68 per parcel.<sup>5</sup> Local governments are not required to include a sunset date for parcel taxes. About one-third of parcel taxes are imposed in perpetuity.<sup>6</sup>

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<sup>5</sup> Sonstelle, Jon. *Parcel Taxes as a Local Revenue Source in California*. Public Policy Institute of California. April 2015, 4.

<sup>6</sup> California Tax Foundation, September 2014. "Piecing Together California's Parcel Taxes."

### A Los Angeles County Example - the Trauma Tax

The Los Angeles County Trauma Tax is a special tax, also known as Measure B, approved by voters on November 5, 2002 by a 73 percent margin, beginning in fiscal year 2003-2004. Measure B, initially levied at a rate of 3 cents per square foot of structural improvements, provides funding for the countywide system of trauma centers, emergency medical services, and bioterrorism response. The Board of Supervisors may, by majority vote, increase or decrease the tax rate. Increases to the tax rate are limited to the cumulative increases, if any, in the medical component of the Consumer Price index (CPI). For Fiscal Year 2015-2016, it is set at 4.24 cents per square foot of structural improvements on the property. For example, for a property with a 1,500 square foot house on it, 1,500 would be multiplied by \$0.0424 resulting in an assessment of \$63.60. Improvements used for parking are exempted from the assessment.<sup>7</sup> The tax generated roughly \$271 million in Fiscal Year 2014.<sup>8</sup> It will continue in perpetuity.

**Ballot Language for Los Angeles County's Measure B of the November 5, 2002, Election**  
**PRESERVATION OF TRAUMA CENTERS AND EMERGENCY MEDICAL SERVICES; BIOTERRORISM RESPONSE.**  
 To avoid the life-threatening shutdown of Los Angeles County's trauma network, maintain and expand the trauma network countywide, ensure more timely response to critical and urgent medical emergencies and respond effectively to biological or chemical terrorism, shall all property owners pay an annual tax of three cents per square foot of improvements (buildings) on developed property?  
 Approved: 73% Yes  
 Source: County of Los Angeles *Official Sample Ballot and Voter Information* booklet for the November 5, 2002, general election.

### Options for Los Angeles County Parks

#### Flat per-parcel tax

Based on the number of taxable parcels in Los Angeles County (2,346,578), Los Angeles County would need to levy a flat \$34 per parcel tax to generate roughly \$80 million in annual revenue – roughly equivalent to the total 2014 annual revenues from the District's two benefit assessments.<sup>9</sup> In 2014, Los Angeles County placed parcel tax measure on the November ballot to support development, acquisition, improvement, restoration and maintenance of parks, recreational, cultural and community facilities, and open space lands within the County. Proposition P authorized a \$23 per parcel tax to replace the expiring (1992) assessment. The measure received 62 percent voter support but failed to meet the 2/3rds approval requirement. Based on this result, if the County wishes to place a similar flat tax on the ballot, more extensive public opinion research, including varying the amount of the tax, can provide insight into what voters are willing to support.

Estimated Revenue & Costs of Parcel Tax		
Revenue Generated*	Total # of Parcels	Annual Cost per Parcel
\$60,000,000	2,346,578	\$26
\$80,000,000	2,346,578	\$34
\$100,000,000	2,346,578	\$42
\$120,000,000	2,346,578	\$50
<i>2014 assessments totaled approximately \$19.28 per single family residence (SFR) parcel and generated \$78 M per year. The 1992 (expired) assessment (\$12.50 per SFR) generated roughly \$50 M</i>		

<sup>7</sup> Los Angeles County Health Services website: Trauma Emergency Bioterrorism Response Assessment FAQs.

<sup>8</sup> County of Los Angeles 2014 Comprehensive Annual Financial Report, p. 145.

<sup>9</sup> Note, these figures are estimates.

**Square-footage tax**

Alternatively, a special parcel tax could be levied as a uniform amount per square footage similar to the trauma tax. For example, a tax of 3 cents per square foot (0.03) would generate approximately \$191 million annually and would cost the average single-family homeowner about \$45 per year.

Estimated Revenue & Costs of Parcel Tax			
Revenue Generated*	Total Square Footage	Rate Cents/Sq.Ft.	Annual Cost Avg. SFR*
\$95,527,500	6,368,500,000	1.5	\$22.50
\$191,055,000	6,368,500,000	3	\$45.00
\$222,897,500	6,368,500,000	3.5	\$52.50
\$254,740,000	6,368,500,000	4	\$60.00
*Based on 1,500 square feet for a single family residence. According to the National Association of Home Builders' analysis of census data, the median size of single family residences in the Western U.S is 1,680 sq. ft.			

A tax based on square footage is more similar to the District's existing and expired assessments than the flat per parcel tax as larger parcels pay a higher percentage of the overall revenue. Additionally, public opinion research conducted by LA County in December 2015 shows robust support for a measure of 3 cents per square foot. While the Needs Assessment Report has not been completed at this time, the population of Los Angeles County and costs related to building and maintaining the park infrastructure needed by the cities and communities have grown substantially as well since the original assessments were adopted, but there has been no corresponding increase in funding. Therefore a higher amount of revenue will need to be generated to reach the goal of the Board of Supervisors to fully fund the urgent needs identified by the Needs Assessment Report.

**Considerations for a Parcel Tax**

There are considerations with regard to equity for each of these parcel tax structures. A flat per-parcel tax is the most common type of tax and straightforward for voters. This structure means that every property owner equally contributes to the benefits enjoyed by all of increased access to parks and open space. However that does mean that all property owners pay the same amount regardless of ability to pay. For example, with a flat per parcel tax, two parcels located within the boundaries of the same district would pay the same uniform-rate amount, regardless of whether the parcel includes a single family home or an apartment building with dozens of families.

A tax based on square footage places a higher cost on large parcels, more closely approximating the ability to pay of the owner, within the limits of the law. This would also mean that multi-unit properties are paying more than single family homes of a similar per unit size. Larger businesses with more employees who also benefit from the increased access to parks will pay a higher rate than a single family home as well. However, because parcel taxes are prohibited by law charging variable rates based on value, this method is only a rough approximation of ability to pay.

Proposing a tax with a relatively low annual cost, as described here, will help to minimize any potential hardship while providing essential funding to enhance local parks and recreation opportunities for residents of the communities throughout Los Angeles County.

## RECOMMENDATIONS & NEXT STEPS

This feasibility report is meant to inform the Los Angeles County Board of Supervisors and the Los Angeles County Regional Park and Open Space District in their consideration of new funding for parks and recreation opportunities by identifying potential funding mechanisms and determining the fiscal capacity and legal requirements of various approaches.

Both models under consideration, a uniform amount flat rate parcel tax and a uniform amount square footage parcel tax, are feasible, would provide significant funding to the district, and are within the authority of the County to place on the ballot.

Based on the analysis of this report, as well as initial polling results, our recommended option is the square footage parcel tax. This mechanism provides a more equitable method of raising funds within the limits of the law. Initial polling shows it is politically viable and that this mechanism is likely to more effectively meet the urgent funding needs identified by the Needs Assessment Report. Additionally, data gathered in a post-election survey of voters after the unsuccessful ballot measure in 2014 found that the flat-tax structure of Proposition P was a factor in deciding voting against the measure for around 3% of voters – a small number but close to the number needed to reach the 2/3 threshold. Alternatively, the Board could ask voters to approve a flat parcel tax.

We recommend further public opinion research, once the Needs Assessment Report is complete for a more detailed assessment of willingness to pay, as well as to understand voter preferences for the priorities that arise from that assessment and to refine ballot language.

Next steps should include:

- Crafting an appropriate model for using the County's taxing authority to place a measure on the ballot that will create a pass through funding source to the District. Consider amending the District's authorizing legislation in the future to allow it to utilize additional finance mechanisms and allow for specific exemptions (e.g. seniors).
- Identifying the total need for funding based on the park Needs Assessment Report being currently carried out by the County.
- Identifying a preferred funding mechanism.
- Conducting further public opinion research to assess the level of the recommended funding mechanism, test assumptions related to the willingness to pay, refine ballot language and test the priorities that come out of the Needs Assessment Report with voters.
- Finalize the project priorities for the measure based on the most urgent needs and the amount voters are willing to support.
- Finalize the ballot resolution including the funding mechanism and amount and the 75-word ballot question.

## APPENDICES

### Appendix A

#### District Overview

##### Los Angeles Regional Park and Open Space District Formation

The Los Angeles County Regional Park and Open Space District (District) was formed pursuant to the California Public Resources Code and the Landscaping and Lighting Act of 1972. The voters of Los Angeles County created the District when they approved Proposition A in the November 3, 1992, General Election. Proposition A authorized an annual assessment on nearly all of the 2.30 million parcels of real property in the county. The measure provided \$540 million for the acquisition, restoration or rehabilitation of real property for parks and park safety, senior recreation facilities, gang prevention, beaches, recreation, community or cultural facilities, trails, wildlife habitats, or natural lands, and maintenance and servicing of those projects.

On November 5, 1996, the county's voters approved another Proposition A to fund an additional \$319 million of parks and recreation projects and additional funds for maintenance and servicing of those projects.

The District is governed by the County of Los Angeles Board of Supervisors with the District's day-to-day operations administered by the County Department of Parks and Recreation.

##### Revenue

The District's primary revenue source has been the assessments. Annual assessment revenue was approximately \$80.5 million in 2014. The 1992 measure levied an assessment of approximately \$12.50 per single family home<sup>10</sup> and generated roughly 65 percent of the annual assessment income (about \$50 million). The assessments rates are "static" and do not include any provision for cost-of-living or inflation increases. The District does not receive any funding from the Los Angeles County general fund. The 1992 assessment expired in FY 2014-15, and the 1996 assessment will end in FY 2018-19. Total revenue through the end of both assessments is estimated at \$1.72 billion.

Los Angeles County Regional Park and Open Space District				
Proposition	Per HH	% of total	Est. Revenue	Expiration
1992 Assessment	\$12.50	65%	\$52,297,000.00	FY2014-15
1996 Assessment	\$6.78	35%	\$28,737,000.00	FY2018-19
	\$19.28		\$81,034,000.00	
<i>Revenue forecast through end of assessments: \$1.725 billion</i>				

<sup>10</sup> Actual rates are benefit assessments for each property based on a complex formula that includes property type, lot size and proximity to parks among other factors.

## Appendix B

### Elections

As mentioned earlier in this report, roughly 60 percent of local conservation finance measures (52 of 86) on the ballot in California between 1990 and 2014 were approved.

California Conservation Finance Measures Approved by Voters - 2005 - 2015						
Jurisdiction Name	Date	Description	Finance Mechanism	Total Funds Approved	Conservation Funds Approved	% Yes
Mdpeninsula Regional Open Space District	Jun-14	Bond for open space preservation and habitat restoration	Bond	\$174,000,000	\$174,000,000	68%
Novato	Apr-14	Bond to protect meadow from development	Bond	\$600,000	\$600,000	95%
California	Nov-14	Bond to protect water quality, supply and infrastructure	Bond	\$1,500,000,000	\$1,500,000,000	67%
San Luis Obispo	Nov-14	8-year, .5 percent sales tax extension for essential services including open space acquisition and maintenance	Sales tax	\$2,600,000	\$2,600,000	70%
Santa Clara County Open Space Authority	Nov-14	15-year, \$24 parcel tax for open space, wildlife habitat, farmland and other natural areas	Other	\$43,500,000	\$43,500,000	68%
Marin County	Nov-12	9-year, .25 cent sales tax increase to fund parks, open space and farmland acquisitions	Sales tax	\$30,000,000	\$30,000,000	74%
Mountains Recreation and Conservation Authority	Nov-12	10-year, \$24 parcel tax for the protection of open space, habitat, and water quality in the east Santa Monica Mountains	Other	\$1,702,500	\$1,702,500	76%
Mountains Recreation and Conservation Authority	Nov-12	10-year, \$19 parcel tax for the protection of open space, habitat, and water quality in the west Santa Monica Mountains	Other	\$762,500	\$762,500	69%
San Francisco	Nov-12	Bond for park improvements and additions	Bond	\$7,500,000	\$7,500,000	72%
Portola Valley	Nov-09	4-year, 2 percent utility tax renewal for open space purchases	Other	\$984,000	\$984,000	66%
East Bay Regional Park District	Nov-08	Bond for the purchase of parkland, trails, and other recreational land	Bond	\$500,000,000	\$375,000,000	72%
Pasadena	Oct-08	Creation of Annandale Canyon Open Space Benefit Assessment District	Benefit Assessment	\$1,364,090	\$1,364,090	60%
San Francisco	Feb-08	Bond for city park improvements	Bond	\$185,000,000	\$5,000,000	71%
San Juan Capistrano	Nov-08	Bond for the purchase of open space	Bond	\$30,000,000	\$30,000,000	70%
Santa Clarita	Jul-07	30-year, \$25 assessment on property owners for the creation of the City of Santa Clarita Open Space and Parkland Preservation District	Benefit Assessment	\$46,683,000	\$46,683,000	63%
California	Nov-06	Prop 84, Parks and water bond to improve drinking water, flood control, protection of coastlines, and state parks	Bond	\$5,388,000,000	\$2,253,000,000	54%
California	Nov-06	Prop. 1C, Housing bonds which include funding for public park acquisition	Bond	\$2,850,000,000	\$400,000,000	58%
California	Nov-06	Proposition 1E, Bond for disaster preparedness and flood prevention which includes the acquisition of land	Bond	\$4,090,000,000	\$290,000,000	64%
Claremont	Nov-06	Bond for the purchase of Johnson's Pasture	Bond	\$12,500,000	\$12,500,000	71%
Orange County	Nov-06	Measure M, 30-year extension of .5 cent sales tax for transportation purposes which includes funding for the preservation of areas of high ecological value including habitat	Sales tax	\$11,800,000,000	\$244,000,000	70%
San Luis Obispo	Nov-06	10-year, .5 cent local sales tax increase for essential services including the protection of open space	Sales tax	\$45,000,000	\$11,250,000	65%
Santa Clara County	Jun-06	12-year continuation of dedication of the equivalent of .01425 per \$100 property tax for land acquisition, development, and maintenance of parkland	Other	\$368,400,000	\$73,680,000	71%
Santa Monica	Nov-06	\$84 per single residential family unit parcel tax to implement the Watershed Management Plan	Parcel tax	\$47,000,000	\$11,750,000	67%
Sonoma County Agricultural Preservation and Open Space District	Nov-06	20-year, continuation of a quarter-cent sales tax for open space, clean water, and farmland protection	Sales tax	\$340,000,000	\$340,000,000	76%
Marinwood Community Services District	Mar-05	Measure D, \$75 dollar increase to \$150 on each land parcel for parks, open space, and street landscape maintenance	Parcel tax	\$5,200,000	\$1,800,000	71%
Portola Valley	Nov-05	4-year, extension of 2% utility tax to acquire and preserve open space	Other	\$800,000	\$800,000	58%

Source: Trust for Public Land, LandVote database. Includes only measures with some funding for land acquisition.

## Voter Registration

Los Angeles County has 4,843,670 registered voters.

## Timing

The established election dates in each year are as follows:

- The second Tuesday of April in each even-numbered year,
- The first Tuesday after the first Monday in March of each odd-numbered year,
- The first Tuesday after the first Monday in June of each year,
- The first Tuesday after the first Monday in November of each year.

At least 88 days prior to the date of the election, the governing board must call for an election and set forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot.<sup>11</sup> Deadlines for the November 2016 election are described in the table below.

November 2016 Election Dates		
Date	Action Taken	CA Statute
August 12	Deadline to deliver resolution calling ballot measure election. (E-88)	EC 10403
September 29 - October 18	Counties mail sample ballots and voter pamphlet (E-40 to E-21)	EC 13303-04; 13306
November 8	Election day	EC 1000

The November 2016 California ballot could be one of the most crowded in the past decade. Six statewide ballot propositions are currently eligible or qualified for the general election, but political strategists have identified at least 15 additional measures that are likely to go before voters next fall.

Qualified/Eligible Statewide Ballot Measures - California November 2016 Election		
Title	Subject	Description
Medi-Cal Hospital Reimbursement Initiative	Healthcare	Requires voter approval of changes to the hospital fee program
Multilingual Education Act	Education	Repeals Prop 227 of 1998, thus allowing for bilingual education in public schools
Plastic Bag Ban Referendum	Business	Ratifies SB 270, thus prohibiting plastic single-use carryout bags
Public Vote on Bonds Initiative	Elections and campaigns	Requires voter approval for projects that cost more than \$2 billion funded by revenue bonds
Public Education Facilities Bond Initiative	Education	Authorizes issuance and sale of \$9 billion in bonds for education and schools
Condoms in Pornographic Films Initiative	Adult entertainment	Requires the use of condoms in all pornographic films produced in California

Sources: Ballotpedia and California Secretary of State websites.

<sup>11</sup> California Elections Code 10403

## Appendix C: Parcel Tax Summary

Option	Description and Generating Potential	Process	Considerations
<b>Special Tax (per parcel)</b>	A parcel tax is a type of excise tax that usually is based on either a <b>flat per-parcel rate</b> <i>or a rate that is based upon the size and/or number of units</i> on each parcel. A parcel tax must be adopted as a special tax, and may be utilized by counties and special districts with the capacity to levy special taxes.	Requires 2/3 <sup>rd</sup> approval by the Board of Supervisors and 2/3 <sup>rd</sup> approval by county or district voters.	Would create a dedicated funding source for parks and open space that could be used for acquisition as well as development and maintenance purposes.
<b>Flat per parcel tax</b>	In Los Angeles County, a flat \$34 per parcel tax levied on all property countywide would generate roughly \$80 million in annual revenue.		A flat tax is easier to understand – annual impact is known. Could raise equity concerns.
<b>Flat per-square-footage tax</b>	A tax of 3 cents per square foot (0.03) would generate approximately \$191 million and would cost the average single-family homeowner about \$45 per year.		A square-footage tax is more similar to the current assessments, it is less common and is modeled on the County's Trauma Tax.
	These figures are only intended for illustration, county officials, assessors, and financial advisors would determine the exact structure and any exemptions for the tax.		State law is unclear as to exemptions.

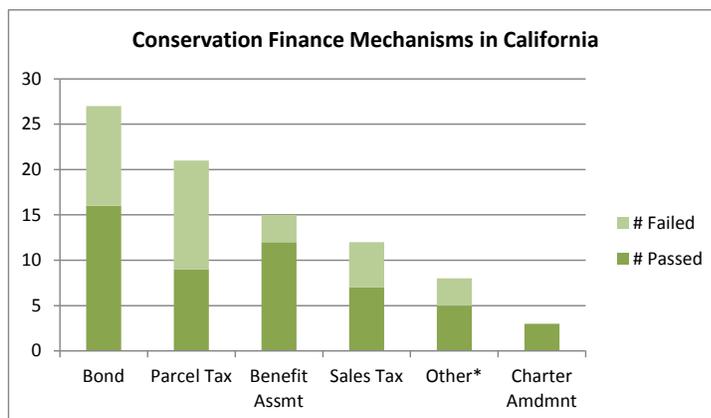
## Appendix D: Other funding options

### Local Public Finance in California

All taxes imposed by local governments in California are either general taxes or special taxes.<sup>12</sup> **General taxes** may be imposed only by local governments for general government purposes and not by special purpose districts, such as school districts. An imposition, extension or increase of any general tax requires the approval of a majority of voters at a regularly scheduled general election for members of the governing body. Revenues from general taxes are deposited into the General Fund. **Special taxes** are imposed for specific purposes by counties, cities and special districts, and any imposition; extension or increase of a special tax must be approved by a two-thirds vote of the electorate.<sup>13</sup> Special districts may not impose general taxes. Taxes imposed by special districts are special taxes. Revenues from special taxes are deposited into segregated accounts restricted to the use for which they were imposed and collected.

The State of California authorizes communities to use various revenue sources for parks and recreation purposes including property-related taxes, sales and use taxes, general obligation bonds, the creation of financing districts that serve as financing mechanisms, and the creation of special districts. Each of these funding mechanisms requires approval by the electorate (or landowners in the case of special districts).

Conservation Finance Mechanisms in California			
Summary of local ballot measures from 1990 - 2014			
Mechanism	# Passed	# Failed	% Passed
Bond	16	11	59%
Parcel Tax	9	12	43%
Benefit Assmt	12	3	80%
Sales Tax	7	5	58%
Other*	5	3	63%
Charter Amdmnt	3	0	100%
*primarily utility taxes & occupancy taxes			
Source: TPL's LandVote database.			



Roughly 60 percent of local conservation finance measures (52 of 86) on the ballot in California between 1990 and 2014 were approved. Success at the ballot is hampered somewhat in the state by the high approval threshold (2/3rds vote) required for local bond and special tax measures. For a list of successful land conservation measures, see Appendix A to this report.

The legislation authorizing the Los Angeles Park and Open Space District (Section 5506.9 of the California Public Resources Code) clearly contemplates that the district would be funded by a countywide benefit assessment. Renewal or extension of the current District assessment is not feasible due to the Santa Clara County court decision.

<sup>12</sup> Cal. Const. Art. XIII C, Sect. 2 (Proposition 218, “the Right to Vote on Taxes Act,” 1996); Cal. Government Code §§53720-53730.

<sup>13</sup> See Cal. Government Code §§50075-50077.5 (containing additional requirements for voter-approved special taxes).

Other finance mechanisms, such as special taxes and bonds, are authorized to regional park and open space districts under general law. Specifically, Public Resources Code section 5566 states: “It is the intent of the Legislature to provide a district with the authority to impose special taxes.” However, the enabling legislation of the Los Angeles County Regional Park and Open Space District does not clearly delegate taxing authority to the District. Therefore, in the future, the County should consider an amendment to the enabling legislation to clarify the authority of the District to utilize other funding sources. In addition there are requirements for spending a certain portion of assessment revenue in the first 20 years (min. of 80 percent) on capital outlay projects, etc. The ballot resolution adopted by the Board of Supervisors authorizing a vote on any new funding stream will need to clearly outline spending allocations requires for a revenue that does not come from an assessment.

Given that the District does not have explicit legal authority to levy its own tax, Los Angeles County is authorized to levy special taxes and may transfer revenues to the District provided that the ballot language for the tax and resolution are clear to that purpose.

Counties have various mechanisms it can use for funding local priorities. Along with the two parcel tax options discussed in this report, other counties have used sales taxes and bonds to fund parks as well. Below is a summary of those alternatives and why they are not being considered for Los Angeles at this time.

## Sales and Use Tax

In California, the state sales tax is currently 6.50 percent which provides revenues for the general fund, the local revenue fund, and the local public safety fund.<sup>14</sup> In addition, counties and cities impose a uniform local 1.0 percent sales and use tax for a combined statewide rate of 7.50 percent.<sup>15</sup> Many of California’s cities, counties, towns, and communities have special taxing jurisdictions (districts), which may impose a transactions (sales) and use tax. These districts increase the tax rate in a particular area by adding the district tax to the statewide rate. The rates for these districts range from 0.10 percent to 1.00 percent per district. More than one district tax may be in effect in a given location.<sup>16</sup>

In particular, local districts including counties may levy, increase or extend a transactions and use tax in increments of 0.125 percent. The ordinance authorizing the tax must be approved by 2/3rds of the governing body and either a majority or 2/3rds of voters depending upon whether revenues from the tax will be used for general or special purposes.<sup>17</sup> A county tax may be levied in the entire county or in the unincorporated area of the county.<sup>18</sup>

The total aggregate transactions and use taxes for all taxing districts in a county may not exceed two percent (for a total of 9.50 percent).<sup>19</sup> The proceeds of the transactions and use tax for

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<sup>14</sup> Cal. Revenue and Taxation Code §6051, §6201; Cal. Const. Art. XIII, Sec. 35.

<sup>15</sup> Cal. Revenue and Taxation Code §7202(a), §7203 (“the Bradley-Burns Uniform Local Sales and Use Tax Law”).

<sup>16</sup> Cal. Revenue and Taxation Code §7202(a), §7203 Food for home consumption and utilities are exempted from sales and use taxes..

<sup>17</sup> Cal. Revenue and Taxation Code §7285.

<sup>18</sup> Cal. Revenue and Taxation Code §7285.

<sup>19</sup> *Id.* at §7251.1. And [http://info.sen.ca.gov/pub/bill/sen/sb\\_0551-0600/sb\\_566\\_cfa\\_20030910\\_013808\\_asm\\_floor.html](http://info.sen.ca.gov/pub/bill/sen/sb_0551-0600/sb_566_cfa_20030910_013808_asm_floor.html). Prior to the passage of SB566 in 2003, cities had to first receive legislative approval to impose an additional sales tax.

specific purposes may be used to finance capital outlay expenditures through the issuance of bonds called limited tax bonds, which are explained in more detail later in this report.

Currently there are 164 approved transactions and use tax rates in 142 jurisdictions imposed for uses including libraries, transportation, hospitals, road, and capital improvements.<sup>20</sup> For example, Sonoma County imposes a 0.25 percent transaction and use tax to fund its agricultural preservation and open space authority. In 2012, voters in Marin County approved a 0.25 percent sales tax to support regional community parks projects and programs, and further farmland preservation.

### The sales tax in Los Angeles County

The District does not have the authority to impose a sales tax, however the county has limited capacity to levy an additional transactions and use tax and spend the funds for parks and open space. Three cities<sup>21</sup> are currently at the 2 percent aggregate tax limit; as such a countywide tax is not permissible. However, the county could seek approval from the legislature for authorization to levy a tax outside of the 2 percent maximum transaction and use tax limit.

### Using the sales tax for parks and open space

There is a total sales tax capacity of 1.0 percent remaining in Los Angeles County in the unincorporated area under the 2.0 percent limit. Therefore, the county could levy an additional transactions and use tax outside of the city boundaries and spend the funds for parks and open space. In order to dedicate the entire tax for this purpose the county would have to impose a special tax requiring a 2/3rds vote. The county could transfer revenue from the tax to the District.<sup>22</sup>

Based on 2013 estimates of total taxable transactions (\$20.7 billion),<sup>23</sup> a 1/4<sup>th</sup> cent (0.25 percent) transactions and use tax increase levied in the

unincorporated county for parks and open space would generate an estimated \$52 million annually at a cost to the average household of \$47 each year. If the tax were levied countywide, with authorization from the Legislature, a 1/8<sup>th</sup> cent would generate \$175 million. The minimum tax increment currently allowed under state law is 1/8<sup>th</sup> cent. However, the county could seek approval from the legislature for a different increment. For example, a 1/16<sup>th</sup> cent (0.0625 percent)

Estimated Revenue and Cost of Transactions and Use Tax			
Unincorporated County			
Sales Tax	Annual Revenue*	Household Spending on Taxable Goods**	Annual Cost/ Household
0.0625%	\$12,962,015	\$19,000	\$11.88
0.125%	\$25,924,030	\$19,000	\$23.75
0.250%	\$51,848,060	\$19,000	\$47.50
Countywide			
Sales Tax	Annual Revenue*	Household Spending on Taxable Goods**	Annual Cost/ Household
0.0625%	\$87,549,818	\$19,000	\$11.88
0.125%	\$175,099,635	\$19,000	\$23.75
0.250%	\$350,199,270	\$19,000	\$47.50
*Estimates based on 2013 CA DOR total annual taxable sales of \$20.7 billion unincorporated, and \$140 billion countywide.			
**Average household spending on taxable items. LA County Econ. Dev. Corp.			
***Average household spending multiplied by est. # of households in the county (3.3 M).			

<sup>20</sup> From CaliforniaCityFinance.com, *The Rise of Local Add On Taxes (Transaction and Use) in California, September 2013.*

<sup>21</sup> La Mirada, Pica Rivera, and South Gate, California Board of Equalization, BOE-105 REV. 4 (7-15) District Taxes and Effective Dates.

<sup>22</sup> Alternatively, a change in state law would be needed in order for the District to put a sales tax on the ballot as a special tax.

<sup>23</sup> California Board of Equalization, <http://www.boe.ca.gov>.

tax, *if made permissible*, would generate \$88 million at a cost to the average household of \$12 per year.

### **Implementation process**

As with other California taxes, a transactions and use tax must obtain a majority vote if for general purposes and 2/3rds voter approval if for specific purposes.<sup>24</sup> The California Board of Equalization recommends that any county or district contemplating a transactions and use tax should begin by contacting its Local Revenue Allocation Section. Staff will assist with the preparatory functions for placing a proposal on the ballot to ensure the tax ordinance complies with law.

## **Bonds**

To raise funds for capital improvements, such as land acquisition or building construction, counties, cities and districts may issue bonds.<sup>25</sup> In California, there are three types of bonds: (1) general obligation (“GO”) bonds, which are guaranteed by the local taxing authority; (2) revenue bonds that are paid by project-generated revenue or a dedicated revenue stream such as a particular tax or fee, and (3) limited tax bonds, which are paid by voter-approved transactions and use tax revenue. Generally, bond proceeds are limited to capital projects and may not be used for operations and maintenance purposes.<sup>26</sup> As such, this report will not examine bonding in further detail.

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<sup>24</sup> In addition, all transaction and use tax proposals require 2.3rds approval by the governing body. [CaliforniaCityFinance.com](http://CaliforniaCityFinance.com)

<sup>25</sup> Cal. Public Resources Code §5305.

<sup>26</sup> Federal government rules governing the issuance of tax-exempt bonds limit the use of proceeds to capital purposes such that only a small fraction of bond funds may be used for maintenance or operations of facilities. State and local laws may further limit the use of bond proceeds.

## Appendix E

### **Uniformity and Exemptions – Legal Challenge**

Borikas v. Alameda Unified School District is a legal decision reached by the California Court of Appeals in 2012 with potentially far-reaching consequences for parcel tax levies throughout the state. The lawsuit arose as a result of a June 3, 2008 vote on a parcel tax measure (Measure H) in the Alameda Unified School District. The measure narrowly passed but it was challenged by a local businessman, and several others, who objected to the different rates charged homeowners and commercial property owners. Measure H charged residential property owners \$120 each per parcel, while charging large commercial property owners \$0.15 cents per square foot up to a cap of \$9,500. The court concluded that state law requires “uniformity” in a parcel tax, i.e., a tax that will “apply uniformly to all taxpayers or all real property within the district.”

The Borikas v. Alameda Unified School District opinion could be read broadly to apply to all types of countywide or district parcel taxes or narrowly to just school districts but the decision definitely has increased the risk of a legal challenge to a countywide or districtwide parcel tax.

On a similar note, California Government Code Section 5079 explicitly provides for exemptions to seniors and disabled for school district measures. While Section 5789.1 provides that recreation and park district “special taxes shall be applied uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved parcels.” As such, it appears that the County or the District may not include an exemption for seniors in a new special tax measure.

Research indicates that LA County imposes its special taxes on all property unless otherwise exempted by state or federal law. Generally, properties that fall under this exemption are owned by other governmental agencies (local, federal and state) including school districts, cities, counties, airport authorities, etc.

Legally, however, parcel tax exemptions are specifically authorized only for school districts (seniors and disabled) and parks (improved/unimproved land). However, numerous counties and special districts have placed on ballots approved by voters measures that contain additional exemptions. For example, East Bay Regional Park District (Alameda and Contra Costa Counties) parcel tax measures provide exemptions for (a) owners of real property that is unimproved and provides, (b) any occupant of any property who, for any reason, is legally exempt, and (c) a modified senior exemption of a 50% discount for an occupant who is a senior citizen (age 65 and over) whose annual income is below the State-defined poverty level.

Because statutes authorizing parcel taxes by non-school districts do not provide specifically for exemptions other than for improved/unimproved properties, there is risk of challenge that the tax is not uniformly levied if other exemptions have been authorized. The challenge has been somewhat tempered by ballot language drafting that requires the tax to be levied uniformly on all properties and allows certain owners of parcels to apply annually for an exemption (seniors and disabled). In addition, many ordinances have provided that said “annual” exemptions are available only to the “fullest extent permitted by law.”

Due to legal questions, no exemptions are recommended for this measure. However exemptions found in numerous parcel tax measures include:

Senior Exemption. Properties owned and occupied by people age 65 years or older. Can be written so that it only applies to those who live on the property; meaning if a senior citizen owns a property that the parcel tax applies to, but does not live on that parcel, that senior citizen would still have to pay the tax.

Disability Exemption. Properties owned and occupied by people who receive Supplemental Security Income for a disability, regardless of age, often may obtain an exemption from parcel taxes. Other parcel tax ordinances/resolutions may offer an exemption for properties owned and occupied by those who receive Social Security Disability Insurance benefits, regardless of age, as long as the person's annual income does not exceed a certain threshold.

Contiguous Parcel Exemption. Multiple parcels that are contiguous, and are owned by one owner, may receive an exemption in which the contiguous parcels are treated as one for tax purposes. Some local governments apply the contiguous rule only to parcels owned by homeowners, and only if the homeowner lives on the property. Property owners may have to apply annually for exemptions by submitting forms to the city, county, special district, or other entity administering the tax. Some local governments that offer exemptions automatically grant an exemption to property owners who previously submitted an application. Applications for an exemption typically are available on a local government's website, where finance information is maintained.

For any questions or more information please contact:

Amanda Brown-Stevens  
Associate Conservation Strategies Director – West  
The Trust for Public Land  
Cell: 510-816-2978  
Office: 415-800-5287  
[Amanda.BrownStevens@tpl.org](mailto:Amanda.BrownStevens@tpl.org)

Wendy Muzzy  
Director of Feasibility Research  
The Trust for Public Land  
Office: 206-274-2914  
[wendy.muzzy@tpl.org](mailto:wendy.muzzy@tpl.org)

Fairbank,  
Maslin,  
Maullin,  
Metz &  
Associates

FM3

Public Opinion Research  
& Strategy

TO: Interested Parties

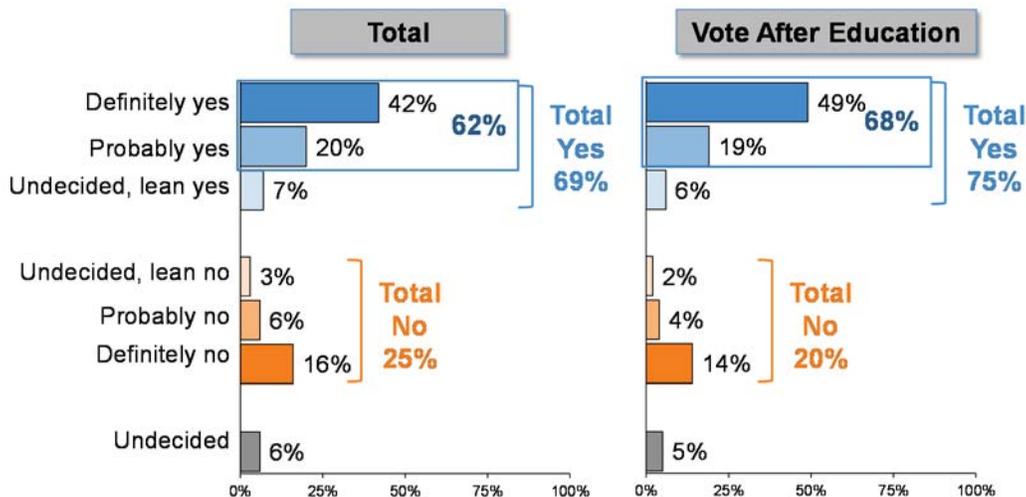
FROM: Fairbank, Maslin, Maullin, Metz & Associates (FM3)

RE: Los Angeles County Parks and Open Space Baseline Survey  
Summary of Key Results

DATE: December 24, 2015

- A recent survey<sup>i</sup> of 1,010 likely November 2016 Los Angeles County voters shows that a majority (69 percent) would definitely, probably or lean toward voting yes in favor of a ballot measure establishing a three-cent per square foot of improvement property tax to fund neighborhood parks, recreation areas, beaches, rivers, and other natural areas, while about 25 percent would vote no to oppose the measure if the election were held today. A further six percent are initially undecided. However, once voters are provided with additional information, support for the measure increases by about 6 percent, from 69 to 75 percent, with slightly more than two-thirds saying definitely or probably yes. Opposition decreases to 20 percent and an additional 5 percent remain undecided.

**FIGURE 1: Initial Vote and Vote after Education on the L.A. County Park and Open Space Measure**

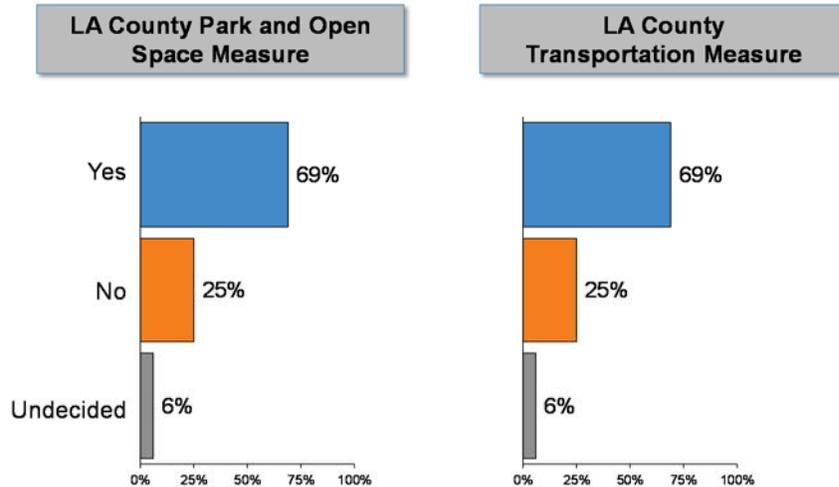


12100 Wilshire Boulevard, Suite 350  
Los Angeles, CA 90025  
Phone: (310) 828-1183  
Fax: (310) 453-6562

1999 Harrison Street Suite 2020  
Oakland, CA 94612  
Phone: (510) 451-9521  
Fax: (510) 451-0384

- **Both measures – the Los Angeles County Parks and Transportation Measures – appear viable when on the same ballot (Figure 2).** Each measure initially starts with at least two-thirds support from voters who said they would definitely, probably or lean toward voting yes. Strong support for each measure persists regardless of whether voters hear one measure first or second (Figure 2).

**FIGURE 2: Vote for LA County Parks and Open Space and Transportation Measures**



- **Respondents rated in high percentages (70 percent or more), a number of features and provisions they consider extremely or very important to be included in the measure.** Those with the highest percentages include protecting clean water supplies, including rivers and creeks; helping to reduce gang activity; ensuring safe places to play; removing asbestos, mold and lead paint from aging recreation centers; and protecting and preserving parks and natural areas, as well as clean and safe beaches (Table 1).

**TABLE 1: Potential Provisions and Features to be Included in the Measure**

Potential Provisions/Features to be Included in the Measure	% Ext/Very Important
Protect clean water supplies including rivers and creeks	89%
Protect clean drinking water sources	89%
Help reduce gang activity	88%
Ensure safe places to play	81%
Remove asbestos, mold and lead paint from aging recreation centers	79%
Protecting and preserving parks and natural areas	79%
Protect clean and safe beaches	78%
Improve park accessibility for the disabled	75%
Improve the safety of recreation areas for children and seniors	75%
Protect and preserve open space, natural areas, and waterways	75%
Replace deteriorating water, sewer and gas lines at parks and recreation centers	75%

**TABLE 1: Potential Provisions and Features to be Included in the Measure (Continued)**

Potential Provisions/Features to be Included in the Measure	% Ext/Very Important
Reduce and prevent flooding during heavy rains	73%
Renew expiring, dedicated, local funding for neighborhood parks, rivers, beaches, and natural areas	73%
Protect wildlife areas	73%
Ensure space for after-school programs	73%
Ensure space for senior programs	73%
Exempt low income seniors from having to pay the annual tax	71%
Maintain and improve safe walking and biking paths and trails	71%
Upgrade security lighting and fencing	70%
Make existing state and federal matching funds available to our local parks that would otherwise go elsewhere	70%

- **Voters were more inclined to support the measure after hearing a series of educational statements.** Specifically, the following messages had the greatest effect, prompting more than three-quarters of voters to say that they would be more inclined to vote yes in favor of the measure:
  - This measure will **keep our kids, seniors, and other residents safe** by providing funding for necessary safety repairs and upgrades to outdated and/or unsafe playground equipment, park and recreation centers, senior centers, and restrooms (*80 percent much/somewhat more inclined to vote yes*).
  - This measure will help **protect and preserve LA County’s remaining undeveloped open spaces and natural areas so we and future generations** can enjoy them rather than lose them for good (*78 percent*).
  - This measure will help **keep kids off the streets and out of trouble** by providing safe places for them to play and participate in after-school programs (*77 percent*).
  - This measure will help **fund water conservation efforts** such as the increased use of drought-tolerant plants, recycled water for ball fields, and capturing and cleaning more rainwater. **These efforts to reduce the amount of water wasted will save money and help to protect and increase our local drinking water supplies** (*76 percent*).
- In general, more than 7 in 10 voters (73 percent) perceive great or some need for additional funding for neighborhood, city and county parks in Los Angeles County.

<sup>i</sup> Between December 3<sup>rd</sup> – 9<sup>th</sup>, 2015, Fairbank, Maslin, Maullin, Metz & Associates (FM3) conducted a telephone survey of 1,010 voters in the County of Los Angeles who are likely to vote in the 2016 General Election. The margin of error for the full sample is +/- 3.3% and for half the sample it is +/- 4.7%; margins of error for subgroups will be higher.

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE  
COUNTY OF LOS ANGELES PROVIDING FOR AND GIVING  
NOTICE OF A SPECIAL TAX ELECTION TO BE HELD IN THE  
COUNTY OF LOS ANGELES ON NOVEMBER 8, 2016, AND  
CONSOLIDATING THE SPECIAL TAX ELECTION WITH THE  
CALIFORNIA STATEWIDE GENERAL ELECTION TO BE HELD  
ON  
NOVEMBER 8, 2016

WHEREAS, every year, more than 70 million people visit the over 3,000 parks in the County of Los Angeles (the 'County') and its cities, including their neighborhood parks, and participate in park-sponsored recreational programs. Parks are important to families, as millions of children and youth use park facilities for after-school, weekend, and summer programs, and millions of seniors attend programs at nearby senior centers; and

WHEREAS, parks, open space, beaches, and natural water resources contribute to the health and vitality of our citizens in the County. These natural areas help make our community a wonderful place to live and protect our quality of life; and

WHEREAS, County citizens spend a great deal of time working indoors and commuting in cars, making our parks

and natural resources essential to protecting and enhancing our quality of life; and

WHEREAS, the County and its cities have a long history of making significant investments in parks and recreation, beaches, open spaces, and natural areas; and

WHEREAS, the Los Angeles County Regional Park and Open Space District (the “District”) has awarded more than 1,500 development, acquisition, improvement, restoration, and rehabilitation grant projects for parks, recreational, cultural, and community facilities, as well as beaches and open space lands throughout Los Angeles County; and

WHEREAS, for over 20 years the County has relied on local voter-approved funding to protect and maintain our local neighborhood, city and county parks, outdoor areas, beaches, rivers, watersheds, and local water resources. This funding is expiring and we face the loss of the only source of dedicated local funding for our neighborhood parks; and

WHEREAS, dedicated local funding from the District has served as matching funds for State, Federal, and philanthropic funding, and in this way is essential for our communities to receive their fair share of available resources; and

WHEREAS, while many of the over 3,000 parks, beaches, and open space areas and over 9,000 recreational

amenities throughout the County have received District funding since 1992, heavy usage by the public year-round result in a continuous need for resources to repair and replace amenities; and

WHEREAS, the County has undertaken an inventory, analysis, and community engagement process that culminated in the 2016 Los Angeles Countywide Comprehensive Park and Recreation Needs Assessment Final Report (the “2016 Countywide Park Needs Assessment”), which allowed the County to document and analyze the needs of all the communities within its jurisdiction; and

WHEREAS, the 2016 Countywide Park Needs Assessment was a 16-month outreach process to study 188 sub-regions of the County (the “Study Areas”) to identify community park needs and priorities; and

WHEREAS, the 2016 Countywide Park Needs Assessment shows that there is a serious need for tens of billions of dollars in investments in safe neighborhood parks; clean water and protection of local water resources; protection of rivers, streams, lakes, beaches and watersheds; safe and healthy communities; urban greening; sustainability and energy efficiency; senior centers, community and facility rehabilitation and maintenance; at-risk youth job training and placement, gang violence

prevention; and improved community access, connectivity and trails to these facilities; protection of local water resources; protection of rivers, streams, lakes, beaches and watersheds; safe and health communities; and

WHEREAS, the Board of Supervisors of the County (the "Board") finds and determines that the continued development, acquisition, improvement, restoration and maintenance of parks, recreational, cultural and community facilities, beaches, and open space lands within the County confer documented health, social, environmental and economic benefits throughout the County resulting in increased opportunities for physical activity, improved safety and social cohesion, sustainability and maintained or enhanced property values; and

WHEREAS, the Board further finds and determines that the public interest and convenience require, and that it is in the best interest of the County, that local funding be secured within the County, to fund projects consistent with the plan of expenditure hereinafter set forth; and

WHEREAS, the collection and expenditure of all funds under this measure will continue to be transparent to the voters through annual independent financial audits and a public oversight committee, and all communities throughout the County will receive a share of the funding. To the extent feasible, funds generated by this measure shall be spent on

priorities in high-need and very high-need areas pursuant to the 2016 Countywide Park Needs Assessment; and

WHEREAS, the acquisition, construction, rehabilitation and maintenance of parks and recreation facilities, beaches, and open space lands under this measure will aid in the development of safe places and facilities for local children, youth and families, thereby creating healthy places for children and youth to play, learn and interact with other children. These alternatives keep children and youth off the streets and limit exposure to gangs, drugs and vandalism while providing positive incentives for healthy living; and

WHEREAS, the Board further finds and determines that it is necessary to provide a voter-approved funding source to ensure all parks and recreation centers throughout Los Angeles County and its cities are continuously serviced, maintained and upgraded, and that new parks and facilities are established and open space lands preserved; and

WHEREAS, the protection and restoration of our last open spaces and natural areas of scenic beauty located next to rivers, creeks, streams and lakes is necessary for the purposes of conserving native and endangered species, biological diversity, protecting the health of the County's environment, and for the enjoyment of this and future generations; and

WHEREAS, improving non-motorized or active transportation methods to reach the network of park facilities, beaches, and multi-use trails, including regional bike paths, is important to our health and provides for greater accessibility for our citizens; and

WHEREAS, the District intends to use the 2016 Countywide Park Needs Assessment as a guide to direct funding to all communities within the County to ensure local high-need and very high-need priorities are met; and

WHEREAS, the District intends to continue the community and stakeholder engagement processes and make periodic updates to the 2016 Countywide Park Needs Assessment; and

WHEREAS, a public hearing on the matters set forth in this resolution was called and held on Xxxx XX 2016, and this resolution shall not take effect unless and until the question of approval of the matters set forth herein shall have been submitted to the electorate of the County and approved by a supermajority of voters voting on the question; and

WHEREAS, the Board deems it necessary and essential to submit the question of a special tax to the qualified voters within the County at a special tax election to be held on November 8, 2016, and to consolidate such election with the Statewide General Election to be held on that date;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Los Angeles, as follows:

Section 1.

A special tax election shall be held and the same is hereby called and ordered to be held in the County on the 8th day of November, 2016, for the purpose of submitting to the voters of the County the question of a special tax to be levied by the County in the amounts and for the purposes hereinafter set forth and to be administered by the District. The special election called by this resolution shall be consolidated with the Statewide General Elections conducted by and in the County of Los Angeles on November 8, 2016, and the Proposition shall be placed on the same ballot and the same precincts, polling places, election officers, and facilities shall be used for this special election.

Commencing with Fiscal Year 2017-2018, an annual special tax to raise revenue to continue funding for programs pursuant to the plan of expenditure contained herein is hereby imposed upon all improved parcels located within the County of Los Angeles. The Special Tax shall be levied on all improved parcels in the County at a rate of \_\_\_ cents per square foot of structural improvements, excluding the square footage of improvements used for parking. For each

fiscal year after 2017-2018, the Board of Supervisors shall by a majority vote set the rate of the tax; however, in any fiscal year the rate may be set no higher than the amount of \_\_ cents per square foot, as adjusted by the cumulative increases, if any, to the Western Urban Consumer Price Index from July 1, 2017, as established by the United States Bureau of Labor Statistics. If for any fiscal year the Board fails to set the rate, the tax shall continue at the same rate as the preceding year.

(c) All laws and procedures regarding exemptions, due dates, installment payments, corrections, cancellations, refunds, late payments, liens and collections for the secured roll ad valorem property taxes shall be applicable to the collection of the Special Tax. The secured roll tax bills shall be the only notices required for the levying of the Special Tax. The Auditor-Controller of the County shall place the Special Tax on the secured tax roll for the initial Fiscal Year 2017-2018, and for subsequent fiscal years. The Treasurer and Tax Collector of the County shall collect the Special Tax for the initial Fiscal Year 2017-2018, and for subsequent fiscal years, on the tax roll at the same time and in the same manner, and subject to the same penalties as the ad valorem property taxes fixed and collected by or on behalf of the County. The Los Angeles County Regional Park and Open Space District shall establish and administer an appeals

process to address and correct potential errors in the levy of the Special Tax.

(d) Properties owned by public agencies, will not be assessed except when such property is not devoted to a public use, consistent with the statutes applying to possessory interests. The Special Tax shall be levied on possessory interests based on the amount of privately-held structural improvements.

(e) Based upon all of the facts before it on this matter, the Board finds that the submission of this question of a Special Tax to the voters is not subject to, or is exempt from, the California Environmental Quality Act (CEQA) because it is not a project as defined by California Code of Regulations Section 15378(b)(4) relating to the creation of government funding mechanisms, which do not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

## Section 2.

The Proposition for levying said special tax shall appear upon the ballot substantially as follows:

**Los Angeles County Safe Neighborhood Parks, Healthy Communities, and Local Water Resources Measure**

To renew expiring, dedicated, local funding for neighborhood/city parks, recreational areas, rivers/beaches; protect local water resources; including rivers/creeks; reduce gang activity; ensure safe play areas; shall an annual \_\_\_¢ tax per square foot of improvements be levied on developed property in Los Angeles County, generating \$\_\_\_\_\_ annually, for 35 years; exempting low-income seniors; requiring citizen oversight, independent audits, and local control?

The Board of Supervisors does hereby submit to the qualified voters of the County, at said special County election, this proposition. The Chair and Clerk of the Board of Supervisors are hereby authorized and directed to publish notice of said special election in accordance with the California Elections Code. Analysis and review of this resolution shall be carried out pursuant to Section 9160 of the California Elections Code.

### Section 3.

As used in this resolution, the following terms have the indicated meanings:

“1992 and 1996 Propositions” means the Safe Neighborhood Parks Propositions approved by voters on November 3, 1992 and November 5, 1996, respectively.

“2016 Countywide Parks Needs Assessment” means the 2016 Los Angeles Countywide Comprehensive Park and Recreation Needs Assessment Final Report and any supplementary material adopted, and as subsequently updated, by the District.

“Assessor” means the County of Los Angeles Office of the Assessor.

“Beaches” means a public beach or shoreline area bordering the Pacific Ocean owned, controlled, or managed by a public agency, within the County of Los Angeles.

"Board" means the County of Los Angeles Board of Supervisors.

“Community Development” means the feasibility, planning, design, permitting and construction of recreational infrastructure and amenities.

"County" is used as defined in the recitals to this resolution.

“Director” means the Director of the Los Angeles County Regional Park and Open Space District.

"District" means the Los Angeles County Regional Park and Open Space District.

“Eligible project” means pre-project assistance and feasibility, planning, acquisition, construction, development, improvement, restoration, rehabilitation, maintenance, program oversight, public safety and security or any combination thereof, for any park or recreation project or improvement.

“Greenway” means a project that incorporates elements of water conservation and reclamation, urban greening, or public safety in a linear park, urban trail and/or active transportation corridor such as a Class-I or Class-IV bike path.

“High-Need and Very-High Need” means areas designated as such in the Parks Needs Framework as identified in the 2016 Countywide Park Needs Assessment.

“Joint-use” means shared management of facilities, land, utilities, programs, or other common elements between two or more parties.

“Local jurisdiction” means a city, county, special district or local agency.

“Multi-benefit project” means a project that maximizes or enhances recreation opportunities, protection or

enhancement of the natural environment, stormwater capture that improves infiltration, water and air quality improvements, greenhouse gas (GHG) reductions, carbon sequestration, heat-island reductions; habitat protection and biodiversity, community health improvements, or any combination thereof.

"Natural Lands" means an area of relatively undeveloped land which has substantially retained its characteristics as provided by nature or has been substantially restored, or which can be feasibly restored to a near-natural condition and which derives outstanding value from its wildlife, scenic, open space, parkland or recreational characteristics, or any combination thereof.

"Nonprofit Organization" means any charitable organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, which has among its purposes the provision of park, recreation or community services or facilities, gang prevention and intervention, conservation corps, environmental education and interpretation, tree-planting, or the conservation and preservation of wetlands or of lands predominantly in their natural, scenic, historical, forested or open-space condition, or restoration of lands to a natural, scenic, historical, forested or open-space condition.

"Open space, foothill, mountain, trail, river, wetlands and stream projects" include any of the following: preservation of natural lands, scenic vistas and wildlife habitat, wildlife corridors, development and restoration of mountain and other open space hiking, biking, walking and equestrian trails, especially those maintained by the County Public Works and Parks and Recreation Departments, restoration of natural vegetation and habitat, habitat and recreation facilities in and adjacent to riparian and flood control channels, and the provision of recreational opportunities and public access in mountain, foothill, river, stream and wetland areas.

"Parcel" means any unit of real property that receives an annual secured property tax bill from the Los Angeles County Treasurer and Tax Collector.

"Park" means a tract of land with scenic, natural, open-space or recreational values, set apart to conserve natural, scenic, wildlife, cultural, historical or ecological resources for present and future generations, and to be used by the public as a place for respite, rest, recreation, education, exercise, inspiration or enjoyment.

"Parks Fund" means the Los Angeles County Regional Park and Open Space District Park Fund.

“Per Capita and Structural Improvements” refers to each Study Area’s respective percentage of total Countywide 1) population as of the 2010 Census, and 2) structural improvements on parcels on the secured property tax rolls according to the Assessor’s records as of January 1, 2017.

“Per Capita and Structural Improvements Formula” means the formula established by the District to determine how allocations of certain funding programs under this proposition shall be distributed. Each Study Area’s allocation percentage of the applicable funding programs shall be the arithmetic mean of Per Capita and Structural Improvements, where Per Capita is weighted two-thirds and Structural Improvements are weighted one-third, and shall be calculated as follows: Allocation Percentage =  $[(\text{Per Capita} + \text{Per Capita} + \text{Structural Improvements})/3]$ .

“Pre-Project Assistance” means the planning, design, feasibility and studies necessary to define and articulate 1) a park project on land that was developed for uses other than parkland, or 2) a project to acquire and/or restore parks and natural lands.

“Public Agency” means any governmental agency, special district, or joint power authority, established pursuant to the laws of the State that is authorized to acquire, develop, improve and restore real property for beach, wildlife, park, recreation, community, cultural, open

space, water quality, flood control, or gang prevention and intervention purposes.

"Regional Recreational Parks" means facilities with unique, countywide significance that are publicly owned, consist of at least 100 contiguous acres and have three or more active recreational amenities.

"Special Tax" is the Tax levied on all improved parcels in the County at a rate of \_ cents per square foot of structural improvements, excluding the square footage of improvements used for parking, within the County pursuant to this resolution.

"State" means the State of California.

"State Lands Commission" means the Lands Commission of the State of California.

"Study Areas" is used as defined in the recitals to this resolution.

"Urban area" means an urban place, as that term is defined by the United States Department of Commerce, of 2,500 or more persons.

"Urban Forest" means those native or introduced trees and related vegetation in an urban area, including, but not limited to, urban watersheds, soils and related habitats,

street trees, park trees, natural riparian habitats, and trees on other private and public properties. Where feasible, introduced trees and plants shall be native species selected and planted in accordance with best management practices. No plants or trees identified on the California Invasive Species list maintained by the California Invasive Plant Council, or other appropriate sources, shall be planted.

“Urban Forestry” means the cultivation and management of trees in an urban area for their present and potential contribution to the economic, physiological, sociological, and ecological well-being of urban society.

“Urban Park” means a park in an urban area that offers respite, rest, recreation, education, exercise, inspiration or enjoyment to residents of, and visitors to, that urban area.

“Veterans” means any person who served in the United States armed forces as defined by Title 38 of the Code of Federal Regulations.

“Youth and Veterans Career Development and Job Training” means a program that provides job training, career development, or both, to young adults aged 18-24 and veterans, including education and/or certification for jobs within the conservation and parks and recreation fields.

#### Section 4.

It is the intent of this proposition to provide funds to benefit property and improve the quality of life throughout the District by preserving and protecting parks, safe places to play, community recreation facilities, beaches, rivers, open spaces, water resources, youth and veteran career development, and the urban tree canopy. Funds will be disbursed by the District consistent with the 2016 Countywide Park Needs Assessment to ensure all communities within the County can fund local priorities.

## Section 5.

### Expenditure Plan

(a) The Board shall allocate proceeds of the Special Tax to the District to develop and implement grant programs that invest in eligible projects consistent with the 2016 Park Needs Assessment, including, but not limited to, the following:

- (1) Protecting and developing parks, safe places to play, beaches, open space lands, and natural areas,
- (2) Promoting Healthy Communities,

- (3) Increasing investments in high-need and very high-need regions identified in the Countywide Park Needs Assessment,
- (4) Protecting clean local water resources, including lakes, rivers and creeks,
- (5) Developing and improving local and regional recreational facilities, including general infrastructure improvements, sustainability improvements, and removal of asbestos, mold, and lead paint from existing facilities,
- (6) Helping reduce gang activity by maintaining safe and healthy parks to encourage use by the community
- (7) Ensuring local drinking water continues to be safe and accessible at park and recreation centers,
- (8) Providing safe places to play and afterschool programs for children and youth,
- (9) Protecting, enhancing, and preserving open space, natural areas, and waterways,
- (10) Providing youth and veteran career development and job training,
- (11) Improving park safety and universal accessibility, including for seniors and those with disabilities,

- (12) Protecting and enhancing clean and safe beaches,
- (13) Improving water quality and implementing stormwater capture on park and open space lands,
- (14) Developing and enhancing urban gardens, pocket parks, and other small-scale greening projects, including education and food health programs,
- (15) Facilitating community education, engagement, natural and cultural resource interpretation, and other innovative projects that engage the community regarding park facilities funded by the District.
- (16) Developing and enhancing senior citizen, youth, multi-generational, and other neighborhood and community recreation facilities,
- (17) Developing and enhancing public equestrian facilities, especially to promote sustainable practices,
- (18) Developing, restoring and maintaining museums and cultural facilities,
- (19) Protecting and preserving the urban canopy and promoting tree health.

(b) The funds allocated pursuant to subsection (a) shall be expended according to the following schedule:

(1) Community-Based Park Investment Program.

(A) Thirty-five percent (35%), on an annual basis, for eligible projects located in each study area, to all incorporated cities and unincorporated areas of the County located within the District. To ensure that each community throughout the County will benefit from improvements as identified in the 2016 Countywide Park Needs Assessment Report, funds will be allocated to each study area based on the Per Capita and Structural Improvements Formula. The District shall prioritize projects located in high-need, and very high-need, portions of each study area as identified in the 2016 Countywide Park Needs Assessment.

(2) Safe Parks, Repairs and Upgrades, Healthy Communities and Urban Greening Program.

(A) Twenty percent (20%), on an annual basis, for the acquisition of real property, and the construction and rehabilitation of parks and recreation facilities that provide safe places and facilities for after-school, weekend and holiday programs for local children, youth and families, provide opportunities for healthy living in all our neighborhoods, improve the quantity and quality of green spaces in the county, or improve local water capture and infiltration. The District shall prioritize

projects in high-need, and very high-need, study areas, as identified in the 2016 Countywide Park Needs Assessment, based on the Per Capita and Structural Improvements Formula, including, but not limited to, the following:

- (i) community and local parks, including pocket parks, playgrounds, playground equipment, dog parks, and picnic areas, especially those that connect and restore underutilized spaces;
- (ii) community and senior recreational centers;
- (iii) park safety, graffiti removal, facility safety lighting, safe routes to schools, and other safety improvements;
- (iv) greenspace and greenway development; gardens, including garden and nutrition education;
- (v) urban canopy development to reduce the heat island effect, especially in heavily urbanized, tree-poor areas of the County;
- (vi) active transportation and physical activity programming that promotes recreation and accessibility to recreational facilities,

- (vii) interpretation, education and communication about parks, local environmental issues and recreational activities
- (viii) water quality, stormwater capture, and water use efficiency projects on park and open space lands;

(3) Protecting Open Spaces, Local Water Sources, Beaches and Watershed Program.

(A) Twenty percent (20%), on an annual basis, for planning, acquisition, development, improvement, and restoration, of multi-benefit park projects that promote, improve, or protect clean local water supplies, habitat improvements, park space, recreation, public access, watershed health, and open space, including improvements or restoration of areas that buffer our rivers, streams, and their tributaries along with the lakes and beaches throughout the County, including but not limited to, the following:

- (i) riparian corridor improvements;
- (ii) river and stream parkway development;
- (iii) river and stream clean up, access and community development;

- (iv) lake clean up, access and community development;
- (v) beach and coastal watersheds clean-up, access and community development;
- (vi) fishing and boating facilities;
- (vii) natural lands, wildlife corridors, and watershed protection;
- (viii) recreational facilities, public property and rights of way, flood control infrastructure, and other easements;
- (ix) natural and cultural resource interpretive programs and nature education activities.

(B) Of the funds allocated to this paragraph, multi-benefit projects should seek to leverage public and private funding from water conservation and supply; water and air quality improvements; flood risk management; climate pollution reduction or adaptation; carbon sequestration; heat-island reduction; habitat protection and biodiversity; public health; and environmental justice benefit programs.

(C) The District shall prioritize projects that offer the greatest regional benefits, or serve the greatest regional need.

#### (4) Regional Recreational Facilities, Multi-use Trails and Accessibility Program.

(A) Twenty percent (20%), on an annual basis, for acquisition, development, improvement, restoration, or rehabilitation projects, including but not limited to, the following:

- (i) regional parks, regional facilities, museum, environmental education and other cultural facilities;
- (ii) multi-use sports facilities and other community recreational facilities;
- (iii) multi-use trail connectivity for existing and future park facilities, including connection to Public Works-maintained Class I bike path facilities;
- (iv) multi-use trail and path projects, with special emphasis being placed on those multi-use trails that provide hiking, equestrian, bicycle and opportunities for ADA and universal access, especially in urban communities.
- (v) regional, ecological, zoological, geological, archeological, anthropological, paleontological, and cultural sites of countywide significance

(B) Trail and accessibility projects funded under this paragraph that connect river, mountain, and urban areas, especially to the County Parks, State Parks, the National Forest, the National Recreation Area and the National Monument, and link other canyons and regional and local parks throughout the County will be given higher priority.

(5) Youth and Veteran Job Training and Placement Opportunities Program.

(A) Five percent (5%), on an annual basis for:

- (i) Organizations within the county, including certified conservation corps, that provide education, skills training, and career pathway development to young adults, aged 18 to 25, or veterans, to implement park projects, and
- (ii) Organizations within the county that provide certifications and placement services, or apprenticeship opportunities, for young adults, aged 18-25, or veterans, for jobs and careers in the Parks and Recreation field.

- (iii) The District shall prioritize grants to organizations that provide services to, or recruit a majority of their participants from, the areas of high-need, and very high-need, as identified in the 2016 Countywide Park Needs Assessment Report. The District shall grant no less than eighty percent (80%) of funds from this paragraph pursuant to sub-paragraph (A)(i).

## Section 6.

### Implementation

(a) Authority to award and administer grants pursuant to Section 5 shall be delegated by the Board to the Director for projects consistent with this resolution.

(b) Of the funds allocated pursuant to Section 5, eligible project applicants include Public Agencies and Nonprofit Organizations.

(c) To the extent feasible, priority may be given to multi-benefit projects that maximize climate pollution reduction and adaptation, carbon sequestration, heat-island reduction, stormwater capture that increase infiltration, habitat protection and biodiversity, community health

improvements, promote innovative public-private partnerships, or a combination thereof.

(d) Of the funds allocated pursuant to Section 5(b)(2) through Section 5(b)(5), the District may periodically dedicate a portion of funds to:

(1) Competitive grant solicitations accessible to eligible Public Agencies and Nonprofit Organizations for projects consistent with the goals of this paragraph.

(2) Grant solicitations designed to leverage federal, or state, park, conservation, water, or climate funding programs.

(e) Notwithstanding Section 5(a), in each of the years after the date the special tax is levied and collected, the schedule of expenditure of all proceeds of the special tax shall conform to the following:

(1) Up to seventy-seven percent (77%) shall be used for grant projects, including but not limited to, pre-project assistance, planning, acquisition, development, improvement, restoration, rehabilitation, technical assistance, and program oversight. For purposes of this resolution, grant projects include the servicing of bonds, notes or other evidences of indebtedness issued by the District/County.

(2) Up to fifteen percent (15%) shall be set aside and designated as the maintenance and servicing amount, and shall be used only to maintain and service, including resource protection activities for the capital outlay projects funded by the District, inclusive of projects funded by 1992 and 1996 Propositions. These funds shall be administered separately from the District's grant program and shall be held in trust by the District until a request from an eligible entity is made pursuant to rules established by the District. To ensure that every community maintains park and recreation facilities and park safety improvements as identified in the 2016 Countywide Park Needs Assessment, funds granted pursuant this paragraph will be allocated based on the Per Capita and Structural Improvements Formula. The District shall grant funds, pursuant to this paragraph, for projects identified in the 188 study areas, as well as the associated addenda, as contained in the report. For projects identified in the 188 study areas, the District shall prioritize funds for high-need, and very high-need, areas as identified in the report, as well as projects that provide public access. The maintenance and servicing amount shall be allocated each year as follows:

(A) fifty point eighty-five percent (50.85%) to cities; ten point ninety-four percent (10.94%) to the Department of Beaches and Harbors; fifteen percent (15%) to the Department of Parks and Recreation; three point forty-

six percent (3.46%) to the Department of Public Works; one percent (1.0%) to the Baldwin Hills Recreation and Conservation Authority; one percent (1.0%) to the Desert and Mountains Conservation Authority; point five percent (0.5%) to the Los Cerritos Wetlands Authority; six percent (6.0%) to the Mountains Recreation and Conservation Authority; one percent (1.0%) to the Newhall Ranch High Country Recreation and Conservation Authority; two percent (2.0%) to the Puente Hills Habitat Preservation Authority; one percent (1.0%) to the Santa Clarita Watershed Recreation and Conservation Authority; point five percent (0.5%) to the San Gabriel River Discovery Center Authority; two percent (2.0%) to the Watershed Conservation Authority; and, five percent (5.0%) unallocated for eligible nonprofit organizations that own, operate, or both, parklands consistent with this resolution.

(i) Any additional local agencies created for park purposes after January 1<sup>st</sup>, 2017, may receive funding made available pursuant to (d)(2)(C) according to a determination made by the District.

(3) Eight percent (8%) shall be made available for strategic planning, updates to the 2016 Countywide Park Needs Assessment, and the District for operations, management,

technical assistance, outreach, and oversight, including personnel, to administer programs pursuant to this resolution.

(f) Notwithstanding Section 6(d), starting in 2026, and each year thereafter, the District may increase funds made available pursuant to provision (d)(2) up to 2%, annually, and corresponding decrease funds made available pursuant to (d)(1), until funding made available pursuant to provision (d)(1) and (d)(2) both equal 46%.

(g) Funds for maintenance and servicing as described in this section shall be allocated annually to each recipient within the District. Allocations shall be made only to those entities which certify that: (1) such funds shall be used only to maintain and service projects funded by the District, inclusive of grants issued pursuant to the 1992 and 1996 Propositions and this resolution, and (2) such funds shall be used to supplement existing levels of service and not to fund existing levels of service.

(h) Except for those funds allocated to cities, the Director may, on an annual basis, adjust the allocations pursuant to (d)(2)(A) through (d)(2)(C).

(i) The District shall promote sustainability, energy efficiency, stormwater capture, and technology innovation

through the implementation of this program, including but not limited to the following:

(1) Development of projects that include as many of the following elements as possible:

- (A) Sustainability,
- (B) Cost-saving energy efficiency,
- (C) Weatherization,
- (D) Water efficiency, including irrigation efficiency,
- (E) Use of reclaimed water or stormwater, and
- (F) Use of climate and site appropriate native California tree and plant materials.

(2) Investment in enhanced electronic communications and other forms of technology innovation that benefits the public's interactions with individual parks or the park system, including internet connectivity; electronic or mobile reservation, scheduling, and fee systems; regional websites; or other systems deemed necessary by the District.

(j) (1) The Director may provide advanced payment for up to 50 percent of the grant award for those projects that satisfy both of the following criteria:

(A) The project proponent is a nonprofit organization and would require advanced payment to implement the project.

(B) The grant award for the project is less than five hundred thousand dollars (\$500,000).

(2) The Director may establish rules to determine how the funds will be managed and administered.

(3) If funds are not expended, the unused portion of the grant shall be returned to the department within 60 days after project completion or the end of the grant performance period, whichever is earlier.

(k) Notwithstanding Sections 4, 5 and 6 of this resolution, of the funds available from the special tax, the District's Board may, on an annual basis, allocate up to 2% of the funds for eligible projects.

(l) As a California Special District established pursuant to Section 5500 of the Public Resource Code, officers and employees of the County may act ex officio as the officers and employees of the District. However, in order to maintain transparency and accountability to the public and fairness to its various grant recipients, the District shall hereby operate as an independent agency of the County, with the District Administrator reporting directly to the Director of Parks and Recreation with clear separation from its grant recipients in

all aspects of District administration including, but not limited to, personnel, fiscal, budget, and audit functions.

(m) An exemption from the special tax, to be claimed under procedures established by the County, shall be available for any parcel that, as of January 1 of each year, is owned by, and upon which is located the principal residence of, a person or persons 65 years of age or older whose household income does not exceed 80 percent of the median income for the County as defined by the United States Department of Housing and Urban Development.

## Section 7.

### Community Oversight and Accountability

(a) The Citizens Oversight Advisory Board is hereby created.

(1) The Citizens Oversight Advisory Board shall be composed of five members appointed by the Board. Each appointing office shall appoint one member who meets each of the following criteria:

(A) An accountant, economist, or other professional with knowledge and expertise in evaluating financial

transactions and program cost-effectiveness, or an appointed member of the Park Needs Assessment Steering Committee;

(B) A community member from one of the five Supervisorial Districts.

(2) The Citizens Oversight Advisory Board shall do all of the following:

(A) Tri-annual (3 times per year) review of all expenditures from the special tax;

(B) Ensure that this program is integrated in the annual independent audit of the District;

(C) Publish a complete accounting of all allocations each year, posting the information on the District's publicly accessible Internet Web site;

(D) Submit periodic evaluations of the program to the County identifying any changes needed to meet the objectives of this resolution.

(3) (A) Members of the Citizens Advisory Board shall serve a term of four years at the pleasure of the Board, and no member may serve more than two consecutive four-year

terms. The Board may, by order, extend this length of service or waive this limit for individuals or the Citizens Oversight Advisory Board as a whole. A member's position shall become vacant upon his or her death, resignation, or removal by the Board. In the case of such a vacancy, the Board shall appoint a successor to fill the unexpired term.

(B) Members of the board shall not be compensated for their service, but may be reimbursed for actual and necessary expenses incurred in the performance of their duties.

## Section 8.

### Eligibility

(a) No funds authorized pursuant to Section 5 may be disbursed to any recipient unless the recipient agrees:

(1) To maintain and operate in perpetuity the property acquired, developed, improved, rehabilitated or restored with the funds. With the approval of the granting agency, the recipient or its successors in interest in the property may transfer the responsibility to maintain and operate the property in accordance with this Section.

(2) (A) To use the property only for the purposes of this resolution and to make no other use, sale, or disposition of the property, except as described in paragraph (B).

(B) If the use of the property acquired through grants pursuant to this resolution is changed to one other than a use permitted under the category from which the funds were provided, or the property is sold or otherwise disposed of, an amount equal to the (1) amount of the grant, (2) the fair market value of the real property, or (3) the proceeds from the portion of such property acquired, developed, improved, rehabilitated or restored with the grant, whichever is greater, shall be used by the recipient for a purpose authorized in that category or shall be reimbursed to the Parks Fund and shall be available for a use authorized in that category.

If the property sold or otherwise disposed of is less than the entire interest in the property originally acquired, developed, improved, rehabilitated or restored with the grant, an amount equal to the proceeds or the fair market value of the property interest sold or otherwise disposed of, whichever is greater, shall be used by the grantee for a purpose authorized in that category or shall be reimbursed to the Parks Fund and be available for a use authorized in that category. Nothing in this Section shall limit a Public Agency from transferring property acquired pursuant to this

order to the National Park Service or the State Park System, with or without consideration.

(3) Any beach, park or other public facility acquired, developed, rehabilitated or restored with funds from this act shall be open and accessible to the public without discrimination as to race, color, sex, sexual orientation, age, religious belief, national origin, marital status, physical or medical handicap, medical condition or place of residence, to the extent consistent with the provisions of subdivision (b) of Section 9.

(4) In order to maintain the exclusion from gross income for federal income tax purposes of the interest on any bonds, notes or other evidences of indebtedness issued for purposes of this resolution, each recipient of funds pursuant to this resolution covenants to comply with each applicable requirement of Section 103 and Sections 141 through 150 of the Internal Revenue Code of 1986, as amended. Each recipient of funds disbursed pursuant to this resolution shall agree in writing to the conditions specified in this paragraph.

(5) An entity receiving funds pursuant to this resolution shall agree to audits of expenditures on a regular basis, as directed by the District.

Section 9.

## Property

(a) All real property acquired pursuant to this resolution shall be acquired in compliance with Chapter 16 (commencing with Section 7260) of Division 7 of Title 1 of the California Government Code. Public Agencies and Nonprofit Organizations receiving funds pursuant to this resolution shall certify compliance to the Department of Parks and Recreation. Funds disbursed to a Public Agency in accordance with this resolution may be expended by that agency pursuant to an agreement, or by an entity, authorized or established pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code.

(b) Reasonable public access to lands acquired in fee with funds made available pursuant to this resolution shall be provided except where that access may interfere with resource protection. For purposes of this resolution, reasonable public access shall include parking and public restrooms.

(c) Prior to recommending the acquisition of lands that are located on or near tidelands, submerged lands, swamp or overflowed lands, or other wetlands, whether or not those lands have been granted in trust to a local public

agency, any agency receiving funds pursuant to this resolution shall submit to the State Lands Commission any proposal for the acquisition of those lands pursuant to this measure. The State Lands Commission may, at its discretion, within ninety (90) days of such a submission, review the proposed acquisition, make a determination as to the State's existing or potential interest in the lands, and report its findings to the entity making the submittal and to the Department of Parks and Recreation.

(d) No wetlands or riparian habitat acquired pursuant to this resolution shall be used as a dredge spoil area or shall be subject to revetment which damages the quality of the habitat for which the property was acquired.

(e) No provision of this resolution shall be construed as authorizing the condemnation of publicly-owned lands.

(f) Funds that are granted pursuant to this resolution for the purposes of development, improvement, rehabilitation or restoration shall be expended for these purposes only on lands owned by the applicant Public Agency or Nonprofit organization or subject to a lease or other interest held by such Public Agency or Nonprofit Organization. If such lands are not owned by the applicant or subject to such other interest held by the applicant, the applicant shall first demonstrate to the satisfaction of the

administering agency that the project will provide public benefits commensurate with the type and duration of the interest in land held by the applicant.

## Section 10.

### Financing

(a) It is the intention of the Board of Supervisors to cause the District to issue bonds, notes or other evidences of indebtedness, to fund all or a portion of the costs of the projects funded by this resolution, pursuant to Article 3 of Division 5 of the Public Resources Code. Such bonds, notes or other evidences of indebtedness may be issued in one or more series at such times and in such principal amounts as the Board of Supervisors may determine in its sole discretion.

(b) All funds generated by the Special Tax shall be deposited into the Regional Parks and Open Space District Park Fund (Parks Fund). The Auditor-Controller of the County, on behalf of the District, may create any other funds, accounts or subaccounts necessary or desirable, including the proceeds of assessments and bonds, notes or other evidences of indebtedness issued by the District.

(c) All revenue generated by the District, including the proceeds from the issuance of any bonds, notes or other evidences of indebtedness, shall be deposited in the Parks Fund and shall be allocated among all affected Public Agencies within the District as defined in Section 5506.9 of the California Public Resources Code, for expenditure consistent with the purposes of Division 5, Chapter 3, Article 3 of the Public Resources Code and of this resolution. The District shall reimburse the County from the Parks Fund for all costs of administration of the District, and the costs of issuance of bonds, notes, or other evidences of indebtedness.

(d) Pursuant to subdivision (e) of Section 5506.9 of the Public Resources Code, no proceeds from any bonds, notes or other evidences of indebtedness issued by the District shall be used for any operations, maintenance or servicing purposes, except that such proceeds may be used to pay all costs incidental to the preparation and issuance of the bonds.

## Section 11.

(a) A special tax levied pursuant to this resolution shall be levied for a period of thirty-five (35) years beginning

with the fiscal year in which the tax is first levied and collected by the District.

## Section 12.

(a) In case any provision of this resolution shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

## Section 13.

(a) This resolution shall take effect immediately, and upon declaration by the Board of Supervisors that the special tax herein has been approved by the voters, all officers and employees of the District shall take all actions necessary and desirable to carry out the purposes of this resolution. The officers and employees of the County and the ex officio officers and employees of the District, are and each of them acting alone is, hereby authorized and directed to take any and all actions which are necessary or desirable to carry out the purposes of this resolution.

## Potential Parks Funding Measure Expenditure Plan

*Funds to be allocated in the following manner:*

			\$ 0.03/sq foot dev		\$ 0.05/ sq ft dev	
			Annually	35 Years	Annually	35 Years
<i>Grant Category 1</i>	<b>Community Based Park Investment Program:</b> Funds Returned to Study Areas/Cities through direct grant programs with delegated authority to the Director	27.00%	\$ 50,110,171	\$ 1,753,855,969	\$ 83,516,951	\$ 2,923,093,281
<i>Grant Category 2</i>	<b>Safe Parks, Healthy Communities, Urban Greening Program:</b> Funds to projects in High and Very High Need Study Areas through grant programs	15.40%	\$ 28,581,357	\$ 1,000,347,478	\$ 47,635,594	\$ 1,667,245,797
<i>M&amp;S</i>	<b>Local Agency Maintenance and Servicing Funds:</b> Funds directly to Cities, County Dept., local Agencies & Non-profits, through an administrative process from the District	15.00%	\$ 27,838,984	\$ 974,364,427	\$ 46,398,306	\$ 1,623,940,712
<i>Grant Category 3</i>	<b>Protecting Open Spaces, Beaches, Watersheds Program:</b> Funds to all eligible entities through competitive grant programs	15.40%	\$ 28,581,357	\$ 1,000,347,478	\$ 47,635,594	\$ 1,667,245,797
<i>Grant Category 4</i>	<b>Regional Recreational Facilities, Trail &amp; Accessibility Program:</b> Funds to all eligible entities through competitive grant programs	15.40%	\$ 28,581,357	\$ 1,000,347,478	\$ 47,635,594	\$ 1,667,245,797
<i>Grant Category 5</i>	<b>Youth and Veteran Job Training &amp; Placement Opportunities Program:</b> Funds to all eligible entities through competitive grant programs	3.80%	\$ 7,052,543	\$ 246,838,988	\$ 11,754,238	\$ 411,398,314
<i>Program Innovation and Oversight</i>	Strategic Planning, Technical Assistance, Needs Assessment Updates, Innovative Electronic Technologies, Operations of the District: Funds distributed with delegated authority to the Director.	8.00%	\$ 14,847,458	\$ 519,661,028	\$ 24,745,763	\$ 866,101,713
		100.00%	<b>\$ 185,593,224</b>	<b>\$ 6,495,762,846</b>	<b>\$ 309,322,040</b>	<b>\$ 10,826,271,411</b>

**Estimate Revenue to Cities/Study Areas**  
**Category 1 Grant Program**  
**SD1**

CITYNAME	District	TOTAL POPULATION	Ratio City/Total	Total SQFT Ratio	Average Double Per Capita and SQFT	Category 1 \$ 0.03/ sq ft development Annual Revenue	Category 1 \$ 0.05/ sq ft development Annual Revenue	M&S \$0.03/sq ft dev Annual Revenue	M&S \$0.05/sq ft dev Annual Revenue
Vernon	1	122	0.00%	0.76%	0.25%	\$ 127,351	\$ 212,251	\$ 70,750	\$ 117,917
Industry	1	438	0.00%	1.13%	0.38%	\$ 190,201	\$ 317,002	\$ 105,667	\$ 176,112
Irwindale	1	1,470	0.01%	0.22%	0.08%	\$ 41,625	\$ 69,374	\$ 23,125	\$ 38,541
Commerce	1	13,018	0.13%	0.79%	0.35%	\$ 175,148	\$ 291,913	\$ 97,304	\$ 162,174
South El Monte	1	20,453	0.20%	0.28%	0.23%	\$ 114,628	\$ 191,047	\$ 63,682	\$ 106,137
Cudahy	1	24,171	0.24%	0.10%	0.19%	\$ 96,897	\$ 161,495	\$ 53,832	\$ 89,720
Maywood	1	27,791	0.28%	0.11%	0.22%	\$ 110,578	\$ 184,297	\$ 61,432	\$ 102,387
Walnut	1	30,150	0.30%	0.35%	0.32%	\$ 158,493	\$ 264,155	\$ 88,052	\$ 146,753
Claremont	1	35,954	0.36%	0.47%	0.39%	\$ 197,793	\$ 329,655	\$ 109,885	\$ 183,142
Bell	1	36,014	0.36%	0.20%	0.31%	\$ 152,893	\$ 254,822	\$ 84,941	\$ 141,568
La Puente	1	40,547	0.40%	0.21%	0.34%	\$ 169,603	\$ 282,671	\$ 94,224	\$ 157,040
Bell Gardens	1	42,719	0.42%	0.19%	0.35%	\$ 173,468	\$ 289,114	\$ 96,371	\$ 160,619
Azusa	1	48,714	0.48%	0.43%	0.47%	\$ 233,447	\$ 389,078	\$ 129,693	\$ 216,154
Rosemead	1	54,830	0.54%	0.36%	0.48%	\$ 242,046	\$ 403,410	\$ 134,470	\$ 224,116
Huntington Park	1	59,150	0.59%	0.35%	0.51%	\$ 254,708	\$ 424,514	\$ 141,505	\$ 235,841
Monterey Park	1	61,852	0.61%	0.57%	0.60%	\$ 300,420	\$ 500,700	\$ 166,900	\$ 278,167
Montebello	1	63,605	0.63%	0.60%	0.62%	\$ 311,247	\$ 518,746	\$ 172,915	\$ 288,192
Pico Rivera	1	63,949	0.64%	0.51%	0.59%	\$ 297,356	\$ 495,593	\$ 165,198	\$ 275,329
Baldwin Park	1	76,802	0.76%	0.45%	0.66%	\$ 329,977	\$ 549,961	\$ 183,320	\$ 305,534
South Gate	1	96,386	0.96%	0.58%	0.83%	\$ 416,667	\$ 694,444	\$ 231,481	\$ 385,802
West Covina	1	107,959	1.07%	0.91%	1.02%	\$ 510,184	\$ 850,307	\$ 283,436	\$ 472,393
El Monte	1	115,210	1.14%	0.74%	1.01%	\$ 505,846	\$ 843,076	\$ 281,025	\$ 468,376
Pomona	1	151,876	1.51%	1.25%	1.42%	\$ 712,683	\$ 1,187,804	\$ 395,935	\$ 659,891
Unincorporated County	1	262,228	2.60%	1.24%	2.15%	\$ 1,077,135	\$ 1,795,225	\$ 598,408	\$ 997,347
Los Angeles	1	571,663	5.68%	5.51%	5.62%	\$ 2,817,005	\$ 4,695,009	\$ 1,565,003	\$ 2,608,338
<b>Totals</b>	<b>1</b>	<b>2,007,071</b>	<b>20%</b>	<b>18%</b>	<b>19%</b>	<b>\$ 9,717,398</b>	<b>\$ 16,195,663</b>	<b>\$ 5,398,554</b>	<b>\$ 8,997,590</b>

**Estimated Funds to Cities/Study Areas  
Category 1 Grant Program  
SD2**

CITYNAME	District	TOTAL POPULATION	Ratio City/Total	Total SQFT Ratio	Average Double Per Capita and SQFT	Category 1 \$ 0.03/ sq ft development Annual Revenue	Category 1 \$ 0.05/ sq ft development Annual Revenue	M&S \$0.03/sq ft dev Annual Revenue	M&S \$0.05/sq ft dev Annual Revenue
Lawndale	2	33,265	0.33%	0.19%	0.28%	\$ 142,102	\$ 236,837	\$ 78,946	\$ 131,576
Culver City	2	39,706	0.39%	0.59%	0.46%	\$ 230,286	\$ 383,809	\$ 127,936	\$ 213,227
Gardena	2	60,252	0.60%	0.62%	0.61%	\$ 303,464	\$ 505,773	\$ 168,591	\$ 280,985
Lynwood	2	71,045	0.71%	0.36%	0.59%	\$ 295,843	\$ 493,072	\$ 164,357	\$ 273,929
Hawthorne	2	87,101	0.87%	0.69%	0.81%	\$ 404,235	\$ 673,725	\$ 224,575	\$ 374,291
Carson	2	92,720	0.92%	1.39%	1.08%	\$ 539,801	\$ 899,668	\$ 299,889	\$ 499,816
Compton	2	98,204	0.98%	0.78%	0.91%	\$ 456,105	\$ 760,175	\$ 253,392	\$ 422,320
Inglewood	2	111,943	1.11%	0.87%	1.03%	\$ 516,721	\$ 861,202	\$ 287,067	\$ 478,445
Unincorporated County	2	253,468	2.52%	1.92%	2.32%	\$ 1,161,654	\$ 1,936,091	\$ 645,364	\$ 1,075,606
Los Angeles	2	1,193,384	11.85%	8.83%	10.84%	\$ 5,434,287	\$ 9,057,145	\$ 3,019,048	\$ 5,031,747
<b>Totals</b>	<b>2</b>	<b>2,041,088</b>	<b>20%</b>	<b>16%</b>	<b>19%</b>	<b>\$ 9,484,498</b>	<b>\$ 15,807,497</b>	<b>\$ 5,269,166</b>	<b>\$ 8,781,943</b>

**Estimated Funds to Cities/Study Areas  
Category 1 Grant Program  
SD3**

CITYNAME	District	TOTAL POPULATION	Ratio City/Total	Total SQFT Ratio	Average Double Per Capita and SQFT	Category 1 \$ 0.03/ sq ft development Annual Revenue	Category 1 \$ 0.05/ sq ft development Annual Revenue	M&S \$0.03/sq ft dev Annual Revenue	M&S \$0.05/sq ft dev Annual Revenue
Hidden Hills	3	1,905	0.02%	0.05%	0.03%	\$ 14,672	\$ 24,453	\$ 8,151	\$ 13,585
Westlake Village	3	8,396	0.08%	0.21%	0.13%	\$ 62,933	\$ 104,889	\$ 34,963	\$ 58,271
Malibu	3	12,895	0.13%	0.27%	0.18%	\$ 87,882	\$ 146,470	\$ 48,823	\$ 81,372
Unincorporated County	3	1,585	0.02%	0.34%	0.12%	\$ 62,050	\$ 103,417	\$ 34,472	\$ 57,454
Agoura Hills	3	20,649	0.21%	0.32%	0.24%	\$ 121,960	\$ 203,266	\$ 67,755	\$ 112,926
Calabasas	3	23,979	0.24%	0.40%	0.29%	\$ 146,370	\$ 243,951	\$ 81,317	\$ 135,528
San Fernando	3	24,258	0.24%	0.19%	0.22%	\$ 112,219	\$ 187,032	\$ 62,344	\$ 103,906
Beverly Hills	3	34,717	0.34%	0.85%	0.51%	\$ 257,162	\$ 428,603	\$ 142,868	\$ 238,113
West Hollywood	3	35,129	0.35%	0.52%	0.41%	\$ 203,408	\$ 339,013	\$ 113,004	\$ 188,340
Santa Monica	3	92,622	0.92%	1.35%	1.06%	\$ 532,795	\$ 887,991	\$ 295,997	\$ 493,328
Los Angeles	3	1,734,170	17.22%	18.37%	17.61%	\$ 8,821,996	\$ 14,703,327	\$ 4,901,109	\$ 8,168,515
<b>Totals</b>	<b>3</b>	<b>1,990,305</b>	<b>20%</b>	<b>23%</b>	<b>21%</b>	<b>\$ 10,423,446</b>	<b>\$ 17,372,411</b>	<b>\$ 5,790,804</b>	<b>\$ 9,651,339</b>

**Estimated Funds to Cities/Study Areas**  
**Category 1 Grant Program**  
**SD4**

CITYNAME	District	TOTAL POPULATION	Ratio City/Total	Total SQFT Ratio	Average Double Per Capita and SQFT	Category 1 \$ 0.03/ sq ft development Annual Revenue	Category 1 \$ 0.05/ sq ft development Annual Revenue	M&S \$0.03/sq ft dev Annual Revenue	M&S \$0.05/sq ft dev Annual Revenue
Rolling Hills	4	1,897	0.02%	0.04%	0.03%	\$ 12,975	\$ 21,625	\$ 7,208	\$ 12,014
Avalon	4	3,826	0.04%	0.04%	0.04%	\$ 19,375	\$ 32,292	\$ 10,764	\$ 17,940
La Habra Heights	4	5,432	0.05%	0.09%	0.07%	\$ 33,055	\$ 55,092	\$ 18,364	\$ 30,607
Rolling Hills Estates	4	8,194	0.08%	0.15%	0.10%	\$ 52,241	\$ 87,068	\$ 29,023	\$ 48,371
Signal Hill	4	11,490	0.11%	0.18%	0.14%	\$ 68,187	\$ 113,646	\$ 37,882	\$ 63,136
Palos Verdes Estates	4	13,683	0.14%	0.25%	0.17%	\$ 87,156	\$ 145,259	\$ 48,420	\$ 80,700
Hawaiian Gardens	4	14,475	0.14%	0.08%	0.12%	\$ 61,387	\$ 102,312	\$ 34,104	\$ 56,840
Artesia	4	16,798	0.17%	0.14%	0.16%	\$ 79,117	\$ 131,861	\$ 43,954	\$ 73,256
El Segundo	4	16,918	0.17%	0.58%	0.31%	\$ 153,010	\$ 255,016	\$ 85,005	\$ 141,676
Santa Fe Springs	4	17,590	0.17%	0.96%	0.44%	\$ 218,712	\$ 364,520	\$ 121,507	\$ 202,511
Hermosa Beach	4	19,769	0.20%	0.24%	0.21%	\$ 105,677	\$ 176,129	\$ 58,710	\$ 97,849
Lomita	4	20,657	0.21%	0.17%	0.19%	\$ 96,931	\$ 161,552	\$ 53,851	\$ 89,751
Manhattan Beach	4	35,664	0.35%	0.56%	0.42%	\$ 211,864	\$ 353,107	\$ 117,702	\$ 196,170
Rancho Palos Verdes	4	42,418	0.42%	0.60%	0.48%	\$ 240,954	\$ 401,589	\$ 133,863	\$ 223,105
La Mirada	4	49,231	0.49%	0.61%	0.53%	\$ 265,228	\$ 442,047	\$ 147,349	\$ 245,581
Cerritos	4	49,800	0.49%	0.75%	0.58%	\$ 290,501	\$ 484,168	\$ 161,389	\$ 268,982
Paramount	4	55,184	0.55%	0.41%	0.50%	\$ 251,572	\$ 419,287	\$ 139,762	\$ 232,937
Diamond Bar	4	56,468	0.56%	0.64%	0.59%	\$ 294,250	\$ 490,416	\$ 163,472	\$ 272,453
Redondo Beach	4	67,778	0.67%	0.83%	0.73%	\$ 363,510	\$ 605,850	\$ 201,950	\$ 336,584
Bellflower	4	77,856	0.77%	0.49%	0.68%	\$ 340,155	\$ 566,925	\$ 188,975	\$ 314,959
Lakewood	4	81,326	0.81%	0.66%	0.76%	\$ 380,064	\$ 633,439	\$ 211,146	\$ 351,911
Whittier	4	86,634	0.86%	0.81%	0.84%	\$ 422,729	\$ 704,549	\$ 234,850	\$ 391,416
Norwalk	4	106,743	1.06%	0.65%	0.92%	\$ 462,721	\$ 771,202	\$ 257,067	\$ 428,445
Downey	4	113,498	1.13%	0.96%	1.07%	\$ 536,913	\$ 894,855	\$ 298,285	\$ 497,142
Torrance	4	147,912	1.47%	1.94%	1.63%	\$ 814,784	\$ 1,357,974	\$ 452,658	\$ 754,430
Los Angeles	4	199,710	1.98%	1.77%	1.91%	\$ 958,243	\$ 1,597,071	\$ 532,357	\$ 887,262
Unincorporated County	4	220,107	2.19%	1.64%	2.00%	\$ 1,004,201	\$ 1,673,668	\$ 557,889	\$ 929,816
Long Beach	4	470,926	4.68%	3.93%	4.43%	\$ 2,218,869	\$ 3,698,115	\$ 1,232,705	\$ 2,054,508
<b>Totals</b>	<b>4</b>	<b>2,011,984</b>	<b>20%</b>	<b>20%</b>	<b>20%</b>	<b>\$ 10,044,381</b>	<b>\$ 16,740,635</b>	<b>\$ 5,580,212</b>	<b>\$ 9,300,353</b>

**Estimated Funds to Cities/Study Areas**  
**Category 1 Grant Program**  
**SD5**

CITYNAME	District	TOTAL POPULATION	Ratio City/Total	Total SQFT Ratio	Average Double Per Capita and SQFT	Category 1 \$ 0.03/ sq ft development Annual Revenue	Category 1 \$ 0.05/ sq ft development Annual Revenue	M&S \$0.03/sq ft dev Annual Revenue	M&S \$0.05/sq ft dev Annual Revenue
Bradbury	5	1,085	0.01%	0.02%	0.01%	\$ 6,940	\$ 11,567	\$ 3,856	\$ 6,426
Sierra Madre	5	11,113	0.11%	0.13%	0.12%	\$ 58,585	\$ 97,641	\$ 32,547	\$ 54,245
San Marino	5	13,369	0.13%	0.22%	0.16%	\$ 81,103	\$ 135,171	\$ 45,057	\$ 75,095
La Canada Flintridge	5	20,553	0.20%	0.32%	0.24%	\$ 121,641	\$ 202,735	\$ 67,578	\$ 112,631
Duarte	5	21,693	0.22%	0.20%	0.21%	\$ 105,379	\$ 175,632	\$ 58,544	\$ 97,573
South Pasadena	5	26,049	0.26%	0.28%	0.27%	\$ 133,194	\$ 221,990	\$ 73,997	\$ 123,328
La Verne	5	32,275	0.32%	0.38%	0.34%	\$ 170,554	\$ 284,257	\$ 94,752	\$ 157,920
San Dimas	5	34,215	0.34%	0.42%	0.37%	\$ 183,672	\$ 306,120	\$ 102,040	\$ 170,067
Temple City	5	36,172	0.36%	0.30%	0.34%	\$ 170,121	\$ 283,534	\$ 94,511	\$ 157,519
Monrovia	5	37,217	0.37%	0.40%	0.38%	\$ 190,291	\$ 317,152	\$ 105,717	\$ 176,195
San Gabriel	5	40,333	0.40%	0.34%	0.38%	\$ 190,607	\$ 317,679	\$ 105,893	\$ 176,488
Covina	5	48,678	0.48%	0.50%	0.49%	\$ 245,020	\$ 408,366	\$ 136,122	\$ 226,870
Glendora	5	51,526	0.51%	0.54%	0.52%	\$ 261,150	\$ 435,250	\$ 145,083	\$ 241,805
Arcadia	5	57,732	0.57%	0.78%	0.64%	\$ 321,828	\$ 536,380	\$ 178,793	\$ 297,989
Alhambra	5	84,802	0.84%	0.72%	0.80%	\$ 401,618	\$ 669,364	\$ 223,121	\$ 371,869
Burbank	5	105,669	1.05%	1.41%	1.17%	\$ 586,104	\$ 976,839	\$ 325,613	\$ 542,689
Pasadena	5	141,103	1.40%	1.81%	1.54%	\$ 770,479	\$ 1,284,132	\$ 428,044	\$ 713,407
Palmdale	5	155,989	1.55%	1.58%	1.56%	\$ 781,450	\$ 1,302,416	\$ 434,139	\$ 723,565
Lancaster	5	160,269	1.59%	1.60%	1.59%	\$ 798,990	\$ 1,331,651	\$ 443,884	\$ 739,806
Glendale	5	196,585	1.95%	1.98%	1.96%	\$ 982,952	\$ 1,638,253	\$ 546,084	\$ 910,140
Santa Clarita	5	210,911	2.09%	2.30%	2.16%	\$ 1,083,933	\$ 1,806,555	\$ 602,185	\$ 1,003,642
Los Angeles	5	220,417	2.19%	2.61%	2.33%	\$ 1,167,252	\$ 1,945,420	\$ 648,473	\$ 1,080,789
Unincorporated County	5	291,905	2.90%	2.75%	2.85%	\$ 1,427,818	\$ 2,379,696	\$ 793,232	\$ 1,322,054
<b>Totals</b>	<b>5</b>	<b>1,999,660</b>	<b>20%</b>	<b>22%</b>	<b>20%</b>	<b>\$ 10,240,681</b>	<b>\$ 17,067,801</b>	<b>\$ 5,689,267</b>	<b>\$ 9,482,112</b>

RollYear	City	totalSQFT	Est. Tax from \$ 0.03 cents/sf development	Est. Return from \$0.03 to Cities*	Est. MS Category \$0.03	Est. % Return Guarantee
2015	AGOURA HILLS	20,410,099	\$ 612,302.97			
2015	ALHAMBRA	46,192,478	\$ 1,385,774.34	\$ 401,618.00	\$ 111,355.94	37%
2015	ARCADIA	49,556,533	\$ 1,486,695.99	\$ 321,828.00	\$ 89,084.75	28%
2015	ARTESIA	8,627,493	\$ 258,824.79			
2015	AVALON	2,728,930	\$ 81,867.90			
2015	AZUSA	27,373,199	\$ 821,195.97	\$ 233,447.00	\$ 65,421.61	36%
2015	BALDWIN PARK	28,875,476	\$ 866,264.28	\$ 329,977.00	\$ 91,868.65	49%
2015	BELL	12,746,930	\$ 382,407.90			
2015	BELL GARDENS	12,342,631	\$ 370,278.93			
2015	BELLFLOWER	31,197,735	\$ 935,932.05			
2015	BEVERLY HILLS	54,099,372	\$ 1,622,981.16			
2015	BRADBURY	1,420,818	\$ 42,624.54	\$ 6,940.00	\$ 1,391.95	20%
2015	BURBANK	89,545,115	\$ 2,686,353.45			
2015	CALABASAS	25,871,997	\$ 776,159.91			
2015	CARSON	85,302,081	\$ 2,559,062.43			
2015	CERRITOS	47,908,476	\$ 1,437,254.28			
2015	CLAREMONT	29,923,771	\$ 897,713.13	\$ 197,793.00	\$ 54,286.02	28%
2015	COMMERCE	50,788,834	\$ 1,523,665.02			
2015	COMPTON	49,240,699	\$ 1,477,220.97			
2015	COVINA	31,709,916	\$ 951,297.48	\$ 245,020.00	\$ 68,205.51	33%
2015	CUDAHY	6,698,334	\$ 200,950.02			
2015	CULVER CITY	37,513,902	\$ 1,125,417.06			
2015	DIAMOND BAR	40,876,422	\$ 1,226,292.66	\$ 294,250.00	\$ 82,125.00	31%
2015	DOWNEY	60,442,663	\$ 1,813,279.89			
2015	DUARTE	12,773,766	\$ 383,212.98	\$ 105,379.00	\$ 29,230.93	35%
2015	EL MONTE	46,793,336	\$ 1,403,800.08	\$ 505,846.00	\$ 140,586.87	46%
2015	EL SEGUNDO	37,011,726	\$ 1,110,351.78			
2015	GARDENA	39,414,397	\$ 1,182,431.91			
2015	GLENDALE	126,381,431	\$ 3,791,442.93			
2015	GLENDORA	34,200,079	\$ 1,026,002.37	\$ 261,150.00	\$ 72,381.36	33%
2015	HAWAIIAN GARDENS	4,872,427	\$ 146,172.81			

2015	HAWTHORNE	44,386,913	\$	1,331,607.39					
2015	HERMOSA BEACH	15,257,317	\$	457,719.51					
2015	HIDDEN HILLS	3,221,848	\$	96,655.44					
2015	HUNTINGTON PARK	22,444,182	\$	673,325.46					
2015	INDUSTRY	71,903,817	\$	2,157,114.51	\$	190,201.00	\$	52,894.07	11%
2015	INGLEWOOD	55,527,905	\$	1,665,837.15					
2015	IRWINDALE	13,994,426	\$	419,832.78	\$	41,625.00	\$	11,135.59	13%
2015	LA CANADA-FLINTR	20,431,570	\$	612,947.10	\$	121,641.00	\$	33,406.78	25%
2015	LA HABRA HEIGHTS	5,554,239	\$	166,627.17					
2015	LA MIRADA	38,908,860	\$	1,167,265.80					
2015	LA PUENTE	13,711,054	\$	411,331.62	\$	169,603.00	\$	47,326.27	53%
2015	LA VERNE	22,740,266	\$	682,207.98	\$	170,554.00	\$	47,326.27	32%
2015	LAKEWOOD	42,012,465	\$	1,260,373.95					
2015	LANCASTER	99,752,291	\$	2,992,568.73					
2015	LAWNDALE	12,264,581	\$	367,937.43					
2015	LOMITA	10,834,706	\$	325,041.18					
2015	LONG BEACH	239,141,989	\$	7,174,259.67					
2015	LOS ANGELES	2,380,642,673	\$	71,419,280.19					
2015	LYNWOOD	22,995,212	\$	689,856.36					
2015	MALIBU	16,761,445	\$	502,843.35					
2015	MANHATTAN BEACH	35,340,014	\$	1,060,200.42					
2015	MAYWOOD	7,032,774	\$	210,983.22					
2015	MONROVIA	25,466,579	\$	763,997.37	\$	190,291.00	\$	52,894.07	32%
2015	MONTEBELLO	38,314,987	\$	1,149,449.61	\$	311,247.00	\$	86,300.85	35%
2015	MONTEREY PARK	36,274,266	\$	1,088,227.98	\$	300,420.00	\$	83,516.95	35%
2015	NORWALK	41,359,634	\$	1,240,789.02					
2015	PALMDALE	95,475,113	\$	2,864,253.39					
2015	PALOS VERDES EST	15,771,773	\$	473,153.19					
2015	PARAMOUNT	25,668,301	\$	770,049.03					
2015	PASADENA	115,167,219	\$	3,455,016.57	\$	770,479.00	\$	214,360.18	29%
2015	PICO RIVERA	32,540,119	\$	976,203.57					
2015	POMONA	78,929,628	\$	2,367,888.84	\$	712,683.00	\$	197,656.79	38%
2015	RANCHO PALOS VER	38,221,477	\$	1,146,644.31					
2015	REDONDO BEACH	52,598,678	\$	1,577,960.34					

2015	ROLLING HILLS	2,813,090	\$	84,392.70				
2015	ROLLING HILLS ES	9,472,153	\$	284,164.59				
2015	ROSEMEAD	23,283,482	\$	698,504.46	\$	242,046.00	\$	66,813.56 44%
2015	SAN DIMAS	26,175,053	\$	785,251.59	\$	183,672.00	\$	51,502.12 30%
2015	SAN FERNANDO	11,799,167	\$	353,975.01				
2015	SAN GABRIEL	21,927,971	\$	657,839.13	\$	190,607.00	\$	52,894.07 37%
2015	SAN MARINO	14,135,621	\$	424,068.63	\$	81,103.00	\$	22,271.19 24%
2015	SANTA CLARITA	144,568,960	\$	4,337,068.80				
2015	SANTA FE SPRINGS	61,274,491	\$	1,838,234.73				
2015	SANTA MONICA	84,703,566	\$	2,541,106.98				
2015	SIERRA MADRE	8,577,725	\$	257,331.75	\$	58,585.00	\$	16,703.39 29%
2015	SIGNAL HILL	11,646,225	\$	349,386.75				
2015	SOUTH EL MONTE	18,024,170	\$	540,725.10	\$	114,628.00	\$	32,014.83 27%
2015	SOUTH GATE	37,098,545	\$	1,112,956.35				
2015	SOUTH PASADENA	17,722,746	\$	531,682.38	\$	133,194.00	\$	37,582.63 32%
2015	TEMPLE CITY	19,570,062	\$	587,101.86	\$	170,121.00	\$	47,326.27 37%
2015	TORRANCE	120,608,508	\$	3,618,255.24				
2015	VERNON	48,812,275	\$	1,464,368.25				
2015	WALNUT	22,288,716	\$	668,661.48	\$	158,493.00	\$	44,542.37 30%
2015	WEST COVINA	58,342,845	\$	1,750,285.35	\$	510,184.00	\$	141,978.82 37%
2015	WEST HOLLYWOOD	33,461,405	\$	1,003,842.15				
2015	WEST LAKE VILLAG	13,734,261	\$	412,027.83				
2015	WHITTIER	51,854,536	\$	1,555,636.08				
	<b>subTotal Incorporated</b>	<b>5,805,384,960</b>	<b>\$</b>	<b>174,161,548.80</b>				
2015	<b>Unincorporated</b>	<b>507,309,754</b>	<b>\$</b>	<b>15,219,292.62</b>				
	<b>TOTAL Secured Roll</b>	<b>6,312,694,714</b>	<b>\$</b>	<b>189,380,841.42</b>				