

**AGENDA
CITY COUNCIL MEETING**

Tuesday, June 11, 2019

6:30 PM

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

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

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



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

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

PLEDGE OF ALLEGIANCE / INSPIRATION:

Council Member Arizmendi

APPROVAL OF MEETING AGENDA

Vote of the City Council to proceed with City business.

APPROVAL OF MEETING MINUTES

[Approval](#) of City Council Regular meeting minutes from May 28, 2019.

[Approval](#) of City Council Special meeting minutes from May 30, 2019.

MAYOR AND CITY COUNCIL REPORTS:

Reporting of Council Member activities related to City business.

PRESENTATIONS

Introduction of newly sworn-in Sierra Madre Police Officer Del Real

Recognition of life-saving efforts made by Sierra Madre Police Officer Lazcano

Donations to various community groups by the Sierra Madre Civic Club

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.

ACTION ITEMS

CONSENT

- a) Recommendation that the City Council adopt Resolution 19-30 for approval of payment of City warrants in an aggregate amount of \$800,240.68

PUBLIC HEARINGS

- 1. CONSIDERATION OF THE FISCAL YEAR 2019-2020 ANNUAL CITY BUDGET

CONSIDERATION OF RESOLUTION 19-26 ADOPTING THE FISCAL YEAR 2019-2020 BUDGET

CONSIDERATION OF RESOLUTION 19-27 APPROVING THE GANN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-2020

CONSIDERATION OF RESOLUTION 19-28 APPROVING THE FISCAL YEAR 2019-2020 FEE SCHEDULE

CONSIDERATION OF PFA RESOLUTION NO. 73: ADOPTING THE PUBLIC FINANCING AUTHORITY FISCAL YEAR 2019-2020 BUDGET

Recommendation that the City Council conduct a public hearing to receive testimony regarding the Fiscal Year 2019-2020 City budget and consider Resolutions 19-26; 19-27; 19-28, and PFA Resolution 73 for approval.

DISCUSSION

- 2. [CITY OF SIERRA MADRE VOLUNTARY BAN OF THE USE OF GLYPHOSATE ON CITY PROPERTY.](#)

[Recommendation that the City Council receive and file.](#)

- 3. CONSIDERATION OF FUNDING FOR COMMUNITY GROUPS, NON-PROFIT GROUPS, AND ORGANIZATIONS FOCUSED ON THE ARTS.

Recommended that the City Council provide staff with direction.

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.

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, 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 Public Hearing at this same place on June 25, 2019.

Item Attachment Documents:

Approval of City Council meeting minutes from May 28, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, May 28, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 6:32 p.m. City Clerk Sue Spears called the roll.

Present: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachele Arizmendi, Denise Delmar, and Gene Goss

Absent: none

Also Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
Henry Amos, Acting Police Lieutenant
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Mark Deem, Police Officer
Vincent Gonzalez, Planning & Community Preservation Director
Lawren Heinz, Recreation Coordinator
Miguel Hernandez, Human Resources Manager
Jim Hunt, Interim Police Chief
Clarissa Lowe, Recreation Coordinator
Jose Reynoso, Utility Services Director
Rebecca Silva-Barrón, Community Services Manager
Christine Smart, City Librarian
Sue Spears, City Clerk
Kev Tcharkhoutian, City Engineer

PLEDGE OF ALLEGIANCE AND INSPIRATION:

Mayor Pro Tem Capoccia led the Pledge of Allegiance and read an excerpt from a Dodger's Blog, written by Jesse Pearce, about Memorial Day and Vin Scully, who was a great patriot and inspired people.

APPROVAL OF AGENDA AS PRESENTED:

Mayor Harabedian asked for a motion to approve the agenda as presented.

Council Member Arizmendi moved to approve the agenda as presented.

Council Member Goss seconded the motion to approve the agenda as presented.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None

The motion to approve the agenda as presented was passed unanimously.

APPROVAL OF MINUTES:

Mayor Harabedian asked for the approval of the Minutes of the Regular Council Meeting of May 14, 2019.

Council Member Delmar noted a correction to the minutes on Page 14 in the title for City Attorney Highsmith.

Mayor Pro Tem Capoccia moved to approve the Minutes of the Regular Council Meeting of May 14, 2019 as amended.

Council Member Arizmendi seconded the motion to approve the amended minutes.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve the Minutes of the Regular Council Meeting of May 14, 2019 as amended was passed unanimously.

MAYOR AND CITY COUNCIL REPORTS:

- A. Mayor John Harabedian (1) expressed kudos for the success of the Mt. Wilson Trail Race (MWTR) event and activities, which had a huge crowd and gorgeous weather, (2) recognized the great job of the Community Services Staff, Rebecca Silva-Barrón, Clarissa Lowe, & Lawren Heinz, in their support of the MWTR, (3) acknowledged the excellent work of Race Director Pete Siberell and the entire MWTR Committee, (4) shared that the VFW Post 3208 Memorial Day event was touching and thanked Congresswoman Judy Chu and Assemblymember Chris Holden for their attendance, and (5) reported that the draft contract between the LA County Sanitation District Management and the Employee Union was not approved by the Sanitation District's Board of Directors by a vote of 29 yes to 35 no, thus causing the parties to return to the bargaining table.
- B. Mayor Pro Tem John Capoccia did not make a report.
- C. Council Member Rachelle Arizmendi (1) congratulated and thanked the MWTR volunteer team, SM Community Services Staff, SM Fire, SM Police, and SM Search & Rescue, for an outstanding MWTR and Kersting Court activities and (2) reported that she (along with Mayor Harabedian, Congresswoman Judy Chiu, and Assemblymember Chris Holden) attended the VFW Post 3208 Memorial Day event to recognize our veterans and those who have fallen for our City. She thanked the VFW Post 3208 members for putting on such an amazing event.

- D. Council Member Denise Delmar reported that she was there for last Saturday's MWTR Kids' Fun Run, which was a lot of fun and had more kids participating.
- E. Council Member Gene Goss did not make a report.

1. **PRESENTATIONS:**

PRESENTATION – GIFT TO THE CITY FROM THE SENIOR COMMUNITY COMMISSION IN MEMORY CHERRY LIU, CITY STAFF MEMBER

Joanne Williams, Senior Community Commission Chair, spoke about Cherry Liu as a person who was dedicated to serving the seniors of Sierra Madre, who greatly appreciated her work and loved her.

Commission Chair Williams introduced the following members of the Senior Community Commission who were in attendance to recognize how important Cherry Liu was to the Senior Community Commission: (1) current members Marlene Enmark, Patrick Holland (Vice Chair), Pat Krok, Sally Olson, and Anita Thompson and (2) former members Dorothy Jernejcic, Jackie Portola, and Joan Spears. She also acknowledged the presence of Cherry Liu's mother, son Jaden, and cousins and thanked them for coming.

Commission Vice-Chair Holland expressed the Commissioners' memories and profound feelings about the loss of Cherry Liu by reading a letter that he had written in September 2018 that was read at Cherry Liu's services.

Commission Chair Williams presented to Mayor Harabedian a beautiful plaque in honor of Cherry Liu that will be hung in the Hart Park House. She thanked and recognized Community Services staff members Rebecca Silva-Barrón, Clarissa Lowe, & Lawren Heinz for their support and assistance in completing the work of the Senior Community Commission. Mayor Harabedian accepted the plaque on behalf of the City.

PRESENTATION – RECOGNITION OF 2019 SIERRA MADRE OLDER AMERICAN - PAUL HAGEN

Mayor Harabedian introduced Paul Hagen and read the City Proclamation that was presented to him at the Hart Park House in a ceremony (May 10, 2019) recognizing Mr. Hagen as Sierra Madre's Older American of the Year.

Mr. Hagen expressed appreciation for the award. Also in attendance was Paul Hagen's wife, Janet.

PRESENTATION – RECOGNITION OF MADD AWARD RECIPIENT – SIERRA MADRE POLICE OFFICER MARK DEEM

Mayor Harabedian introduced and spoke about Sierra Madre Police Officer Mark Deem's recognition by *Mother's Against Drunk Driving* (MADD) as a true honor in the law enforcement community.

Police Lieutenant Amos said that (1) the MADD Award is awarded for officer who makes the most drunk driving arrests in a year, (2) in 2018, Officer Deem made 15 DUI arrests out of the 2018 SMPD DUI arrest total of 29, and (3) the MADD Award plaque and pin was presented to Officer Deem in a ceremony on May 15, 2019.

Mayor Harabedian presented a City Proclamation to Officer Deem to congratulate him on this recognition by MADD.

PRESENTATION – PROCLAMATION IN RECOGNITION OF NATIONAL GUN VIOLENCE AWARENESS DAY ON JUNE 8, 2019

Mayor Harabedian presented a City Proclamation in recognition of *National Gun Violence Awareness Day on June 8, 2019*, and thanked Sierra Madre resident Cindy Montoya for bringing this issue to his and Council Member Arizmendi's attention. Cindy Montoya was honored as this year's Sierra Madre Woman of the Year in an event sponsored by Congresswoman Judy Chu.

Accepting the proclamation were representatives (wearing orange) of the San Gabriel Valley Chapter of *Moms Demand Action*, including Jean Jarosz, Randa Keysselitz, Cindy Montoya, and co-leads Ellen O'Leary and Melissa Taylor. Ms. O'Leary explained that (1) orange is the color that hunters wear for gun safety, (2) *Moms Demand Action* is modeled after Mothers Against Drunk Driving (MADD) as a grassroots non-partisan organization to stop the spread of gun violence in this country, (3) wearing orange specifically honors and elevates the voices of survivors and a hope of ending gun violence, and (4) there will be a "Wear Orange" event on June 8, 2019 @ All Saints Church in Pasadena to come together to end gun violence.

PRESENTATION FROM SAN GABRIEL VALLEY METROPOLITAN WATER DISTRICT IV

Miles Prince, Director from San Gabriel Valley Metropolitan Water District, reported on this item, including a PowerPoint presentation that included the following topics:

- Statewide Water Supply Conditions –California is well out of the drought statewide due to snowpack, precipitation, and major reservoirs in the North, but this only applies to 94% of the state. While San Gabriel Valley rainfall has been significantly higher recently, we are not out of the drought locally. On November 21, 2018, the key well in the San Gabriel Valley main basin hit a historic low, which is lower than at any point in the drought and the San Gabriel water master was reaching a point of panic. Communities in our area rely, on average, on about 70% of local groundwater. Toward the end of the 2018 calendar year, the SGVMWD was unsure of what was going to happen.
- SGVMWD Management & Operations – The mission of the SGVMWD is to "provide supplemental water for the communities of Alhambra, Azusa, Monterey Park, and Sierra Madre in a cost-effective and environmentally responsible manner." The mission is to fill the gap between a community's local resources and local groundwater. Historic lows in its local aquifers puts a stress on the Water District on how to fill the gap of community needs. The recent rainfall has begun to recover the main basin, but it is still below what is called the "safe yield" (a level set by the water master of where it is safe to begin to draw from the map from the basin).

The SGVMWD purchases/imports water from the State Water Project (SWP - the nation's largest state-built water/power development conveyance system operated by the Department of Water Resources) and delivers it to the San Gabriel Valley. Every year, the Water District is given a percentage of its 28,000-acre-foot allocation of water, which varies substantially from year to year, i.e. 5% (2014), 30% (2015), 60% (2016), 80% (2017), 30% (2018), and 70% (2019).

The 70% of the 28,000-acre-foot allocation equals a 20,000-acre-foot allocation of water, which equals just about the Water District's annual demand. As a result, there should be no issue serving the water needs of the four member cities this year.

The SGVMWD Board recently adopted a water rate for the next 12 months of \$200 per acre-foot, which is the cost of moving the water (almost 100% dependent upon the cost of electricity). The SGVMWD has a pipeline that brings water from the SWP to the Devil Canyon Spreading Grounds located northwest of Azusa.

- SGVMWD Water Conservation and Community Outreach – Includes (1) H2Owl Outreach Programs, (2) School-based Home Water Survey Program, (3) O.W.L. Community Grant Recipients & 25 Pilot Water Conservation Projects, (4) Expanded Rebate Program, (5) Member City Conservation Funding Support, (6) Website, Brochures, Banners, Videos, & Public Info Ads, (7) Speakers Bureau, Town Halls, Water Tours, Governmental Advocacy, & Media Relations, and (8) “*Though Leadership: 2018 San Gabriel Valley*” Water Forum.
- Partnership with the City of Sierra Madre – Since October 2013, Sierra Madre began utilizing the “emergency interconnection” to the Metropolitan Water District of Southern California’s Upper Feeder to access purchased water. It is an exchange of water versus a transportation of water. The agreement is currently being renegotiated into a wheeling agreement (strictly for the delivery of water).

In February 2019, the SGVMWD Board of Directors approved a contract which authorized a *Sierra Madre Water Supply Analysis* to study long-term water supply solutions for the City. On May 7, 2019, a draft report was provided by the contractor to the SGVMWD and the City for review and comments.

Mayor Harabedian asked if any Member of the Council had questions on the presentation.

In response to questions by Mayor Pro Tem Capoccia, Mr. Prince said that the free toilets program has been discontinued and replaced with a \$40 rebate program. With regards to publicizing the need to continue to conserve water locally, Mr. Prince reported that getting the message out about the continued need to conserve water locally is vital and that each member city has been allocated \$10,000 toward publicizing conservation.

Council Member Arizmendi commented that the SGVMWD has been very visible at recent community events, including the MWTR.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mayor Harabedian opened the meeting for Public Comment on items not on the agenda.

- Lauren Pressman, Sierra Madre, extended an invitation to the City Council and public to attend the “*Climate Change: Causes, Effects & Solutions*” event being held on June 19, 2019, from 7:00 pm – 9:00 pm @ SM City Hall. The event is co-sponsored by the Sierra Madre Natural Resources Commission and SMART (Sierra Madre Activists Rebuilding Together).
- Andrea Lin, Sierra Madre, announced that she is running for Sierra Madre City Council in November 2020.
- Pat Alcorn, Sierra Madre, spoke about the Citizen’s Petition (*Proposition S*) currently being circulated for a Special Election in November 2019. The purpose of *Proposition S* is to increase

the Sierra Madre Sales Tax by .75%, which will close the current gap from the 10.25% city maximum and, thus, shut out other districts from accessing those monies.

- Deb Sheridan, Sierra Madre, spoke in support of *Proposition S* and said that 900 signatures are needed to have a Special Election, which would increase City General Fund revenue by approximately \$200,000 annually.
- Gary Hood, Sierra Madre, spoke in support of *Proposition S* and said that our surrounding cities are already charging 10.25% sales tax and that it would be a good idea for the residents in those cities that are shopping in Sierra Madre to pay the same here.
- Michael Kuroda, Sierra Madre, said that he has owned an empty lot on N. Grove in Sierra Madre for seven (7) years and would like an opportunity to build a house on the property.

Mayor Harabedian asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Harabedian closed Public Comment.

AGENDA ACTION ITEMS:

2. CONSENT CALENDAR:

City Clerk Spears gave the following reports under the Consent Calendar:

- a) TREASURER'S REPORT – QUARTER ENDING DECEMBER 2018 – Recommendation that the City Council receive and file.
- b) SECOND READING OF ORDINANCE 1413 TO AMEND TITLE 17-ZONING TO INCLUDE LANGUAGE FOR LIGHTING REGULATIONS FOR PROPERTIES IN THE “R-1 ONE-FAMILY RESIDENTIAL ZONE”, “R-2 TWO-FAMILY RESIDENTIAL ZONE”, “R-3 MEDIUM/HIGH DENSITY RESIDENTIAL ZONE”, “R-C RESIDENTIAL ZONE”, AND “H HILLSIDE MANAGEMENT ZONE” - Staff recommends that the City Council approve Ordinance 1413 and read by title only, for second reading, to amend Title 17 of the Sierra Madre Municipal Code to include language for lighting regulations for properties in residential zones.
- c) ADOPTION OF RESOLUTION 19-23 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS – Recommendation that the City Council adopt Resolution 19-23 for approval of payment of City warrants in an aggregate amount of \$301,000.84; Library warrants in an aggregate amount of \$7,019.27; and payroll transfer in the aggregate amount of \$350,907.25 for the fiscal year ending June 30, 2019.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 2a – 2c.

In response to a question by Mayor Harabedian regarding the market value being less than the book value, City Manager England said that Treasurer Amerio will prepare a written response to the City Council.

Mayor Harabedian opened the meeting for Public Comment on the Consent Items 2a – 2c. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Mayor Pro Tem Capoccia made a motion to approve Consent Items 2a – 2c as presented.

Council Member Delmar seconded the motion for approval.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve Consent Calendar Items 2a, 2b, and 2c as presented was passed unanimously

3. PUBLIC HEARING - NONE

4. DISCUSSION - CONSIDERATION OF RESOLUTION 19-24 FOR THE ASSESSMENT DISTRICTS - RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020

City Engineer Tcharkhoutian reported on this item with the recommendation that the City Council take the following actions:

- Continue the four assessment districts that are outside of the Downtown area (are not part of the proposed consolidation) as is.
- Maintain the same level of assessment with no increases for next fiscal year.
- Adopt Resolution of Intention 19-24 initiating proceedings for:
 - Bonita Sewer District
 - Community Facilities District No 1 , One Carter
 - Miramonte Sewer District
 - Santa Anita Lighting District No 1
- Set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts.

City Manager Engeland commented that there is a correction to the title only of Resolution 19-24 (as written in the CC Packet) and that the date should be July 23, 2019, instead of June 25, 2019, but that the body of the resolution is correct.

5. DISCUSSION - CONSIDERATION OF RESOLUTION 19-25 FOR THE ASSESSMENT DISTRICTS - RESOLUTION OF INTENTION TO LEVY ASSESSMENTS FOR 2019-2020

Public Works Director Cimino reported on this item with the following recommendations:

- The City Council adopt Resolution of Intention 19-25 initiating proceedings for
 - Downtown Landscaping (District 3)
 - Downtown Lighting District Zone A
 - Downtown Lighting District Zone B
 - Downtown Parking (District 5)
- These are the four assessment districts that will be disbanded if the new assessment district in Downtown is approved on July 9, 2019.

- The City Council set July 23, 2019 as a date for a public hearing on the matter of the City's assessment districts.

Mayor Harabedian asked if any Member of the Council had questions on Item #4 or Item #5.

In response to a question by Mayor Harabedian regarding the 5% CPI maximum increase year-over-year as stated in the ballot, Public Works Director Cimino (1) clarified that the current assessment districts do not have a CPI adjustment on them at all and (2) explained that when the City Council annually reviews the assessment district's CPI, the City Council can lower it from the set 5% maximum.

Mayor Harabedian asked for an update on the currently distributed ballots and the City Council request that a separate customized mailer be provided with the current price versus the future price if the consolidated district is approved to show cost savings for a majority of the ratepayers. Public Works Director Cimino said that was not possible, as the City cannot get the current cost of the property taxes from the LA County Assessor until August 2019, which is out of the 45-day range. He said that Staff is working on an outreach informational flyer that should go out by this Friday.

City Manager Engeland added that the City is going to send out a postcard to everyone who is eligible to vote to be sure that they know the City number to contact for information and that the Sierra Madre Chamber of Commerce will be hosting a Town Hall Meeting on this topic at a date to be determined soon (will be prior to June 13, 2019). He also said that the assessment amount is based on the appraisal of the property and sending out information using blanket 2016-2017 figures would be incorrect.

Mayor Harabedian opened the meeting for Public Comment on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Council Member Arizmendi made a motion to adopt Resolution 19-24 per the change in the title and Resolution 19-25 as presented.

Mayor Pro Tem Capoccia seconded the motion to adopt the resolutions.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to adopt Resolution 19-24 per the change in the title and Resolution 19-25 as presented was passed unanimously.

6. DISCUSSION – COMMERCIAL CODE UPDATE

City Manager Engeland introduced the topic and requested that the City Council discuss (1) the current commercial zoning code, (2) the boundaries of the Downtown and the different mix of uses there, and (3) setting policy directions on how we want to move forward.

Planning Director Gonzalez gave a report on this item that included a PowerPoint titled, "Discussion of Sierra Madre Commercial Zoning Code," as follows:

- Downtown Business District
 - The Commercial Zone has approximately 128 businesses.
 - Business types are mostly retail, restaurant, and professional offices.
 - Majority of businesses are small (less than 2,500 square feet).
 - The Commercial Code should focus on these types of businesses.

- Downtown Business Area Map (including E. Montecito Ave.)

- Business Establishments in the Commercial Zone (128 Total)
 - Up to 2,500 Sq. Ft. = 79
 - 2,501 – 3,500 Sq. Ft. = 7
 - 3,501 – 5,000 Sq. Ft. = 17
 - 5,000 – 7,500 Sq. Ft. = 14
 - 7,501 – 10,000 Sq. Ft. = 5
 - 10,001 + = 6

- Opportunities Resulting from Updating the Commercial Code
 - Reduce regulatory requirements, time, and cost for businesses.
 - Improve the regulation of uses that have adverse impacts on the community.
 - Encourage small business development and business retention through improved entitlement process.
 - Limit overconcentration of certain land uses and underutilization of business space.

- Goal #1 – Facilitate the Land Use Entitlement Process for Business Establishments, thus Making it Cheaper & Quicker
 - Review most common sizes and compatible use types and make a use by right.
 - Eliminate CUP process for non-sensitive land use, such as restaurants, educational facilities, and general office uses.
 - Establish Administrative Development Permit (ADP) reviewed by the Director for uses that could have a potential impact on quality of life, parking, or overconcentration of uses.
 - Reduce parking requirements for non-sensitive land uses.

- Goal #2 – Add Land Uses that are Not Currently Included in Zoning Codes to Improve Regulations
 - Introduce new land use category regulating non-medical personal services.
 - Restrict or continue to prohibit certain types of land uses.

- Goal #3 – Improve Underutilization of Downtown Area & Limit Overconcentration of Specific Uses
 - Include distance requirements between certain types of businesses in the Downtown Area.
 - Limit the number of business licenses issued to certain types of establishments, consistent with zoning regulations.

- Goal #4 – Lessen/Eliminate Review Thresholds for Projects Based on Size and Community Impact to Encourage Small Business Retention & Development
 - Review most common sizes and compatible use types and make a use by right.
 - Eliminate CUP for land uses that do not have a history of adverse impacts or nuisance, such as general office uses, grocery stores, and educational facilities.
- Goal #5 – Provide Reasonable Regulation, including but not limited to the following:
 - Eliminate CUPs for all cases except large projects or those with sensitive land uses.
 - Create an administrative review for projects which are larger than typical for Downtown, but do not have sensitive land uses such as educational facilities, grocery stores, & general office uses.
 - Create distance limits between uses that have adverse impacts on the Downtown Area; limit businesses with potential adverse impacts.

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question by Mayor Harabedian for an example of adverse impact businesses, Director Gonzalez cited nail salons because of the chemical components used.

Mayor Pro Tem Capoccia asked why that would be an adverse impact if the business is complying with regulations regarding the use of those chemicals. Director Gonzalez responded that they are looking at it for situations when there is an overconcentration or a potential for overconcentration without regulation.

City Manager Engeland spoke that it is much more difficult for a potential restaurant to go through the City code than it is for a nail salon.

In response to a question by Mayor Pro Tem Capoccia on how we determine the kind of businesses that are of higher or lesser value to Sierra Madre, i.e. in order of desirability or how many of a certain type, City Manager Engeland explained that there are several ways to determine the value both to the community and to businesses by (1) the type of foot traffic that is generated, (2) how it drives businesses to other establishments, and (3) what it is that the community can support, such as more auto repair shops, specialty shops, and restaurants. City Manager Engeland said that Sierra Madre cannot support another grocery store.

City Manager Engeland stated that, from a policy level, it is what type of Downtown does the City Council want and restaurants seem to be a key component of what people want, so any changes to the code should make it easier for a restaurant to establish a business in Sierra Madre.

In response to a question by Council Member Arizmendi regarding business inventory, City Manager Engeland said that he would not anticipate a functional change in the Downtown, although there is long-term planning opportunity on E. Montecito Ave. depending on what the City Council wants that to look like.

In response to a suggestion by Mayor Harabedian, City Manager Engeland said that it would be helpful to have conversations at the Planning Commission Quarterly Liaison meeting with Mayor Pro Tem Capoccia, Planning Commission Chair, & Vice Chair to talk through these issues and then bring it back to the City Council. He stated that the goals are designed to be complimentary in how

we work through the Code and, assuming the assumptions up front are correct, the Code review process would naturally follow from that.

City Manager Engeland expressed that he does not know how the City Council wants to deal with Montecito Ave. Historically E. Montecito has been zoned differently, treated differently, and also has mix-use components to it.

Mayor Harabedian recognized John Hutt, Planning Commission Chair, and invited him to share his thoughts to add to the discussion:

- Strongly recommends that the Downtown and Montecito be dealt with separately, as there have been three previous Montecito plans that lived and died due to trying to combine it with the Downtown at the same time.
- The Commercial Code has problems, but it is tweakable and fixable.
- The Montecito Code probably needs to be started over from scratch.
- Recommends that the Commercial Code be amended and to only modify the Montecito Code as much as needed to address the commercial uses in Montecito.
- Only after the amended Commercial Code is up and running to see what works, then go to Montecito to do it separately.
- Sierra Madre uses the CUP as a tool way more than surrounding cities, which inhibits some new businesses and contributes to a plethora of massage parlors and nail salons, which do not require a CUP.
- If we reduce the CUP requirements on certain businesses, the market may correct the potential overabundance of other types of businesses.
- The current parking requirement is detrimental to new business development, especially potential restaurants, and needs to be changed.
- Any limit on types of businesses should be based on total number and not on distance between locations.
- Suggested a subcommittee of the Planning Commission and City Council to facilitate the conversation and address the issues.

Mayor Harabedian opened the meeting for Public Comment on this item.

- De Alcorn, Sierra Madre, suggested that any discussions and deliberations regarding the Commercial Code utilize components of the General Plan.
- Carol Canterbury, Sierra Madre, spoke against identifying businesses as acceptable or unacceptable and stressed the importance of keeping street parking in the Downtown and not limiting types of businesses.
- Ron Coleman, Sierra Madre, spoke against restricting types of businesses.

Mayor Harabedian asked if anyone else would like to come forward to speak on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and it was agreed that (1) the Downtown would be separate from Montecito, and (2) the City Council would go through the goals to determine whether they were in agreement as follows:

- Goal #1 – all agreed.
- Goal #2 – all agreed, moving to a list of categories of types of uses.
- Goal #3 – yes to improving under-utilization, but not through the two items listed, prefer moving to a market-based approach and leveling the playing field, instead of limiting the types of businesses.
- Goal #4 – all agreed.
- Goal #5 – all agreed but seems overarching and duplicates the other goals trending towards sensible regulation.

Mayor Harabedian spoke about combining Goal #3 and Goal #4 and eliminating Goal #5 to make it easier for the subcommittee. He asked for a City Council volunteer to participate in the discussions with the subcommittee. Council Member Arizmendi volunteered to serve with Mayor Pro Tem Capoccia. Mayor Pro Tem Capoccia commented that the subcommittee can begin its work as soon as Staff is ready.

Staff was provided with direction that the items for discussion and review are to include the following: (1) Commercial Code update utilizing the guidance provided in the goals and specifically using a market-based approach as opposed to any type of limitation, (2) address and change parking restrictions, and (3) Montecito separate from the Downtown.

7. DISCUSSION ON AMENDING SIERRA MADRE MUNICIPAL CODE SECTION 10.24 REGULATING PARKING OF RECREATIONAL AND COMMERCIAL VEHICLE PARKING

Management Analyst Carlson reported on this item seeking direction from the City Council for code amendments to be brought back to a code amendment hearing regarding components of the Municipal Code Section 10.24. The Staff recommendation was as follows:

- To amend the code to prohibit the overnight parking of recreational and commercial vehicles (except as provided on sections of W. Sierra Madre Blvd.) – This recommendation is based on traffic safety concerns and the equitable use of streets and alleys.
- To amend the code to remove the current five-hour limit parking RVs in residential areas while unloading and loading.
- To amend the code to allow parking RVs in residential areas while loading or unloading property as is reasonably necessary to complete such work.

Mayor Harabedian asked if any Member of the Council had questions on this item. Council Members did not ask any questions.

Mayor Harabedian opened the meeting for Public Comment on this item.

- Tim Shakerian, Sierra Madre, spoke against restrictions to parking recreational and commercial vehicles, but would be open to pulling a permit.
- Ron Coleman, Sierra Madre, spoke against restrictions to parking recreational and commercial vehicles.
- Kendall Shakerian, Sierra Madre, spoke against restrictions to parking recreational and commercial vehicles.
- Steve Delmar, Sierra Madre, spoke about the safety concerns when recreational and/or commercial vehicles are parked on residential streets for weeks at a time.
- Joanna Reichert, Sierra Madre, spoke against restrictions to parking recreational and commercial vehicles, but would be open to pulling a permit.

Mayor Harabedian asked if anyone else would like to come forward to this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

In response to a question by Council Member Delmar, City Manager Engeland clarified that the original ordinance had language stating that parking shall not exceed five hours when the recreational/commercial vehicle was being loaded or unloaded, but that the time of day for that loading or unloaded was not restricted (could be during overnight hours). He continued that the proposed ordinance is to remove the five hours limit to allow as reasonably necessary to complete the loading or unloading, but to prohibit overnight parking of such vehicles all the time (except on W. Sierra Madre Blvd.).

In response to a question by Mayor Harabedian regarding the pitfalls of allowing overnight parking, City Manager Engeland said that anytime a large body vehicle parks on a residential street that is not as wide as Sierra Madre Blvd., it limits site view and access, which is a safety concern. He continued that the proposed ordinance is a balance between safety and being sensitive to the needs of those with RVs (as long as it takes to load and unload, just not overnight).

Discussion occurred and there was concurrence among the Council Members to amend the code to allow parking RVs in residential areas while loading or unloading property as is reasonably necessary to complete such work and to prohibit the overnight parking of recreational and commercial vehicles (except as provided on sections of W. Sierra Madre Blvd.).

Direction to Staff was provided to move forward in bringing this code amendment back to Council.

NEW ITEMS PLACED FOR FUTURE AGENDAS:

Mayor Harabedian asked the members of the City Council if there are any new items for future meeting agendas. No agenda items were suggested.

ADJOURNMENT:

Mayor Harabedian asked for a motion to adjourn.

Council Member Goss made a motion to adjourn the meeting.

The motion to adjourn was seconded by Mayor Pro Tem Capoccia.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss.

Noes: None

Absent: None

Abstain: None

The motion to adjourn was passed unanimously.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 9:08 p.m. to a Regular meeting to be held on Tuesday, June 11, 2019, in the Sierra Madre City Hall Council Chambers.

John Harabedian, Mayor

Minutes taken and prepared by:

Sue Spears, City Clerk

Item Attachment Documents:

Approval of City Council Special meeting minutes from May 30, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL SPECIAL MEETING MINUTES

SIERRA MADRE CITY COUNCIL
AND
SUPERVISOR KATHRYN BARGER

Thursday, May 30, 2019 - 8:00 am

The Only Place In Town
1110 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 8:08 a.m. Assistant City Clerk Laura Aguilar called the roll.

Present: Mayor John Harabedian
Mayor Pro Tem John Capoccia
Council Member Rachelle Arizmendi
Council Member Denise Delmar
Council Member Gene Goss

Also Present:

Los Angeles County Staff - Supervisor Kathryn Barger
Chief Deputy Anna Mouradian
Assistant Chief Deputy Rick Velasquez
Field Deputy Sussy Nemer
Field Deputy Jarrod DeGonia
District Administrator Jane Beasley
Planning and Public Works Deputy Director Chris Perry
Public Works Deputy Director Dan Lafferty
Communications and Public Affairs Manager Elisa Vasquez

City Staff - Gabe Engeland, City Manager
Jim Hunt, Interim Chief of Police
Henry Amos, Acting Police Lieutenant
Chris Cimino, Director of Public Works
James Carlson, Management Analyst
Laura Aguilar, Assistant City Clerk
Vincent Gonzalez, Planning & Community Preservation Director
Miguel Hernandez, Human Resources Manager
Colby Konisek, Finance Director
Jose Reynoso, Utility Services Director
Rebecca Silva-Barrón, Community Services Manager
Clare Lin, Associate Planner
Nathalia Flores, Administrative Clerk

ANNUAL ALLOCATIONS OF LOS ANGELES COUNTY MEASURE A: SAFE, CLEAN NEIGHBORHOOD PARKS AND BEACHES PROTECTION MEASURE OF 2016

Presentation by Los Angeles County District Administrator Jane Beasley and Public Works Deputy Director Dan Lafferty.

An update of the program was provided. The report was for informational purposes and no action was taken.

FUNDING UPDATE FOR LOS ANGELES COUNTY MEASURE W: SAFE, CLEAN, WATER MEASURE OF 2018

Presentation by Los Angeles County Planning and Public Works Deputy Director Chris Perry.

An update of the program was provided. The report was for informational purposes and no action was taken.

STATE BILLS MANDATING AFFORDABLE HOUSING PRODUCTION

An update was provided. The report was for informational purposes and no action was taken.

KERSTING COURT REDESIGN

Presentation by Sierra Madre Community Services Manager Rebecca Silva-Barrón and Sierra Madre Public Works Director Chris Cimino.

An update of the project was provided. The report was for informational purposes and no action was taken.

ADJOURNMENT:

Mayor Harabedian thanked Supervisor Barger and Los Angeles County staff for coming to meet with the City.

THIS SIERRA MADRE CITY COUNCIL SPECIAL MEETING WAS ADJOURNED at 9:08 a.m. to a Regular meeting to be held on Tuesday, June 11, 2019, in the Sierra Madre City Hall Council Chambers.

John Harabedian, Mayor

Minutes taken and prepared by:

Laura Aguilar, Assistant City Clerk

Item Attachment Documents:

- a) Recommendation that the City Council adopt Resolution 19-30 for approval of payment of City warrants in an aggregate amount of \$800,240.68

RESOLUTION NUMBER 19-30

**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 **\$800,240.68**; Sierra Madre Library Warrants in aggregate amount of **\$5,305.22**; and Payroll Transfer in the aggregate amount of **\$271,761.11** for the fiscal year ending June 30, 2019.

APPROVED AND ADOPTED this 11th day of June, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-30** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 11th day of June, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

FOR CITY COUNCIL AGENDA _____

AGENDA ITEM# _____

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of June 11, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants	\$800,240.68
Sierra Madre Library Warrants	\$5,305.22
Payroll Transfer.....	\$271,761.11

Warrant Register 6/11/19**Attachment 1A**

Fiscal Year	Description	Amount	Page #
FY 1819	Manual Warrants	42,959.62	1-3
FY 1819	General Warrants - Utility Bills	654.85	4
FY 1819	General Warrants - Alarm Refund	3,270.00	5-8
FY 1819	General Warrants	753,356.21	9-11
	Total	800,240.68	

FY 1819	Library Warrants	5,305.22	12
	Total	5,305.22	

Date: 5/30/2019	Payroll #11 Electronic Tansfers From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.	\$271,761.11	
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Packet: APPKT04586 - MANUAL CHECKS 05/28/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/28/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1829</u>	GOVERNMENTJOBS.COM INC				5,512.50
APBWEST	Check	<u>INV27695</u>	Software License / subscription for NeoGov	60007.70101.52100	5,512.50
<u>0833</u>	HOME DEPOT				841.56
APBWEST	Check	<u>INV024639</u>	HOME DEPOT MAINTENANCE SUPPLIES	60001.83200.53200	841.56
Report Total:					6,354.06



Packet: APPKT04591 - MANUAL CHECK 06/11/19
Vendor Set: 01 - Vendor Set 01

Check Date: 05/30/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1497</u>	MOUNTAIN VIEWS NEWS				1,258.56
APBWEST	Check	<u>CM140568</u>	Publication of Notices	10000.12000.52206	1,258.56
				Report Total:	1,258.56



Packet: APPKT04594 - MANUAL CHECK 06/11/19
Vendor Set: 01 - Vendor Set 01

Check Date: 06/04/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0447	RAYMOND BASIN MANAGEMENT BOARD				35,347.00
APBWEST	Check	<u>SMDR-FY1920</u>	Raymond Basin watermaster service	71000.81100.52001	35,347.00
Report Total:					35,347.00



Packet: APPKT04599 - UB 06/11/19
Vendor Set: 01 - Vendor Set 01

Check Date: 06/04/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>1439</u>	TIME WARNER CABLE				654.85
APBWEST	Check	<u>0131806051119</u>	PD CABLE & INTERNET 5/11/19 - 6/10/19	60003.30000.52200	441.43
		<u>0164625051219</u>	PD CABLE SVCS 05/12/19 - 06/11/19	10000.50000.52200	213.42
				Report Total:	654.85



Packet: APPKT04600 - ALARM REFUND 06/11/19
Vendor Set: 02 - Vendor Set 02

Check Date: 06/04/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
VEN03313	ADLINA DUGAN				30.00
APBWEST	Check	INV024724	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03364	ALAN JOHNSON				30.00
APBWEST	Check	INV024775	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03376	ALEX HENRY				30.00
APBWEST	Check	INV024787	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03324	ANGELA LYNN WILSON				30.00
APBWEST	Check	INV024735	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03289	ANN CHAMBERS PALMER				30.00
APBWEST	Check	INV024700	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03383	ANNA DAVIS				30.00
APBWEST	Check	INV024794	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03333	BARRY GOLD				30.00
APBWEST	Check	INV024744	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03372	BROOKE BROWN				30.00
APBWEST	Check	INV024783	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03374	CAITLIN JUSTICE GUTHRIE				30.00
APBWEST	Check	INV024785	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03379	CARIDAD WILKERSON				30.00
APBWEST	Check	INV024790	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03312	CARLETTE KOLESNIK				30.00
APBWEST	Check	INV024723	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03315	CHARLES L MARTIN				30.00
APBWEST	Check	INV024726	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03371	CHARLES TAPERT INSURANCE				30.00
APBWEST	Check	INV024782	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03327	CHERYL CONWAY & PHIL CANNON				30.00
APBWEST	Check	INV024738	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03323	CYNTHIA TORRES				30.00
APBWEST	Check	INV024734	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03339	DALE HEUER				30.00
APBWEST	Check	INV024750	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03297	DANNA EDWARDS				30.00
APBWEST	Check	INV024708	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03366	DAVID JOHN BAKER				30.00
APBWEST	Check	INV024777	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03288	DAVID MCMONIGLE				30.00
APBWEST	Check	INV024699	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03387	DAVID PODLEY				30.00
APBWEST	Check	INV024798	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03326	DAVID SINGER				30.00
APBWEST	Check	INV024737	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03348	DEASY PENNER PODLEY				30.00
APBWEST	Check	INV024759	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03293	DOUGLAS & JANICE HAYES				30.00
APBWEST	Check	INV024704	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03356	EFREN COMPEAN				30.00
APBWEST	Check	INV024767	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03308	ELLEN CLAIRE CALDWELL				30.00
APBWEST	Check	INV024719	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03385	ELY LIN				30.00
APBWEST	Check	INV024796	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03365	ESTHER POTTER				30.00
APBWEST	Check	INV024776	ALARM PERMIT REFUND	10000.00000.43024	30.00

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
VEN03307	FRANK RICHARD MARRONE				30.00
APBWEST	Check	INV024718	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03341	GARY BOVYER				30.00
APBWEST	Check	INV024752	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03306	GARY LEE WHEELER				30.00
APBWEST	Check	INV024717	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03337	GAY & CHARLES OSBORN				30.00
APBWEST	Check	INV024748	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03369	GIANNI GALATI				30.00
APBWEST	Check	INV024780	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03342	GINA FRIERMAN-HUNT				30.00
APBWEST	Check	INV024753	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03351	GREGORY CARBONE				30.00
APBWEST	Check	INV024762	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03346	GRETCHEN LEE				30.00
APBWEST	Check	INV024757	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03344	HUNT SALEMBIER				30.00
APBWEST	Check	INV024755	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03358	JAMES DESCALLAR				30.00
APBWEST	Check	INV024769	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03386	JANET HALL MANALO				30.00
APBWEST	Check	INV024797	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03357	JARED LIU-KLEIN				30.00
APBWEST	Check	INV024768	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03309	JEFF GOWLAND				30.00
APBWEST	Check	INV024720	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03317	JEREMY JEPSON				30.00
APBWEST	Check	INV024728	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03334	JERRY FRIDENBERG				30.00
APBWEST	Check	INV024745	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03300	JILL SUMIYASU				30.00
APBWEST	Check	INV024711	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03319	JOE TALAMO				30.00
APBWEST	Check	INV024730	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03279	JOHN CAFARELLA				30.00
APBWEST	Check	INV024690	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03286	JOHN CAULFIELD				30.00
APBWEST	Check	INV024698	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03294	JOHN GALLON				30.00
APBWEST	Check	INV024705	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03281	JOHN PATTERSON				30.00
APBWEST	Check	INV024692	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03320	JOHN VERTREES				30.00
APBWEST	Check	INV024731	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03296	JON & SILVIA YASUDA				30.00
APBWEST	Check	INV024707	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03284	JORIS DE WINNE				30.00
APBWEST	Check	INV024695	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03338	JOSEPH SANTIESTEBAN				30.00
APBWEST	Check	INV024749	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03361	JULIUS MURPHY				30.00
APBWEST	Check	INV024772	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03314	KAREN H LIMONGELLI				30.00
APBWEST	Check	INV024725	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03382	KEIKO HISANAGA				30.00
APBWEST	Check	INV024793	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03328	KERRY SLATER				30.00
APBWEST	Check	INV024739	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03370	KEVIN MOORE				30.00
APBWEST	Check	INV024781	ALARM PERMIT REFUND	10000.00000.43024	30.00
VEN03280	KO HONDA				30.00

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
APBWEST	Check	<u>INV024691</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03350</u>	KRISTIN HOFFMAN				30.00
APBWEST	Check	<u>INV024761</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03336</u>	LARRY & MARINELLA POLLO				30.00
APBWEST	Check	<u>INV024747</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03380</u>	LAURIE TRIBKEN				30.00
APBWEST	Check	<u>INV024791</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03340</u>	LIGIA RUBILOTTA				30.00
APBWEST	Check	<u>INV024751</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03295</u>	LILY WANG				30.00
APBWEST	Check	<u>INV024706</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03316</u>	LINDSEY KAISER				30.00
APBWEST	Check	<u>INV024727</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03331</u>	LORNA BROSIO				30.00
APBWEST	Check	<u>INV024742</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03291</u>	MARGUERITE SHUSTER				30.00
APBWEST	Check	<u>INV024702</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03285</u>	MARILOU SLATER				30.00
APBWEST	Check	<u>INV024696</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03310</u>	MATTHEW LIM				30.00
APBWEST	Check	<u>INV024721</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03347</u>	MENKE BRIAN				30.00
APBWEST	Check	<u>INV024758</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03318</u>	MEREDITH PAZ				30.00
APBWEST	Check	<u>INV024729</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03363</u>	MICHAEL ELLIS				30.00
APBWEST	Check	<u>INV024774</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03367</u>	MICHAEL PEINADO				30.00
APBWEST	Check	<u>INV024778</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03283</u>	MICHAEL THOMAS PUYPE				30.00
APBWEST	Check	<u>INV024694</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03304</u>	MOLLY ANN WOODS				30.00
APBWEST	Check	<u>INV024715</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03305</u>	NANCY C ROSSINI				30.00
APBWEST	Check	<u>INV024716</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03354</u>	NANCY DORN				30.00
APBWEST	Check	<u>INV024765</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03353</u>	NANCY SARTI				30.00
APBWEST	Check	<u>INV024764</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03377</u>	NAZIM PETHANI				30.00
APBWEST	Check	<u>INV024788</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03368</u>	OSCAR WEI				30.00
APBWEST	Check	<u>INV024779</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03282</u>	PATRICK JOSEPH HOLLAND				30.00
APBWEST	Check	<u>INV024693</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03335</u>	PAUL CARPENTER				30.00
APBWEST	Check	<u>INV024746</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03332</u>	PAUL NIEBERG				30.00
APBWEST	Check	<u>INV024743</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03287</u>	PAULA LUCKING				30.00
APBWEST	Check	<u>INV024697</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03330</u>	QIONG WANG				30.00
APBWEST	Check	<u>INV024741</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03290</u>	RAE FALLON PIDOUX				30.00
APBWEST	Check	<u>INV024701</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03349</u>	RALPH THLICK				30.00
APBWEST	Check	<u>INV024760</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03352</u>	RAVINDER BHATIA				30.00
APBWEST	Check	<u>INV024763</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03345</u>	RICHARD FORRESTER				30.00
APBWEST	Check	<u>INV024756</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN03375</u>	RICHARD FRANK TITHECOTT				
APBWEST	Check	<u>INV024786</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03292</u>	RICHARD JOHNSTON				30.00
APBWEST	Check	<u>INV024703</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03322</u>	RITA A JOHNSON				30.00
APBWEST	Check	<u>INV024733</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03302</u>	ROBERT BERGER				30.00
APBWEST	Check	<u>INV024713</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03362</u>	ROBERT GUENTERT				30.00
APBWEST	Check	<u>INV024773</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03329</u>	ROBERT JOHN WILSON				30.00
APBWEST	Check	<u>INV024740</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03355</u>	ROBERT REEFMAN				30.00
APBWEST	Check	<u>INV024766</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03381</u>	ROUBINA GOURDIKIAN				30.00
APBWEST	Check	<u>INV024792</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03299</u>	RUSS GUINEY				30.00
APBWEST	Check	<u>INV024710</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03311</u>	SEAN MCCOY				30.00
APBWEST	Check	<u>INV024722</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03303</u>	SHINJI NAKAGAWA				30.00
APBWEST	Check	<u>INV024714</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03343</u>	SOPHIA STAVROS				30.00
APBWEST	Check	<u>INV024754</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03384</u>	SYLVIA & VERNON CLIFFE				30.00
APBWEST	Check	<u>INV024795</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03321</u>	THOMAS MCCARTHY				30.00
APBWEST	Check	<u>INV024732</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03378</u>	TZVETELIN PETROV				30.00
APBWEST	Check	<u>INV024789</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03301</u>	WAYNE LAM				30.00
APBWEST	Check	<u>INV024712</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03298</u>	WILLIAM CHIANG				30.00
APBWEST	Check	<u>INV024709</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03360</u>	WILLIAM CHRISTIAN				30.00
APBWEST	Check	<u>INV024771</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03373</u>	WILLIAM JOSEPH SULLIVAN				30.00
APBWEST	Check	<u>INV024784</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03325</u>	WILLIAM S SARGENT				30.00
APBWEST	Check	<u>INV024736</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
<u>VEN03359</u>	WILLIAM WOOLSEY				30.00
APBWEST	Check	<u>INV024770</u>	ALARM PERMIT REFUND	10000.00000.43024	30.00
Report Total:					3,270.00



Packet: APPKT04595 - GEN 06/11/19
Vendor Set: 01 - Vendor Set 01

Check Date: 06/04/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
1484	ALLIANT INSURANCE SERVICES				596.00
APBWEST	Check	1081894	SPECIAL EVENT LIABILITY	37006.72000.52200	596.00
0859	AQUA METRIC				2,496.60
APBWEST	Check	INV0073684	Water meter purchase installation infrastructure	71000.81100.56011	2,496.60
VEN02961	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				1,125.78
APBWEST	Check	534237571	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	82.11
		534237572	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
		534255079	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	82.11
		534255080	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
		534272342	FY 18-19 UNIFORM - T-SHIRT	60001.83200.53303	82.11
		534272343	FY 18/19 JANITORIAL SUPPLIES	60001.83200.53200	293.15
1464	ARCADIA PARTY RENTALS INC				265.10
APBWEST	Check	147445	TABLES & CHAIRS RENTAL	10000.79007.52999	265.10
0125	ARROW AUTOMOTIVE SERVICE				40.00
APBWEST	Check	1041945	AUTO MAINTENANCE	60000.83100.53208	40.00
VEN03209	ARROW LIFT OF CALIFORNIA				819.08
APBWEST	Check	20190516MM1	ELEVATOR REPAIR	60001.83200.53200	819.08
VEN02856	BEE EMERGENCY RESPONSE TEAM				125.00
APBWEST	Check	38980	BEE REMOVAL	71000.81100.53200	125.00
1200	BLUE DIAMOND MATERIALS				572.21
APBWEST	Check	1476148	SPECIALTY PRODUCTS	71000.81100.53206	299.44
		1479967	AC SUPPLIES	10000.83500.53206	107.21
		1481029	AC SUPPLIES	10000.83500.53206	165.56
0166	CITY CLERKS ASSOC. OF CALIF.				270.00
APBWEST	Check	2381	TRAINING REGISTRATION	10000.12000.53402	175.00
		2385	ASSOCIATE MEMBERSHIP	10000.12000.53409	55.00
		INV024799	CITY CLERK'S HANDBOOK	10000.12000.53409	40.00
0169	CITY ELECTRIC SUPPLY				371.22
APBWEST	Check	PDA/009115	FY 18-19 ELECTRICAL SUPPLIES/ FACILITY	60001.83200.53200	42.67
		PDA/009227	FY 18-19 ELECTRICAL SUPPLIES/ FACILITY	60001.83200.53200	328.55
0171	CLINICAL LABORATORY OF SAN BERNARDINO, INC.				1,966.00
APBWEST	Check	968779	Water samples	71000.81100.52200	1,966.00
1428	DAN GINTER				356.50
APBWEST	Check	INV024654	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	356.50
0841	DAPEER, ROSENBLIT & LITVAK, LLP				16,597.56
APBWEST	Check	15868	MUNICIPAL CODE APRIL 2019	10000.40000.52201	3,547.96
		15869	SPECIAL LEGAL SERVICE APRIL 2019	10000.40000.52201	13,049.60
VEN03084	DAVID SPERNOW/DEVLYNE NETWORKS LLC				7,306.25
APBWEST	Check	CoSM005	Desktop, Server, and Network Support	60003.30000.52100	1,670.00
		CoSM006	Desktop, Server, and Network Support	60003.30000.52100	2,306.25
		CoSM007	Desktop, Server, and Network Support	60003.30000.52100	1,070.00
		CoSM008	Desktop, Server, and Network Support	60003.30000.52100	580.00
		CoSM009	Desktop, Server, and Network Support	60003.30000.52100	1,680.00
0192	DEPT. OF PUBLIC HEALTH				1,243.00
APBWEST	Check	IN0734233	TRANS/PROC ACCT I.D. AR0179972	60000.83100.52401	1,243.00
VEN03180	DICKS AUTO SUPPLY				297.12
APBWEST	Check	168478	Vehicle maintenance supplies	60000.83100.53208	76.52
		168842	Vehicle maintenance supplies	60000.83100.53208	220.60
0203	ELLEN'S SILKSCREENING				200.39
APBWEST	Check	70548	Summer Staff Uniforms	10000.70000.53303	200.39
1455	FIRST TRANSIT INC				12,342.32
APBWEST	Check	11546875	DAR AND COMMUNITY LOOP FIXED	37004.70000.52203	12,342.32
VEN02778	FORMLA LANDSCAPING INC				833.33
APBWEST	Check	31545	FY 18-19 CITY HALL LANDSCAPE MAINTENANCE	10000.83300.52200	833.33

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN01613</u>	GANAHL LUMBER COMPANY				29.01
APBWEST	Check	<u>141174749</u>	LUBMER SUPPLIES	38006.83600.53211	29.01
<u>0222</u>	GENTRY BROTHERS, INC.				492,345.34
APBWEST	Check	<u>PB 1</u>	FY 2018-19 STREET IMPROVEMENT PROJECT	37009.83500.56010	111,321.10
				38006.83600.56010	5,021.28
				38007.83500.56010	95,513.40
				38012.83500.56010	62,512.26
				38013.83500.56010	124,152.02
				40000.83500.56010	119,738.19
		<u>PB 1 RETENTION</u>	RETENTION	40000.00000.23500	-25,912.91
<u>0899</u>	GOLDENWEST LUBRICANTS, INC.				1,274.26
APBWEST	Check	<u>INV000360825</u>	AUTO SUPPLIES	60000.83100.53208	1,274.26
<u>VEN03195</u>	GREATAMERICA FINANCIAL SERVICES				426.91
APBWEST	Check	<u>24796143</u>	LASERCARE HP MFP	60003.30000.53210	426.91
<u>VEN02895</u>	GUERRERO INVESTIGATIVE SERVICES				1,920.12
APBWEST	Check	<u>INV024803</u>	BACKGROUND INVESTIGATION	60007.70101.52100	979.76
		<u>INV024804</u>	BACKGROUND INVESTIGATION	60007.70101.52100	940.36
<u>1334</u>	HP MECHANICAL INC.				1,396.00
APBWEST	Check	<u>2318</u>	FY 2018-2019 HVAC maintenance	60001.83200.56010	688.00
		<u>2323</u>	FY 2018-2019 HVAC maintenance	60001.83200.56010	285.00
		<u>2327</u>	FY 2018-2019 HVAC maintenance	60001.83200.56010	423.00
<u>VEN01969</u>	INLAND EMPIRE STAGES				1,047.87
APBWEST	Check	<u>53705</u>	SENIOR EXCURSION / STRAWBERRY FESTIVAL	37006.72000.52200	1,047.87
<u>VEN03212</u>	INLAND OVERHAED DOOR COMPANY				189.00
APBWEST	Check	<u>44002</u>	PREVENTIVE MAINTENANCE	60001.83200.52200	189.00
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.				4,766.54
APBWEST	Check	<u>S1023336.001</u>	Distribution supplies	71000.81100.53200	3,568.61
		<u>S1024100.001</u>	Distribution supplies	71000.81100.53200	1,197.93
<u>1454</u>	JDS TANK TESTING & REPAIR INC				140.00
APBWEST	Check	<u>13266</u>	Monthly Inspection of UST System	60000.83100.55001	140.00
<u>1044</u>	JESSE TORIBIO				178.25
APBWEST	Check	<u>INV024655</u>	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	178.25
<u>1156</u>	JOHN FORD				249.55
APBWEST	Check	<u>INV024652</u>	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	249.55
<u>VEN03030</u>	KATHERINE ANN BOYCE				85.00
APBWEST	Check	<u>314</u>	INTRUCTOR FEES \$60 SUPPLIES \$25	37006.72000.52200	85.00
<u>0397</u>	KEVORK TCHARKHOUTIAN				7,580.00
APBWEST	Check	<u>2019-04R</u>	CITY ENGINEER RETAINER	10000.82000.52100	800.00
		<u>2019-05</u>	FY 18-19 CITY ENGINEER SERVICES	10000.82000.52100	5,980.00
		<u>2019-05R</u>	CITY ENGINEER RETAINER MAY 2019	10000.82000.52100	800.00
<u>1717</u>	LACMTA				247.00
APBWEST	Check	<u>103744</u>	METRO 30 DAY SR MAY 2019	37004.70000.52001	175.00
				37006.72000.52200	72.00
<u>0515</u>	LANDSCAPE WAREHOUSE				4.27
APBWEST	Check	<u>2593001</u>	FY 18-19 IRRIGATION SUPPLIES	10000.83300.53001	4.27
<u>0277</u>	LIEBERT CASSIDY WHITMORE				1,216.15
APBWEST	Check	<u>1478305</u>	LEGAL SVCS APRIL 2019	60007.70100.52201	731.00
		<u>1478306</u>	LEGAL SVCS APRIL 2019	60007.70100.52201	485.15
<u>0640</u>	LIFE-ASSIST INC.				335.46
APBWEST	Check	<u>919582</u>	Paramedic Medical Supplies	10000.64000.53300	215.78
		<u>920209</u>	Paramedic Medical Supplies	10000.64000.53300	119.68
<u>VEN01660</u>	LISA VOLPE				285.20
APBWEST	Check	<u>INV024653</u>	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	285.20
<u>VEN02976</u>	MEDICO PROFESSIONAL LINEN SERVICE				52.00
APBWEST	Check	<u>20036523</u>	Medical Waste	10000.64000.53300	52.00
<u>1613</u>	MUNICIPAL CODE CORPORATION				3,144.29
APBWEST	Check	<u>00327671</u>	Municode Meeting Subscription	10000.12000.52204	3,144.29
<u>0786</u>	OFFICE DEPOT, INC				458.65
APBWEST	Check	<u>316224721001</u>	OFFICE SUPPLIES	10000.11000.53999	32.84
		<u>317931051001</u>	OFFICE SUPPLIES	10000.70000.53100	213.39
		<u>317976178001</u>	OFFICE SUPPLIES	10000.70000.53100	212.42

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APBWEST	Check	<u>319020982001</u>	OFFICE SUPPLIES	10000.11000.53999	97.31
		<u>319024818001</u>	OFFICE SUPPLIES	10000.11000.53999	4.92
		<u>319238703001</u>	OFFICE SUPPLIES	10000.11000.53999	85.56
1531	P.F. PETTIBONE & CO				437.50
APBWEST	Check	<u>15669</u>	CNG NOT SHUTTING OFF	60000.83100.53208	437.50
VEN03181	PACIFIC LIFT AND EQUIPMENT COMPANY				24,000.00
APBWEST	Check	<u>812881</u>	Rotary and above ground lift installation	60000.83100.53208	24,000.00
VEN03169	PACIFIC TRAFFIC CONTROL INC				400.00
APBWEST	Check	<u>18722</u>	RENTAL OF BIKE RACKS/CROWD CONTROL	10000.79007.52999	400.00
VEN01558	PAT'S TIRE SERVICE				30.00
APBWEST	Check	<u>41588</u>	TIRE REPAIR	60000.83100.53208	30.00
VEN01608	PHOENIX GROUP INFORMATION SYSTEMS				2,509.30
APBWEST	Check	<u>042019200</u>	FY 18-19 BPO- PARKING CITATION APRIL 2019 S	10000.50000.52200	2,509.30
VEN02937	RCI IMAGE SYSTEMS				1,348.29
APBWEST	Check	<u>76148</u>	FY 18-19 Document Scanning Services	10000.40000.52200	1,348.29
0552	RKA CONSULTING GROUP				546.25
APBWEST	Check	<u>28759</u>	FY 18-19 Street Improvement project APRIL 201	38012.83500.56010	546.25
1113	RUBEN ENRIQUEZ				356.50
APBWEST	Check	<u>INV024656</u>	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	356.50
0797	SAN GAB VALLEY MUNICIPAL WATER DISTRICT				145,687.50
APBWEST	Check	<u>8</u>	Annual loan payment	71000.00000.27301	145,687.50
1663	SHAKER SHIRTS				3,515.00
APBWEST	Check	<u>13897</u>	MT WILSON TRAIL PRINTS	10000.79007.52999	2,290.00
		<u>13898</u>	MOUNT WILSON TRAIL KID'S PRINT	10000.79007.52999	1,225.00
VEN01256	SKY BLUEPRINT & SUPPILES INC				27.56
APBWEST	Check	<u>875544</u>	WATER PROJECT	10000.80000.53102	27.56
0382	SOUTH COAST A Q M D				554.00
APBWEST	Check	<u>3451122</u>	AQMD FEE JULY 2018 - JUNE 2019	71000.81100.52401	132.98
		<u>3461435</u>	GAS TURBINE, EMERGENCY	60001.83200.52401	421.02
1258	SPINITAR PRESENTATION PROD INC				333.55
APBWEST	Check	<u>379096</u>	Dual-Sided Laminate	10000.70000.53999	333.55
2016	STEVE POCK				356.50
APBWEST	Check	<u>INV024651</u>	RETIREE HEALTH INSURANCE JULY'19	60007.70100.51302	356.50
VEN01027	STUBBIES				109.50
APBWEST	Check	<u>18814</u>	AUTO SUPPLIES	10000.40000.53102	109.50
VEN02444	SUPERIOR COURT OF CA, CO OF L. A.				1,336.00
APBWEST	Check	<u>INV024650</u>	FY 18-19 BPO- REVENUE DISTRIBUTION APRIL 20	10000.50000.52200	1,336.00
VEN02863	THE COUNSELING TEAM INTERNATIONAL				300.00
APBWEST	Check	<u>72399</u>	PD RECRUIT DISPATCHER	60007.70101.52100	300.00
VEN01116	THE STANDARD INSURANCE				176.40
APBWEST	Check	<u>INV024802</u>	LIFE INSURANCE	10000.61000.51303	176.40
1799	TYLER TECHNOLOGIES INC				225.00
APBWEST	Check	<u>025-260701</u>	FY 18-19 BPO MONTHLY FEES JUNE 2019	71000.32000.52200	180.00
				72000.32000.52200	45.00
1243	USA BLUEBOOK				653.32
APBWEST	Check	<u>896091</u>	Treatment Supplies	71000.81100.53209	653.32
VEN02280	VISTA PAINT CORP				53.26
APBWEST	Check	<u>2019-876516-00</u>	PAINT SUPPLIES	60001.83200.56010	53.26
0158	VULCAN MATERIALS COMPANY				546.01
APBWEST	Check	<u>72193385</u>	MATERIAL SUPPLIES	71000.81100.53206	546.01
0425	WILLDAN ASSOCIATES				690.00
APBWEST	Check	<u>00617624</u>	Traffic Speed Study	34002.80000.52200	690.00
0429	XEROX CORPORATION				1,470.44
APBWEST	Check	<u>096951536</u>	BPO- COPIER LEASE	60003.30000.53210	659.23
		<u>096951537</u>	BPO- COPIER LEASE	60003.30000.53210	393.76
		<u>096951538</u>	BPO- COPIER LEASE	60003.30000.53210	417.45
VEN02951	YOHTEK CORP				2,500.00
APBWEST	Check	<u>YTK-2081</u>	FY 18-19 BPO-AUVIK LIBRARY NETWORK	60003.30000.52200	1,500.00
		<u>YTK-2083</u>	FY 18-19 BPO-AUVIK NETWORK LAPD ASSTANCE	60003.30000.52200	450.00
		<u>YTK-2084</u>	FY 18-19 BPO-AUVIK NETWORK MAY 2019	60003.30000.52200	550.00

Report Total: 753,356.21



Packet: APPKT04598 - LIB 06/11/19
Vendor Set: 01 - Vendor Set 01

Check Date: 06/04/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0132</u>	BAKER & TAYLOR, INC.				4,148.71
APBWEST	Check	<u>4012541368</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	561.40
		<u>4012542488</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	245.33
		<u>4012543442</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	205.77
		<u>4012546694</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	148.61
		<u>4012547721</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	670.20
		<u>4012548468</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	156.21
		<u>4012548469</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	31.51
		<u>4012548720</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	99.58
		<u>4012549969</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	472.96
		<u>4012549970</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	23.09
		<u>4012551736</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	223.03
		<u>4012551737</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	3.05
		<u>4012552963</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	36.30
		<u>4012554029</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	53.15
		<u>4012554030</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	2.03
		<u>4012558126</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	780.31
		<u>4012558127</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	23.55
		<u>T03931480</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	52.53
		<u>T03931481</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	8.09
		<u>T04095530</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	352.01
<u>0203</u>	ELLEN'S SILKSCREENING				483.99
APBWEST	Check	<u>71026</u>	APPAREL PRINTS	39006.90000.53999	483.99
<u>VENO2051</u>	FARONICS TECHNOLOGIES				512.05
APBWEST	Check	<u>INUS0190250</u>	Deep Freeze Software Renewal	10000.90000.52200	512.05
<u>1578</u>	PETTY CASH FUND-LIBRARY				92.69
APBWEST	Check	<u>INV024805</u>	PETTY CASH LIBRARY	39006.90000.53999	92.69
<u>VENO3254</u>	SHOWCASES				67.78
APBWEST	Check	<u>312076</u>	OFFICE SUPPLIES	10000.90000.53100	20.30
		<u>312154</u>	OFFICE SUPPLIES	10000.90000.53100	14.28
		<u>312155</u>	OFFICE SUPPLIES	10000.90000.53100	33.20
Report Total:					5,305.22

Item Attachment Documents:

1. PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERATION:
RESOLUTION 19-26 ADOPTING THE FISCAL YEAR 2019-2020 BUDGET
RESOLUTION 19-27 APPROVING THE GANN APPROPRIATIONS LIMIT FOR FY 2019-2020
RESOLUTION 19-28 APPROVING THE FY 2019-2020 FEE SCHEDULE PFA
RESOLUTION NO. 73 THE PUBLIC FINANCING AUTHORITY ADOPTING THE FISCAL YEAR
2019-2020 BUDGET



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

INITIATED: Colby Konisek, Finance Director

REVIEWED BY: Gabriel Engeland, City Manager

DATE: May 28, 2019

SUBJECT: **PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERATION:
RESOLUTION 19-26 ADOPTING THE FISCAL YEAR 2019-2020 BUDGET
RESOLUTION 19-27 APPROVING THE GANN APPROPRIATIONS LIMIT
FOR FY 2019-2020
RESOLUTION 19-28 APPROVING THE FY 2019-2020 FEE SCHEDULE
PFA RESOLUTION NO. 73 THE PUBLIC FINANCING AUTHORITY
ADOPTING THE FISCAL YEAR 2019-2020 BUDGET**

STAFF RECOMMENDATION

Staff recommends that the City Council approve:

1. Resolution 19-26 adopting the Fiscal Year 2019-2020 Budget and appropriating the amounts projected,
2. Resolution 19-27 approving the GANN Appropriation Limits for 2019-2020
3. Resolution 19-28 approving the 2019-2020 Fee Schedule,
4. Resolution 19-29 of the City and the former Community Redevelopment Successor Agency adopting the Budget for Fiscal Year 2019-2020 and appropriating the amounts Budgeted; and
5. PFA 73 adopting the Fiscal Year 2019-2020 Budget by the Public Financing Authority

ALTERNATIVES

1. City Council may direct staff to make changes to the FY 2019-2020 Budget and/or the FY 2019-2020 Fee Schedule.

SUMMARY

Staff began working on the 2019-2020 Fiscal Year budget in January of 2019. For the third straight year, staff used a zero-based budget process to ensure each line item was necessary and that associated expenditures were defensible. The zero-based budget process requires a line-by-line review and approval of all expenditures, by every Department Head and Manager, prior to inclusion in the proposed budget.

FOR CITY COUNCIL AGENDA _____

ITEM # _____

PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERAIONS

June 11, 2019

The 2019-2020 proposed Fiscal Year budget results in Citywide expenditure reductions of more than \$1.1M with a projected surplus of \$2.7M (12.2% of total budget). This is the third consecutive year the budget was reduced from the previous year. In total, the Fiscal Year 2019-2020 budget calls for expenditures of \$22.39M.

Similarly, the General Fund expenditures were reduced from \$11.51M in Fiscal Year 2018-2019 to a proposed \$10.22M in Fiscal Year 2019-2020. This reduction in expenditures is expected to lead to a General Fund surplus of \$1.82M which represents 17.8% of all General Fund expenditures.

The Water and Sewer Funds are both balanced, with a projected surplus in each Fund, which represents the second consecutive year all three of the City's primary Funds are balanced. As recently as Fiscal Year 2015-2016 each of these Funds was budgeted for a deficit. The Water Fund surplus is expected to be \$1.65M, with an overall reduction in net position of \$650,000 (discussed below), due to increases in infrastructure spending and depreciation. The Sewer Fund surplus is projected to be \$136,000. Total allocations from the Water and Sewer Funds combined, were reduced from \$1,301,600 in Fiscal Year 2017-2018 to \$691,100 in Fiscal Year 2018-2019 to \$609,000 in the proposed budget.

Personnel

The proposed budget includes funding for three new fire-medec positions, which brings the total budgeted number of full-time employees in the Sierra Madre Fire Department to 15. In the 2016-2017 Fiscal Year budget there were four full-time fire employees. General Fund expenditures in Fire are budgeted to increase to more than \$2.4M, which is more than double the General Fund budgeted expenditures in Fiscal Year 2015-2016, which included \$1.1M in budgeted General Fund expenditures. The proposed budget increases Library staff by 1.27 positions and provides 1.5 new budgeted positions in the Police Department.

Infrastructure

The Water Fund is budgeted to invest \$2.3M in infrastructure in the proposed budget. This increase is nearly six times higher than in 2017-2018 (\$419,000). It is also an increase over the current fiscal year's infrastructure investment which is budgeted at \$2,094,000. The rapid increase in investment of water infrastructure will lead to a reduction of net position in the Water Fund of \$655,000. The total surplus in the Water Fund is \$1.6M, which includes increases in depreciation from \$633,500 in the current Fiscal Year to more than \$860,000 in the proposed budget. Staff will begin to monitor the cash balance in this Fund more closely to ensure an appropriate balance between cash reserves, operating reserves, infrastructure investment and capital outlay. Expenditures on debt payments in the Water Fund have been reduced by more than \$100,000 annually due to Council's action to refinance the Water Bonds in 2017.

PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERAIONS

June 11, 2019

FINANCIAL REVIEW

The Fiscal Year 2019-2020 Budget is balanced and includes a surplus of \$2.7M. The General Fund, and major operating Funds of the City are also balanced, with a surplus.

Recommended Budget Appropriations

	<u>Adopted 2018-2019</u>	<u>Proposed 2019-2020</u>
City of Sierra Madre	\$ 22,856,000	\$ 22,277,000
Successor Agency ⁽¹⁾	\$ 514,000	\$ 399,000
Total	<u>\$ 23,370,000</u>	<u>\$ 22,676,000</u>

⁽¹⁾ The final payment for the Successor Agency will occur in November 2019; subsequently, the agency will undergo final dissolution in Fiscal Year 2020.

PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERAIONS

June 11, 2019

Proposed Budget

Below is a summary for *Citywide Revenues and Expenditures* for the two prior years and the proposed budget (excluding Transfers In/Out; figures in \$000's).

FUND	FY 2017-2018 Actual	FY 2018-2019 Adopted	FY 2019-2020 Proposed
REVENUES			
GENERAL FUND	\$ 12,054	\$ 11,681	\$ 12,042
SPECIAL REVENUE FUNDS:	1,813	1,991	2,694
INTERNAL SERVICE FUNDS	4,875	4,469	3,405
BUSINESS FUND	282	-	-
SEWER	924	923	980
WATER	5,546	5,029	5,990
SUCCESSOR AGENCY	486	-	-
CAPITAL PROJECTS FUNDS	22	-	-
TOTAL REVENUES	\$ 26,002	\$ 24,093	\$ 25,111
GENERAL FUND	10,620	11,614	10,321
SPECIAL REVENUE FUNDS	2,240	2,144	2,567
INTERNAL SERVICE FUNDS	3,617	3,809	3,735
BUSINESS FUND	253	-	-
SEWER	1,029	902	844
WATER	4,334	4,019	4,360
SUCCESSOR AGENCY	130	514	399
CAPITAL PROJECTS FUNDS	334	144	160
TOTAL EXPENDITURES	\$ 22,557	\$ 23,146	\$ 22,386
NET CHANGE	\$ 3,445	\$ 947	\$ 2,725

PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERAIONS

June 11, 2019

General Fund

Comparison of revenues and expenditures (including Transfers In/Out; \$000's).

GENERAL FUND	FY 2017-2018	FY 2018-2019	FY 2019-2020
	Actuals	Adopted	Proposed
REVENUES			
Property Taxes	\$ 5,866	\$ 6,070	\$ 6,290
AB1X 26 - RDA Residual	332	324	326
Utility User Taxes	2,504	2,400	2,550
Franchise Fees	415	380	380
Sales Taxes	310	300	300
Business Licenses	309	270	280
Charges for Services	638	738	806
Fines and Forfeitures	118	148	149
Licenses and Permits	818	950	851
Other Revenues	743	101	109
TOTAL REVENUES	12,054	11,681	12,042
TRANSFERS IN	-	190	-
EXPENDITURES			
Administrative Services	2,354	2,607	1,963
Community Services	202	461	435
Elected and Appointed	256	284	272
Fire	1,844	2,182	2,401
Library	633	523	619
Planning & Community Preservation	1,437	1,279	1,013
Police	3,275	3,616	3,079
Public Works	620	562	440
TOTAL EXPENDITURES	10,620	11,514	10,222
TRANSFERS OUT	109	16	190
CHANGE IN FUND BALANCE BEFORE CIP	1,324	341	1,630
CONTINGENCY	-	100	100
NET CHANGE IN FUND BALANCE	1,324	241	1,530

See Proposed FY 2019-2020 Budget document for additional details.

CEQA / ENVIRONMENTAL

N/A

PUBLIC HEARING: FY 2019-2020 ANNUAL BUDGET CONSIDERAIONS

June 11, 2019

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments:

1. Resolution 19-26 adopting the Fiscal Year 2019-2020 Budget
2. Resolution 19-27 approving the GANN Appropriation Limits for 2019-2020
3. Resolution 19-28 approving the 2019-2020 Fee Schedule;
4. PFA 73 adopting the Fiscal Year 2019-2020 Budget by the Public Financing Authority

CITY OF SIERRA MADRE

FEE SCHEDULE

FY 2019-2020

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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FEE SCHEDULE	PAGE
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Field, Park, Garden Plot, and Banner Fees	21
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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 2018-2019	Proposed Fee FY 2019-2020	Unit
Administrative Fees			
* Multiple	\$234	\$234	per year
Multiple	\$318	\$318	per year
Multiple	\$342	\$342	per year
Multiple	\$160	\$160	per year
Multiple	\$128	\$128	per year
Multiple	\$211	\$211	per year
Multiple	\$181	\$181	per year
Multiple	\$107	\$107	per year
CON001	\$172	\$172	each
CONR01	\$92	\$92	each
3117	\$42	\$42	per event; must have established beginning and ending date and time per person, per day
3116	\$117	\$117	per machine, per year
3120	\$48	\$48	per year
TOBACCO	\$0	\$0	per page
COPIES	\$0.21	\$0.10	each
DVVDs	\$20	\$5	each
RET CK	\$39; plus bank fees	\$40; plus bank fees	each
RET CK	\$39; plus bank fees	\$40; plus bank fees	each
DAR001	\$0.50	\$0.50	one way
DAR002	\$0.50	\$0.50	one way
Dog License Fees	\$29	\$30	each
a) Neutered	\$47	\$48	each
b) Unneutered	\$15	\$15	each
c) Neutered - For Seniors (Over 65)	\$30	\$31	each
d) Unneutered - For Seniors (Over 65)			
Late Penalty Payment			

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
Administrative Fees			
Other Fees			
GARAGE SAL	\$20 10%	\$20 10%	per weekend per month; max of 100% of original fee
ADMIN STAFF	\$129	\$134	per hour

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
Zoning Fees			
Design Review Permit:			
	\$1,142	\$1,185	each
a) Administrative Design Review Permit			
b) Standard	\$4,970	\$5,159	each
Conditional Use Permit:			
a) Minor	\$1,142	\$1,185	each
b) Standard	\$4,970	\$5,159	each
c) Hillside Management Zone	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
d) Extension or Modification	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each
e) Appeals	75% of Original Filing Fee	75% of Original Filing Fee	each
f) Deposit Requirement	100% of Estimated Cost and processing	100% of Estimated Cost and processing	each
VAR001	\$1,142	\$1,185	each
VAR005	\$4,970	\$5,159	each
PZ001	\$7,511	\$7,796	each
PZ005	\$7,511	\$7,796	each
PZ010	\$7,511	\$7,796	each
Wireless Facilities			
Minor Modification to Wireless Facilities	\$1,142	\$1,185	each
New Wireless Facilities	\$4,970	\$5,159	each
New Small Cell Wireless Facilities (1 to 5 Units)		\$1,000	each
New Small Cell Wireless Facilities (each additional >5)		\$100	each
Home Occupation Permits			
a) Affidavit	\$34	\$36	each
b) Administrative Discretionary	\$378	\$392	each

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)				
Second Dwelling Unit				
PZ025	Second Dwelling Unit Permit	\$2,257	\$2,342	each
PZ030	Zoning Verification Letter	\$378	\$392	each
Environmental Fees				
	Fish and Game Fee (State) - EIR Filing	\$3,168	\$3,288	
	Fish and Game Fee (State) - Negative declaration filing	\$2,281	\$2,367	
	Fish and Game Fee Exemption			
EVN001	Categorical Exemption	\$169	\$176	each
EVN005	Initial Study - Negative Declaration	\$2,486	\$2,580	each
EVN010	Initial Study - Mitigated Negative Declaration	\$6,627	\$6,878	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
Noticing Fees				
	Noticing Publication and Postage			
NF001	a) Director Review Only	\$335	\$348	each
NF005	b) Planning Commission Only	\$666	\$692	each
NF010	c) Planning Commission and City Council	\$832	\$864	each
	Sign Permit			
SGN001	a) Temporary	\$169	\$176	each
SGN005	b) Temporary - Admin Review	\$335	\$348	each
SGN010	c) Administrative Review Required	\$335	\$348	each
SGN015	d) Planning Commission Review Required	\$666	\$692	each
Mills Act Fee				
MILL001	Mills Act Application	\$1,949	\$2,023	each

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
Temporary Use Fees			
Temporary Use Permit:			
TU010	\$49	\$49	each
TU005	\$135	\$140	each
	\$378	\$1,200 \$3,400+	each each
Administrative Historic Resource Determination			
DPR-Form to Determine Eligibility			
Historic Resource Evaluation (Eligible Projects)			
Water Efficient Landscapes			
WT001	\$434	\$450	each
WT002	\$326	\$338	each
Copies and Print Services			
OTH025	\$20	\$21	per page
OTH030	\$20	\$20	per page
Other Fees			
OTH005	\$866	\$899	each
OTH010	\$584	\$607	each
OTH015	\$91	\$95	per request
PZ055	\$7,141	\$7,413	each
PZ050	\$10,900	\$11,315	each
PZ070	\$1,791	\$1,859	each
PZ075	\$1,791	\$1,859	each
PZ080	\$1,000	\$1,038	each
PZ035	\$4,924	\$5,111	each
PZ040	\$4,399	\$4,566	each
	\$4,399	\$4,566	each

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PLANNING AND ZONING FEES (1)			
	100% of Estimated Cost and processing fee \$256	100% of Estimated Cost and processing fee \$266	each
			each
STAFF HOURLY RATE			
DEVSTAFF PWSTAFF	\$224 \$155	\$233 \$161	per hour per hour
	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

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES			
Building Permit Fees (1)			
PC001	\$434	\$450	each
Preliminary Plan Check			
PC002	\$434	\$450	each
BP001	\$223	\$232	each
PC003	\$758-\$1,028	\$787-\$1,067	each
BP002	\$424 for the first \$4,000, plus \$26.59 for each add'l \$1,000, or fraction thereof, to and including \$25,000	\$439 for the first \$4,000, plus \$27.60 for each add'l \$1,000, or fraction thereof, to and including \$25,000	each
PC003.5	\$976-\$1,154	\$1,013-\$1,198	each
BP003	\$1,067 for the first \$25,000, plus \$15.52 for each add'l \$1,000, or fraction thereof, to and including \$50,000	\$1,108 for the first \$25,000, plus \$16.11 for each add'l \$1,000, or fraction thereof, to and including \$50,000	each
PC004	\$1,518 for the first \$50,000, plus \$13 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,576 for the first \$50,000, plus \$13.50 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
BP004	\$1,465 for the first \$50,000, plus \$15.52 for each add'l \$1,000, or fraction thereof, to and including \$100,000	\$1,520 for the first \$50,000, plus \$16.11 for each add'l \$1,000, or fraction thereof, to and including \$100,000	each
PC004.5	\$2,245 for the first \$100,000, plus \$10.50 for each add'l \$1,000, or fraction thereof	\$2,331 for the first \$100,000, plus \$10.88 for each add'l \$1,000, or fraction thereof	each

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES			
BP005	\$1,903 for the first \$100,000, plus \$10.97 for each add'l \$1,000, or fraction thereof	\$1,975 for the first \$100,000, plus \$11.39 for each add'l \$1,000, or fraction thereof	each
Building Permit valuation based on current International Code Council (ICC)			

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
NEW CONSTRUCTION FEES			
BP009	Valuation Amount X 0.0001	Valuation Amount X 0.0001	per permit
BP010	Valuation Amount X 0.00028	Valuation Amount X 0.00028	per permit
BP015	\$1	\$1	Senate Bill No. 1473 mandated fee.
BP015	\$2	\$2	Senate Bill No. 1473 mandated fee.
BP015	\$3	\$3	Senate Bill No. 1473 mandated fee.
BP015	\$4	\$4	Senate Bill No. 1473 mandated fee.
BP016	Add \$3	Add \$3	Senate Bill No. 1473 mandated fee.
SMIP Fee (2)			
a) Residential			
b) Commercial			
Building Standards Administration Special Revolving Fund Fee (3)			
Permit Valuation:			
BP015	\$1-25,000	\$1	Senate Bill No. 1473 mandated fee.
BP015	\$25,001-50,000	\$2	Senate Bill No. 1473 mandated fee.
BP015	\$50,001-75,000	\$3	Senate Bill No. 1473 mandated fee.
BP015	\$75,001-100,000	\$4	Senate Bill No. 1473 mandated fee.
BP016	Every \$25,000 or fraction thereof above \$100,000	Add \$3	Senate Bill No. 1473 mandated fee.
STAFF HOURLY RATE			
DEVSTAFF	\$224	\$233	per hour
PWSTAFF	\$155	\$161	per hour
DEPOSIT REQUIREMENTS			
Planning & Community Preservation Staff			
Public Works Engineering Staff			
Deposits will be required to begin work; based upon estimated time to complete project			

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES			
<p><u>Mechanical, Plumbing, and Electrical</u> 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. (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	\$229	\$238	each
a) 1 - 3 Items/Fixtures			
ELE001/MEC 001/PLB001	\$326	\$338	each
b) 4 - 6 Items/Fixtures			
ELE001/MEC 001/PLB001	\$543	\$564	each
c) 7 - 10 Items/Fixtures			
ELE001/MEC 001/PLB001	\$637	\$662	each
d) 11 - 15 Items/Fixtures			
ELE001/MEC 001/PLB001	\$813	\$844	each
e) 16 - 20 Items/Fixtures			
ELE001/MEC 001/PLB001	\$1,029	\$1,068	each
f) 21 - 25 Items/Fixtures			
ELE001/MEC 001/PLB001	\$1,246	\$1,293	each
ELE001/MEC 001/PLB001			
<p><u>Other Plumbing Permits/Inspections</u></p> <p>Pool Related Inspections: a) Swimming Pool Piping b) P-Trap for Pool Sewer/Septic Related Inspections: a) House Sewer Connecting To Public Sewer b) All Other Sewer/Septic Inspections Water Piping System</p>			
PLB005	\$650	\$674	each
PLB010	\$109	\$113	each
PLB015	\$326	\$338	each
PLB020	\$650	\$674	each
PLB025	\$434	\$450	each

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES				
	Other Electrical Permits/Inspections			
ELE020	Motors & AC Units - (Over 10HP)	\$169 plus \$10.38 per	\$176 plus \$10.38 per	each
ELE030	Service	\$203	\$211	each
ELE035	Solar	\$450	\$450	each
ELE040	Temporary Power Pole	\$46	\$47	each
	Other			
	Sales of Maps	Actual Cost; plus	Actual Cost; plus	each
	Field Consultation - Per hour after first 15min - in	15% processing fee	15% processing fee	each
	15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Office Consultation - Per hour after first 15min - in	15% processing fee	15% processing fee	each
	15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Correspondence request - Per hour after first	15% processing fee	15% processing fee	each
	15min - in 15 min increments	Actual Cost; plus	Actual Cost; plus	each
	Request for City Council or Commission Action	15% processing fee	15% processing fee	each
	Public Works Administrative Plan Review	Actual Cost; plus	Actual Cost; plus	each
	Consulting	15% processing fee	15% processing fee	each
	DEPOSIT REQUIREMENTS			
	Demolition Permit Fee	\$118	\$123	each
	Discretionary Demolition Permit Fee	\$1,142	\$1,185	each
	Extension or Modification	75% of Original Filing Fee	75% of Original Filing Fee	each
	Commencing Work Without a Permit	Double Fee	Double Fee	each
	Impound of shared mobile devices		\$100.00	

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
BUILDING AND SAFETY PERMIT FEES				
STAFF HOURLY RATE				
DEVSTAFF PWSTAFF	Planning & Community Preservation Staff Public Works Engineering Staff DEPOSIT REQUIREMENTS	\$224 \$155 Deposits will be required to begin work; based upon estimated time to complete project	\$233 \$161 Deposits will be required to begin work; based upon estimated time to complete project	per hour per hour

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PUBLIC WORKS FEES				
	Grading Fees			
	Grading Bond			
GRD025	a) Up to 1,500 Cubic Yards (1)	\$3,369	\$3,497	Deposit against costs
GRD025	b) Greater than 1,500 Cubic Yards (1)	\$6,737	\$6,993	Deposit against costs
GRD011	Grading Plan Check / Inspection	\$1,500	\$1,557	per permit
GRD010	Plan Check fee <750 Square Feet	\$3,000	\$3,114	per permit
GRD005	Plan Check fee > 750 Square Feet Permit	\$32	\$33	per permit
	Drainage/Precise Grading Plan Check Fees			
	Street/Curb/Pavement/Drive Fees			
SC001	Preliminary Project Review	\$309	\$321	per permit
SC005	Curb Drain/Parkway Culvert	\$234	\$242	per permit
SC010	Driveway Approach	\$386	\$401	per permit
SC020	Curb and Gutter	\$236	\$245	per permit
	Excavation			
SC025	Paved	\$234	\$242	per permit
SC030	Unpaved	\$155	\$161	per permit
SC035	Sidewalk Improvement	\$236	\$245	per permit
	Street / Address assignments			
ADDRESS002	Street Name assignment or change	\$458	\$475	per request
ADDRESS001	Street Address assignment or change	\$305	\$317	per request

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PUBLIC WORKS FEES			
PI015	Public Improvement Inspection Fees Public Improvement Inspection (Project Valuation)	Actual Cost; plus 15% processing fee	per permit
	Continuous Inspection (Contract)	Actual Cost; plus 15% processing fee	per permit
	Public Improvement Inspection Deposit	\$10,000 deposit against costs	per permit
	Improvement Construction - Plan Check	Actual Cost; plus 15% processing fee	per permit
PI010	Extension Fee Review of Project Extension Request	Actual Cost; plus 15% processing fee	per request

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PUBLIC WORKS FEES				
Encroachment Fees				
EN001	Crane Operation/Lane Blockage	\$465	\$483	per permit
EN005	Fence or Wall	\$619	\$642	per permit
EN010	Irrigation	\$155	\$161	per permit
EN015	Lighting or Minor Structures	\$155	\$161	per permit
EN020	Material Storage	\$79	\$82	per permit
EN025	Overize Load	\$79	\$82	per permit
EN030	Scaffolding	\$291	\$302	per permit
EN035	Sidewalk Dining	\$408	\$423	per permit
EN040	Sidewalk Sale	\$133	\$138	per permit
EN045	Street Closure	\$212	\$220	per permit
EN050	Sign	\$155	\$161	per permit
EN055	Trash Bin/Temporary Storage	\$79	\$82	per permit
Landscaping and Tree Fees				
LS010	Commission Review	\$155	\$161	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
LS020	Landscape Inspection: Appeal to Commission	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
PUBLIC WORKS FEES			
Other FOG001 FOG permit Annual Inspection FOG005 FOG Reinspection Fee FOG010 Sewer Cleaning Fee NPD001 NPDES Illicit Discharge Response Fee DEPOSIT REQUIREMENTS	\$234 \$79 \$355 \$233 Deposits will be required to begin work; based upon estimated time to complete project	\$242 \$82 \$368 \$241 Deposits will be required to begin work; based upon estimated time to complete project	annually per permit annually each
STAFF HOURLY RATE			
PWSTAFF	Public Works Engineering Staff	\$155	\$161 per hour

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
LIBRARY FEES			
Overdue Fees All Materials	\$0	\$0	
Miscellaneous Flash Drive Purchase	\$5	\$5	each
Photocopies (black & white or color)	20¢	20¢	per page
Check-Out Materials Without Library Card	\$0	\$0	
Projector or Screen Rental (plus \$25 refundable deposit)	\$25	\$25	each
Reserve Item Request	\$0	\$0	each request
Visitor Pass for Internet	\$0	\$0	each
	\$11		
Lost or Damaged Materials			
Bar Code Replacement	\$0	\$0	each
Container Replacement - Covers, CD, DVD, Tapes	\$2	\$2	each
Library Card Replacement	\$1	\$1	each
Replacement of Materials Fee	\$5	\$5	each
a) Administrative Processing Fee (non-periodical)	\$0	\$0	
b) Administrative Processing Fee (periodical)			
b) Material Replacement Cost	\$5	\$5	each
Periodicals - Adult Collection	\$3	\$3	each
Periodicals - Children and Young Adult Collection			
All Other Materials	cost of item + admin fee	cost of item + admin fee	each

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
LIBRARY FEES			
Archival Fees			
Reproduction Fee - Scanned Digital Image Archival Use	\$5	\$5	each
a) Books, Catalogues, Periodicals:			
i) For-Profit	\$60	\$60	per image
ii) Non-Profit	\$15	\$15	per image
b) Film, Video, TV, Digital Media, Online Use			
i) For-Profit	\$85	\$85	per image
ii) Non-Profit	\$20	\$20	per image
c) Slide Show/Display Image			
i) For-Profit	\$25	\$25	per image
ii) Non-Profit	\$5	\$5	per image
d) Loan Processing (Repositories or Institutions)	\$30	\$30	per loan processed
STAFF HOURLY RATE			
Library Staff - Full-Time	\$99	\$102	per hour
Library Staff - Part-Time	\$60	\$62	per hour

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
FACILITY RENTAL FEES ***			
Hart Park House			
A) Daily Rental			
Private flat rate	\$208	\$215	
Private <2 hour block	\$78	\$81	
Non profit flat rate	\$156	\$162	
Non profit <2 hour block	\$78	\$81	
B) Continual Use			
1) Non Profit (Monthly)	\$249	\$259	annually
2) All Others (Weekly)	\$1,038	\$1,077	annually
City Council Chambers:			
Private flat rate	\$208	\$215	
Private <2 hour block	\$11	\$11	
Non profit flat rate	\$156	\$162	
Non profit <2 hour block	\$78	\$81	
EMT (If Required/Requested)	\$82	\$85	per hour
Facility Attendant (If Required/Requested):	\$26	\$27	per hour
Security Deposit	\$519	\$539	per rental;
Elected Representative (For Official Business)	Fees Waived	Fees Waived	
Recreation Department Staff - Required for opening/closing facilities	\$26	\$27	per hour, 2 hour minimum
Cancellation Fee:			
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
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$95	\$99	per hour
Recreation Staff - Part Time	\$26	\$27	per hour
Public Works Maintenance Staff	\$87	\$91	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 2018-2019	Proposed Fee FY 2019-2020	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Field Rental Fees			
Ball Field - Lighted field			
A) Local Organization/Non-Profit - 2 Hour Minimum	\$52	\$54	per hour
B) Private Group/Individuals - 2 Hour Minimum	\$93	\$97	per hour
Ball Field, basketball, tennis court, etc. - Unlighted field			
A) Local Organization/ Non-Profit - 2 Hour	\$31	\$32	per hour
B) Private Group/ Individuals - 2 Hour Minimum	\$57	\$59	per hour
Park Rental Fees			
Park Rental			
A) 1 - 100 People:			
1) Local Organization/Non-Profit	\$52	\$54	per day
2) Private Group/Individuals	\$11	\$11	per day
B) More than 100 People:			
1) Local Organization/Non-Profit	\$208	\$215	per day
2) Private Group/Individuals	\$311	\$323	per day
EMT - if requested/required	\$82	\$85	per hour
Community Garden Plot Fees			
Community Garden Plot			
A) Quarterly Rental - full plot	\$57	\$59	per quarter
B) Quarterly Rental - half plot	\$36	\$38	per quarter

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
FIELD, PARK, GARDEN PLOT RENTAL, AND BANNER FEES ***			
Banner Fees			
Downtown District Street Light Pole Banners - Per Sign			
Banner Hanging - Per Week	\$234	\$242	per week
Banner Hanging and Removal - Non-Profit Groups Only	\$1,381	\$1,433	per request
Downtown District Street Light Pole Banner Hanging and Removal			
STAFF HOURLY RATE			
Recreation Staff - Full Time	\$95	\$99	per hour
Recreation Staff - Part Time	\$26	\$27	per hour
Public Works Maintenance Staff	\$87	\$91	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 2018-2019	Proposed Fee FY 2019-2020	Unit
FILM PERMIT FEES (1)(2)			
Still Photography *** (More than Two Cast and Crew)	\$300	\$300	per day
Student Filming***	\$0	\$0	per request with proper documentation
Extra Small Film Productions *** (5 or Fewer Cast and Crew)	\$300	\$300	per day
Small Film Productions *** (Between 6 and 50 Cast and Crew): A) First Day B) Each Additional Day	\$1,000 \$750	\$1,000 \$750	per day 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
Use of City Facilities	\$550	\$550	per day
Use of City Parking Stalls	\$13	\$14	per stall, per day
Refundable Deposit	\$2,076 against cost	\$2,155 against cost	
Violation of Hour Restrictions: Per production vehicle Per personal vehicle Film Monitor Police Personnel Fire Personnel	\$1,095 \$548 \$183 \$225 \$225	\$1,137 \$569 \$190 \$234 \$234	per hour per hour per hour per hour per hour
Cigarette Butts and Debris Pickup	\$6	\$6	
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$83	\$86	per hour
Recreation Staff - Part-Time	\$26	\$27	per hour
Fire Staff	\$113	\$117	per hour
Police Staff	\$113	\$117	per hour

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
FILM PERMIT FEES (1)(2)			
Public Works Engineering Staff	\$147	\$153	per hour
Public Works Maintenance Staff	\$84	\$87	per hour
DEPOSIT REQUIREMENTS	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>			

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
SPECIAL EVENT FEES			
Refund or Transfer of Recreation Program Fee	\$15	\$16	per request
Special Events			
Mt. Wilson Trail Race - Adult with shirt	\$67	\$70	each
Mt. Wilson Trail Race - Youth with shirt	\$36	\$38	each
Huck Finn Day - Friday Campsite + Fishing Derby	\$62	\$60	per family of 4
Huck Finn Day - Fishing Derby Kids Only (Saturday A.M.)	\$16	\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)		\$10	per participant
Huck Finn Day - Family/ Open Fishing (Saturday Noon)	\$26	\$32	per family of 4
Huck Finn Package - Friday Campsite + Fishing Derby + Family/ Open Fishing (All Saturday)		\$75	per family of 4
Fourth of July - Parade Entry (Non Profit)	\$26	\$27	each
Fourth of July - Parade Entry (Private)	\$26	\$27	each
Fourth of July - Firecracker Run Entry (Youth)	\$21	\$22	each
Fourth of July - Firecracker Run Entry (Adult)	\$26	\$27	each
Summer/ Seasonal Movie Series - Recommended Sponsorship	\$830	\$862	each
Concerts in the Park - Recommended Sponsorship	\$1,038	\$1,077	each
Recreation Leisure Excursions	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	
Special Event Permit Fee			
Local Non-profit: 1-100 people	\$59	\$61	
Private Group/Individuals: 1-100 people	\$114	\$119	
Local Non-profit: More than 100 people	\$227	\$236	
Private Group/Individuals: More than 100 people	\$452	\$469	

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
SPECIAL EVENT FEES			
STAFF HOURLY RATE			
Recreation Staff - Full-Time/Film Monitor	\$95	\$99	per hour
Recreation Staff - Part-Time	\$26	\$27	per hour
Fire Staff	\$116	\$121	per hour
Police Staff	\$116	\$121	per hour
Public Works Engineering Staff	\$152	\$157	per hour
Public Works Maintenance Staff	\$87	\$91	per hour
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	

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
POLICE FEES			
PRK	Response Due To False Alarm a) First False Alarm Response b) Two False Alarm Responses b) Third or More Responses Response Due To Loud Party Disturbance: a) First Response b) Each Additional Response	\$0 \$100 \$200 \$0 billed hourly with 2 hour min; plus 15% administration	per response per response per response per response
	Emergency D.U.I. Response Fees Emergency Response To D.U.I. Related Collision (up to a \$1,000 max)	Actual Cost; plus 15% processing fee	per hour
	Overnight Parking Permit Fees Annual Permit Nightly Permit Sticker Transfer or New Sticker	\$100 \$6 \$8	per permit per sticker
	Other Fees Administrative Citation First Offense Administrative Citation Second Offense Administrative Citation Third or more offense Carry of a Concealed Weapon Permit - Investigation (Per hour - 2 hour min. non- refundable set by State of California) Off-Site Vehicle inspection fee On-Site Vehicle inspection fee Overnight Parking Permit Including Investigation Notice of City Code violation LA County / Pasadena booking Fee	\$114 \$227 \$564 \$133 \$65 \$32 \$5 \$61 Actual Cost plus 20% Administrative fee	each each each each each each each each each

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
POLICE FEES				
STAFF HOURLY RATE				
	Patrol Staff	\$156	\$162	per hour
	Dispatch/Records Staff	\$94	\$98	per hour
	Code Enforcement Staff	\$111	\$115	per hour
	Outside Court Subpoena (per employee per request)	Set by State	Set by State	set by State

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
FIRE FEES			
Annual Fire And Life Safety Inspection			
	\$76	\$79	per half hour; half hour minimum
EMS/Paramedic Fees			
EMS/Paramedic Subscription Fee	\$67	\$70	per person
EMS Dispatch Fee	\$292	\$303	per response
Fire Permit			
Fire Permit	\$37	\$39	each
Reports			
Fire Report	\$29	\$30	each
Medical Report	\$29	\$30	each
Appearance/Standby Fees			
	\$148	\$154	per hour; 2 hour minimum
Fire Watch	\$148	\$154	per hour; 2 hour minimum
Fire Department Training Class Fee			
Fire Department Training Class	Actual Cost; plus 25% processing fee	Actual Cost; plus 25% processing fee	each
Response Fees			
Response Due To False Alarm:			
a) First False Alarm Response	\$0	\$0	per response
b) Two False Alarm Responses	\$113	\$100	per response
b) Third or More Responses	\$224	\$200	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
Weed Abatement Fees			
Weed Abatement	Actual Cost; plus 15% processing fee	Actual Cost; plus 15% processing fee	each

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
FIRE FEES			
Other Fees			
Additional Inspection of New System after third (per additional inspection)	\$148	\$154	each
Fire Inspections (Failure to comply)	\$148	\$154	each
Fire Inspections of Commercial and Multi-Residential (per 20 minutes at \$120 per hour)	\$148	\$154	each
Installation or Removal of underground storage Review of requested activity - Fire permit	\$148	\$154	each
STAFF HOURLY RATE			
Fire Staff	\$148	\$154	per hour
Engine with 4 staffed positions	\$696	\$723	per hour
Equipment rental	\$0	\$140	per hour

Fee Code		Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
UTILITY RATES				
NMI-001	New Meter Installation			
NMI-005	New meters: 3/4"	\$693	\$693	Minimum Fee - Plus costs over base fee
	New meters: 1"	\$693	\$693	Minimum Fee - Plus costs over base fee
NMI-010	New meters: 1" with 1" line	\$3,148	\$3,148	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-015	New meters: 1 1/2" with 1 1/2" line	\$4,630	\$4,630	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-020	New meters: 1 1/2"	\$931	\$931	Minimum Fee - Plus costs over base fee
NMI-025	New meters: 2"	\$1,174	\$1,174	Minimum Fee - Plus costs over base fee
NMI-030	New meters: 2" with 2" line	\$5,444	\$5,444	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-035	New meters: 4"	\$5,655	\$5,655	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-040	New meters: 4" fire line	\$5,655	\$5,655	Refundable Deposit - Less: Cost, plus 20% installation Fee
NMI-045	New meters: 4" with 4" line	\$6,361	\$6,361	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Portable water meter rental	\$1,153	\$1,153	Minimum Fee - Plus costs over base fee
	Portable water meter deposit	\$2,117	\$2,117	Refundable Deposit - Less: damage, rental fee, and consumption
	Relocation of existing meter	\$706	\$706	Refundable Deposit - Less: Cost, plus 20% installation Fee
	Reinstall Meter at prior location			
	Reinstall Meter	\$84	\$84	5/8", 3/4", & 1" meters (each occasion)
	Reinstall Meter	\$84	\$84	1 1/2" & 2" meters (each occasion)
	Other Fees & Services			
	New service or termination of existing service	\$53	\$53	Per request
	Owner request for seal/unseal meter	\$86	\$86	Per request
	Water delinquent turn off/on	\$86	\$86	Per delinquent shut off/on

Fee Code	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	Unit
UTILITY RATES			
	\$40	\$40	Per occasion
24 hour notice for turn-off	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
Unauthorized connection to City line	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
Unauthorized connection to fire hydrant	\$2,244	\$2,244	Fine per citation Plus estimated commodity charge
Unauthorized use or alteration of water meter	\$78	\$78	Fee for testing, more than 2% error rate
Water meter testing	\$27	\$27	One time fee, non-refundable
Sale of excess water to other municipalities	\$63	\$63	Refund in one year with good payment history or \$0 deposit with letter from other
Utility Account Establishment Fee	\$0	\$0	Up to Three times the highest months bill - held until final bill
Deposit for new water service - Owner occupied property	\$0	\$0	Three times the highest month - held until 12 mo. on time payments
Deposit for new water service - Tennant occupied property	\$97	\$97	Per after hours service request
Deposit for non/late payment of utility bill			
After hours service initiation/termination fee			
Sewer			
Sewer Permit	\$88	\$88	Minimum Permit Fee
Other Sewer Fees			
Sewer Connection Fee	\$341	\$341	Per connection
Sewer Dye test	\$245	\$245	Per request
Sewer Stoppage Investigation	\$122	\$122	Per investigation.
Saddle Main Line	\$372	\$372	Per request (includes two inspections)
Residential Sewer Connection	\$122	\$122	Per request

	Current Fee FY 2018-2019	Proposed Fee FY 2019-2020	
UTILITY RATES			
Water Charges			BI-MONTHLY CHARGE
Meter Size			Per connection per bill
5/8", 3/4"	79.57	82.59	
1"	97.22	100.91	Per connection per bill
1-1/2"	140.92	146.27	Per connection per bill
2"	193.58	200.94	Per connection per bill
3"	360.52	374.22	Per connection per bill
4"	606.17	629.20	Per connection per bill
Low Income Discount			
5/8", 3/4"	51.79	53.76	Per connection per bill
1"	69.55	72.19	Per connection per bill
1-1/2"	99.15	102.92	Per connection per bill
2"	134.67	139.79	Per connection per bill
3"	217.54	225.81	Per connection per bill
4"	335.94	348.71	Per connection per bill
Infrastructure Fixed Charge			
5/8", 3/4"	38.07	39.52	Per connection per bill
1"	63.58	66.00	Per connection per bill
1-1/2"	126.77	131.59	Per connection per bill
2"	202.91	210.62	Per connection per bill
3"	444.28	461.16	Per connection per bill
4"	799.47	829.85	Per connection per bill
Variable Charge			
Single Family			
Tier 1	2.70	2.80	Per 100 cu. ft. of water (1 unit)
Tier 2	4.23	4.39	Per 100 cu. ft. of water (1 unit)
Multi-Family			
Non-Residential	3.73	3.87	Per 100 cu. ft. of water (1 unit)
Irrigation	3.71	3.85	Per 100 cu. ft. of water (1 unit)
Institutional	3.81	3.95	Per 100 cu. ft. of water (1 unit)
	4.10	4.26	Per 100 cu. ft. of water (1 unit)
Sewer Charges-Fixed			
Customer Class			
Residential	35.36	36.42	Bi-monthly Charge
Non-Residential			
Commercial	28.70	29.56	Bi-monthly Charge
Institutional	28.70	29.56	Bi-monthly Charge
Sewer Charges-Variable			
Non-Residential	0.65	0.67	Cost per CCF
Commercial	0.65	0.67	Cost per CCF
Institutional			

RESOLUTION NO. 19-26

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 2018-2019 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, 2018 and concluding on June 30, 2019 was submitted to the City Council and is on file at City Hall, Sierra Madre Public Library, and City website;

WHEREAS, on June 11, 2019, the City Manager did present the City's Fiscal Year 2018-2019 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, 2019 and concluding June 30, 2020.

SECTION 2. Appropriations for the City as described in the attached documents titled "City of Sierra Madre Proposed Budget FY 2018-2019", are hereby adopted for the Fiscal Year commencing July 1, 2019 and concluding on June 30, 2020.

SECTION 3. , The City Manager and Assistant City Manager are hereby authorized to make transfers between budget line items in accordance with the Budget Policies adopted by the City Council on the 11th day of June 2019.

APPROVED AND ADOPTED, this 11th day of June 2019.

ORIGINAL SIGNED

John Harabedian, Mayor
City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 19-26 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 11th day of June 2019, by the following vote.

AYES: Mayor Denise Delmar, Mayor Pro Tem John Harabedian, Council Members Rachelle Arizmendi, John Capoccia, and Gene Goss

NOES: None.

ABSENT: None.

ABSTAIN: None.

Sue Spears, City Clerk
City of Sierra Madre, California

RESOLUTION 19-28
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 2019-2020

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 14th 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, 2019; and

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.

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, 2019 through June 30, 2020 (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 11th day of June 2019.

ORIGINAL SIGNED

John Harabedian, Mayor
City of Sierra Madre, California

I hereby certify that the foregoing Resolution 19-28 was adopted at a regular meeting of the City Council of the City of Sierra Madre held on the 11th day of June 2019 by the following vote:

AYES:

NOES:

ABSENT:

ORIGINAL SIGNED

Sue Spears, City Clerk
City of Sierra Madre, California

RESOLUTION NO. 19-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE SETTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-2020 AT \$11,029,762 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, 2019 is \$10,649,613; and,

WHEREAS, the population factor provided by the State of California, Department of Finance is 0.9973; and,

WHEREAS, the inflationary factor provided by the State of California, Department of Finance is 1.0385 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 2019-2020 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 2019-2020 Appropriations Limit is calculated as shown on the document known as the "Gann Appropriations Limit Calculation" attached hereto as Exhibit "A", and,

Resolution 19-27
June 11, 2019

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 2019-2020 is hereby set at **\$11,029,762** and

SECTION 4. The Fiscal Year 2019-2020 budgeted appropriations amount subject to the Limit is \$8,084,200; and,

SECTION 5. The City's budgeted appropriations for the year ending June 30, 2020 are in compliance with Article XII-B of the Constitution of the State of California, commonly known as the Gann Appropriations Limit.

RESOLUTION 18-31 APPROVED AND ADOPTED this 11th day of June, 2019

John Harabedian, Mayor,
City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number 19-27 was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 11th day of June, 2019, by the following vote.

AYES:

NOES:

ABSTAIN:

Sue Spears, City Clerk
City of Sierra Madre, California

PFA RESOLUTION NO. 73

A RESOLUTION OF THE PUBLIC FINANCING AUTHORITY OF THE CITY OF SIERRA MADRE ADOPTING THE BUDGET FOR FISCAL YEAR 2018-2019 AND APPROPRIATING THE AMOUNTS BUDGETED

WHEREAS, a proposed annual budget for the Public Financing Authority of Sierra Madre (Authority) for the fiscal years commencing July 1, 2019, and concluding on June 30, 2020 was submitted to the City Council acting as the Authority Board and is on file at City Hall; and

WHEREAS, On June 11, 2019, the Executive Director did present the Fiscal Year 2019-2020 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 11, 2019 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, 2019 and concluding June 30, 2020.

SECTION 2. Appropriations for the Agency as described in the attached documents titled "City of Sierra Madre Proposed Budget FY 2019-2020", are hereby adopted for the fiscal years commencing July 1, 2019 and concluding June 30, 2020.

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 11th day of June, 2019.

ORIGINAL SIGNED

John Harabedian, Chairperson,
Public Financing Authority of the
City of Sierra Madre

PFA Resolution No.73
June 11, 2019

I hereby certify that the foregoing PFA Resolution 73 was adopted at a regular meeting of the City Council and the Public Financing Authority of the City of Sierra Madre held on this 11th day of June 2019 by the following vote:

AYES:

NOES:

ABSENT:

ORIGINAL SIGNED

Sue Spears,
Secretary, Public Financing
Authority of the City of Sierra
Madre, California

CITY OF SIERRA MADRE
GANN APPROPRIATIONS LIMIT CALCULATION FOR FISCAL YEAR 2019-2020

Appropriations Limit:

Fiscal Year 2018-2019 Adopted Limit	\$ 10,649,613
Inflation Factor*	X 1.0385
Population Factor*	X <u>0.9973</u>
Fiscal Year 2018-2019 Appropriation Limit	= \$ <u>11,029,762</u>

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

Appropriations Subject to Limitation:

Proceeds from Taxes	9,586,200
Exclusions	<u>1,502,000</u>
Appropriations Subject to Limitation	<u>8,084,200</u>
 Amount Under Limit (A-B)	 <u><u>2,945,562</u></u>

Item Attachment Documents:

2. EnterTextHere



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Jose Reynoso, Utilities Director

REVIEWED BY: Gabriel Engeland, City Manager

DATE: June 11, 2019

SUBJECT: HERBICIDE USE FOR WEED CONTROL

STAFF RECOMMENDATION

This report was requested by Mayor Harabedian. It is for Council information and no action is required.

ALTERNATIVES

N/A

SUMMARY

The use of glyphosate, the active ingredient in Roundup, is a widely used herbicide that controls weeds and grasses. It has been registered as a pesticide in the U.S. since 1974. In April of 2019, the United States Environmental Protective Agency (EPA) released the Glyphosate Proposed Interim Decision for public comment. As part of this action, the EPA continues to find there are no risks to public health when glyphosate is used in accordance with its current label and glyphosate is determined to not be a carcinogen.

Designated City staff receives annual glyphosate applicator training from the Los Angeles County Agricultural Commissioner/Weights & Measures. In addition, the City provides staff with all required personal protective equipment to prevent exposure during the application process.

While the EPA has deemed the use of glyphosate poses no threat to public health, growing concerns over the potential health effects of glyphosate have lead the Los Angeles County Board of Supervisors to ban the use of glyphosate until further notice.

SUBJECT
Council Meeting Date
Page 2 of 2

ANALYSIS

City staff will continue to monitor the health concerns of glyphosate, but will not resume use at this time.

FINANCIAL REVIEW

The City of Sierra Madre has joined Los Angeles County in a voluntary ban of the use of glyphosate. As an alternative, City staff has proposed an increase of \$12,000 to the grounds maintenance budget to allow for additional equipment and staff for City grounds weed abatement.

CEQA / ENVIRONMENTAL

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments:

Item Attachment Documents:

3. This report is submitted to the City Council at the request of two Council Members at the May 14th Council Meeting. It is recommended that the City Council provide staff with direction regarding funding for community groups, non-profits, and organizations focused on the arts.



City of Sierra Madre Agenda Report

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

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Gabriel Engeland, City Manager

DATE: June 11, 2019

SUBJECT: City Council Funding Non-Profit and the Arts

STAFF RECOMMENDATION

Staff recommends that the City Council discuss and provide direction.

ALTERNATIVES

SUMMARY

At the May 14th Council Meeting a member of the public requested the Council consider funding for community groups, non-profits, and organizations focused on the arts. Two Council Members requested this item be placed on the agenda.

ANALYSIS

The City Council may include funding in the proposed Fiscal Year 2019-2020 budget at their discretion.

FINANCIAL REVIEW

N/A

CEQA / ENVIRONMENTAL

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.