

CITY OF MONTEREY PARK, AND
THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR
AGENCY OF THE FORMER REDEVELOPMENT AGENCY
AGENDA

REGULAR MEETING
EAST LOS ANGELES COLLEGE
1301 Avenida Cesar Chavez
Administration Building
Conference Room _G1-301A/B/C

WEDNESDAY
November 20, 2013
7:00 PM

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Staff reports, writings, or other materials related to an item on this Agenda, which are distributed to the City Council/Agency Board less than 72 hours before this scheduled meeting shall be available for public inspection in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours. Such staff reports, writings, or other materials are also on the City's website subject to staff's ability to post the materials before the meeting. The City's website is located at <http://ci.monterey-park.ca.us/home/index.asp>. Copies of staff reports and/or written documents pertaining to any item on the Agenda are on file in the Office of the City Clerk and are available for public inspection during regular business hours.

PUBLIC COMMENTS ON AGENDA ITEMS

Any member of the public wishing to address the City Council regarding any item on this Agenda will need to fill out a speaker card and then please return it to the City Clerk prior to the announcement of the Agenda Item.

Speakers are afforded five (5) minutes per individual on each published agenda item. The Public will be allowed consolidation with another speaker's time not to exceed two (2) minutes for each speaker wishing to forego his or her opportunity. However in the interest of ensuring that all members of the Public have an equal opportunity to participate, a single speaker cannot speak for more than ten (10) minutes on the individual Agenda item. In the event that there are a large number of speakers on a particular agenda item, the Council may in the interest of being able to timely conduct business reduce the amount of time allotted to each speaker and/or limit the total amount time allowed for speakers to address the agenda item. At the conclusion of that period of time, the speaker will be asked to please conclude their remarks so that the next speaker may begin their comments.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall, (626) 307-1359. Please notify the City Clerk's Office twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure availability of audio equipment for the hearing impaired. Council Chambers are wheelchair accessible.

PLEASE NOTE that this Agenda includes items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, and the Successor Housing Agency which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number. Housing Successor Agency will include the notation of "HSA" next to the Agenda Item Number.

CALL TO ORDER **Mayor**

FLAG SALUTE **Mayor**

ROLL CALL **Peter Chan, Mitchell Ing, Hans Liang, Teresa Real Sebastian, and Anthony Wong**

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PRESENTATIONS: Strategic Plan Update

ORAL AND WRITTEN COMMUNICATIONS

CONSENT CALENDAR -- ORAL AND WRITTEN COMMUNICATIONS

Any individual wishing to address the Council under Oral and Written Communications needs to complete a Speaker Card provided by the City Clerk and then please return it the City Clerk prior to the City Council taking up this item.

The City Clerk will call members of the public that have submitted speaker cards. The City Clerk will call the public in the same order that the speaker cards are received except that the Clerk may group and present the speaker cards by first calling all persons in favor of an issue and all persons opposed, and finally those with neutral comments.

Items on the Consent Calendar are considered to be routine, ongoing business and will be enacted by one motion. There is no separate discussion on consent items unless a Council Member/Agency Member or citizen so requests, in which event the item is removed from the Consent Calendar and considered separately. Individuals wishing to address the City Council/Agency on any item must first complete a speaker card provided by the City Clerk and must return it to the City Clerk prior to the Council's/Agency's consideration of the Consent Calendar. The City Clerk will not accept cards after the item has been taken up. Time limit for individual comments is five minutes.

Consent Calendar – Approval By Minute Motion

SUCCESSOR AGENCY CONSENT CALENDAR ITEMS 1-2

1. SUCCESSOR AGENCY RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements.

Recommendations: It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) approve payment of warrants and adopt Resolution No. _____ of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **November 20, 2013 totaling \$10,354.56** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

2. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meeting of October 2, 2013 and the Special Meetings of September 25, 2013 and October 15, 2013 of the Successor Agency to the former Monterey Park Redevelopment Agency.

Recommendations: It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) approve the minutes from the Successor Agency to the former Monterey Park Redevelopment Agency regular meeting of October 2, 2013 and the Special Meetings of September 25, 2013 and October 15, 2013; and
- (2) take such additional, related, action that may be desirable.

CITY OF MONTEREY PARK CONSENT CALENDAR ITEMS 3-9

3. RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council approve all disbursements.

Recommendations: It is recommended that the City Council

- (1) Approve payment of warrants and adopt Resolution No. _____ allowing certain claims and demands per Warrant Register dated **November 20, 2013 Totaling \$811,468.07** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

4. MINUTES

Approval of Minutes from the regular meeting of October 2, 2013 and the special meetings of September 25, 2013, October 2, 2013 and November 6, 2013.

Recommendations: It is recommended that the City Council:

- (1) approve the minutes from the regular meeting of October 2, 2013 and the special meetings of September 25, 2013, October 2, 2013 and November 6, 2013; and
- (2) take such additional, related, action that may be desirable.

5. PURCHASE OF A CASE SR250 SKID STEER LOADER

The 2013-2014 Motor Pool Shop Budget includes \$125,000 for the purchase of a Skid Steer Loader for the Street Maintenance Division. It is used to excavate, move, lift, load and haul roadway construction debris and materials.

Recommendations: It is recommended that the City Council

- (1) Waive the bidding requirements pursuant to Monterey Park Municipal Code §3.20.050;
- (2) Authorize the City Manager, or designee, to purchase a 2014 Case SR250 Skid Steer Loader from Sonsray Machinery at the cost of \$124,929.33; and
- (3) take such additional, related, action that may be desirable

6. CITY HALL EXTERIOR AND PARKING STRUCTURE PAINT WORK -- ACCEPTANCE OF WORK AND FINAL PAYMENT

The project included repair and painting of exterior walls, roof panels and fixtures of the City Hall building and the parking structure. The work has been completed and inspected and approved by the Public Works Department.

Recommendations: It is recommended that the City Council

- (1) Accept the City Hall Exterior and Parking Structure paint work completed by AJ Fistes Corporation;
- (2) Approve the final project cost of \$75,235 including change orders in the amount of \$9,335;
- (3) Authorize staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter; and
- (4) take such additional, related, action that may be desirable

7. THREE-YEAR ACTION PLAN FOR BUSINESS IMPROVEMENT DISTRICT NO. 1 (BID)

The purpose of the Plan is to provide the City Council a broader understanding of the goals and tasks to be taken during the next three-year timeframe that would lead to the expenditure of BID funds, both the reserves and budgeted amounts.

Recommendations: It is recommended that the City Council

- (1) Receive and file the Business Improvement District's Three-Year Action Plan; and
- (2) take such additional, related, action that may be desirable

8. RECOGNITION OF MONTEREY PARK POLICE MID-MANAGEMENT ASSOCIATION AS THE MAJORITY RECOGNIZED EMPLOYEE ORGANIZATION FOR MID-MANAGEMENT POLICE OFFICERS OF THE CITY

Pursuant to Government Code (§§3500 et. seq.) and Monterey Park Municipal Code Chapter 2.32 mid-management employees lieutenants and sergeants petitioned to have the Monterey Park Police Mid-Management Association recognized as a union for collective bargaining purposes.

Recommendations: It is recommended that the City Council

- (1) Adopt Resolution No. _____ certifying the Monterey Park Police Mid-Management Association as the recognized employee organization for Mid-Management Police Officers of the City; and
- (2) take such additional, related, action that may be desirable.

9. LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE GRANT FOR CASCADES WATERFALL REHABILITATION AND EDISON TRAILS PARK IMPROVEMENTS

The Los Angeles County Regional Park and Open Space District has funds available to the City for possible recreation facility projects to be funded through the "Cities and Specified Excess Funds Grant Program."

Recommendations: It is recommended that the City Council

- (1) Adopt Resolution No. _____ approving the applications for grant funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program. The \$480,000 grant will be used to rehabilitate the Cascades Waterfall and make improvements at Edison Trails Park;
- (2) Authorize the City Manager, or designee, to execute any documents needed to obtain the grant funds; and
- (3) take such additional, related, action that may be desirable.

PUBLIC HEARING

10. BUSINESS IMPROVEMENT DISTRICT NO. 1 (BID) ANNUAL REPORT AND THE LEVY OF ASSESSMENTS FOR PROGRAM YEAR 2014

On November 6, 2013, the City Council set the date for a public hearing regarding the assessment of businesses within the Business Improvement District No. 1. BID Assessment revenues will fund promotional activities and special events to benefit downtown businesses.

Recommendations: It is recommended that the City Council

- (1) Open public hearing, receive both written and oral comments, close public hearing;
- (2) Adopt Resolution No. _____ confirming the 2013 Annual Report and the levy of assessments for Business Improvement District No. 1 for Program Year 2014; and
- (3) take such additional, related, action that may be desirable.

NEW BUSINESS

11. SIEMENS ENERGY SERVICES AND FACILITIES MODERNIZATION PROGRAM

Siemens conducted a preliminary survey of City facilities to identify potential upgrades that would reduce energy consumption. Siemens is requesting a letter of intent to commit the City to the energy program.

Recommendations: It is recommended that the City Council

- (1) Authorize the City Manager to sign a letter of intent in a form that is approved by the City Attorney; and
- (2) take such additional, related, action that may be desirable.

12. MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4) PERMIT LEGAL AUTHORITY

The National Pollutant Discharge Elimination System Municipal Separate Storm Systems (MS4) permit requires jurisdictions to establish and maintain legal authority to control pollutants. After reviewing the City's existing regulations, staff recommends updates to the Monterey Park Municipal Code regarding MS4.

Recommendations: It is recommended that the City Council

- (1) Introduce and waive first reading of Ordinance No. _____;
- (2) Schedule second reading and adoption for December 4, 2013; and
- (3) take such additional, related, action that may be desirable.

13. FIVE CITIES SHARED FIRE SERVICES

The Cities of Alhambra, Monterey Park, San Gabriel, San Marino and South Pasadena operate their own fire departments within their own boundaries. All cities are members of automatic and mutual aid agreements, Unified Response, Verdugo Communications, and California State Disaster Management Area resulting in assistance in emergency response and shared opportunities. Staff from the five cities have been meeting to discuss other beneficial mutual opportunities.

Recommendations: It is recommended that the City Council consider

- (1) Receive and file the staff report regarding ongoing discussion;
- (2) Consider whether to authorize a request for qualifications for a consultant that would provide a report on the advisability and feasibility of combining resources; and
- (3) Take such additional, related, action that may be desirable.

UNFINISHED BUSINESS

None.

COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Announcement of appointees for Commissions, Committees and Boards.

Council communications and committee reports from Council Representatives of specific organizations.

CLOSED SESSION

None.

ADJOURN

PRESENTATIONS

D R A F T

C I T Y O F M O N T E R E Y P A R K

STRATEGIC PLANNING RETREAT

30 October 2013 * Monterey Park City Hall Community Room

Marilyn Snider, Facilitator – Snider and Associates (510) 531-2904
Gail Tsuboi, Graphic Recorder – Tsuboi Design (925) 376-9151

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

CORE VALUES

not in priority order

The City of Monterey Park values...

- ♦ *Respect for others*
- ♦ *Honesty and integrity*
 - ♦ *Leadership*
- ♦ *Interest of public over self*
 - ♦ *Self-motivation*
- ♦ *Clear and open communication*
 - ♦ *Transparency*

THREE-YEAR GOALS

2011-2014 * not in priority order

- ▶ **Improve organizational effectiveness and efficiency,
including attracting and retaining quality employees**
- ▶ **Achieve financial stability**
- ▶ **Improve community-wide beautification, participation and safety**
- ▶ **Enhance economic development**

C I T Y O F M O N T E R E Y P A R K
DRAFT SIX-MONTH STRATEGIC OBJECTIVES

October 30, 2013 - April 15, 2014

THREE-YEAR GOAL: IMPROVE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY, INCLUDING ATTRACTING AND RETAINING QUALITY EMPLOYEES						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Jan 31, 2014	City Manager and HR Director	Hire the Management Services Director.				
2. Feb 1, 2014	HR Director	Determine the feasibility of developing and distributing a monthly e-blast to employees from HR where employees' questions are addressed and make a recommendation to the City Manager.				
3. Feb 1, 2014	Dep. City Clerk and Support Services Mgr., working with a Knight Communications consultant	Investigate the feasibility of having a touch screen directory in English, Spanish and Chinese at City Hall, including cost, and present a recommendation to the City Council for action.				
4. Mar 1, 2014	Recreation and Community Services Dir., working with the Deputy City Clerk and the Civic Plus consultant	Revamp and upgrade the city's website that will help attract new businesses, attract visitors, assist in staff recruitment; to include the city's organizational structure and history; to include a comprehensive city calendar, a photo of each department head and city manager, and a list of new businesses as well as possibly include, if feasible, a list of vacant business spaces.				
5. Mar 15, 2014	HR Director – lead, Police Chief, City Librarian and Public Works Dir.	Improve customer service in all departments and have a follow-up assessment of the improvement within 4 months.				
6. Mar 1, 2014	Police Chief - lead, Recreation and Community Services Dir., Support Services Mgr.	Develop a Customer Service Plan, including a customer survey, providing comment cards for public feedback, and strategies to remove bureaucratic barriers and help us become more user-/customer-friendly and present to the City Manager for action.				
7. Apr 1, 2014	HR Dir. and Dep. City Clerk	Determine the feasibility of digitizing all city records, including the cost, and make a recommendation to the City Council for action.				

THREE-YEAR GOAL: ACHIEVE FINANCIAL STABILITY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the Nov 20, 2013 City Council meeting	Fire Chief and City Manager	Research and present to the City Council for direction alternative means of fire protection and EMS service delivery to reduce costs.				
2. Jan 15, 2014	Public Works Dir./ACM	Study the feasibility of replacing streetlights and lighting in city facilities with energy efficient lights to reduce city costs and make a recommendation to the City Council for action.				
3. Jan 15, 2014	Public Works Dir./ACM – lead, Community and Economic Development Dir., Management Services Dir., Controller and Fire Chief	Research and present to the City Manager new ideas for generating revenues.				
4. Feb 15, 2014	Controller	Present to the City Council the city's current Five-Year Long-Term Financial Plan.				
5. Apr 1, 2014	Public Works Dir./ACM and the Management Services Dir.	Complete the 218 Water, Sewer and Trash Rate process and present a recommendation to the City Council for action.				
6. Apr 15, 2014	Dir. of Management Services – lead, Support Services Mgr. and Controller, working with the financial rate consultant	Present to the City Council for action a revised Financial Rate Study and an implementation date.				
7. FUTURE OBJECTIVE	HR Dir. – lead, Management Services Dir., Controller, and City Manager	Present to the City Council for action an alternative to providing city retirees Retiree medical benefits (aka "OPEB" other post-employment benefits).				

**THREE-YEAR GOAL: IMPROVE COMMUNITY-WIDE BEAUTIFICATION,
PARTICIPATION AND SAFETY**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Jan 15, 2014	Economic and Community Development Dir. – lead, Support Services Mgr., Police Chief	Develop a program, utilizing volunteers, to help identify code enforcement issues.				
2. Jan 15, 2014	Police Chief	Strengthen and enhance the Neighborhood Watch Program (e.g., greater education and outreach, utilizing various means of communication, for example a social media platform, bimonthly/quarterly broadcasts)				
3. Jan 15, 2014	Community Services Dir. (lead) and Public Works Dir./ACM	Solicit sponsors for each of the 13 Adopt-a-Park programs and report the results to the City Council				
4. Jan 15, 2014	Public Works Dir./ACM and City Manager	Identify Phase II of the Wayfinding Sign Program be included in the 2014-2015 annual budget.				
5. Feb 15, 2014	Recreation and Community Services Dir.	Develop and present to the City Council for action a community garden.				
6. Feb 15, 2014	Recreation and Community Services Dir.	Develop and present to the City Council for action a community dog park.				
7. Mar 1, 2014	Recreation and Community Services Dir.	Develop and present to the City Council for action a community event involving the official city flower, the geranium.				
8. Apr 1, 2014	Public Works Dir./ACM	Ensure that at least five city medians are re-landscaped.				
9. Apr 1, 2014	Economic and Community Development Dir	Update and present to the City Council for action the Shopping Cart Ordinance to prevent stray shopping carts and present strategies to enhance enforcement.				
10. Apr 1, 2014	Public Works Dir/ACM and Community and Economic Dir., working with the Business Improvement Dist.	Develop a plan for installing flower baskets and lighting along new posts in the center median in the downtown area and present to the City Council for direction.				
11. Apr 1, 2014	Recreation and Community Services Dir. and the Support Services Mgr.	Develop and implement a media campaign that focuses on city issues, e.g. beautification awards, no smoking in public places, shopping carts, rules and regulations, community pride)				
12. Apr 15, 2014	Public Works Dir./ACM and Recreation and Community Services Dir.	Complete at least 10% of the ADA improvements and at least 10% of the installation of new monument signs at city parks.				

**THREE-YEAR GOAL: IMPROVE COMMUNITY-WIDE BEAUTIFICATION,
PARTICIPATION AND SAFETY (Continued)**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
13. Apr 15, 2014	Economic and Community Development Dir.– lead, Police Chief, and Fire Chief, with community input	Recommend to the City Council for action neighborhood identification signs throughout the city.				
14. Apr 15, 2014	Public Works Dir./ACM, working with the Police Chief	Conduct a pilot program utilizing traffic feedback signs to increase the percentage of drivers traveling within the speed limit.				
15. Apr 15, 2014	Recreation and Community Services Dir.	Ensure that a message about beautification of the city by the public is distributed before and during city events.				
16. Apr 15, 2014	Council member Theresa Real-Sebastian – lead, Recreation and Community Services Dir., Public Works Dir./ACM	Conduct two additional Community Clean Up Days				
17. FUTURE OBJECTIVE	Police Chief	Obtain City Council direction on the parking of commercial vehicles and recreational vehicles and the overnight parking of vehicles.				
18. FUTURE OBJECTIVE	Public Works Dir./ACM – lead, Council member Chan, Police Chief, working with the San Gabriel Valley Bike Coalition	Present to the City Council for action a Regional Bike Plan.				

THREE-YEAR GOAL: ENHANCE ECONOMIC DEVELOPMENT						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Jan 15, 2014	Police Chief	Recommend to the City Council for action the identification of up to six tour bus loading zones.				
2. Jan 31, 2014	Recreation and Community Services Dir.	Present a plan to the City Council for action to implement a Monterey Park Night Market, in coordination with our Farmers Market at Barnes Park.				
3. Feb 1, 2014	Community and Economic Development Dir.	Present to the City Council for consideration the Olson Housing Project.				
4. Mar 1, 2014	Community and Economic Development Dir. and City Manager	Conduct a joint workshop with the Design Review Board, Planning Commission and City Council to update them on economic development projects underway and projects in planning, to include renderings and digital presentations that can also be posted on the city's website.				
5. Apr 15, 2014	Community and Economic Development Dir. – lead, Controller, City Manager, Management Services Dir.	Investigate the feasibility of a percentage of revenue generated from new projects is devoted to economic development and present recommendation(s) to the City Council for direction.				
6. Apr 15, 2014	Community and Economic Development Dir.	Present to the Planning Commission for action up to three hotel projects.				
7. Apr 15, 2014	Community and Economic Development Dir, working with the Economic Development Commission	Review and update the Economic Development Plan to address national retail attraction, shopper retention and sales tax generation.				
8. Apr 15, 2014	Community and Economic Development Dir, working with the Economic Development Commission and the ED consultant	Develop a plan to reestablish a Economic Development Program, including use of the \$1.8 million Towne Centre proceeds, additional new revenues, and a Façade Improvement Loan Program.				
9. Apr 15, 2014	Community and Economic Development Dir	Update the City Council on the progress of the Towne Centre project.				

THREE-YEAR GOAL: ENHANCE ECONOMIC DEVELOPMENT
(Continued)

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
10. Apr 15, 2014	Community and Economic Development Dir., working with the Design Review Board and the Planning Commission	Revisit the Signage Ordinance (within the Zoning Code), specifically addressing a Signage Overlay Zone on North Atlantic, and make a report, including recommendations, to the City Council for action.				
11. Apr 15, 2014	Community and Economic Development Dir.	Update the City Council on the progress of the City Venture and LINC Housing proposals.				
12. Apr 15 2014	Community and Economic Development Dir. and Public Works Dir./ACM	Ensure that the Market Place project is ready to break ground.				

S.W.O.T. ANALYSIS

Strengths

STRENGTHS AND ACCOMPLISHMENTS OF THE CITY OF MONTEREY PARK SINCE THE APRIL 15-16, 2013 STRATEGIC PLANNING RETREAT

Brainstormed List of Perceptions

- Aesthetic improvements around city hall
- Implementing Permits Plus
- Hired a Public Works Director/Asst. City Manager
- Hired a new Economic and Community Development Director
- Implemented our online time card system with increased functions
- Had the largest National Night Out in the city's history; about 400 participated
- Completed and graduated 23 community members in CERT (Community Emergency Response Training)
- The library was one of 8 libraries nationally to receive the PLA award for our innovative literacy program in the library setting
- Advancing the ADA requirements for all city parks
- Successfully positioned the city regarding the Affordable Care Act
- The library received an \$85,000 literacy grant
- Completed renovation of the Chandler St. apartments
- City scored high on financial processes – we're ranked #7 out of 88 cities in LA County
- Advanced three housing projects
- Completion of the Signal Synchronization Project on Garvey
- Completed wireless access for city hall
- Installed an informational touch-screen kiosk in city hall
- Advancing three hotel projects on North Atlantic
- Completed revision of the Records Retention System
- Received excellence awards for the city's financial documents and budget documents
- Installed new signage in city hall
- Restarted the Employee Safety Committee
- We're advancing the Market Place project
- Completed reenrollment of all employees and city retirees in the city's medical plans
- A new city website is being developed
- Survived a contentious election
- Implemented electronic pay stubs
- Opened a Jamba Juice and a Chipotle
- Multi-year labor contracts
- Signed an agreement with Film LA for film permit processing
- Re-landscaped city hall
- Completed EOC training (Emergency Operations Center)
- Maintained the best possible credit rating
- Sewer Master Plan Study underway
- Budget is balanced
- Received a \$36,000 grant to purchase 2 ATVs (all-terrain vehicles) for the Fire Dept.
- The Police Dept. received a \$90,000 Traffic Safety Grant
- The city received a \$480,000 grant from LA County to refurbish Cascade and Edison Trails Parks
- 15 positions filled in the last 12 months
- Opened the EOC (emergency operations center)
- Service request tracking system was started – "Go MPK"
- Upgraded the computer server
- Conducted two Beautification Days (to clean up the city)
- Resurfaced the apparatus floor at Station 61
- Council unfroze many positions
- Conducted a 360-degree Employee and City Council Survey

- Made significant progress in providing alternate means of fire protection and EMS (emergency medical services) service delivery
- Started an update of the South Garfield Transit-Oriented Development Specific Plan
- Upgraded park monument signs and installed two at Langley Center
- Facilitated 12 employee training sessions
- Passed a major Master Park Capital Improvement Program
- Opened the library another day of the week (Friday)
- Secured a new vendor to publish *The Cascade* (city newspaper)
- Conducted an employee recognition event
- Completed painting the inside and outside of city hall
- Resurfacing and slurring city streets

ORAL COMMUNICATIONS

Staff Report City of Monterey Park

November 20, 2013

To: Paul Talbot, City Manager

From: Annie Yaung, CPFO, Controller

Subject: Warrant Register for Successor Agency to the Former Community
Redevelopment Agency of November 20, 2013

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park, Acting as the Successor Agency to the Former Community Redevelopment Agency (SA). I also certify that there are monies available for the payments thereof. Please note that amounts being paid by the SA funds in this warrant register represented expenditures incurred, which are pending for approval by the Oversight Board.

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 196-200 (SA).

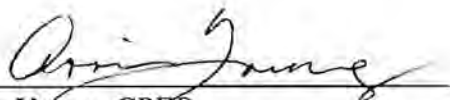
Fiscal Impact

Disbursements from all SA funds total \$10,354.56.

Recommendation

Adopt SA Resolutions approving payment of warrants.

By:


Annie Yaung, CPFO
Controller

Approval:


Paul Talbot
City Manager

RESOLUTION NO. SA-_____

**A RESOLUTION OF THE
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)
ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
20TH DAY OF NOVEMBER 2013
TOTALING \$10,354.56 AND SPECIFYING THE FUNDS OUT
OF WHICH THE SAME ARE TO BE PAID**

THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY
DOSE RESOLVE AS FOLLOWS:

SECTION 1. That the following claims and demands have been audited and that the same
are hereby allowed from various funds in the following amounts:

Atlantic/Garvey Projects	\$ 5,041.06
Merged Project Projects	5,313.50
Total	<u>\$ 10,354.56</u>

PASSED, APPROVED AND ADOPTED THE 20TH DAY OF NOVEMBER 2013.

Teresa Real Sebastian, Mayor
City of Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
City of Monterey Park, California

Resolution No. SA-
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STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY)
OF CITY OF MONTEREY PARK)

I hereby certify that this resolution was duly adopted by the
Successor Agency to the Former Community Redevelopment Agency,
at a regular meeting held on the 20th day of November 2013 by the following vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

Vincent D. Chang, City Clerk
City of Monterey Park, California

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

4

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0870-801-1203-39400	23.50	PETTY CASH - MILEAGE		196	23.50
TOTAL FOR PREPAID WARRANTS						23.50

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BLX GROUP LLC	0860-801-1203-31950	2,250.00	ARBITRAGE REBATE REPORT		197	2,250.00
JENKINS & HOGIN, LLP	0860-801-1203-31600	2,725.00	LEGAL-SA		198	
	0870-801-1203-31600	2,725.00	LEGAL-SA		198	5,450.00
LA CORP CENTER OWNERS ASSO	0870-801-1203-31100	2,565.00	CORPORATE CENTER ASSO. DUES	80306	199	2,565.00
NATIONAL CONSTRUCTION RENTALS	0860-801-1203-31100	66.06	FENCE RENTAL 540 W.GARVEY		200	66.06
TOTAL FOR PRINTED WARRANTS						10,331.06

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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TOTAL FOR PREPAID WARRANTS	23.50
TOTAL FOR PRINTED WARRANTS	10,331.06
TOTAL WARRANTS	10,354.56
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL CHECKS PRINTED	4
TOTAL CHECKS ISSUED	5

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	0.00	5,041.06	5,041.06
0870	MERGED CAPITAL PROJECTS	23.50	5,290.00	5,313.50
	TOTAL	23.50	10,331.06	10,354.56

Staff Report City of Monterey Park

Consent Calendar
Agenda Item 2 (SA)

DATE: November 20, 2013

TO: Paul Talbot, City Manager
FROM: Vincent D. Chang, City Clerk
SUBJECT: Successor Agency (SA) Minutes

Attached are minutes for approval by City Council for the following meetings:

- September 25, 2013 (Special)
- October 2, 2013 (Regular)
- October 15, 2013 (Special)

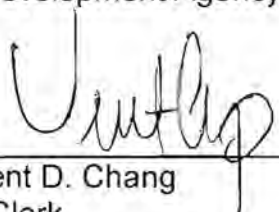
FISCAL IMPACT:

None

RECOMMENDATION:

It is recommended that the City Council acting on behalf Successor Agency to the former Redevelopment Agency approved the minutes.

By:



Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
SEPTEMBER 25, 2013**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 25, 2013 at 5:30 p.m.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 5:30 p.m.

FLAG SALUTE:

Mayor Real Sebastian led the flag salute.

ROLL CALL:

Deputy City Clerk Trang called the roll:

Council Members Present: Ing, Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

Also Present: City Manager Talbot, City Attorney Hensley, City Treasurer Leon, Human Resources Director Cody, Controller Yaung, Economic Development Specialist Ramirez, Ruth Graf-Urasaki, David Duke, and Melanie Poturica

ORAL & WRITTEN COMMUNICATIONS

None.

SUCCESSOR AGENCY NEW BUSINESS ITEM NO. 1

1. RESOLUTION APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR JANUARY - JUNE 30, 2014

Staff requests that the City Council, acting on behalf of the Successor Agency for the former Monterey Park Redevelopment Agency, consider the Recognized Obligation Payment Schedule ROPS 13-14B and Administrative Budget for the period covering July - December 2013.

Action Taken: The City Council (1) adopted **Resolution No. SA - 40** approving the Recognized Obligation Payment Schedule (ROPS 13-14B) for the period between January - June 2013; (2) approved the Successor Agency administrative budget for January - June 30, 2014; and (3) directed staff to post and transmit the ROPS and administrative budget to the appropriate public agencies.

Resolution No. SA - 40, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MONTEREYPARK REDEVELOPMENT AGENCY ADOPTING RECOGNIZED OBLIGATION PAYMENT SCHEDULES PURSUANT TO HEALTH AND SAFETY CODE § 34177

This is the end of Successor Agency (SA) items.

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
OCTOBER 2, 2013**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 2, 2013 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 7:00 p.m.

FLAG SALUTE:

The Monterey Park Fire Explorers led the flag salute.

ROLL CALL:

City Clerk Chang called the roll:

Council Members Present: Ing, Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

ALSO PRESENT: City Manager Talbot, City Attorney Hensley, City Treasurer Leon, Public Works Director/Assistant City Manager Bow, Fire Chief Birrell, Police Chief Smith, Human Resources Director Cody, Recreation and Community Services Director Costley, City Librarian Arvizu, Controller Yaung, Economic Development Services Special Project Manager/Lead Planner Funk; Support Services Manager Shay

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTION

None.

PRESENTATIONS

None.

SUCCESSOR AGENCY CONSENT CALENDAR CONSISTS OF ITEM NOS. 1 - 3

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved and adopted Item Nos. 1 - 3 and reading resolutions and ordinances by title only and waiving further reading thereof.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

Motion: Moved by Mayor Pro Tem Wong and seconded by Council Member Liang, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

1. SUCCESSOR AGENCY RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements.

Action Taken: The City Council approved the payment of warrants and adopted **Resolution No. SA – 51** of the Successor Agency (SA) to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **October 2, 2013 totaling \$5,696.06** and specifying the funds out of which the same are to be paid on Consent Calendar.

Resolution No. SA – 51, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED **October 2, 2013 totaling \$5,696.06** AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

2. SUCCESSOR AGENCY INVESTMENT REPORT AS OF AUGUST 2013

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council disclosing types of investments, dates of maturities, amounts of deposits, rates of interest, and for securities with a maturity of more than 12 months, current market values.

Action Taken: The City Council (acting on behalf of the Successor Agency) received and filed the investment report as of August 2013 on Consent Calendar.

3. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meetings of June 5, 2013, July 3, 2013, July 17, 2013, August 7, 2013, August 21, 2013, and September 4, 2013 of the Successor Agency to the former Monterey Park Redevelopment Agency.

Action Taken: Mayor Real Sebastian abstained from the August 7, 2013, special meeting minutes as she was not present at the meeting. The City Council approved the minutes from the Successor Agency to the former Monterey Park Redevelopment Agency regular meetings of June 5, 2013, July 3, 2013, July 17, 2013, August 7, 2013, August 21, 2013, and September 4, 2013 on Consent Calendar.

SUCCESSOR AGENCY NEW BUSINESS ITEM NO. 4

4. REFUNDING THE 1998 AND 2002 REDEVELOPMENT TAX ALLOCATION BONDS

Los Angeles County developed the redevelopment refunding program to assist redevelopment successor agencies in refunding its outstanding indebtedness to generate debt service savings.

Action Taken: The City Council (1) approved the refunding of the 1998 Merged Redevelopment Project Area tax allocation bonds and the 2002 Atlantic-Garvey Redevelopment Project No. 1 tax allocation bonds in order to capture market opportunities to reduce debt service costs and thereby increase the distribution of property taxes to the City and its overlapping taxing agencies, and to take advantage of efficiencies offered through participation in the redevelopment refunding program developed by Los Angeles County and (2) adopted **Resolution No. SA - 52**, which approves various documents required to undertake the refunding and authorizes appropriate staff to take various actions necessary to complete the refunding.

Resolution No. SA - 52, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MONTEREY PARK REDEVELOPMENT AGENCY AUTHORIZING THE ISSUANCE, AND THE APPROVAL AND EXECUTION BY THE CITY MANAGER, OR DESIGNEE, OF TAX ALLOCATION REFUNDING BONDS, IN ONE OR MORE SERIES; AUTHORIZING THE EXECUTION AND DELIVERY OF ONE OR MORE INDENTURES, LOCAL OBLIGATION PURCHASE CONTRACTS, ESCROW AGREEMENTS AND CONTINUING DISCLOSURE AGREEMENTS AND THE PREPARATION OF ONE OR MORE OFFICIAL STATEMENTS AND OTHER RELATED MATTERS

Motion: Moved by Mayor Pro Tem Wong and seconded by Council Member Chan, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

This is the end of Successor Agency (SA) items.

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
OCTOBER 15, 2013**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, October 15, 2013 at 5:30 p.m.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 5:35 p.m.

FLAG SALUTE:

Mayor Real Sebastian led the flag salute.

ROLL CALL:

Deputy City Clerk Trang called the roll:

Council Members Present: Ing, Wong, Real Sebastian

Council Members Absent: Chan, Liang

Also Present: City Manager Talbot, City Attorney Hensley, Economic Development Specialist Ramirez

ORAL & WRITTEN COMMUNICATIONS

None.

SUCCESSOR AGENCY NEW BUSINESS ITEM NOS. 1 & 2

1. RESOLUTION APPROVING THE LONG RANGE PROPERTY MANAGEMENT PLAN

On August 15, 2013, the Oversight Board approved a Long Range Property Management Plan and transmitted the document to the Department of Finance. The Department of Finance requested changes to the plan before giving its approval. Staff have made the additions requested by DOF and, pursuant to state law, the revised LRPMP was approved by the Oversight Board on October 10, 2013.

Action Taken: The City Council (1) adopted **Resolution No. SA - 53** approving the revised Long Range Property Management Plan for the Successor Agency of the Monterey Park Redevelopment Agency in accordance with Health and Safety Code § 34191.5 and (2) directed the City Manager or designee to forward the revised Long Range Property Management Plan to the Department of Finance for its approval.

Resolution No. SA - 53, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MONTEREY PARK REDEVELOPMENT AGENCY APPROVING A REVISED LONG RANGE PROPERTY MANAGEMENT PLAN AND DIRECTING SUCCESSOR AGENCY STAFF TO SUBMIT THE REVISED PLAN TO THE DEPARTMENT OF FINANCE

Motion: Moved by Mayor Real Sebastian and seconded by Mayor Pro Tem Wong, motion carried by the following vote:

Ayes: Council Members: Ing, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: Chan, Liang
Abstain: Council Members: None

2. EXCLUSIVE SALES AGENCY CONTRACT WITH CUSHMAN AND WAKEFIELD OF CALIFORNIA, INC.

One of the properties detailed in the Long Range Property Management Plan is located at 700 Corporate Center Drive. Adjacent to the property is a vacant parcel owned by Equity Partners. The proposed Exclusive Sales Agency Contract appoints Cushman and Wakefield of California, Inc. as the sole agent of both properties to be marketed together for maximum benefit. The proposed contract was approved by the Oversight Board on October 10, 2013.

Action Taken: The City Council authorized the City Manager to execute the Exclusive Sales Agency contract between the Successor Agency and Cushman and Wakefield, Inc. in a form approved by the City Attorney.

Motion: Moved by Mayor Real Sebastian and seconded by Mayor Pro Tem Wong, motion carried by the following vote:

Ayes: Council Members: Ing, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: Chan, Liang
Abstain: Council Members: None

CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 5:49 p.m.

Vincent D. Chang
City Clerk

Staff Report City of Monterey Park

November 20, 2013

To: Paul Talbot, City Manager
From: Annie Yaung, CPFO, Controller
Subject: Warrant Register for the City of Monterey Park of
November 20, 2013

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 295699-296050.

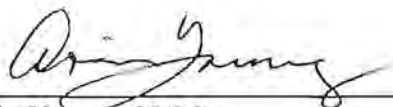
Fiscal Impact

Disbursements from all funds total \$811,468.07.

Recommendation

Adopt City Resolutions approving payment of warrants.

By:


Annie Yaung, CPFO
Controller

Approval:


Paul Talbot
City Manager

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
20TH DAY OF NOVEMBER 2013
TOTALING \$811,468.07 AND SPECIFYING THE FUNDS OUT
OF WHICH THE SAME ARE TO BE PAID

THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DOES RESOLVE:

SECTION 1. That the following claims and demands have been audited and that the same are hereby allowed from various funds in the following amounts:

General Fund	\$ 285,524.02
State Gas Tax Fund	8,811.78
Sewer Fund	10,410.62
Refuse Fund	64,633.36
City Shop Fund	33,408.94
General Liability Fund	79,456.96
Payroll Clearing Account	11,671.27
Public Safety Impact Fee	5,435.00
Special Deposits Fund	39,445.22
Business Improvement Area #1	148.12
Water Fund	77,621.49
Water Treatment Fund	8,121.91
OPA Proposition A	36,762.45
Measure R Fund	549.10
Library Tax Fund	3,577.58
POST	9,009.27
Home Housing Program	8,809.50
Recreation Fund	20,485.14
Asset Forfeiture	11,271.07
Construction Agency Fund	9,020.00
CDBG Fund	12,104.95
Maintenance District 93-1	7,490.78
Prop A - Per Parcel Grant	1,567.50
Used Oil Recycling Block Grant	475.00
Urban Area Initiative-2011	8,491.00
Maintenance Grant (075)	2,790.00
ELAC Instructional Serv Prog	2,332.16
Urban Area Initiative 2012	30,106.53
City/Housing Successor Agency	21,937.35
 TOTAL	 <u>\$ 811,468.07</u>

PASSED, APPROVED AND ADOPTED THE 20TH DAY OF NOVEMBER 2013.

Teresa Real Sebastian, Mayor
City of Monterey Park, California

ATTEST

Vincent D. Chang, City Clerk
City of Monterey Park, California

RESOLUTION NO.

Page 2

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY COUNCIL OF THE)
CITY OF MONTEREY PARK)

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 20th day of November 2013 by the following vote of the Council:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Vincent D. Chang, City Clerk
City of Monterey Park, California

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
(DBA) HILTON GARDEN INN SFO/BURLINGAME	0136-801-3101-33250	501.28	POLICE POST TRAINING		295765	501.28
3M LIBRARY SYSTEMS CONTRACT	0131-801-6004-38400	2,449.00	CIRCULATION SECURITY GATES		295748	2,449.00
ACCOUNTEMPS	0010-801-1403-31950	738.31	TEMPORARY STAFFING SERVICES		295699	
	0010-801-1403-31950	873.60	TEMPORARY STAFFING SERVICES		295699	1,611.91
	0010-801-1403-31950	531.99	TEMPORARY STAFFING SERVICES		295728	
	0010-801-1403-31950	873.60	TEMPORARY STAFFING SERVICES		295728	1,405.59
	0010-801-1403-31950	736.46	TEMPORARY STAFFING SERVICES		295766	
	0010-801-1403-31950	873.60	TEMPORARY STAFFING SERVICES		295766	
	0010-801-1403-31950	736.46	TEMPORARY STAFFING SERVICES		295766	
	0010-801-1403-31950	655.20	TEMPORARY STAFFING SERVICES		295766	3,001.72
ALL IN THE FAMILY SPORTSWEAR	0075-450-0075-08420	741.20	POLICE GOLF POLO SHIRTS (TRUST)		295729	741.20
CHRISTINE ALU-QUEZADA	0075-450-0075-08500	200.00	HARMONY CAR SHOW (TRUST)		295700	200.00
AMC CARD PROCESSING SERVICES INC	0075-450-0075-08370	1,125.00	EE SERVICES PROGRAM (TRUST)		295767	
	0010-801-1801-32200	9.95	EE SERVICES PROGRAM		295767	1,134.95
NORMA A ARVIZU	0075-450-0075-08250	310.00	REIMBURSE MEMBERSHIP (TRUST)		295730	
	0075-450-0075-08250	50.00	REIMBURSE MEMBERSHIP (TRUST)		295730	
	0075-450-0075-08270	471.30	REIMBURSE TRANSPORTATION (TRUST)		295730	831.30
AT & T	0010-801-3112-32050	5.09	PHONE SERVICE		295701	
	0010-801-3114-32050	3.81	PHONE SERVICE		295701	
	0010-801-3112-32050	216.92	PHONE SERVICE		295701	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						225.82
AT & T	0010-801-3104-39100	150.00	PHONE SERVICE		295702	150.00
	0010-801-3113-32050	40.63	PHONE SERVICE		295749	40.63
AT&T	0010-801-1408-32050	930.59	INTERNET/PHONE SERVICE		295703	
	0010-801-3112-32050	620.40	INTERNET/PHONE SERVICE		295703	
	0010-801-3201-32050	310.20	INTERNET/PHONE SERVICE		295703	
	0010-801-6001-32050	103.40	INTERNET/PHONE SERVICE		295703	
	0169-801-2201-32050	103.40	INTERNET/PHONE SERVICE		295703	
	0010-801-4209-32050	248.03	INTERNET/PHONE SERVICE		295703	
	0010-801-3112-32050	1,453.50	INTERNET/PHONE SERVICE		295703	
	0010-801-3113-32050	15.17	INTERNET/PHONE SERVICE		295703	
	0010-801-3114-41100	16.38	INTERNET/PHONE SERVICE		295703	
	0010-801-6001-32050	194.25	INTERNET/PHONE SERVICE		295703	
	0010-801-1801-32050	15.02	INTERNET/PHONE SERVICE		295703	
	0010-801-1404-32050	48.96	INTERNET/PHONE SERVICE		295703	
	0010-801-1408-32050	121.85	INTERNET/PHONE SERVICE		295703	
	0043-801-1404-32050	25.10	INTERNET/PHONE SERVICE		295703	
	0092-801-1404-32050	30.48	INTERNET/PHONE SERVICE		295703	
	0010-801-3112-32050	4,072.86	INTERNET/PHONE SERVICE		295703	
	0010-801-3113-32050	14.88	INTERNET/PHONE SERVICE		295703	
	0010-801-3114-41100	16.14	INTERNET/PHONE SERVICE		295703	
	0010-801-1301-32050	14.90	INTERNET/PHONE SERVICE		295703	
	0010-801-6502-32050	125.30	INTERNET/PHONE SERVICE		295703	
	0092-801-4220-32050	199.17	INTERNET/PHONE SERVICE		295703	
	0092-801-4222-32050	1,163.77	INTERNET/PHONE SERVICE		295703	
	0010-801-6517-32050	50.14	INTERNET/PHONE SERVICE		295703	
	0022-801-4206-32050	297.66	INTERNET/PHONE SERVICE		295703	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0109-801-6511-32050	66.80	INTERNET/PHONE SERVICE		295703	
	0010-801-3201-32050	946.70	INTERNET/PHONE SERVICE		295703	
	0010-801-3230-32050	641.91	INTERNET/PHONE SERVICE		295703	
	0010-801-1404-32050	945.81	INTERNET/PHONE SERVICE		295703	
	0043-801-1404-32050	696.91	INTERNET/PHONE SERVICE		295703	
	0092-801-1404-32050	846.25	INTERNET/PHONE SERVICE		295703	
						14,335.93
BEST WESTERN PLUS MERIDIAN INN & SU	0136-801-3101-33250	482.88			295750	
						482.88
JAMES BIRRELL	0010-801-3210-39400	200.00	FIRE TRAINING		295704	
						200.00
CALIFORNIA WATER SERVICE CO.	0092-801-4222-36300	607.95	WATER SERVICE		295768	
						607.95
CANON FINANCIAL SERVICES, INC.	0010-801-6502-39250	879.64	COPIER MACHINE RENTAL		295769	
						879.64
CHALLENGE COINS R US	0092-801-4220-22300	135.00			295751	
	0010-801-4209-22750	50.00			295751	
	0010-801-4209-21350	50.00			295751	
	0010-801-6517-22750	110.00			295751	
	0010-801-4212-24100	55.00			295751	
	0010-801-4212-22700	79.00			295751	
						479.00
CHARTER COMMUNICATIONS	0010-801-3201-32050	280.17	INTERNET/CABLE SERVICE		295752	
	0010-801-3201-32050	137.71	INTERNET/CABLE SERVICE		295752	
	0010-801-3201-32050	139.77	INTERNET/CABLE SERVICE		295752	
						557.65
	0010-801-1404-32050	74.04	INTERNET/CABLE SERVICE		295770	
	0010-801-3112-32050	31.36	INTERNET/CABLE SERVICE		295770	
	0043-801-1404-32050	54.55	INTERNET/CABLE SERVICE		295770	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

7

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CHARTER COMMUNICATIONS	0092-801-1404-32050	66.24	INTERNET/CABLE SERVICE		295770	
	0092-801-4220-32050	21.34	INTERNET/CABLE SERVICE		295770	
	0010-801-6502-31150	51.21	INTERNET/CABLE SERVICE		295770	
	0010-801-6502-32050	50.27	INTERNET/CABLE SERVICE		295770	
						349.01
	0010-801-6003-38400	476.80	INTERNET/CABLE SERVICE		295705	
						476.80
CHEVRON INC	0060-801-4211-22250	1,646.36	9/13-FUEL SERVICE		295771	
						1,646.36
CITY OF MONTEREY PARK	0092-450-0092-09000	2,742.00	REFUND-WATER DEPOSIT		295731	
	0092-701-0092-07510	2,359.53-	REFUND-WATER DEPOSIT		295731	
	0092-701-0092-07510	288.00	REFUND-WATER DEPOSIT		295731	
						670.47
BILL CUEVAS	0136-801-3101-33250	30.00-	VOID CHCEK		294702	
						30.00-
	0136-801-3101-33250	100.00	POLICE POST TRAINING		295706	
						100.00
DIRECTV, LLC	0010-801-3230-32050	163.22	EOG SERVICES		295707	
						163.22
DIVERSIFIED RISK INSURANCE	0075-450-0075-08350	214.80	SPECIAL EVENT INSURANCE (TRUST)		295772	
						214.80
DOUBLETREE GUEST SUITES (DBA)	0136-801-3101-33250	286.45	POLICE POST TRAINING		295773	
						286.45
DOUBLETREE HOTEL - BAKERSFIELD (DBA)	0136-801-3101-33250	244.29	POLICE TRAINING-LODGING		295708	
						244.29
EMS PERSONNEL FUND	0010-801-3210-39400	25.00	PARAMEDIC LICENSES-RENEWAL		295709	
						25.00
	0010-801-3220-41100	200.00	PARAMEDIC LICENSES-RENEWAL		295774	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						200.00
ENTENMANN-ROVIN COMPANY (DBA)	0010-801-3103-22750	546.10	BADGE(S)		295732	546.10
RYAN ESQUIBEL	0160-801-3103-22800	232.00	POLICE-KENNEL K9		295710	232.00
FEDERAL EXPRESS CORP.	0010-801-1403-32200	33.26	DELIVERY SERVICE		295711	
	0010-801-3101-32200	33.26	DELIVERY SERVICE		295711	
	0010-801-3104-32200	6.53	DELIVERY SERVICE		295711	
	0010-801-3104-32200	18.17	DELIVERY SERVICE		295711	
	0010-801-1403-32200	54.53	DELIVERY SERVICE		295711	
	0010-801-3102-32200	15.53	DELIVERY SERVICE		295711	
	0010-801-1403-32200	23.65	DELIVERY SERVICE		295711	
	0010-801-4212-31500	31.81	DELIVERY SERVICE		295711	
	0010-801-3101-32200	38.82	DELIVERY SERVICE		295711	255.56
FOUR SEASONS CONSTRUCTION	0152-701-0152-05453	875.00	REPAIR 341 E POMONA BLVD		295733	
	0152-701-0152-05455	85.50	REPAIR 534 N CHANDLER AVE		295733	
	0880-701-0880-05455	364.50	REPAIR 534 N CHANDLER AVE		295733	
	0152-701-0152-05453	2,480.00	REPAIR 341 E POMONA BLVD		295733	3,805.00
FRIENDS OF THE SENIORS	0109-801-6511-41200	5,180.00	REIMBURSEMENT TAP CARDS		295734	5,180.00
ALEX GARCIA	0075-450-0075-08915	816.12	CLEAN UP DAY SUPPLIES (TRUST)		295753	816.12
JONATHAN GIN	0349-801-3201-39400	766.96	FIRE TRAINING-EOC		295712	766.96
STEPHEN GIOVANAZZI	0160-801-3101-39400	150.00	PER DIEM		295735	150.00
GOLDEN STAR TECHNOLOGY INC/DBA: GSI	0349-801-3201-39400	1,042.20	FIRE SOFTWARE		295754	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,042.20
GOVERNMENT OUTREACH	0043-850-1404-38400	14,650.00	SOFTWARE SETUP	80411	295736	14,650.00
RANDY HARPER	0010-801-3210-39400	200.00	FIRE TRAINING		295713	200.00
BRENDA IGLESIAS	0136-801-3101-33250	150.00	POLICE POST TRAINING		295755	150.00
INTERPRINT CORPORATION	0010-801-3120-39700	1,308.00	POLICE-SUPPLIES		295737	1,308.00
GUSTAVO JIMENEZ JR	0136-801-3101-33250	150.00	POLICE POST TRAINING		295775	150.00
JWA URBAN CONSULTANTS INC	0169-801-2201-31850	2,997.75	CONSULTING SERVICES	80314	295738	18,435.00
	0152-801-2206-31850	1,308.75	CONSULTING SERVICES	80314	295738	
	0880-801-2207-31950	14,128.50	CONSULTING SERVICES	80413	295738	
GWEN KISHIDA	0075-450-0075-08320	73.00	PETTY CASH (TRUST)-MEMBERSHIP		295715	223.24
	0075-450-0075-08320	100.00	PETTY CASH (TRUST)-MEMBERSHIP		295715	
	0010-801-6001-21350	50.24	PETTY CASH-SUPPLIES		295715	
KONICA MINOLTA BUS SOLUTIONS	0131-801-6001-39250	5.53	EQUIPMENT MAINTENANCE		295756	441.91
	0131-801-6001-39250	238.93	EQUIPMENT MAINTENANCE		295756	
	0131-801-6001-39250	6.68	EQUIPMENT MAINTENANCE		295756	
	0131-801-6001-39250	190.77	EQUIPMENT MAINTENANCE		295756	
LAMB PRINTING	0075-450-0075-08270	627.84	LAMP WALKATHON (TURST)		295716	627.84
LIEBERT CASSIDY WHITMORE	0010-801-1801-39400	700.00	GROUP TRAINING		295776	700.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MANAGED HEALTH NETWORK INC	0010-801-1801-31950	840.84	EAP PREMIUM		295757	840.84
MAUROCK	0075-450-0075-08500	150.00	HARMONY CAR SHOW (TRUST)		295717	150.00
MENDOZA CONTRACTING	0152-801-2206-38650	1,258.00	RES REHAB-2334 WOODS	80294	295739	1,258.00
MONTEREY PARK PETTY CASH	0042-801-4204-22100	5.62	PETTY CASH -SUPPLIES		295718	
	0060-801-4211-38410	10.00	PETTY CASH - VEHICLE CERT.		295718	
	0010-801-1403-39400	10.34	PETTY CASH - MILEAGE		295718	
	0880-701-0880-05455	10.00	PETTY CASH - KEYS		295718	
	0010-801-1403-39400	25.43	PETTY CASH - MILEAGE		295718	
	0060-801-4211-38400	10.00	PETTY CASH - VEHICLE CERT.		295718	
	0010-801-1403-39400	76.90	PETTY CASH - TRAINING/MILEAGE		295718	
	0349-801-3201-39400	15.00	PETTY CASH - PARKING		295718	
	0010-801-3230-39700	55.00	PETTY CASH - REFRESHMENT		295718	
	0010-801-3230-39700	97.94	PETTY CASH - REFRESHMENT		295718	
	0010-801-1403-21350	21.79	PETTY CASH - SUPPLIES		295718	
	0010-801-3205-22750	5.00	PETTY CASH - CAR WASH		295718	
	0010-801-3230-22750	67.44	PETTY CASH - TRAINING SUPPLIES		295718	
	0010-801-3210-39400	59.94	PETTY CASH - SUPPLIES		295718	
	0010-801-3210-39400	44.00	PETTY CASH- PARKING		295718	
	0010-801-3210-39400	53.78	PETTY CASH - SUPPLIES		295718	568.18
	0010-801-4212-31500	5.21	PETTY CASH - SUPPLIES		295740	
	0010-801-3230-22750	26.00	PETTY CASH - REFRESHMENTS		295740	
	0092-801-4222-31950	20.28	PETTY CASH - POSTAGE		295740	
	0092-801-4222-24150	32.69	PETTY CASH - SUPPLIES		295740	
	0092-801-4222-23900	11.46	PETTY CASH - SUPPLIES		295740	
	0010-801-3120-22750	85.14	PETTY CASH - REFRESHMENTS		295740	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0010-801-3120-22750	96.54	PETTY CASH - REFRESHMENTS		295740	
	0010-801-4212-24100	80.20	PETTY CASH - SUPPLIES		295740	
	0092-801-4221-21250	17.33	PETTY CASH - SUPPLIES		295740	
						374.85
	0880-701-0880-05452	7.25	PETTY CASH - SUPPLIES		295758	
	0010-801-1201-33200	24.00	PETTY CASH - PARKING		295758	
	0010-801-1701-21350	9.38	PETTY CASH - REFRESHMENTS		295758	
	0010-801-4212-22300	40.86	PETTY CASH - SUPPLIES		295758	
	0010-801-4212-39350	19.61	PETTY CASH - SUPPLIES		295758	
	0010-801-3210-22750	17.98	PETTY CASH - REFRESHMENTS		295758	
	0043-801-4208-33200	57.13	PETTY CASH - MILEAGE		295758	
	0010-801-1702-33200	35.71	PETTY CASH - MILEAGE		295758	
	0010-801-1703-33200	35.71	PETTY CASH - MILEAGE		295758	
	0349-801-3201-39400	59.99	PETTY CASH - REFRESHMENTS		295758	
	0349-801-3201-39400	8.00	PETTY CASH - SUPPLIES		295758	
	0010-801-1703-33200	27.46	PETTY CASH - MILEAGE		295758	
	0010-801-1703-33200	70.74	PETTY CASH - MILEAGE		295758	
	0010-801-1703-33200	65.09	PETTY CASH - MILEAGE		295758	
	0010-801-1703-33200	71.42	PETTY CASH - MILEAGE		295758	
	0075-450-0075-08420	18.29	PETTY CASH - SUPPLIES (TRUST)		295758	
						568.62
	0152-701-0152-05452	32.75	PETTY CASH-SUPPLIES		295777	
	0880-701-0880-05452	2.10	PETTY CASH-SUPPLIES		295777	
	0010-801-3201-22750	19.98	PETTY CASH-REFRESHMENTS		295777	
	0010-801-3201-22750	34.87	PETTY CASH-REFRESHMENTS		295777	
	0010-801-3201-22750	45.00	PETTY CASH-PLAQUES		295777	
	0010-801-3210-23500	21.91	PETTY CASH-SUPPLIES		295777	
	0010-801-1406-39400	8.50	PETTY CASH-REFRESHMENTS		295777	
	0010-801-1101-22670	25.54	PETTY CASH-REFRESHMENTS		295777	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						190.65
NEXTEL COMMUNICATIONS	0010-801-1408-32050	190.93	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-1701-32050	48.27	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-1702-32050	119.55	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-1703-32050	35.05	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-1801-32050	54.63	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-3112-32050	1,567.89	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-3205-32050	71.08	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-4209-32050	405.80	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-4212-32050	333.72	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-6001-32050	54.28	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-6502-32050	133.54	8/13-9/11/13 WIRELESS DATA		295719	
	0010-801-6517-32050	199.76	8/13-9/11/13 WIRELESS DATA		295719	
	0060-801-4211-38400	16.52	8/13-9/11/13 WIRELESS DATA		295719	
	0092-801-4221-32050	124.10	8/13-9/11/13 WIRELESS DATA		295719	
	0092-801-4222-32050	136.34	8/13-9/11/13 WIRELESS DATA		295719	
	0092-801-4223-32050	208.39	8/13-9/11/13 WIRELESS DATA		295719	
	0109-801-6511-31180	254.06	8/13-9/11/13 WIRELESS DATA		295719	
	0092-801-1408-32050	414.37	8/13-9/11/13 WIRELESS DATA		295719	
						4,368.28
LEE O NORRIS	0136-801-3101-33250	150.00	POLICE PER DIEM		295759	
						150.00
ORANGE COUNTY SHERIFF'S DEPT	0136-801-3101-33250	110.00	POLICE-POST TRAINING		295760	
						110.00
PACIFIC TELEMAGEMENT SERVICES	0010-801-6502-32050	228.00	PHONE SERVICE		295778	
						228.00
PARTYLINE EVENTS	0075-450-0075-08500	541.82	HARMONY CAR SHOW (TRUST)		295720	
	0075-450-0075-08500	176.12	ARTISAN'S FAIR (TRUST)		295720	
						717.94

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	4.28	POSTAGE		295741	
	0010-801-1403-32200	102.72	POSTAGE		295741	
	0010-801-1406-32200	74.00	POSTAGE		295741	
	0010-801-1701-32200	12.66	POSTAGE		295741	
	0010-801-1702-32200	67.63	POSTAGE		295741	
	0010-801-1703-32200	7.16	POSTAGE		295741	
	0010-801-1801-32200	62.29	POSTAGE		295741	
	0010-801-3101-32200	8.28	POSTAGE		295741	
	0010-801-3102-32200	1.71	POSTAGE		295741	
	0010-801-3104-32200	16.11	POSTAGE		295741	
	0010-801-3111-32200	1.98	POSTAGE		295741	
	0010-801-3113-32200	29.12	POSTAGE		295741	
	0010-801-3114-32200	45.76	POSTAGE		295741	
	0010-801-3201-32200	1.84	POSTAGE		295741	
	0010-801-3205-32200	51.82	POSTAGE		295741	
	0010-801-3210-32200	2.76	POSTAGE		295741	
	0010-801-4209-32200	0.46	POSTAGE		295741	
	0010-801-6001-32200	57.95	POSTAGE		295741	
	0010-801-6502-32200	45.32	POSTAGE		295741	
	0043-801-1201-32200	8.86	POSTAGE		295741	
	0043-801-4212-32200	34.77	POSTAGE		295741	
	0075-450-0075-09230	40.40	POSTAGE (TRUST)		295741	
	0077-801-1111-31950	0.46	POSTAGE		295741	
	0092-801-1201-32200	0.46	POSTAGE		295741	
						678.80
	0010-801-1301-32200	12.51	POSTAGE		295779	
	0010-801-1403-32200	90.51	POSTAGE		295779	
	0010-801-1406-32200	96.60	POSTAGE		295779	
	0010-801-1407-32200	0.92	POSTAGE		295779	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-1701-32200	74.76	POSTAGE		295779	
	0010-801-1702-32200	101.74	POSTAGE		295779	
	0010-801-1703-32200	2.24	POSTAGE		295779	
	0010-801-1801-32200	70.01	POSTAGE		295779	
	0010-801-3101-32200	18.38	POSTAGE		295779	
	0010-801-3102-32200	11.04	POSTAGE		295779	
	0010-801-3104-32200	2.96	POSTAGE		295779	
	0010-801-3111-32200	2.44	POSTAGE		295779	
	0010-801-3113-32200	44.98	POSTAGE		295779	
	0010-801-3114-32200	50.58	POSTAGE		295779	
	0010-801-3120-32200	48.18	POSTAGE		295779	
	0010-801-3205-32200	42.94	POSTAGE		295779	
	0010-801-3210-32200	8.10	POSTAGE		295779	
	0010-801-3220-32200	7.82	POSTAGE		295779	
	0010-801-6001-32200	60.97	POSTAGE		295779	
	0010-801-6502-32200	20.38	POSTAGE		295779	
	0010-801-6505-32200	0.46	POSTAGE		295779	
	0043-801-1201-32200	3.50	POSTAGE		295779	
	0043-801-4212-32200	26.23	POSTAGE		295779	
	0060-801-4211-32200	0.46	POSTAGE		295779	
	0075-450-0075-09230	30.85	POSTAGE (TRUST)		295779	
	0077-801-1111-31950	147.66	POSTAGE		295779	
	0092-801-4223-32200	2.30	POSTAGE		295779	
						979.52
PMW ASSOCIATES	0136-801-3101-33250	420.00	POLICE POST TRAINING		295780	
						420.00
PROGRESSIVE SOLUTIONS INC	0092-801-4220-39400	349.00	CONFERENCE		295742	
						349.00
REGAL ENTERTAINMENT GROUP	0075-450-0075-08370	350.00	EE SERVICE PROGRAM (TRUST)		295781	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
REGAL ENTERTAINMENT GROUP	0010-801-1801-32200	8.00	EE SERVICE PROGRAM		295781	358.00
SAN GABRIEL VALLEY WATER ASSOC	0092-801-4220-33200	50.00	EMERGENCY RESPONSE PLAN		295761	50.00
SBC LONG DISTANCE	0010-801-1408-32050	65.69	PHONE SERVICE		295721	
	0010-801-3112-32050	43.79	PHONE SERVICE		295721	
	0010-801-1408-32050	21.90	PHONE SERVICE		295721	
	0010-801-6001-32050	7.30	PHONE SERVICE		295721	
	0169-801-2201-32050	7.30	PHONE SERVICE		295721	145.98
SOUTHEAST CONSTRUCTION PRODUCT	0075-450-0075-08915	450.00	BULK LANDSCAPING ROCK (TRUST)		295743	
	0010-801-3210-39400	262.60	BULK LANDSCAPING ROCK		295743	712.60
SPRINT CORPORATION	0010-801-3115-38400	1,065.74	POLICE DATA SERVICE	80099	295782	1,065.74
	0010-801-3115-38400	1,407.65	POLICE DATA SERVICE	80099	295783	1,407.65
THE STANDARD INSURANCE CO.	0065-464	589.16	EXECUTIVE PREMIUM		295762	589.16
THE STANDARD	0065-464	3,831.98	LTD INSURANCE		295744	3,831.98
	0065-464	4,521.99	LTD INSURANCE		295763	4,521.99
STATE BOARD OF EQUALIZATION	0060-801-4211-22250	31.29	EXEMPT BUS OPERATOR FEE		295745	31.29
CODAY STEVEN	0010-801-3113-22600	20.00	PETTY CASH-PRISONER HAIRCUT		295723	
	0010-801-3103-33100	25.00	PETTY CASH-PARKING		295723	
	0010-801-3104-22750	45.32	PETTY CASH-SUPPLIES		295723	
	0010-801-3104-33100	30.00	PETTY CASH-PARKING		295723	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CODAY STEVEN	0060-801-4211-22250	40.00	PETTY CASH-GAS		295723	
	0075-450-0075-08420	47.17	PETTY CASH (TRUST)-SUPPLIES		295723	
	0010-801-3111-22750	34.47	PETTY CASH-SUPPLIES		295723	
	0010-801-3103-33100	10.50	PETTY CASH-PARKING		295723	
	0060-801-4211-22250	20.02	PETTY CASH-GAS		295723	
	0060-801-4211-22250	26.38	PETTY CASH-GAS		295723	
	0010-801-3102-24100	57.73	PETTY CASH-SUPPLIES		295723	
	0075-450-0075-08420	88.90	PETTY CASH (TRUST)-REFRESHMENT		295723	
	0010-801-3120-39700	22.50	PETTY CASH-REFRESHMENT		295723	
						467.99
THE GAS COMPANY (DBA)	0010-801-3114-36200	68.45	GAS SERVICES		295724	
	0060-801-4211-22250	144.08	GAS SERVICES		295724	
						212.53
TIRE CENTERS, LLC	0060-801-3210-38400	1,932.52	FIRE ENGINE TIRES	80244	295764	
						1,932.52
TOWN AND COUNTRY RESORT	0160-801-3101-39400	334.38	TRAINING-POLICE		295746	
						334.38
UNITED STATES POSTAL SERVICE	0043-801-6509-31880	3,400.00	POSTAGE CASCADES	80304	295747	
						3,400.00
VERIZON WIRELESS	0010-801-3220-32050	277.54	WIRELESS DATA SERVICE		295725	
	0349-801-3201-39400	38.01	WIRELESS DATA SERVICE		295725	
	0010-801-3201-32050	36.77	WIRELESS DATA SERVICE		295725	
	0010-801-3210-32050	173.97	WIRELESS DATA SERVICE		295725	
						526.29
	0092-801-4222-32050	152.04	WIRELESS DATA SERVICE		295784	
	0160-801-3115-38400	38.03	WIRELESS DATA SERVICE		295784	
						190.07
VISION SERVICE PLAN-CA	0065-466	2,728.14	VISION PLAN		295785	
						2,728.14

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
RYAN WEDDLE	0010-801-3210-39400	200.00	REIMBURSE-FIRE-TRAINING		295726	200.00
SCOTT WIESE	0136-801-3101-33250	200.00	POLICE POST TRAINING		295727	200.00
TOTAL FOR PREPAID WARRANTS						118,721.77

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
A & J PORTABLE RESTROOM INC	0075-450-0075-08915	800.00	FARMERS MARKET RESTROOM(TRUST)	80382	295786	800.00
A & R NURSERY	0010-801-5004-96037	919.52	LANDSCAPE SUPPLIES		295787	919.52
ACCELA INC	0010-450-1703-02520	7,912.80	BUILDING-SYSTEM MAINTENANCE	80295	295788	9,796.80
	0010-450-1703-02520	1,884.00	BUILDING-SYSTEM MAINTENANCE	80295	295788	
ADAMSON POLICE PRODUCTS	0460-801-3101-54250	12,886.53	POLICE-GAS MASKS	80386	295789	12,886.53
ADLERHORST INTERNATIONAL INC.	0160-801-3103-22800	266.66	POLICE TRAINING		295790	266.66
ADVANCE PEST TERMITE CONTROL	0010-801-3113-38100	39.00	PEST CONTROL	80103	295791	360.00
	0010-801-3104-22750	30.00	PEST CONTROL		295791	
	0010-801-3113-38100	39.00	PEST CONTROL	80103	295791	
	0010-801-6507-31160	30.00	PEST CONTROL	80327	295791	
	0010-801-6507-31160	42.00	PEST CONTROL	80327	295791	
	0010-801-6507-31160	38.00	PEST CONTROL	80327	295791	
	0010-801-6507-31160	42.00	PEST CONTROL	80327	295791	
	0010-801-6507-31160	53.00	PEST CONTROL	80327	295791	
	0010-801-6507-31160	47.00	PEST CONTROL	80327	295791	
ADVANCED ELECTRONICS	0010-801-3112-38400	4,528.80	POLICE-RADIO MAINTENANCE	80111	295792	4,528.80
AFFILIATED SYSTEMS, INC.	0010-801-1801-31900	580.00	SWORN PERSONNEL FLU SHOTS		295793	580.00
AIRGAS	0092-801-4223-23700	469.11	WATER SUPPLIES	80184	295794	469.11
ALHAMBRA MUNICIPAL COURT	0010-701-0010-03620	12,682.54	CITATION PROCESSING		295795	12,682.54

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ALL STAR GLASS, INC	0060-801-4211-38400	39.00	FLEET-PARTS UNIT 078		295796	
	0060-801-4211-38400	228.00	FLEET-PARTS UNIT 007		295796	267.00
ALLSTAR FIRE EQUIPMENT INC.	0010-801-3210-22750	1,451.06	FIRE SUPPLIES	80223	295797	
	0010-801-3210-22300	130.80	FIRE SUPPLIES	80224	295797	
	0010-801-3210-22300	455.62	FIRE SUPPLIES	80224	295797	
	0010-801-3210-22300	436.94	FIRE SUPPLIES	80224	295797	
	0010-801-3210-22300	234.16	FIRE SUPPLIES	80224	295797	2,708.58
ALPHA LAND LLC	0075-450-0075-08200	50.00	REFUND-GRADING BOND (TRUST)		295798	50.00
AMTECH ELEVATOR SERVICES	0010-801-4210-38100	2,100.00	ELEVATORS TESTS		295799	
	0010-801-4210-38100	454.85	ELEVATOR MAINTENANCE	80117	295799	2,554.85
ARC IMAGING RESOURCE - CALIFORNIA	0043-801-4212-38400	139.99	ENGINEERING PRINTER	80056	295800	139.99
ARGIL BLDG. MATERIAL CO.	0010-801-4202-22400	62.13	CONCRETE	80118	295801	
	0010-801-4202-22400	124.26	CONCRETE	80118	295801	186.39
DOLORES ARREDONDO	0159-801-6507-31920	275.92	INSTRUCTOR-RECREATION CLASS		295802	
	0159-801-6507-31920	900.90	INSTRUCTOR-RECREATION CLASS		295802	1,176.82
ARROYO BACKGROUND INVESTIGATIONS	0010-801-3104-31950	900.00	BACKGROUND INVESTIGATIONS		295803	900.00
ARTE FLAMENCO DANCE THEATER	0159-801-6507-31920	72.25	INSTRUCTOR-RECREATION CLASS		295804	72.25
ATHENS SERVICES	0010-801-4205-41200	26,098.90	STREET SWEEPING	80115	295805	
	0010-801-4205-41200	18,469.10	STREET SWEEPING	80115	295805	
	0022-801-4205-41200	7,629.80	STREET SWEEPING	80115	295805	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						52,197.80
ATKINSON- BAKER INC	0062-801-5101-35650	396.20	CLAIMS EXPENSES-GARCIA/PEREZ		295806	396.20
AVILA III ELECTRIC	0092-801-4210-38100	900.00	ELECTRICAL SERVICES	80405	295807	900.00
B W GRAPHICS	0010-801-1801-39250	33.79	BUSINESS CARDS-L UNG		295808	
	0010-801-1801-39250	33.79	BUSINESS CARDS-S CHAVEZ		295808	
	0010-801-3104-39250	40.33	BUSINESS CARDS-B HAN		295808	
	0010-801-3104-39250	40.33	BUSINESS CARDS-G ALVAREZ		295808	148.24
BACKFLOW APPARATUS & VALVE CO	0092-801-4221-23700	209.28	WATER SUPPLIES	80178	295809	209.28
ALICE BALLESTEROS	0010-701-0010-03550	6.00	REFUND-YARD SALE PERMIT FEE		295810	6.00
BARTEL ASSOCIATES LLC	0010-801-5102-31850	1,425.00	ACTUARIAL SERVICE/ MASS MUTUAL		295811	1,425.00
BG PETROSPECS	0060-801-4211-22250	40.76	FLEET SUPPLIES		295812	40.76
BLAUER MANUFACTURING CO, INC	0460-801-3101-54250	17,220.00	POLICE-PROTECTIVE ENSEMBLES	80387	295813	17,220.00
BRAVO BUSINESS RESOURCES	0010-801-3120-39700	90.00	TRANSLATION SERVICES		295814	90.00
	0169-801-2201-34050	130.00	TRANSLATION SERVICES		295815	130.00
BSN SPORTS (DBA)	0010-801-6502-23050	191.49	RECREATION SUPPLIES		295816	191.49
BURRO CANYON SHOOTING PARK DBA	0010-801-3103-22720	20.00	POLICE RANGE FEE		295817	20.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BYTOPS SIGN	0075-450-0075-08915	27.25	CITY BANNER (TRUST)		295818	27.25
CAAD LLC	0092-801-4221-37500	623.40	WATER BILL MAILING SERVICE		295819	623.40
CALIFORNIA CONTRACTORS SUPPLIE	0092-801-4222-23700	228.46	WATER-SUPPLIES		295820	228.46
CALIFORNIA EMERGENCY MANAGEMENT AGE	0259-801-3201-39400	8,491.00	FIRE-SEMS TRAINING	80359	295821	10,295.00
	0010-801-3230-39400	1,804.00	FIRE-SEMS TRAINING	80359	295821	
CALIFORNIA PEACE OFFICER'S	0010-801-3101-39350	40.00	POLICE SUBSCRIPTION		295822	40.00
CALOX, INC	0010-801-3210-22750	29.75	FIRE MEDICAL SUPPLIES	80226	295823	235.00
	0010-801-3210-22750	21.25	FIRE MEDICAL SUPPLIES	80226	295823	
	0010-801-3210-22750	72.00	FIRE MEDICAL SUPPLIES	80226	295823	
	0010-801-3210-22750	112.00	FIRE MEDICAL SUPPLIES	80226	295823	
CAMINO REAL CHEVROLET	0060-801-4211-23500	141.68	FLEET REPAIR UNIT 877	80004	295824	141.68
CANON SOLUTIONS AMERICA, INC	0060-801-4211-38400	24.16	COPIER MAINTENANCE	80005	295825	726.22
	0010-801-1301-39250	25.45	COPIER MAINTENANCE		295825	
	0010-801-1407-38400	173.77	COPIER MAINTENANCE	80273	295825	
	0010-801-1801-39250	173.77	COPIER MAINTENANCE	80273	295825	
	0010-801-6502-38400	173.77	COPIER MAINTENANCE	80273	295825	
	0010-801-4209-39250	35.82	COPIER MAINTENANCE		295825	
	0010-801-1301-39250	33.82	COPIER MAINTENANCE		295825	
	0092-801-4220-39250	85.66	COPIER MAINTENANCE		295825	
MARLENE A CARDINALI	0159-801-6507-31920	196.00	INSTRUCTOR-RECREATION CLASS		295826	196.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CASCADE FIRE EQUIPMENT CO.	0010-801-3210-22300	3,400.80	FIRE TURNOUT AND PANTS	80252	295827	
	0010-801-3210-22300	3,492.36	FIRE TURNOUT AND PANTS	80252	295827	6,893.16
CASHIER,DEPT OF PESTICIDE	0010-801-6517-39400	140.00	PARKS-CERTIFICATE RENEWAL		295828	140.00
PATRICK CHAN	0075-450-0075-08420	759.00	POLICE-GOLF PHOTO SVC (TRUST)		295829	759.00
VICTOR CHANG	0010-801-3103-22310	254.87	POLICE UNIFORM REIMBURSEMENT		295830	254.87
PETER CHOU	0075-450-0075-08200	500.00	REFUND BOND (TRUST)		295831	500.00
CINTAS CORPORATION	0092-801-4221-22310	62.73	WATER UNIFORMS		295832	
	0092-801-4222-22310	115.09	WATER UNIFORMS		295832	
	0092-801-4223-22310	113.36	WATER UNIFORMS		295832	
	0092-801-4221-22310	57.40	WATER UNIFORMS		295832	
	0092-801-4222-22310	109.76	WATER UNIFORMS		295832	
	0092-801-4223-22310	108.02	WATER UNIFORMS		295832	
	0092-801-4221-22310	59.73	WATER UNIFORMS		295832	
	0092-801-4222-22310	112.09	WATER UNIFORMS		295832	
	0092-801-4223-22310	110.36	WATER UNIFORMS		295832	
	0092-801-4221-22310	57.39	WATER UNIFORMS		295832	
	0092-801-4222-22310	109.76	WATER UNIFORMS		295832	
	0092-801-4223-22310	108.03	WATER UNIFORMS		295832	1,123.72
CITATION MANAGEMENT (DBA)	0010-701-0010-03630	3,567.63	PARKING CITATIONS SERVICE		295833	3,567.63
CITY SERVICE CONTRACTING INC	0075-450-0075-08160	250.00	REFUND FIRE HYDRANT (TRUST)		295834	
	0093-701-0093-07530	62.82	WATER USAGE		295834	187.18

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CLEAN ENERGY	0109-801-4201-31960	5,511.61	CNG FUEL	80410	295835	14,979.26
	0109-801-4201-31960	9,467.65	CNG FUEL	80410	295835	
CLEANCIERGE INC.	0010-801-3210-39050	350.24	FIRE UNIFORM CLEANING		295836	744.20
	0010-801-3210-39050	393.96	FIRE UNIFORM CLEANING		295836	
CLYDE CASTLEBERRY COMPANY, INC.	0010-801-1301-21250	173.12	OFFICE SUPPLIES		295837	173.12
COAST LABEL COMPANY	0092-801-1406-39250	724.36	VENDING MACHINE LABELS		295838	724.36
STEVEN CODAY	0136-801-3101-33250	52.65	POLICE POST TRAINING		295839	52.65
COME LAND MAINTENANCE COMPANY	0010-801-6517-38250	75.00	JANITORIAL SERVICE	80063	295840	
	0010-801-6502-38250	648.50	JANITORIAL SERVICE	80282	295840	
	0010-801-6502-38250	200.00	JANITORIAL SERVICE	80298	295840	
	0178-801-6502-38250	1,194.50	JANITORIAL SERVICE	80281	295840	
	0010-801-6505-38250	4,190.00	JANITORIAL SERVICE	80283	295840	
	0092-801-4210-38250	257.00	JANITORIAL SERVICE	80121	295840	
	0010-801-3114-38250	132.00	JANITORIAL SERVICE	80121	295840	
	0092-801-4220-38250	23.00	JANITORIAL SERVICE	80121	295840	
	0092-801-4222-38250	49.00	JANITORIAL SERVICE	80121	295840	
	0178-801-6502-38250	373.00	JANITORIAL SERVICE	80302	295840	
	0010-801-3113-38250	1,958.33	JANITORIAL SERVICE	80113	295840	
	0092-801-4210-38250	1,661.00	JANITORIAL SERVICE	80120	295840	
	0010-801-3114-38250	755.00	JANITORIAL SERVICE	80120	295840	
	0092-801-4220-38250	279.00	JANITORIAL SERVICE	80120	295840	
	0092-801-4222-38250	132.00	JANITORIAL SERVICE	80120	295840	
	0092-801-4210-38250	625.00	JANITORIAL SERVICE	80122	295840	
	0010-801-3114-38250	280.00	JANITORIAL SERVICE	80122	295840	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
COME LAND MAINTENANCE COMPANY	0092-801-4220-38250	100.00	JANITORIAL SERVICE	80122	295840	
	0092-801-4222-38250	80.00	JANITORIAL SERVICE	80122	295840	
	0010-801-6507-31160	565.00	JANITORIAL SERVICE	80297	295840	
	0010-801-6502-38250	465.00	JANITORIAL SERVICE	80297	295840	14,042.33
COMMERCE GLASS CO	0092-801-4210-23050	163.50	GLASS FOR DESK		295841	163.50
COMMERCIAL DOOR OF LOS ANGELES	0010-801-4210-38100	335.00	DOOR REPAIR	80125	295842	335.00
COSTCO WHOLESALE	0010-801-1407-39300	110.00	MEMBERSHIP		295843	110.00
DAN COSTLEY	0075-450-0075-08915	100.00	CLEAN UP DAY SUPPLIES (TRUST)		295844	100.00
COUNTY OF LOS ANGELES	0010-801-6517-41100	1,100.68	PEST ERADICATION	80212	295845	1,100.68
	0010-801-3111-31950	8,369.03	ANIMAL CONTROL SERVICES	80092	295846	
	0010-701-0010-02420	206.00-	ANIMAL CONTROL OTHER CREDIT		295846	
	0010-701-0010-02410	2,420.00-	ANIMAL CONTROL LICENSE FEE		295846	5,743.03
COURTYARD SAN DIEGO	0136-801-3101-33250	2,109.36	POLICE POST TRAINING		295847	2,109.36
	0136-801-3101-33250	2,109.36	POLICE POST TRAINING		295848	2,109.36
DAILY JOURNAL CORPORATION	0010-801-1301-34050	205.80	LEGAL NOTICE	80291	295849	
	0010-801-1301-34050	205.80	LEGAL NOTICE	80291	295849	
	0010-801-1301-34050	155.40	LEGAL NOTICE	80291	295849	
	0010-801-1301-34050	159.60	LEGAL NOTICE	80291	295849	
	0010-801-1301-31750	210.00	LEGAL NOTICE		295849	
	0010-801-1301-34050	159.60	LEGAL NOTICE	80291	295849	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,096.20
DAPEER ROSENBLIT & LITVAK	0010-801-1702-31600	6.65	LEGAL FEES	80211	295850	6.65
DATA WEST CORPORATION	0092-801-4223-38400	1,050.00	SYSTEM SUPPORT	80263	295851	
	0092-801-4223-38400	80.00	SYSTEM SUPPORT	80263	295851	1,130.00
DONALD MURRAY DAWES	0062-801-5101-35650	1,650.00	CLAIM SERVICES-GARCIA/PEREZ		295852	
	0062-801-5101-35650	1,650.00	CLAIM SERVICES-GARCIA/PEREZ		295852	3,300.00
DELL MARKETING LP	0010-801-1403-22750	18.39	COMPUTER/SUPPLIES		295853	
	0010-801-1403-22750	122.06	COMPUTER/SUPPLIES		295853	
	0010-801-1403-22750	99.28	COMPUTER/SUPPLIES		295853	
	0010-801-1403-22750	9.80	COMPUTER/SUPPLIES		295853	
	0010-801-4212-24150	71.93	COMPUTER/SUPPLIES	80390	295853	
	0010-801-4212-24150	1,428.07	COMPUTER/SUPPLIES	80390	295853	
	0092-801-4223-24150	248.75	COMPUTER/SUPPLIES	80390	295853	1,998.28
LI ADAM DENG	0010-801-3101-11450	70.00	POLICE COURT TIME		295854	70.00
DESERT DIAMOND INDUSTRIES	0092-801-4222-24100	220.00	WATER-SUPPLIES		295855	220.00
CHRIS DO	0075-450-0075-08200	500.00	REFUND CONCRETE BOND (TRUST)		295856	500.00
DOOLEY ENTERPRISES, INC.	0010-801-3103-22620	934.20	POLICE AMMUNITION		295857	934.20
DUKE'S LANDSCAPING INC.	0022-801-4202-31950	349.00	GARDENING SERVICES		295858	349.00
FRANK DUKE	0136-801-3101-33250	250.00	POLICE POST TRAINING		295859	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						250.00
FRANK DUKE	0136-801-3101-33250	250.00	POLICE POST TRAINING		295860	250.00
DUNN-EDWARDS CORPORATION	0010-801-4210-23100	42.23	PAINT SUPPLIES		295861	
	0010-801-4210-23100	24.68	PAINT SUPPLIES		295861	
	0010-801-4210-23100	12.34	PAINT SUPPLIES-CREDIT		295861	54.57
ECONOMY RENTALS INC.	0010-801-4210-37800	200.00	EQUIPMENT RENTAL		295862	
	0010-801-4210-37800	90.00	EQUIPMENT RENTAL		295862	
	0010-801-4210-37800	95.00	EQUIPMENT RENTAL		295862	385.00
DEAN N EDDOW	0159-801-6507-31920	527.25	INSTRUCTOR-RECREATION CLASS		295863	527.25
EMPIRE CLEANING SUPPLY	0010-801-6502-22150	1,203.16	JANITORIAL SUPPLIES	80280	295864	
	0010-801-6517-22150	414.51	JANITORIAL SUPPLIES	80065	295864	
	0010-801-6517-22150	473.88	JANITORIAL SUPPLIES	80065	295864	
	0010-801-6502-22150	826.79	JANITORIAL SUPPLIES	80280	295864	2,918.34
ENDEAVOR PRINT INC.	0109-850-4201-31950	7,958.33	SPIRIT BUSES GRAPHICS	70668	295865	7,958.33
ENVIROTEK CORPORATION (DBA) ENVIRO	0010-801-4202-23950	953.22	GRAFFITI REMOVAL CHEMICALS		295866	953.22
EUROFINS EATON ANALYTICAL, INC.	0092-801-4222-31950	785.00	NPDES DISCHARGE	80173	295867	785.00
FASHION GREEK USC (DBA)	0075-450-0075-08500	578.79	CLEAN UP DAY T-SHIRTS (TRUST)		295868	578.79
FEDERAL EXPRESS CORP.	0010-801-1403-32200	23.87	DELIVERY SERVICE		295869	
	0010-801-3101-32200	45.64	DELIVERY SERVICE		295869	

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						69.51
FENSCO SERVICES INC	0010-801-6517-23050	190.00	FENCE REPAIR	80067	295870	190.00
FORD OF MONTEBELLO	0060-801-4211-38400	491.37	FLEET PARTS UNIT 986	80010	295871	
	0060-801-4211-23500	293.43	FLEET PARTS UNIT 895	80010	295871	
	0060-801-4211-23500	109.00-	FLEET PARTS-CREDIT	80010	295871	675.80
CHAI FOSTERLING	0159-801-6507-31920	319.55	INSTRUCTOR-RECREATION CLASS		295872	319.55
FREEWAY TOWING, INC	0075-450-0075-08200	5,240.00	REFUND CONCRETE BOND (TRUST)		295873	5,240.00
JOANN FRESCAS	0136-801-3101-33250	250.00	POLICE POST TRAINING		295874	250.00
	0136-801-3101-33250	250.00	POLICE POST TRAINING		295875	250.00
FULGENCIO ROCHA ESTRADA III	0010-450-3101-09000	715.00	REFUND EVIDENCE MONEY		295876	715.00
GAILEY ASSOCIATES, INC.	0062-801-5101-35650	10,139.18	CLAIM SERVICES-GARCIA/PEREZ		295877	10,139.18
GALL'S, INC.	0010-801-3103-22300	640.38	POLICE SUPPLIES		295878	
	0010-801-3103-22300	640.38	POLICE SUPPLIES		295878	
	0010-801-3103-22300	640.38	POLICE SUPPLIES		295878	1,921.14
GALLADE CHEMICAL, INC.	0092-801-4222-23300	907.97	WATER CHEMICAL	80170	295879	
	0092-801-4222-23300	453.99	WATER CHEMICAL	80170	295879	1,361.96
GARVEY EQUIPMENT COMPANY	0010-801-6517-24100	564.22	PARKS SUPPLIES	80068	295880	
	0010-801-6517-24100	27.40	PARKS SUPPLIES	80068	295880	

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						591.62
GENERAL DYNAMICS ITRONIX CORPORATIO	0010-801-3115-38400	430.55	POLICE COMPUTER REPAIR		295881	430.55
GENERAL PUMP COMPANY, INC.	0092-801-4224-81860	19,518.00	WATER-PUMP REPAIR	80312	295882	19,518.00
STEPHEN GIOVANAZZI	0010-801-3103-22310	114.05	POLICE UNIFORM REIMBURSEMENT		295883	114.05
GORDON TERMITE CONTROL INC	0092-801-4222-22750	185.00	PEST CONTROL		295884	185.00
GOVCONNECTION INC	0010-801-1403-22750	14.65	COMPUTER SUPPLIES		295885	54.40
	0010-801-1403-22750	39.75	COMPUTER SUPPLIES		295885	
GOVERNMENT FINANCE OFFICERS	0010-801-1403-39350	45.00	PUBLICATION		295886	45.00
GRAINGER	0092-801-4210-23050	166.66	ELECTRICAL SUPPLIES	80129	295887	297.68
	0092-801-4210-23050	54.16	ELECTRICAL SUPPLIES	80129	295887	
	0092-801-4222-23400	76.86	ELECTRICAL SUPPLIES	80167	295887	
GRAND PRIX TIRE & AUTO CENTER	0060-801-4211-38400	185.00	FLEET TIRE UNIT 919	80013	295888	185.00
GRISWOLD INDUSTRIES	0092-801-4222-38400	850.20	WATER PARTS	80168	295889	850.20
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	68.57	FLEET PARTS UNIT 949	80014	295890	
	0060-801-4211-23500	39.60	FLEET PARTS	80014	295890	
	0060-801-4211-23500	10.55	FLEET PARTS	80014	295890	
	0060-801-4211-23500	254.40	FLEET PARTS UNIT 991	80014	295890	
	0060-801-4211-23500	44.40	FLEET PARTS UNIT 988	80014	295890	
	0060-801-4211-23500	198.86-	FLEET PARTS-CREDIT	80014	295890	
	0060-801-4211-23500	17.99-	FLEET PARTS-CREDIT	80014	295890	

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H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	155.87-	FLEET PARTS-CREDIT	80014	295890	44.80
BING HAN	0010-801-3104-22310	212.74	POLICE UNIFORM REIMBURSEMENT		295891	212.74
HAROLD'S KEY SHOP, INC.	0060-801-4211-38400	81.10	KEY/LOCK SERVICES		295892	
	0060-801-4211-38410	24.80	KEY/LOCK SERVICES		295892	
	0010-801-6502-38100	78.08	KEY/LOCK SERVICES	80326	295892	183.98
HARRINGTON INDUSTRIAL PLASTICS	0092-801-4222-24100	277.57	PLUMBING SUPPLIES	80162	295893	
	0092-801-4222-24100	365.85	PLUMBING SUPPLIES	80162	295893	643.42
HAVIS INC	0010-801-3115-38400	199.00	POLICE COMPUTER REPAIR		295894	199.00
HEALTHFIRST MEDICAL GROUP	0010-801-1801-31900	125.00	PRE-EMPLOYMENT PHYSICALS		295895	125.00
HERNANDEZ FLOOR COVERING	0092-801-4210-38100	950.00	FLOOR REPAIR		295896	
	0010-801-5004-96037	5,480.00	CARPET INSTALLATION	80412	295896	
	0092-801-4210-38100	350.00	FLOOR REPAIR		295896	
	0092-801-4210-38100	375.00	FLOOR REPAIR		295896	
	0092-801-4210-38100	400.00	FLOOR REPAIR		295896	7,555.00
HERSHEY BUSINESS PRODUCTS, LLC	0010-801-1201-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1301-38400	70.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1403-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1406-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1701-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1703-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-1801-38400	70.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-3101-38400	35.00	TYPEWRITERS MAINTENANCE		295897	

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HERSHEY BUSINESS PRODUCTS, LLC	0010-801-3103-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-3104-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-3114-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-3120-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0071-801-3210-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-3205-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-4209-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-4212-24100	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-6502-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
	0010-801-6505-38400	35.00	TYPEWRITERS MAINTENANCE		295897	
						700.00
HIGHLAND PRODUCTS GROUP LLC	0075-450-0075-08915	11,828.71	PARK & STREET EQUIPMENT (TRUST)	80330	295898	11,828.71
HINDERLITER, DE LLAMAS & ASSOC.	0010-801-1403-31400	1,050.00	CONTRACT SERVICES-SALES TAX	80317	295899	
	0010-701-0010-01500	5,176.89	CONTRACT SERVICES-SALES TAX		295899	
						6,226.89
SONJA HOLLADAY	0159-801-6507-31920	4,257.37	INSTRUCTOR-RECREATION CLASS		295900	
	0159-801-6507-31920	2,964.50	INSTRUCTOR-RECREATION CLASS		295900	
						7,221.87
HOME DEPOT CREDIT SERVICES	0010-801-6503-23050	58.94	HARDWARE SUPPLIES		295901	
	0010-801-6503-23050	113.58	HARDWARE SUPPLIES		295901	
	0010-801-6503-23050	69.49	HARDWARE SUPPLIES		295901	
	0010-801-5004-96037	188.35	HARDWARE SUPPLIES		295901	
	0010-801-6517-22400	47.15	HARDWARE SUPPLIES		295901	
	0060-801-4211-23500	425.05	HARDWARE SUPPLIES	80017	295901	
	0010-801-6517-23050	183.37	HARDWARE SUPPLIES	80070	295901	
	0092-801-4210-23050	48.81	HARDWARE SUPPLIES	80133	295901	
	0010-801-4202-22400	10.84	HARDWARE SUPPLIES	80133	295901	
	0010-801-4210-23100	22.24	HARDWARE SUPPLIES	80133	295901	

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HOME DEPOT CREDIT SERVICES	0010-801-4210-23100	62.60	HARDWARE SUPPLIES	80133	295901	
	0010-801-4210-23100	105.57	HARDWARE SUPPLIES	80133	295901	
	0010-801-4210-23100	66.00	HARDWARE SUPPLIES	80133	295901	
	0022-801-4206-23900	104.07	HARDWARE SUPPLIES	80133	295901	
	0010-801-4210-24100	289.34	HARDWARE SUPPLIES	80133	295901	
	0092-801-4210-23050	420.93	HARDWARE SUPPLIES	80133	295901	
	0092-801-4210-23050	68.95	HARDWARE SUPPLIES	80133	295901	
	0092-801-4222-23700	159.99	HARDWARE SUPPLIES	80161	295901	
						2,445.27
HP COMMUNICATIONS	0075-450-0075-08200	500.00	REFUND CONCRETE BOND (TRUST)		295902	
						500.00
	0075-450-0075-08200	500.00	REFUND CONCRETE BOND (TRUST)		295903	
						500.00
DAREY HUO	0075-450-0075-08200	5,930.00	REFUND CONCRETE BOND (TRUST)		295904	
						5,930.00
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	433.48	POOL CHEMICAL	80365	295905	
	0010-801-6503-23050	199.80	POOL CHEMICAL	80365	295905	
	0010-801-6503-23050	253.59	POOL CHEMICAL	80365	295905	
	0010-801-6503-23050	261.27	POOL CHEMICAL	80365	295905	
	0010-801-6503-23050	476.44	POOL CHEMICAL	80365	295905	
	0010-801-6503-23050	720.62	POOL CHEMICAL	80365	295905	
						2,345.20
INTERSTATE BATTERY SYSTEMS OF	0060-801-4211-23500	93.63	FLEET SUPPLIES		295906	
						93.63
MARK ISHIDA	0159-801-6507-31910	465.00	INSTRUCTOR-RECREATION CLASS		295907	
	0159-801-6507-31920	340.50	INSTRUCTOR-RECREATION CLASS		295907	
	0159-801-6507-31920	340.50	INSTRUCTOR-RECREATION CLASS		295907	
						1,146.00
J.G. MENDOZA ELECTRIC INC.	0092-801-4210-38100	494.94	ELECTRICAL WORK		295908	

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J.G. MENDOZA ELECTRIC INC.	0092-801-4210-38100	651.20	ELECTRICAL WORK		295908	1,146.14
JAYVEE DANCE (DBA)	0159-801-6507-31920	164.47	INSTRUCTOR-RECREATION CLASS		295909	164.47
JHM SUPPLY INC	0010-801-6517-23300	101.31	PARKS SUPPLIES	80072	295910	
	0010-801-6517-23300	168.31	PARKS SUPPLIES	80072	295910	269.62
JOHN L. HUNTER & ASSOC., INC.	0184-801-4208-31950	475.00	USED OIL PROGRAM	80352	295911	
	0043-801-4203-31950	2,495.00	NPDES SERVICES	80351	295911	
	0043-801-4203-31950	9,880.00	NPDES SERVICES	80388	295911	12,850.00
JWA URBAN CONSULTANTS INC	0169-801-2201-31850	1,708.50	CONSULTING SERVICES	80314	295912	
	0152-801-2206-31850	2,014.50	CONSULTING SERVICES	80314	295912	
	0880-801-2207-31950	7,425.00	CONSULTING SERVICES	80413	295912	
	0169-801-2201-31850	7,158.00	CONSULTING SERVICES	80314	295912	18,306.00
K Y SMOG AND TEST ONLY	0060-801-4211-38400	45.00	SMOG CHECK UNIT 877	80323	295913	45.00
RICHARD KAGEYAMA	0159-801-6507-31920	473.63	INSTRUCTOR-RECREATION CLASS		295914	473.63
GABRIELA KASANJIAN	0159-801-6507-31920	104.00	INSTRUCTOR-RECREATION CLASS		295915	104.00
ERIC KIM	0010-801-3103-22310	187.19	POLICE UNIFORM REIMBURSEMENT		295916	187.19
KNIGHT COMMUNICATIONS INC	0160-801-3115-31700	10,250.00	SYSTEM MANAGEMENT SERVICE	80087	295917	
	0010-801-1301-38400	413.83	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-1404-38400	346.83	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0043-801-1404-38400	343.33	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0092-801-1404-38400	525.50	SYSTEM MANAGEMENT SERVICE	80214	295917	

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KNIGHT COMMUNICATIONS INC	0010-801-1701-38400	343.33	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-1702-38400	343.33	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-1703-38400	343.33	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-1801-38400	643.75	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-3115-38400	1,115.84	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-3201-38400	772.50	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0022-801-4202-38400	386.25	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0092-801-4210-38400	303.42	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0060-801-4211-38400	1,716.67	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0043-801-4212-38400	386.25	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0092-801-4220-38400	1,545.00	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0131-801-6001-38400	686.67	SYSTEM MANAGEMENT SERVICE	80214	295917	
	0010-801-6502-38400	944.17	SYSTEM MANAGEMENT SERVICE	80214	295917	
						21,410.00
KNOWLES-MCNIFF	0010-801-1404-31700	888.16	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0043-801-1404-31700	4,433.23	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0092-801-1404-31700	4,746.89	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0010-801-3115-31700	752.50	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0010-801-3220-31700	262.49	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0092-801-4221-31700	1,243.41	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4226-31700	266.42	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4227-31700	310.91	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4228-31700	266.41	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4229-31700	248.67	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4231-31700	319.75	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0093-801-4232-31700	266.42	FINANCE SOFTWARE MAINTENANCE	80213	295918	
	0010-801-6001-31700	1,009.74	FINANCE SOFTWARE MAINTENANCE	80213	295918	
						15,015.00
AI HWA KUNG	0159-801-6507-31920	86.13	INSTRUCTOR-RECREATION CLASS		295919	

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						86.13
TOM KURAI	0075-450-0075-08500	300.00	HARMONY FESTIVAL (TRUST)		295920	300.00
L & M FOOTWEAR DBA SHOETERIA	0092-801-4222-22300	200.00	SAFETY BOOTS-R MARTINEZ	80361	295921	200.00
L.A.U.S.D. PERSONNEL	0010-801-1801-39400	90.00	BILINGUAL TEST		295922	90.00
L.B.I. AIR, INC.	0060-801-3210-38400	1,100.34	FIRE-REPAIRS TRUCK 62		295923	1,100.34
LA SUSHI CATERING INC	0010-701-0010-02020	1.00	REFUND BUSINESS LICENSE FEE		295924	
	0010-701-0010-02010	45.00	REFUND BUSINESS LICENSE FEE		295924	46.00
LAC/USC MEDICAL CENTER	0010-801-3104-31950	1,460.00	INVESTIGATION SERVICE	80060	295925	1,460.00
LAWN MOWER CORNER/KNG POWER EQUIPME	0092-801-4222-38400	65.00	WATER TOOLS		295926	
	0060-801-4211-23500	139.40	FLEET PARTS	80020	295926	
	0092-850-4211-54930	1,411.55	WATER TRASH PUMP		295926	
	0176-801-6516-38500	50.10	PARKS SUPPLIES	80074	295926	
	0176-801-6516-38500	43.52	PARKS SUPPLIES	80074	295926	1,709.57
LEAD TECH ENVIRONMENTAL, INC.	0152-801-2206-38650	755.00	LEAD TESTING-1764 BLUESTONE		295927	755.00
CHIU SANG LEE	0159-801-6507-31920	235.55	INSTRUCTOR-RECREATION CLASS		295928	235.55
LIEBERT CASSIDY WHITMORE	0010-801-1601-31600	273.90	LEGAL-GENERAL		295929	
	0010-801-1601-31600	2,581.31	LEGAL-PITCHESS MOTINS		295929	
	0010-801-1601-31600	122.50	LEGAL-ACA ADVICE		295929	
	0010-801-1601-31600	517.50	LEGAL-R BARRERA		295929	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						3,495.21
LIFE SAFETY CONSULTING & ENGINEERING	0010-701-0010-06330	412.50	FIRE PLAN CHECK	80058	295930	
	0010-701-0010-06330	862.50	FIRE PLAN CHECK	80058	295930	1,275.00
LIFE-ASSIST INC	0010-801-3220-24200	592.16	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-24200	253.87	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-22350	73.50	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-22350	98.30	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-22350	1,339.07	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-24200	228.54	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-22350	1,277.70	FIRE MEDICAL SUPPLIES	80250	295931	
	0010-801-3220-24200	344.00	FIRE MEDICAL SUPPLIES	80250	295931	4,207.14
THE LIGHTHOUSE INC (DBA)	0060-801-4211-23500	38.53	FLEET PARTS	80045	295932	38.53
LINCOLN EQUIPMENT INC.	0010-801-6503-31150	184.22	POOL SUPPLIES		295933	184.22
LOOMIS ARMORED US, INC.	0010-701-0010-03700	508.28	ARMORED CARRIER SERVICE		295934	508.28
LOS ANGELES COUNTY AUDITOR	0010-801-3104-31950	166.00	AUTOPSY REPORT		295935	166.00
LOS ANGELES COUNTY DEPT. OF	0010-701-0010-06850	3,119.66	INDUSTRIAL WASTE INSPECTION		295936	
	0010-701-0010-06850	1,280.16	INDUSTRIAL WASTE PERMIT		295936	4,399.82
LOS ANGELES COUNTY FIRE DEPT.	0060-801-3210-38400	1,265.54	REPAIR FIRE TRUCKS	80238	295937	
	0060-801-3210-38400	322.97	REPAIR FIRE TRUCKS	80238	295937	1,588.51
LOS ANGELES COUNTY SHERIFF'S DEPT	0010-801-3113-22600	893.30	PRISONER MEALS	80089	295938	893.30

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
LOS ANGELES COUNTY TAX	0092-801-4222-41100	267.39	13-14 PROPERTY TAX		295939	
	0092-801-4222-41100	77.41	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	299.90	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	253.98	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	67.70	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	98.17	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	3,218.43	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	121.88	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	72.81	13-14 PROPERTY TAX	80428	295939	
	0092-801-4222-41100	169.76	13-14 PROPERTY TAX	80428	295939	
						4,647.43
MALCOLITE CORPORATION	0092-801-4210-23050	285.47	BUILDING MAINT SUPPLIES		295940	
	0092-801-4210-23050	219.09	BUILDING MAINT SUPPLIES		295940	
	0092-801-4210-23050	56.14	BUILDING MAINT SUPPLIES		295940	
						560.70
MANNING & KASS, ELLROD, RAMIREZ, TR	0062-801-5101-31600	25,900.14	LEGAL SERVICES-Z XU		295941	
	0062-801-5101-31600	36,358.24	LEGAL SERVICES-GARCIA/PEREZ		295941	
						62,258.38
MARIPOSA LANDSCAPES, INC	0092-801-4222-38500	2,000.00	LANDSCAPING MAINTENANCE	80292	295942	
	0092-801-4222-38500	296.07	LANDSCAPING MAINTENANCE		295942	
	0092-801-4222-38500	130.00	LANDSCAPING MAINTENANCE		295942	
						2,426.07
MARK KITCHEN EQUIPMENT SERVICES, INC	0010-801-4210-23700	378.90	FIRE REPAIR RANGE		295943	
						378.90
MARTIN FLORIST	0010-801-6508-22750	163.50	FLORAL ARRANGEMENTS		295944	
						163.50
JOHN MARTINDALE	0136-801-3101-33250	473.00	POLICE POST TRAINING		295945	
						473.00
MATCO TOOLS (DBA)	0060-801-4211-24100	282.58	FLEET TOOLS		295946	

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						282.58
MCMaster-CARR SUPPLY CO.	0092-801-4222-38100	105.95	WATER SUPPLIES	80156	295947	
	0092-801-4222-38100	76.35	WATER SUPPLIES	80156	295947	
	0092-801-4222-24100	260.50	WATER SUPPLIES	80156	295947	
	0092-801-4222-23400	350.70	WATER SUPPLIES	80156	295947	
	0092-801-4222-23700	92.42	WATER SUPPLIES	80156	295947	
	0092-801-4222-23700	31.83	WATER SUPPLIES	80156	295947	
	0092-801-4222-23700	83.47	WATER SUPPLIES	80156	295947	
	0092-801-4222-23700	62.22	WATER SUPPLIES	80156	295947	
						1,063.44
MERCON HILLSIDE FOUNDATION	0075-450-0075-08160	250.00	REFUND HYDRANT DEPOSIT		295948	
	0093-701-0093-07530	95.01-	WATER USAGE		295948	
						154.99
METROPOLITAN TRANSPORTATION	0109-801-6511-41200	4,018.00	LANGLEY TAP CARD SALES 7/13		295949	
	0109-801-6511-41200	3,346.00	LANGLEY TAP CARD SALES 8/13		295949	
						7,364.00
MIDORI LANDSCAPE INC	0344-801-5002-99290	2,790.00	LANDSCAPING MAINTENANCE	80075	295950	
						2,790.00
MIG	0075-450-0075-08660	62.50	SENIOR HOUSING PROJECT (TRUST)	80284	295951	
	0010-450-1701-02530	1,087.85	HOUSING ELEMENT UPDATE		295951	
						1,150.35
MISSION SUPER HARDWARE	0010-801-6517-23050	93.16	HARDWARE SUPPLIES	80076	295952	
	0010-801-3210-38400	88.64	HARDWARE SUPPLIES	80248	295952	
	0010-801-3210-38400	36.48	HARDWARE SUPPLIES	80248	295952	
	0010-801-6517-23050	78.44	HARDWARE SUPPLIES		295952	
	0092-801-4223-23300	132.30	HARDWARE SUPPLIES		295952	
						429.02
MOBILE MINI LLC	0075-450-0075-08915	115.26	FARMERS MKT STORAGE (TRUST)		295953	
						115.26

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MONTEREY CAR WASH INC	0060-801-4211-38400	643.00	CAR WASHES	80029	295954	643.00
MOTOROLA SOLUTIONS, INC	0060-801-4211-54050	6,278.08	EOC COMMUNICATION EQUIP.	80397	295955	6,278.08
MR. ROOTER PLUMBING (DBA)	0092-801-4210-38100	492.00	PLUMBING SERVICES		295956	492.00
NEC BUSINESS NETWORK SOLUTIONS	0010-801-3112-38400	1,606.00	PHONE LINE SERVICE	80096	295957	1,606.00
NEW CENTURY BMW MOTORCYCLES	0060-801-4211-38400	314.73	FLEET REPAIR UNIT 048	80032	295958	314.73
NORMAN SCHALL & ASSOCIATES	0062-801-5101-35650	1,250.15	CLAIM EXPENSE-Z XU		295959	3,363.20
	0062-801-5101-35650	920.75	CLAIM EXPENSE-Z XU		295959	
	0062-801-5101-35650	1,192.30	CLAIM EXPENSE-Z XU		295959	
NORMAN'S NURSERY INC	0010-801-5004-96037	245.25	PARKS SUPPLIES		295960	862.19
	0010-801-5004-96037	616.94	PARKS SUPPLIES		295960	
LEE O NORRIS	0010-801-3103-22310	31.71	POLICE UNIFORM REIMBURSEMENT		295961	31.71
O'REILLY AUTO PARTS	0060-801-3210-38400	20.70	FIRE PARTS UNIT 61		295962	20.70
OFFICE DEPOT INC.	0060-850-4211-54500	62.37	OFFICE SUPPLIES		295963	
	0010-801-1101-21250	26.55	OFFICE SUPPLIES		295963	
	0010-801-1101-21250	24.83	OFFICE SUPPLIES		295963	
	0010-801-3114-21350	290.79	OFFICE SUPPLIES	80097	295963	
	0010-801-3114-21350	168.41	OFFICE SUPPLIES	80097	295963	
	0010-801-3103-22750	369.51	OFFICE SUPPLIES		295963	
	0092-801-4222-24150	108.99	OFFICE SUPPLIES	80197	295963	
	0010-801-6517-21350	124.25	OFFICE SUPPLIES	80078	295963	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-6517-21350	97.97	OFFICE SUPPLIES	80078	295963	
	0010-801-1701-21350	30.30	OFFICE SUPPLIES	80207	295963	
	0010-801-1703-21250	5.76	OFFICE SUPPLIES	80207	295963	
	0010-801-1703-21350	18.75	OFFICE SUPPLIES	80207	295963	
	0010-801-1703-21350	8.65	OFFICE SUPPLIES	80207	295963	
	0010-801-1702-21200	18.98	OFFICE SUPPLIES	80207	295963	
	0010-801-1702-21250	34.95	OFFICE SUPPLIES	80207	295963	
	0060-801-4211-21350	18.61	OFFICE SUPPLIES	80033	295963	
	0043-801-4208-22170	414.84	OFFICE SUPPLIES		295963	
	0092-801-4210-23050	340.90	OFFICE SUPPLIES		295963	
	0010-801-1407-21250	61.55	OFFICE SUPPLIES		295963	
	0010-801-1407-21250	52.49	OFFICE SUPPLIES		295963	
	0010-801-6505-21350	52.49	OFFICE SUPPLIES		295963	
	0010-801-1801-21250	52.50	OFFICE SUPPLIES		295963	
	0010-801-6502-38250	50.10	OFFICE SUPPLIES	80324	295963	
	0010-801-6502-38250	79.40	OFFICE SUPPLIES	80324	295963	
	0010-801-6502-38250	44.44-	OFFICE SUPPLIES-CREDIT	80324	295963	
	0010-801-3230-21350	34.61	OFFICE SUPPLIES	80251	295963	
	0010-801-3210-21350	148.20	OFFICE SUPPLIES	80251	295963	
	0010-801-3210-21350	7.32	OFFICE SUPPLIES	80251	295963	
	0010-801-3210-21350	20.70	OFFICE SUPPLIES	80251	295963	
	0010-801-1801-21350	97.98	OFFICE SUPPLIES		295963	
	0010-801-1802-21250	73.89	OFFICE SUPPLIES		295963	
	0010-801-1802-21250	24.64	OFFICE SUPPLIES		295963	
						2,876.84
OFFICE SOLUTIONS	0010-801-1301-21350	192.81	OFFICE SUPPLIES		295964	
	0010-801-1407-21350	66.84	OFFICE SUPPLIES	80265	295964	
	0010-801-1407-21350	92.82	OFFICE SUPPLIES	80265	295964	
	0010-801-1407-21350	12.52-	OFFICE SUPPLIES-CREDIT	80265	295964	

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OFFICE SOLUTIONS	0010-801-1407-21350	26.09	OFFICE SUPPLIES-CREDIT	80265	295964	
	0010-801-1403-21350	555.64	OFFICE SUPPLIES	80318	295964	
	0010-801-1403-21350	67.78	OFFICE SUPPLIES	80318	295964	
	0010-801-1403-21350	47.14	OFFICE SUPPLIES	80318	295964	984.42
ON TRAC	0010-801-1701-32200	3.59	COURIER SERVICES		295965	3.59
NELSON ONG	0159-801-6507-31920	840.38	INSTRUCTOR-RECREATION CLASS		295966	840.38
PACIFIC COAST TOOL & SUPPLY	0092-801-4223-23700	338.66	STREET-SUPPLIES		295967	338.66
PARAMOUNT PAINTING INC (DBA)	0092-801-4210-38100	600.00	BARNES GYM INSTALL PLYWOOD		295968	
	0092-801-4210-38100	680.00	BARNES GYM INSTALL PLYWOOD		295968	1,280.00
PARKHOUSE TIRE, INC.	0060-801-4211-23500	487.08	FLEET TIRES	80035	295969	
	0060-801-4211-23500	682.64	FLEET TIRES	80035	295969	1,169.72
PAYKE GYMNASIAC ACADEMY	0159-801-6507-31920	218.87	INSTRUCTOR-RECREATION CLASS		295970	218.87
PLUMBING WHOLESALE OUTLET	0010-801-4210-23300	275.67	PLUMBING SUPPLIES		295971	275.67
PREFERRED ALLIANCE INC	0010-801-1801-31900	78.00	DRIVER TESTING		295972	78.00
PRINTLINK INC.,	0010-801-3114-39250	473.00	POLICE-PROPERTY RECEIPT		295973	473.00
PRO LINE GYMNASIUM FLOORS	0075-450-0075-08915	3,150.00	GYM FLOOR MAINTENANCE (TRUST)	80354	295974	3,150.00
PROFESSIONAL CHIEF OFFICERS ASSOCIATION	0010-801-3230-39700	400.00	DISASTER TRAINING REFRESHMENTS		295975	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						400.00
PROGRESS PRINTERS	0092-801-4220-21250	1,500.00	ENVELOPES	80414	295976	
	0092-801-4222-21250	135.00	ENVELOPES	80414	295976	
	0092-801-4222-21250	615.00	ENVELOPES	80414	295976	
	0092-801-4220-39250	500.00	ENVELOPES	80414	295976	
	0092-801-4220-21350	629.00	ENVELOPES	80414	295976	
						3,379.00
PROMINENT SYSTEMS, INC	0093-801-4230-23300	6,000.00	WELLS CARBON CHANGE OUT	80421	295977	
						6,000.00
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22300	28.65	FLEET UNIFORMS	80039	295978	
	0060-801-4211-22300	28.65	FLEET UNIFORMS	80039	295978	
	0060-801-4211-22300	28.65	FLEET UNIFORMS	80039	295978	
	0060-801-4211-22150	26.64	FLEET SHOP RAGS	80039	295978	
	0010-801-3210-22150	18.64	FLEET SHOP RAGS	80039	295978	
	0060-801-4211-22150	26.64	FLEET SHOP RAGS	80039	295978	
	0010-801-3210-22150	18.64	FLEET SHOP RAGS	80039	295978	
	0060-801-4211-22150	26.64	FLEET SHOP RAGS	80039	295978	
	0010-801-3210-22150	18.64	FLEET SHOP RAGS	80039	295978	
						221.79
PWS, THE LAUNDRY COMPANY	0010-801-5002-88560	2,355.49	FIRE EQUIPMENT	80407	295979	
						2,355.49
QUILL CORPORATION	0010-801-1704-21350	22.88	OFFICE SUPPLIES		295980	
						22.88
QUINN COMPANY	0060-801-4211-23500	190.76	FLEET PARTS UNIT 896		295981	
						190.76
R S D REFRIGERATION	0010-801-4210-23700	1,192.33	AIR CONDITIONING PARTS	80143	295982	
						1,192.33
RAINBOW ART	0159-801-6507-31920	192.10	INSTRUCTOR-RECREATION CLASS		295983	
						192.10

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
RCS INVESTIGATIONS & CONSULTING, LI	0010-801-1801-31950	500.00	BACKGROUND INVESTIGATION		295984	500.00
RED WING SHOE STORES	0092-801-4223-22300	200.00	SAFETY BOOTS-D MIRELES	80362	295985	200.00
FRANK REDONDO	0075-450-0075-08630	150.00	REFUND SECURITY DEPOSIT(TRUST)		295986	150.00
RENKOW MECHANICAL INC	0010-801-4210-38150	535.00	AIR CONDITIONING REPAIR	80142	295987	1,185.00
	0010-801-4210-38150	320.00	AIR CONDITIONING REPAIR	80142	295987	
	0010-801-4210-38150	330.00	AIR CONDITIONING REPAIR	80142	295987	
RENT-A-TOOL	0010-801-4210-37800	102.00	PUBLIC WORKS LIGHT TOWER		295988	730.63
	0010-801-6517-22100	115.16	PARKS TOOLS		295988	
	0010-801-6517-22100	116.31	PARKS TOOLS		295988	
	0010-801-5004-96037	352.16	PARKS TOOLS		295988	
	0022-801-4206-23900	20.00	PUBLIC WORKS TOOLS REPAIR		295988	
	0022-801-4206-23900	25.00	PUBLIC WORKS TOOLS REPAIR		295988	
ROCHESTER MIDLAND	0010-801-6502-31950	570.63	JANITORIAL SUPPLIES		295989	1,141.26
	0010-801-6502-31950	570.63	JANITORIAL SUPPLIES		295989	
ROYAL WHOLESALE ELECTRIC	0093-801-4228-23300	207.09	WATER PARTS	80192	295990	414.18
	0092-801-4222-23400	207.09	WATER PARTS	80192	295990	
S & J SUPPLY CO.	0092-801-4223-23300	392.67	WATER SUPPLIES	80194	295991	720.08
	0093-801-4229-23300	327.41	WATER SUPPLIES	80194	295991	
S C FUELS (DBA)	0060-801-4211-22250	13,062.48	FUEL 10/13	80042	295992	13,062.48
SAFECHECKS	0010-801-1403-21250	471.25	PAYROLL CHECKS STOCK		295993	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SAFECHECKS	0010-801-1403-21250	755.00	WARRANT CHECKS STOCK		295993	1,226.25
SAN GABRIEL VALLEY WATER CO.	0092-801-4222-36300	53.31	WATER SERVICES		295994	53.31
SANCHEZ & SONS CABINETS	0071-850-5002-99723	5,400.00	FIRE CABINETS	70642	295995	5,802.00
	0349-850-3201-39400	402.00	FIRE CABINETS	70642	295995	
SEA CLEAR POOLS INC	0010-801-6503-38200	204.43	POOL SERVICES	80278	295996	372.50
	0010-801-6503-38200	168.07	POOL SERVICES		295996	
SEARS, ROEBUCK AND CO.	0092-801-4210-23050	283.93	WASHER REPAIR		295997	283.93
TERESA REAL SEBASTIAN	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		295998	200.00
	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		295998	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		295998	
SELECT TRENCHLESS PIPELINE INC.	0075-450-0075-08200	500.00	REFUND EXCAVATION BOND (TRUST)		295999	500.00
RUBEN SEMERENA	0136-801-3101-33250	250.00	POLICE POST TRAINING		296000	250.00
	0136-801-3101-33250	250.00	POLICE POST TRAINING		296001	250.00
SHRED-IT LOS ANGELES	0010-801-3114-38400	116.91	SHREDDING SERVICES		296002	116.91
SMS INC	0010-801-3115-38400	682.00	SERVER MAINTENANCE	80098	296003	682.00
SNAP-ON INDUSTRIAL, A DIVISION OF J	0060-801-4211-38400	233.49	FLEET TOOLS	80043	296004	
	0060-801-4211-38400	145.53	FLEET TOOLS	80043	296004	

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						379.02
SOLANO PRESS BOOKS	0010-801-1701-39350	93.72	PUBLICATION		296005	93.72
SOUTHEAST CONSTRUCTION PRODUCT	0010-801-3210-22750	181.81	FIRE LANDSCAPING ROCK		296006	
	0092-801-4222-23700	168.59	FIRE LANDSCAPING ROCK		296006	350.40
STAPLES BUSINESS ADVANTAGE	0010-801-3230-22750	334.12	OFFICE SUPPLIES		296007	
	0092-801-4210-23050	326.99	OFFICE SUPPLIES		296007	661.11
STOTZ EQUIPMENT	0010-801-3210-38400	839.09	FIRE EQUIPMENT		296008	
	0010-801-3210-38400	839.09	FIRE EQUIPMENT		296008	1,678.18
STRATUS TECHNOLOGIES IRELAND, LTD	0010-801-3115-38400	3,276.00	POLICE CAD/RMS SERVER	80356	296009	3,276.00
SUCCESS PRINTING GRAPHICS INC	0010-801-6509-31880	2,683.00	CASCADES PRINTING	80381	296010	2,683.00
SUNBURST DECORATIVE ROCK INC	0010-801-5004-96037	450.52	LANDSCAPING SUPPLIES		296011	450.52
SUPER PRINT LITHOGRAPHICS INC	0010-801-1703-39250	575.00	CORRECTION NOTICE		296012	575.00
SUPERCO SPECIALTY PRODUCTS (DBA)	0010-801-4202-23950	453.01	PUBLIC WORKS SUPPLIES		296013	
	0010-801-4202-23950	418.57	PUBLIC WORKS SUPPLIES		296013	871.58
SUPREME TROPHIES & GIFTS CO.	0010-801-6508-22670	58.86	BADGES		296014	58.86
SWRCB FEES	0042-801-4204-31950	10,405.00	PERMIT-SEWER		296015	
	0043-801-4203-31950	23,982.00	PERMIT-MUNICIPAL STORM WATER		296015	34,387.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-4209-22300	82.84	UNIFORM-R QUARTON	80206	296016	
	0010-801-3114-22310	39.24	UNIFORM-S CASTILLO	80101	296016	
	0010-801-3114-22310	188.47	UNIFORM-T CHEUNG	80101	296016	
	0010-801-3102-22310	19.62	UNIFORM-B PFLUGHOF	80101	296016	
	0010-801-3102-22310	76.30	UNIFORM-J SILVERMAN	80101	296016	
	0010-801-3103-22310	19.13	UNIFORM-R COTA	80101	296016	
	0010-801-3103-22310	54.33	UNIFORM-S GIOVANAZZI	80101	296016	
	0010-801-3103-22310	107.91	UNIFORM-T JOHNSON	80101	296016	
	0010-801-3103-22310	382.59	UNIFORM-J SANCHEZ	80101	296016	
	0010-801-3104-22310	107.41	UNIFORM-J FRESCAS	80101	296016	
	0010-801-3104-22310	58.86	UNIFORM-A GUEVARA	80101	296016	
	0010-801-3104-22310	66.71	UNIFORM-R LOPEZ	80101	296016	
	0010-801-3101-22320	176.58	UNIFORM-J REYES		296016	
	0010-801-3101-22320	68.59	UNIFORM-F WOO	80101	296016	
	0075-450-0075-08420	23.54	UNIFORM-EXPLORER (TRUST)		296016	
	0075-450-0075-08420	19.12	UNIFORM-EXPLORER (TRUST)		296016	
	0075-450-0075-08420	19.12	UNIFORM-EXPLORER (TRUST)		296016	
	0075-450-0075-08420	19.12	UNIFORM-EXPLORER (TRUST)		296016	
	0176-801-6516-22310	197.26	UNIFORM-F PADILIA	80082	296016	
	0010-801-3103-22310	113.80	UNIFORM-B HUNG	80101	296016	
	0010-801-3210-22310	421.83	UNIFORM-T AYALA	80247	296016	
	0010-801-3210-22310	310.65	UNIFORM-R MATA	80247	296016	
	0010-801-3210-22310	505.22	UNIFORM-B GOMORY	80247	296016	
	0010-801-3210-22310	342.26	UNIFORM-S MELTON	80247	296016	
	0010-801-3210-22310	65.40	UNIFORM-M SILVESTRO	80247	296016	
	0010-801-3210-22310	76.30	UNIFORM-S MELTON	80247	296016	
	0010-801-3210-22310	98.10	UNIFORM-M OLIVAS	80247	296016	
	0010-801-3210-22310	499.36	UNIFORM-D MARQUARDT	80247	296016	
	0010-801-3210-22310	148.24	UNIFORM-J MORALES	80247	296016	
	0010-801-3210-22310	218.00	UNIFORM-N LAKIN	80247	296016	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-3210-22310	32.16	UNIFORM-J GIN	80247	296016	
	0010-801-3210-22310	188.71	UNIFORM-N MARTIN	80247	296016	
	0010-801-3210-22310	119.90	UNIFORM-S KELLEY	80247	296016	
	0010-801-3210-22310	534.10	UNIFORM-J LEGA	80247	296016	
	0010-801-3210-22310	109.00	UNIFORM-K TEMPLEMENT	80247	296016	
	0010-801-3210-22310	54.69	UNIFORM-J CARTER	80247	296016	
						5,564.46
TRANSTECH	0010-801-1701-31950	4,049.50	SPECIAL COORDINATOR		296017	
	0010-801-1703-31950	4,049.50	SPECIAL COORDINATOR		296017	
	0010-801-1701-31950	50.00	CITY ENGINEER		296017	
	0010-801-1702-31950	50.00	CITY ENGINEER		296017	
	0010-801-1703-31950	50.00	CITY ENGINEER		296017	
	0043-801-4208-31950	141.67	CITY ENGINEER		296017	
	0092-801-4220-31950	141.67	CITY ENGINEER		296017	
	0093-801-4226-31950	66.66	CITY ENGINEER		296017	
	0010-801-1703-31950	5,200.00	BUILDING INSPECTOR	80402	296017	
						13,799.00
TRAW ASSOCIATES CONSULTING	0010-450-1703-02520	5,025.00	COMM DEV CONSULTING SVC	80288	296018	
	0010-450-1703-02520	4,800.00	COMM DEV CONSULTING SVC	80288	296018	
	0010-450-1703-02520	4,950.00	COMM DEV CONSULTING SVC	80288	296018	
	0010-450-1703-02520	4,800.00	COMM DEV CONSULTING SVC	80288	296018	
						19,575.00
TRINITY DIVERSIFIED INC.	0060-801-4211-23500	75.08	FLEET REPAIR UNIT 041		296019	
						75.08
TURNOUT MAINTENANCE COMPANY LLC	0010-801-3210-38400	60.00	FIRE UNIFORM CLEANING/REPAIR	80242	296020	
						60.00
UC REGENTS	0010-801-3220-39400	2,609.06	FIRE CONTINUE EDUCATION	80245	296021	
						2,609.06
UNDERGROUND SERVICE ALERT	0092-801-4223-39300	178.50	UNDERGROUND UTILITY SERVICES		296022	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						178.50
UNITED RENTALS NORTHWEST INC	0092-801-4222-37300	500.72	WATER TRUCK RENTAL		296023	500.72
UNITED STATES POSTAL SERVICE	0043-801-6509-31880	3,400.00	POSTAGE CASCADES	80304	296024	3,400.00
UNIVAR USA INC (CORP. HEADQUARTERS)	0092-801-4222-23300	325.10	WATER CHEMICAL	80199	296025	325.10
URS CORPORATION	0161-450-4212-06910	880.00	GEOTECH REVIEW-988 SNYDER	80336	296026	
	0161-450-4212-06910	1,100.00	GEOTECH REVIEW-1000 W NEWMARK	80336	296026	
	0161-450-4212-06910	2,090.00	GEOTECH REVIEW-3500 RAMONA	80336	296026	
	0161-450-4212-06910	2,530.00	GEOTECH REVIEW-325 S LINCOLN	80336	296026	
	0161-450-4212-06910	1,100.00	GEOTECH REVIEW-1000 W NEWMARK	80336	296026	
	0161-450-4212-06910	220.00	GEOTECH REVIEW-3500 RAMONA	80336	296026	
	0161-450-4212-06910	1,100.00	GEOTECH REVIEW-1600 GRAVEY	80336	296026	9,020.00
USA MOBILITY WIRELESS, INC	0010-801-3112-32050	118.01	PAGING SERVICES	80269	296027	
	0092-801-4220-32050	4.73	PAGING SERVICES	80269	296027	122.74
VEHICLE TECHNICAL CONSULTANTS	0109-801-4201-31960	960.00	SPIRIT BUS INSPECTION		296028	960.00
VETERINARY HEALTHCARE CENTER	0010-801-3111-31550	25.00	K9 SUPPLIES & SERVICE		296029	
	0010-801-3111-31550	75.00	K9 SUPPLIES & SERVICE		296029	
	0010-801-3111-31550	25.00	K9 SUPPLIES & SERVICE		296029	
	0010-801-3111-31550	25.00	K9 SUPPLIES & SERVICE		296029	150.00
VINNIE'S PORTABLE WELDING	0092-801-4223-23300	500.00	WATER WELDING SERVICES		296030	500.00
VISTA PAINT CO.	0010-801-4202-23950	322.68	STREET PAINT SUPPLIES		296031	322.68

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VULCAN MATERIAL CO	0110-801-4202-23600	549.10	ASPHALT	80150	296032	549.10
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	231.11	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	51.30	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	305.51	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	706.47	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	342.75	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	478.12	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	156.11	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	462.21	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	678.25	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	144.14	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	197.06	ELECTRICAL SUPPLIES	80151	296033	
	0010-801-4210-23400	795.04	ELECTRICAL SUPPLIES	80151	296033	4,548.07
XIAODONG WANG	0159-801-6507-31920	5,152.50	INSTRUCTOR RECREATION CLASS		296034	5,152.50
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	166.90	FLEET PARTS-UNIT 898	80047	296035	
	0060-801-4211-23500	91.30	FLEET PARTS-UNIT 877	80047	296035	
	0060-801-4211-23500	87.12	FLEET PARTS-UNIT 874	80047	296035	
	0060-801-4211-23500	22.51	FLEET PARTS-UNIT 014	80047	296035	
	0060-801-4211-23500	32.02	FLEET PARTS	80047	296035	
	0060-801-4211-23500	28.10	FLEET PARTS-UNIT 988	80047	296035	
	0060-801-4211-23500	166.12	FLEET PARTS-UNIT 991	80047	296035	
	0060-801-4211-23500	16.35-	FLEET PARTS-CREDIT	80047	296035	
	0060-801-4211-23500	32.95-	FLEET PARTS-CREDIT	80047	296035	
	0060-801-4211-23500	277.13-	FLEET PARTS-CREDIT	80047	296035	
	0060-801-4211-23500	31.56-	FLEET PARTS-CREDIT	80047	296035	236.08

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	F.O.	CHECK #	TOTAL
WEST COAST ARBORISTS, INC.	0176-801-6516-31190	7,199.90	TREE MAINTENANCE SERVICES	80333	296036	7,199.90
WESTCO SERVICE COMPANY	0010-801-4210-38150	1,566.00	AIR CONDITIONING REPAIR	80152	296037	
	0010-801-4210-38150	1,157.35	AIR CONDITIONING REPAIR	80152	296037	
	0010-801-4210-38150	815.48	AIR CONDITIONING REPAIR	80152	296037	
	0010-801-4210-38150	840.64	AIR CONDITIONING REPAIR	80152	296037	
	0010-801-4210-38150	819.89	AIR CONDITIONING REPAIR	80152	296037	5,199.36
WESTERN WATER WORKS SUPPLY CO.	0092-801-4223-23300	65.40	WATER SUPPLIES	80378	296038	
	0092-801-4223-23350	1,381.47	WATER SUPPLIES	80378	296038	
	0092-801-4223-23300	1,360.87	WATER SUPPLIES	80378	296038	
	0092-801-4223-23350	1,381.47	WATER SUPPLIES	80378	296038	
	0092-801-4223-23350	1,360.87	WATER SUPPLIES	80378	296038	
	0092-801-4223-23350	1,712.80	WATER SUPPLIES	80378	296038	7,262.88
WHITE CAP CONSTRUCTION SUPPLY	0010-801-4202-23950	230.02	GRAFFITI SUPPLIES		296039	
	0010-801-4202-22400	331.36	STREET SUPPLIES		296039	
	0092-801-4223-23300	52.30	WATER SUPPLIES		296039	613.68
WHITTIER FERTILIZER CO.	0010-801-5004-96037	83.04	PARKS SUPPLIES		296040	
	0010-801-6517-22100	335.26	PARKS SUPPLIES	80084	296040	418.30
LOREN WONG	0075-450-0075-08200	500.00	REFUND EXCAVATION BOND (TRUST)		296041	500.00
RICKY WONG	0159-801-6507-31920	85.80	INSTRUCTOR-RECREATION CLASS		296042	85.80
THOMAS WONG	0159-801-6507-31920	600.60	INSTRUCTOR-RECREATION CLASS		296043	
	0159-801-6507-31920	661.50	INSTRUCTOR-RECREATION CLASS		296043	1,262.10

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VICTOR WONG	0159-801-6507-31920	829.87	INSTRUCTOR-RECREATION CLASS		296044	829.87
XEROX CORPORATION	0010-801-6505-39250	444.21	COPIER RENTAL		296045	444.21
TONY YEE	0075-450-0075-08630	150.00	REFUND SECURITY DEPOSIT (TRUST)		296046	150.00
SIMON YEN	0159-801-6507-31920	180.00	INSTRUCTOR-RECREATION CLASS		296047	180.00
YONGKANG ZHU	0010-701-0010-03630	53.00	REFUND PARKING CITATION		296048	53.00
ZOLL MEDICAL CORPORATION	0010-801-3220-24200	833.85	FIRE MEDICAL SUPPLIES	80243	296049	1,075.01
	0010-801-3220-24200	110.36	FIRE MEDICAL SUPPLIES	80243	296049	
	0010-801-3220-24200	130.80	FIRE MEDICAL SUPPLIES	80243	296049	
ZUMAR INDUSTRIES, INC.	0010-801-4206-23800	147.15	TRAFFIC SIGNS	80153	296050	1,980.79
	0010-801-4206-23800	19.89	TRAFFIC SIGNS	80153	296050	
	0010-801-4206-23800	290.38	TRAFFIC SIGNS	80153	296050	
	0010-801-4206-23800	1,523.37	TRAFFIC SIGNS	80153	296050	
TOTAL FOR PRINTED WARRANTS						692,746.30

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013

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TOTAL FOR PREPAID WARRANTS	118,721.77
TOTAL FOR PRINTED WARRANTS	692,746.30
TOTAL WARRANTS	811,468.07
TOTAL VOID CHECKS	1
TOTAL PREPAID CHECKS	85
TOTAL CHECKS PRINTED	265
TOTAL CHECKS ISSUED	350

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	34,380.14	251,143.88	285,524.02
0022	STATE GAS TAX FUND	297.66	8,514.12	8,811.78
0042	SEWER FUND	5.62	10,405.00	10,410.62
0043	REFUSE FUND	18,957.05	45,676.31	64,633.36
0060	CITY SHOP FUND	3,877.63	29,531.31	33,408.94
0062	GENERAL LIABILITY FUND	0.00	79,456.96	79,456.96
0065	PAYROLL CLEARING ACCOUNT	11,671.27	0.00	11,671.27
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	5,435.00	5,435.00
0075	SPECIAL DEPOSITS FUND	6,622.81	32,822.41	39,445.22
0077	BUSINESS IMPROVEMENT AREA #1	148.12	0.00	148.12
0092	WATER FUND	5,259.43	72,362.06	77,621.49
0093	WATER TREATMENT FUND	0.00	8,121.91	8,121.91
0109	OPA PROPOSITION A	5,500.86	31,261.59	36,762.45
0110	MEASURE R FUND	0.00	549.10	549.10
0131	LIBRARY TAX FUND	2,890.91	686.67	3,577.58
0136	POST	2,764.90	6,244.37	9,009.27
0152	HOME HOUSING PROGRAM	6,040.00	2,769.50	8,809.50
0159	RECREATION FUND	0.00	20,485.14	20,485.14
0160	ASSET FORFEITURE	754.41	10,516.66	11,271.07
0161	CONSTRUCTION AGENCY FUND	0.00	9,020.00	9,020.00
0169	CDBG FUND	3,108.45	8,996.50	12,104.95
0176	MAINTENANCE DISTRICT 93-1	0.00	7,490.78	7,490.78
0178	PROP A - PER PARCEL GRANT	0.00	1,567.50	1,567.50
0184	USED OIL RECYCLING BLOCK GRANT	0.00	475.00	475.00
0259	URBAN AREA INITIATIVE 2011	0.00	8,491.00	8,491.00
0344	MAINTENANCE GRANT (075)	0.00	2,790.00	2,790.00
0349	ELAC INSTRUCTIONAL SERV PROG	1,930.16	402.00	2,332.16
0460	URBAN AREA INITIATIVE 2012	0.00	30,106.53	30,106.53

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 11/20/2013
FUND SUMMARY

53

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0880	CITY/HOUSING SPECIAL REVENUE	14,512.35	7,425.00	21,937.35
	TOTAL	118,721.77	692,746.30	811,468.07

Staff Report City of Monterey Park

Consent Calendar
Agenda Item 4

DATE: November 20, 2013

TO: Paul Talbot, City Manager
FROM: Vincent D. Chang, City Clerk
SUBJECT: City Council Minutes

Attached are minutes for approval by City Council for the following meetings:

- September 25, 2013 (Special)
- October 2, 2013 (Special)
- October 2, 2013 (Regular)
- November 6, 2013 (Special)

FISCAL IMPACT:

None

RECOMMENDATION:

It is recommended that the City Council approved the minutes.

By:



Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
SEPTEMBER 25, 2013**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 25, 2013 at 5:30 p.m.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 5:30 p.m.

FLAG SALUTE:

Mayor Real Sebastian led the flag salute.

ROLL CALL:

Deputy City Clerk Trang called the roll:

Council Members Present: Ing, Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

Also Present: City Manager Talbot, City Attorney Hensley, City Treasurer Leon, Human Resources Director Cody, Controller Yaung, Economic Development Specialist Ramirez, Ruth Graf-Urasaki, David Duke, and Melanie Poturica

ORAL & WRITTEN COMMUNICATIONS

None.

SUCCESSOR AGENCY NEW BUSINESS ITEM NO. 1

1. RESOLUTION APPROVING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR JANUARY - JUNE 30, 2014

Staff requests that the City Council, acting on behalf of the Successor Agency for the former Monterey Park Redevelopment Agency, consider the Recognized Obligation Payment Schedule ROPS 13-14B and Administrative Budget for the period covering July - December 2013.

See Successor Agency minutes.

This is the end of Successor Agency (SA) items.

NEW BUSINESS

2. LOS ANGELES CIVIL GRAND JURY RESPONSE

The Los Angeles County Civil Grand Jury's objective is to determine the fiscal health of cities as well as to determine if the cities were following the "best practices" for governance and financial management, as established by the Government Financial Officers Association.

Action Taken: The City Council approved the City's response letter addressing the 2012-2013 Los Angeles County Civil Grand Jury Final Report recommendations and directed staff to submit the response letter prior to the October 1, 2013 deadline.

Motion: Moved by Mayor Real Sebastian and seconded by Mayor Pro Tem Wong, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

CLOSED SESSION – The City Council adjourned to Closed Session at 5:40 p.m.

3. CONFERENCE LEGAL COUNSEL, EXISTING LITIGATION - GOVERNMENT CODE 54956.9(a) - 1 CASE TO CODE SECTION 54956.9(D)(1) - 2 CASES

Cathy Orchard V. City of Monterey Park, LASC No. BC459635

Xu vs. City of Monterey Park, Los Angeles Superior Court Case No.: CV12-7043-PSG (JEMx)

RECONVENE & ADJOURNMENT

The Council reconvened from Closed Session with all Council Members present at 7:15 p.m. and adjourned the meeting.

Action Taken: No reportable action taken during closed session.

Vincent D. Chang
City Clerk

Approved on November 20, 2013 at the Regular City Council Meeting

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
OCTOBER 2, 2013**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 2, 2013 at 6:00 p.m.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 6:00 p.m.

ROLL CALL:

Deputy City Clerk Trang called the roll:

Council Members Present: Ing, Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

Also Present: City Manager Talbot, City Attorney Hensley, Public Works Director/Assistant City Manager Bow, Human Resources Director Cody, Controller Yaung

ORAL & WRITTEN COMMUNICATIONS

None.

CLOSED SESSION – The City Council adjourned to Closed Session at 6:00 p.m.

1. CONFERENCE WITH LABOR NEGOTIATOR - GOVERNMENT CODE § 54957.6

City Designated Representatives: City Manager, Human Resources Director

Employee Organization: Service Employees' International Union (SEIU)

2. CONFERENCE WITH LABOR COUNSEL - ANTICIPATED LITIGATION - GOVERNMENT CODE § 54957.6

Number of Potential Case: One

RECONVENE & ADJOURNMENT

The Council reconvened from Closed Session with all Council Members present at 6:45 p.m. and the meeting was adjourned.

Action Taken: No reportable action taken during Closed Session.

Vincent D. Chang
City Clerk

Approved on November 20, 2013 at the regular City Council Meeting

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
OCTOBER 2, 2013**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, October 2, 2013 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 7:00 p.m.

FLAG SALUTE:

The Monterey Park Fire Explorers led the flag salute.

ROLL CALL:

City Clerk Chang called the roll:

Council Members Present: Ing, Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

ALSO PRESENT: City Manager Talbot, City Attorney Hensley, City Treasurer Leon, Public Works Director/Assistant City Manager Bow, Fire Chief Birrell, Police Chief Smith, , Human Resources Director Cody, Recreation and Community Services Director Costley, City Librarian Arvizu, Controller Yaung, Economic Development Services Special Project Manager/Lead Planner Funk; Support Services Manager Shay

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTION

None.

PRESENTATIONS

None.

SUCCESSOR AGENCY CONSENT CALENDAR CONSISTS OF ITEM NOS. 1 - 3

1. SUCCESSOR AGENCY RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements.

See Successor Agency minutes.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

2. SUCCESSOR AGENCY INVESTMENT REPORT AS OF AUGUST 2013

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council disclosing types of investments, dates of maturities, amounts of deposits, rates of interest, and for securities with a maturity of more than 12 months, current market values.

See Successor Agency minutes.

3. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meetings of June 5, 2013, July 3, 2013, July 17, 2013, August 7, 2013, August 21, 2013, and September 4, 2013 of the Successor Agency to the former Monterey Park Redevelopment Agency.

See Successor Agency minutes.

SUCCESSOR AGENCY NEW BUSINESS ITEM NO. 4

4. REFUNDING THE 1998 AND 2002 REDEVELOPMENT TAX ALLOCATION BONDS

Los Angeles County developed the redevelopment refunding program to assist redevelopment successor agencies in refunding its outstanding indebtedness to generate debt service savings.

See Successor Agency minutes.

This is the end of Successor Agency (SA) items.

ORAL AND WRITTEN COMMUNICATIONS

- Joyce Chan, President of the Monterey Park Library Foundation invited the council and residents to attend the 5th Annual Walk for Literacy Fundraiser on October 12, 2013 from 8:00 a.m. - 11:00 a.m. at Barnes Park to support the LAMP English and Citizenship Program.
- Nancy Arcuri spoke as long-time resident opposing the proposed agreement to sell city owned property for an additional housing development.
- Sarkis Antonian spoke of his recommendations to increase sales tax revenue and addressed the council of his concerns regarding the lack of information given to residents on the proposed Market Place project.
- Janet Yu, Andrew Yam, and Lisa Fong invited residents to participate in the Monterey Park Library Foundation's Essay Contest. Essay submissions must be written on "Why the library is important to you?" and submitted by October 31, 2013. They also informed residents to bring their aluminum cans, glass, and plastic bottles to support the library foundation's "Recycling for Reading" fundraising campaign on

October 27, 2013 from 1:00 p.m. - 3:00 p.m. at the Bruggemeyer Library.

- Daniel Valdez spoke of his concerns that many senior residents and students will be affected by the new proposed changes in the city's Spirit Bus routes.
- Jeff Schwartz spoke of his concerns as a long-time resident opposing the proposed recommendations to the city's Spirit Bus routes. He also spoke against selling city-owned property for additional development.
- Rita Miller addressed the council of her concerns on the absence of council members at the Langley Senior Center's event held on August 19, 2013. She also recognized the city hall cleaning employee for his time and service.
- John Man, President of the Monterey Park Chamber of Commerce invited the council and residents to attend several city community events: (1) the Harmony Festival Car Show on October 19, 2013 from 9:00 a.m. - 3:30 p.m. at Barnes Park; (2) the Mayor State of Address on October 23, 2013 from 5:00 p.m. - 7:00 p.m. at Monterey Hills Restaurant; (3) a free informational seminar to discuss the Patient Protection and Affordable Care Act on November 7, 2013 from 6:00 p.m. - 8:00 p.m. at the Chamber of Commerce; and (4) the SGV Boys and Girls Club toy donation drive on December 12, 2013 from 5:00 p.m. - 7:00 p.m. Additional donations can be dropped off between December 13 - 20, 2013 at Man Investment Group located at 119 South Atlantic Blvd.
- Michael Schlegel spoke of his concerns regarding the resurfacing project on Garfield and Hellman Avenue that caused heavy traffic congestion for both the residents and commuters.
- Mayor Real Sebastian thanked the speakers and made brief comments. City Manager Talbot informed the residents that the City of Monterey Park Traffic Commission will discuss the proposed recommendations to the city's Spirit Bus schedule at their meeting on October 17, 2013 at 7:00 p.m. in the City Hall Council Chambers.

CITY OF MONTEREY PARK CONSENT CALENDAR CONSISTS OF ITEM NOS. 5 - 18

Matters listed under consent calendar are considered to be routine, ongoing business and are enacted by one motion unless specified.

Action Taken: Council Members approved and adopted Item Nos. 5 - 18, except for Item Nos. 8, 15, & 18 which was pulled and reading resolutions and ordinances by title only and waiving further reading thereof.

Motion: Moved by Council Member Chan and seconded by Mayor Pro Tem Wong, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

5. RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council approve all disbursements.

Action Taken: The City Council approved payment of warrants and adopted **Resolution No. 11606** allowing certain claims and demands per Warrant Register dated **October 2, 2013 totaling \$2,215,230.32** and specifying the funds out of which the same are to be paid on Consent Calendar.

Resolution No. 11606, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED **October 2, 2013 totaling \$2,215,230.32** AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

6. INVESTMENT REPORT AS OF AUGUST 2013

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council disclosing types of investments, dates of maturities, amounts of deposits, rates of interest, and for securities with a maturity of more than 12 months, current market values.

Action Taken: The City Council received and filed the investment report as of August 2013 on Consent Calendar on Consent Calendar.

7. MINUTES

Approval of Minutes from the regular meetings of June 5, 2013, July 3, 2013, July 17, 2013, August 7, 2013, August 21, 2013, and September 4, 2013; adjourned regular meeting of July 22, 2013; and the special meetings of August 7, 2013 and September 4, 2013.

Action Taken: Mayor Real Sebastian abstained from the August 7, 2013, special meeting minutes as she was not present at the meeting. The City Council approved the minutes from the regular meetings of June 5, 2013, July 3, 2013, July 17, 2013, August 7, 2013, August 21, 2013, and September 4, 2013; adjourned regular meeting of July 22, 2013; and the special meetings of August 7, 2013 and September 4, 2013 on Consent Calendar.

8. UNCLAIMED MONIES TRANSFER TO GENERAL FUND

Under California law, the City may transfer unclaimed monies into its general fund after three years. The City followed the requirements for taking this action in accordance with Government Code §§ 50050-50056. The City Council may now consider whether to take such action.

This item was pulled for separate discussion.

Action Taken: The City Council adopted **Resolution No. 11607** authorizing the transfer of unclaimed bond deposits held in a special fund to the City's General Fund pursuant to Government Code §§ 50050-50056.

Resolution No. 11607, entitled:

A RESOLUTION ESTABLISHING UNCLAIMED MONIES BE RECOGNIZED AS PROPOERTY OF THE CITY OF MONTEREY PARK AND ORDERINGS ITS TRANSFER TO THE CITY'S GENERAL FUND PURSUANT TO GOVERNMENT CODE §SOOS3

Motion: Moved by Mayor Pro Tem Wong and seconded by Mayor Real Sebastian, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian

Noes: Council Members: None

Absent: Council Members: None

Abstain: Council Members: None

9. AMENDING RECORDS RETENTION SCHEDULE

Staff reviewed the retention schedule that was adopted at the November 2, 2011 Since 2011, there are a number of changes that are desirable in order to increase the efficiency of records retention. Recommended amendments to the retention schedule are attached to the draft resolution.

Action Taken: The City Council adopted **Resolution No. 11608** amending the City's Records Retention Schedule for City Documents on Consent Calendar.

Resolution No. 11608, entitled:

A RESOLUTION AMENDING THE CITY'S RECORDS RETENTION SCHEDULE FOR CITY DOCUMENTS.

10. 2013 LOCALIZED PAVEMENT REPAIRS -- ACCEPTANCE OF WORK AND FINAL PAYMENT

On May 15, 2013, the City Council awarded a contract to Paveco Construction Inc. in the amount of \$130,000 for the 2013 Localized Pavement Repairs. The work has been completed, inspected and approved by the Public Works Department.

Action Taken: The City Council (1) accepted the localized pavement repair work completed by Paveco Construction and (2) authorized staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

11. CITY HALL GRAND LOBBY WORK - ACCEPTANCE AND FINAL PAYMENT

On May 15, 2013, the City Council awarded a contract to CTG Construction Inc., in the amount of \$29,700 for the City Hall Grand Lobby and Exterior Corridor Entries Paint Work. The work has been completed, inspected and approved by the Public Works Department.

Action Taken: The City Council (1) accepted the City Hall Lobby paint work completed by CTG Construction and (2) authorized staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

12. FIRE STATION 61 APPARATUS FLOOR RESURFACING -- ACCEPTANCE AND FINAL PAYMENT

On June 19, 2013, the City Council awarded a contract to Lennova in the amount of \$46,187.05 for the Fire Station 61 Apparatus Floor Resurfacing. The work has been completed, inspected and approved by the Public Works Department.

Action Taken: The City Council (1) accepted the floor resurfacing work completed by Lennova at Fire Station 61 and (2) authorized staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

13. 2013 SLURRY SEAL OF VARIOUS STREETS – ACCEPTANCE OF WORK AND FINAL PAYMENT

On May 15, 2013, the City Council awarded a contract to Roy Allan Slurry Seal Inc., in the amount of \$286,681.30 for the 2013 Slurry Seal of Various Streets. The completed work has been inspected and approved by the Public Works Department.

Action Taken: The City Council (1) accepted the slurry seal work completed by Roy Allan Slurry Seal Inc., and (2) authorized staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

14. 2013 SLURRY SEAL OF VARIOUS STREETS – ACCEPTANCE OF WORK AND FINAL PAYMENT

On May 15, 2013, the City Council awarded a contract to Roy Allan Slurry Seal Inc., in the amount of \$286,681.30 for the 2013 Slurry Seal of Various Streets. The completed work has been inspected and approved by the Public Works Department.

Action Taken: The City Council (1) accepted the slurry seal work completed by Roy Allan Slurry Seal Inc., and (2) authorized staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

15. CONSIDER GRANTING A PRE-DEVELOPMENT LOAN TO LINC HOUSING CORPORATION

HOME regulations allow the City to commit up to ten percent of the total amount of HOME funds reserved for a CHDO to provide a project-specific predevelopment and site control loan in the early stages of site development for an eligible project. LINC is request a pre-development loan in the amount of \$83,483.

This item was pulled for separate discussion.

Public Speakers:

- Nancy Arcuri spoke against the proposed agreement stating her concerns of a "sweetheart deal" that may impact the city and residents.

Action Taken: The City Council (1) awarded a pre-development loan to LINC, using HOME/CHDO funds, to evaluate the project feasibility and adequacy of the 236 S. Ramona Avenue site and (2) authorized the City Manager to execute the Pre-development Loan Agreement in a form approved by the City Attorney.

Motion: Moved by Mayor Pro Tem Wong and seconded by Mayor Real Sebastian, motion carried by the following vote:

Ayes: Council Members: Chan, Liang, Wong, Real Sebastian
Noes: Council Members: Ing
Absent: Council Members: None
Abstain: Council Members: None

16. REPLACEMENT OF POLICE COMMAND VEHICLE

The 2013-2014 Budget includes \$55,000 for the replacement of a Police Command Vehicle, that is used by field supervisors on a daily basis.

Action Taken: The City Council (1) waived the bidding requirements pursuant to Monterey Park Municipal Code § 3.20.050 and (2) authorized the City Manager or designee to purchase a 2013 Chevrolet Tahoe PPV from Wondries Fleet Group through Los Angeles County on Consent Calendar.

17. TRANSIT CENTER AT EAST LOS ANGELES COLLEGE -- ACCEPTANCE OF WORK AND FINAL PAYMENT

On June 1, 2011, the City Council awarded a contract to E.C. Construction in the amount of \$964,688.40 for the Transit Center at East Los Angeles College. The work is now completed and has been inspected and approved by the Public Works Department.

Action Taken: The City Council (1) approved the additional change order work and accepted the Transit Center at East Los Angeles College completed by EC Construction and (2) authorized the City Manager or designee to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter approved on Consent Calendar.

18. AUTHORIZATION TO PURCHASE A VACUUM EXCAVATOR

A portable vacuum excavator is a trailer-mounted device that is towed behind a service truck and allow mud and water to be vacuumed from repair sites and trenches, minimizing the amount of water discharged onto the street and into storm drains.

This item was pulled for separate discussion.

Action Taken: The City Council authorized the purchase of a portable vacuum excavator from Ditch Witch Southern California in an amount not to exceed \$59,563.48 per Monterey Park Municipal Code Section 3.20.050(1).

Motion: Moved by Mayor Pro Tem Wong and seconded by Mayor Real Sebastian, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

PUBLIC HEARING

Mayor Real Sebastian opened the public hearing at 9:53 p.m. and closed the public hearing at 10:06 p.m.

19.INTRODUCTION OF ORDINANCE AMENDING TITLE 16 OF THE MUNICIPAL CODE

The City Council asked that staff bring back an Ordinance that would eliminate and/or amend the requirements for Commercial Property Reports and Residential Property Reports.

This item was heard after Item No. 20.

Public Speakers:

- Lee Lieberg spoke in favor of the proposed ordinance as the President of the West San Gabriel Valley Association of Realtors recommending that the council eliminate the Commercial Property Reports and Residential Property Reports on behalf of the residents.
- Tom Berge Jr. spoke as a real estate broker stating his support to eliminate the ordinance regarding Commercial and Residential Property Reports stating that the reports are an undue and unfair burden that is placed on property owners at the time of sale, transfer, and/or exchange of their real property.

Action Taken: The City Council introduced and waived the **Ordinance - 1st Reading**, by title only and scheduled a second reading and adoption at the next Regular Council Meeting on November 6, 2013.

Ordinance - 1st Reading, entitled:

AN ORDINANCE REPEALING MONTEREY PARK MUNICIPAL CODE CHAPTER 16.34 ENTITLED "PROPERTY REPORTS"

Motion: Moved by Mayor Pro Tem Wong and seconded by Mayor Real Sebastian, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong, Real Sebastian
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

NEW BUSINESS

None.

UNFINISHED BUSINESS

20.2nd READING ORDINANCE -- IDENTIFICATION SIGNS FOR NON-RESIDENTIAL PROPERTIES

On July 17, 2013, the City Council held a public hearing after which it introduced and waived first reading of an ordinance adding a new § 21.24.675 to Chapter 21.24 of the Monterey Park Municipal Code requiring identification signs for non-residential properties.

This item was heard after Oral and Written Communications.

Public Speakers:

- Larry Sullivan spoke in favor of the proposed ordinance recommending that the council adopt the new business signage amendments to support business growth and economic development in the city.
- Nancy Arcuri spoke in favor of the proposed amendment recommending that the council require Modern Latin alphabet on all business signs.
- Shirley Hwong spoke as a long-time resident stating her support to require Modern Latin alphabet on all business signs to promote a business friendly environment.
- Tina Kwan spoke as a concerned resident in favor of the proposed changes to require Modern Latin alphabet on all business signs.
- Arthur Fong spoke against the proposed ordinance stating that the recommended changes are unnecessary and does not address the economic concerns of the city.
- Virginia Kiehl spoke in favor of the proposed ordinance recommending the council to require Modern Latin alphabet on all business signs to promote assimilation and the city's multicultural diversity.
- Pilar Terramani spoke as a long-time resident and business owner of Mexicatessan stating her support of the proposed ordinance that promotes a

multicultural community and avoids exclusion.

- Bunnarith Chhun spoke in favor of the proposed ordinance stating his concerns of communication exclusion and public safety.
- Dr. Gilbert Barajas spoke of his concerns stating his support of the proposed ordinance that will support a business friendly environment for residents and facilitate public safety.
- Rita Valenzuela spoke as a former Mayor and City Council Member stating her support of the proposed ordinance. She urged the council to vote on the ordinance requiring Modern Latin alphabet on all business signs that will support economic and business growth.
- Francisco Alonso presented a brief history to the council and residents on the standard uses of the Modern Latin alphabet. He recommended that the council continue the tradition and adopt the proposed ordinance to require Modern Latin alphabet on all business signs.
- Steven Aguilar spoke as a long-time resident stating his support of requiring Modern Latin alphabet on all business signs stating the facilitation of public safety and the potential to support business development.
- An Le spoke on behalf of the Asian Americans Advancing Justice of Los Angeles (AAJC) recommending that the city council follow a voluntary approach to the proposed ordinance. She informed the council that AAJC looks forward to meeting with the city to continue community and educational outreach with business owners.
- Armen Sebastian spoke in favor of the proposed ordinance stating that utilizing Modern Latin alphabet will identify businesses and promote business and economic growth.
- Julie Pang-Cortez spoke in support of the proposed ordinance stating that as a long-time resident and Chinese American who is unable to read or speak the language, requiring Modern Latin alphabet on all business signs will encourage business sales and facilitate communication between consumers and businesses.
- Coohunich Partansky spoke against the proposed ordinance stating her concerns and recommendations that requiring proper numerical and address identification signs will facilitate public safety and first responders.
- Sam Cheung spoke in favor of the proposed ordinance stating his support of requiring Modern Latin alphabet on business signs to promote city unification.
- City Clerk Chang reported and read aloud a written communication letter received from Martha Baltazar, James and Janice Poindexter, Laura Choi, Marina Estrada, Ray Baltazar, Cindy Yee, and Joe Hiraga stating in favor of the

- Coohtunich Partansky spoke against the proposed ordinance stating her concerns and recommendations that requiring proper numerical and address identification signs will facilitate public safety and first responders.
- Sam Cheung spoke in favor of the proposed ordinance stating his support of requiring Modern Latin alphabet on business signs to promote city unification.
- City Clerk Chang reported and read aloud a written communication letter received from Martha Baltazar, James and Janice Poindexter, Laura Choi, Marina Estrada, Ray Baltazar, Cindy Yee, and Joe Hiraga stating in favor of the proposed ordinance to require Modern Latin alphabet on business signs, that was received, distributed and filed.

Action Taken: The City Council approved to continue this item to the Regular Council Meeting on December 4, 2013 as amended to include the council's recommendations that: (1) directed the City Manager to submit a letter on behalf of the council requesting a written response to American Civil Liberties Union (ACLU), League of United Latin American Citizens (LULAC), and the Mexican American Legal Defense and Educational Fund (MALDEF); (2) directed the City Manager to continue to outreach with Asian Americans Advancing Justice of Los Angeles (AAJC) on their legal opinion; (3) the planning department is to continue to monitor sign applications and report any concerns to the council of all requests not utilizing the Modern Latin alphabet; and (4) staff is to continue to encourage business education and outreach to the proposed ordinance amendments.

Motion: Moved by Council Member Liang and seconded by Mayor Pro Tem Wong, motion carried by the following vote:

Ayes: Council Members: Ing, Chan, Liang, Wong
Noes: Council Members: Real Sebastian
Absent: Council Members: None
Abstain: Council Members: None

COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Announcement of appointees for Commissions, Committees, and Boards.

Action Taken: Council Member Chan announced his appointment of applicant for Economic Development Advisory Commission - Ed Wong; Design Review Board - Allen Wong. Council Member Chan informed the council that Joan Moreno is amending her appointment from the Community Participation Commission to serve on the Environmental Commission.

Council communications and committee reports from Council Representatives of specific organizations.

Mayor Real Sebastian informed the residents that the Regular Council Meeting of October 16, 2013 will be cancelled due to a lack of quorum and that the next regular council meeting will be held on November 6, 2013 at 7:00 p.m. in the City Hall Council

on October 1, 2013; (3) the Mayor's last Walk With The Mayor will be on October 5, 2013 starting at 7:00 a.m. at Cascades Park; (4) the next Beautification Day will be on October 26, 2013 from 10:00 a.m. - 12:00 p.m. at Barnes Park; (5) the Neighborhood Watch will be hosting a Halloween Safety Event on October 10, 2013 at Loma Linda Park; and (6) the Regular Council Meeting on November 20, 2013 will be held at the Performing Fine Arts Complex at East Los Angeles College at 7:00 p.m.

CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 10:15 p.m.

Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
NOVEMBER 6, 2013**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, November 6, 2013 at 5:30 p.m.

CALL TO ORDER:

Mayor Real Sebastian called the meeting to order at 5:30 p.m.

ROLL CALL:

City Manager Talbot called the roll:

Council Members Present: Ing arrived at 5:55 p.m., Chan, Liang, Wong, Real Sebastian

Council Members Absent: None

Also Present: City Manager Talbot, City Attorney Hensley, Human Resources Director Cody

ORAL & WRITTEN COMMUNICATIONS

None.

CLOSED SESSION – The City Council adjourned to Closed Session at 5:35 p.m.

1. CONFERENCE LEGAL COUNSEL, EXISTING LITIGATION - GOVERNMENT CODE 54956.9 (D(1)): 3 CASES

Cathy Orchard v. City of Monterey Park (LASC Case No. BC459635);

Xu v. City of Monterey Park (LASC Case No. CV12-7043-PSG (JEMx); and

Martin Garcia, et al v. City of Monterey Park, et al (LASC Case No. CV12-09035-MWF (CWx)).

2. CONFERENCE WITH LEGAL NEGOTIATOR - GOVERNMENT CODE § 54957.6

City Negotiators:	Paul Talbot, City Manager; Tom Cody, Human Resources Director
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Employee Organization:	Service Employees' International Union (SEIU) Local 347; Mid-Management Association; and Confidential Employee Association.
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RECONVENE & ADJOURNMENT

The Council reconvened from Closed Session with all Council Members present at 6:45 p.m. and the meeting was adjourned.

Action Taken: No reportable action taken during Closed Session.

Vincent D. Chang
City Clerk

STAFF REPORT City of Monterey Park

DATE: NOVEMBER 20, 2013

TO: PAUL TALBOT, CITY MANAGER

FROM: RON BOW, DIRECTOR OF PUBLIC WORKS/ASSISTANT CITY
MANAGER

SUBJECT: PURCHASE OF A CASE SR250 SKID STEER LOADER

Background/Discussion

The 2013-2014 Motor Pool Shop Budget includes \$125,000.00 for the purchase of a Skid Steer Loader for the Public Works Department's Street Maintenance Division. A skid steer is a relatively compact, heavy-duty piece of construction equipment typically used to excavate, move, lift, load and haul roadway construction debris and materials.

The Motor Pool fleet currently operates without this piece of equipment that could be used to repair broken street pavement, sidewalks, and curb and gutter. The Street Maintenance Division would greatly benefit from having a Skid Steer Loader, improving the overall productivity and reducing the possibility of personal injury.

The 2014 Case Model SR250 skid steer loader meets the needs of the Street Maintenance Division and is available for purchase through an HGAC Buy co-op purchase program (Contract No. EM06-13). HGAC Buy is a nationwide government procurement service that establishes competitively priced contracts for goods and services. Under the joint purchase program, participating government and municipal agencies can acquire goods and services at the lowest possible price. Monterey Park Municipal Code § 3.20.050(3) allows the City Council to utilize joint purchasing without the need for a separate bid.

The 2014 Case SR250 skid steer loader operates on diesel fuel and has been certified by the Southern California Air Quality Management District (AQMD) for low emission output, in compliance with regulations set forth by AQMD as of July 31, 2010. The Skid Steer Loader is a powerful piece of equipment equipped with an enclosed cab offering heating and air conditioning, and options that include an auger, hydraulic breaker, hammer, pallet forks and backhoe attachments, and a tow trailer.

The State of California recently went through the formal bid process for Case Skid Steer Loaders and the low bid was provided by Sonsray Machinery. Thru the joint-purchase process, the City may purchase a Case Skid Steer Loader from Sonsray Machinery at a price of \$124,929.33 per unit. This price includes sales tax, tire fee

and a 48 month/3,000 hour warranty. Should the City go through the bidding process independently, the cost would be approximately \$35,000 - \$40,000 more per unit.

Fiscal Impact

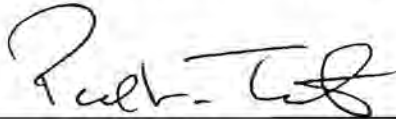
The 2013-2014 Budget included \$125,000 for the purchase of a Skid Steer Loader (Acct. No. 0060-801-4211-54920). The cost to purchase a skid steer from Sonsray Machinery is \$124,929.33.

Recommendation

It is recommended that the City Council waive the bidding requirements pursuant to Monterey Park Municipal Code § 3.20.050 and authorize the City Manager, or designee, to purchase a 2014 Case SR250 Skid Steer Loader from Sonsray Machinery at the cost of \$124,929.33.

By: 

Ron Bow
Director of Public Works/
Assistant City Manager

Approved: 

Paul Talbot
City Manager

Reviewed: 

Karl H. Berger
Assistant City Attorney

STAFF REPORT

City of Monterey Park

DATE: November 20, 2013

TO: PAUL TALBOT, CITY MANAGER

FROM: RON BOW, DIRECTOR OF PUBLIC WORKS/ASSISTANT CITY
MANAGER

SUBJECT: CITY HALL EXTERIOR AND PARKING STRUCTURE PAINT
WORK – ACCEPTANCE OF WORK AND FINAL PAYMENT

DISCUSSION:

On July 3, 2013, the City Council awarded a contract to AJ Fistes Corporation in the amount of \$65,900 for the City Hall Exterior and Parking Structure Paint Work. The project involved the repair and painting of the exterior walls, roof panels and fixtures of the City Hall building and the abutting parking structure. The completed work has been inspected and approved by the Public Works Department.

The final cost of the project was \$75,235, which included \$9,335 in change order work for additional items of work not included in the bid specifications. The change order work included the painting of 35 decorative light posts adjacent City Hall, trim work at the front of the City Hall building, and the east wall of Barnes Park Gymnasium facing the City Hall parking structure.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

As a minor alteration to an existing public facility, this project is a Class 1 Categorical Exempt project pursuant to the California Environmental Quality Act (CEQA).

FISCAL IMPACT:

On July 3, 2013, the City Council authorized the Director of Public Works to approve change orders up to \$6,590 (10% of the contract amount) for a total funding allocation of \$72,490. The final cost of the project is \$75,235. Funds were approved during the 2012-2013 mid-year budget in the amount of \$200,000 for this project.

RECOMMENDATION:

It is recommended that the City Council:

1. Accept the City Hall Exterior and Parking Structure paint work completed by AJ Fistes Corporation;
2. Approve the final project cost of \$75,235.00 including change orders in the amount of \$9,335.00; and
3. Authorize staff to file a Notice of Completion with the Los Angeles County Recorder's Office and pay the final retention 35 days thereafter.

By: _____

Ron Bow
Director of Public Works/
Assistant City Manager

Approved: _____

Paul Talbot
City Manager

Reviewed: _____

Karl H. Berger
Assistant City Attorney

Staff Report City of Monterey Park

DATE: November 20, 2013

TO: PAUL TALBOT, CITY MANAGER

FROM: DONNA M. RAMIREZ, ECONOMIC DEVELOPMENT SPECIALIST

SUBJECT: 3-YEAR ACTION PLAN FOR BUSINESS IMPROVEMENT DISTRICT NO. 1

BACKGROUND:

Business Improvement District No. 1 (the "BID") consists of approximately 300 businesses along the Garvey and Garfield Avenue corridor and extending east and west for approximately two blocks into the side streets. The BID was formed to provide additional funds – collected through assessments placed upon the businesses – to improve the properties within the BID area.

During the annual renewal process for the BID, the City Council directed staff work with the Business Improvement District Advisory Committee (the "BIDAC") to produce a 3-Year Action Plan. The purpose of the Plan was to provide the City Council a broader understanding of the goals and tasks to be taken during the next 3-year timeframe that would lead to the expenditure of BID funds, both the reserves and budgeted amounts.

PROCESS:

The BIDAC held several meetings over the course of the last three months to draft the requested document. Staff worked closely to provide focus and structure to the meetings with BIDAC to enable it to remain focused and stay on schedule; during which time it considered the following:

- What services or programs are currently provided,
- What improvements can be made to current services or programs,
- What additional services or programs are needed,
- What are the constraints that are faced by the BIDAC and the BID area,
- Is there sufficient funding and staff to provide additional services or programs,

In addition to each of these questions, a broader look was taken at what services could be maintained at the current rate of expenditure and with the inclusion of additional services.

The BIDAC considered ideas for the BID that included priorities outlined in the Pedestrian Linkages Plan (Plan). The Plan addresses improvements that may be made to create a pedestrian friendly environment for residents and visitors. While the majority of the goals are beyond the capabilities of the BID to address or finance, there are some goals the BIDAC has achieved or are able to address on a smaller scale. The BID meets this objective by the inclusion of bike racks and new furniture placed throughout Garvey Avenue. Adding to the new furniture are the planters with flowers improving the aesthetics of the downtown. The continued use of a custodial services contractor helps to keep the downtown clean and inviting for all visitors.

Future projects, such as the rewiring of the electricity to the lighting on the palm trees, landscaping the

medians, and extending the new furniture to Garfield Avenue, will continue to meet the Pedestrian Linkages Plan objectives and improve the central business area of the city.

During the first meeting, the BIDAC discussed what image was desired for the downtown area and what the vision was for the BID. Staff asked the BIDAC to assess itself as the advising body to the City Council on behalf of the BID members; list current programs and services; list constraints it faces; additional needs of the BID; BIDAC's performance; and current and future funds.

During the second meeting, the BIDAC reviewed the BID's current programs; considered new programs that would address the additional needs of the BID area; the needs of the Garfield Avenue businesses versus Garvey Avenue businesses; obstacles to current and future BID activities; problems that exist within the BID; and the BID's business priorities.

The third meeting addressed developing a sustainable program with funding available in the next three years. During this meeting the BIDAC also reviewed the timeframe for depletion of the reserve funds. The BIDAC discussed what programs could be provided if operating only with annual funding amounts and zero reserves.

The final meeting was to review the draft 3-Year Plan and make any desired changes before advising the City Council.

OUTSIDE THE SCOPE OF THE BID:

When considering areas of concern identified by the 3 Year Action Plan, the City Council should also consider matters that cannot be paid for by revenue generated within the BID. These items include sidewalk repair, median improvements, crosswalk maintenance, and social constraints.

Some of these large items might be addressed by the BID but would require a long range plan and increased funding.

CONSTRAINTS:

1. **Funds:**

The BID currently receives approximately \$58,395 in annual revenue and has a reserve balance of approximately \$200,000. The BIDAC's current program requires annual use of some of the BID reserve funds and the BIDAC will find it difficult to maintain the limited services at its current rate of expenditure.

2. **Staffing:**

There is one city staff member assigned to coordinate statutory and program activities. The BID does not have sufficient funds to hire a Downtown Program Coordinator or support staff. A Program Coordinator would usually arrange annual activities for the BID and coordinate staffing and/or volunteers.

3. **Lack of Participation by BID Members:**

Inspiring business owners to participate in various BID programs is difficult due to minimal staffing and language barriers. Attempts to solicit participation in the "Cleanliness Program" have been via letter mailings. At least twice a year letters go to the BID businesses encouraging window and sidewalk cleaning. The letters go further in explaining the benefit when attempting to attract new customers and visitors to the area.

CONCLUSION:

1. Without additional funding, the BIDAC can only pay for the existing custodial contract. At current expenditure rates, staff projects that the BID will deplete its reserves in approximately seven years. A large one-time expenditure from the reserves would deplete them considerably sooner.

The BID recommends maintaining a minimal reserve balance of \$75,000 at all times, to cover one year budget for custodial services, holiday expense and administrative costs.

The BIDAC discussed the possibility of expanding the area to include two or three blocks to the west and one to the east. Nothing definite was decided, but expansion remains an option for future consideration. The assessment amount could be at a different level than those businesses closer to the center of the downtown. The areas being discussed are directly impacted and may benefit by additional custodial service and street furniture. Additionally, the fee structure for the assessment should be revisited and compared to similar size BIDs to consider restructuring the assessment.

To provide a greater exposure for businesses within the BID, the BIDAC will research the benefits versus cost of providing an wireless application for Smart Phones, otherwise known as an "AP" for its membership. The AP could create a directory as well as promotional ads for businesses and a quick referral for visitors to the area.

2. Staffing remains limited without the necessary funds to hire a downtown coordinator.

Frequently, business improvement districts contract a coordinator to manage and promote businesses within the area. The annual income of Monterey Park's BID does is not sufficient to pay for current programs and hire a coordinator. The BID relies on city staff to manage the BID.

To improve business outreach and promote local business, the BIDAC decided to visit two businesses each, and provide city staff with pictures and an outline of meetings with the business owner, to assist staff with writing articles for the Cascades. This will improve the awareness of the BIDAC and assist staff with material for promotion.

3. The BIDAC is considering the creation of a program to acknowledge those businesses that maintain and/or improve the appearance of their business facades and interiors. The idea would be to create a symbol for placement in the establishment's window and acknowledge the business in the Cascades.

The rewiring of the electrical to the palm trees would be a capital improvement project requiring the bid process by the Public Works Department. It is anticipated that this project will cost approximately \$200,00; requiring additional funds to be used from the BIDS reserve account and the City Council's approval.

The activities and budget proposed for 2014 meet some of the goals of the 3-Year Plan The BIDAC included funds for a flyer promoting business friendly encouragement and education, cleanliness, and participation in BID programs. In addition, the BIDAC included an amount for a business "AP" for the downtown. The business "AP" would be an additional tool to market businesses via smart phones and has the potential to include a directory of businesses within the BID. Funds have also been included in the 2014 budget to purchase street furniture for the Garfield Avenue corridor of the BID.

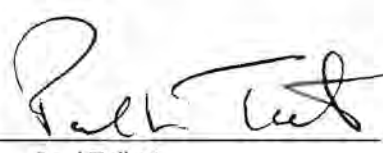
FISCAL IMPACT:

There is no impact on the General Fund. All funds to meet the goals of the Plan are derived from BID funds.

RECOMMENDATION:

1. Receive and file the Business Improvement District's 3-Year Action Plan;

By: 
Donna M. Ramirez
Economic Development Specialist

Approved: 
Paul Talbot
City Manager

Reviewed: 
Karl H. Berger, Assistant City Attorney

Attachments: 1) 3-Year Action Plan
2) 2013 Annual Report and 2014 Budget

Attachment 1
Business Improvement District No. 1 3-Year Action Plan
2014-2016

Three-Year Goal: To develop a plan of actions and spending to improve services to the BID members and efficiently meet the needs of BID over the next three years.

	Topic	Overview	Possible Solution	Constraints	Assignees	Timeframe
1	Lack of participation by BID members	The BID has approximately 300 members. Participation by businesses in the Cleanliness Program and Customer Service is minimal. Members have a limited understanding of a BID.	Improve communication efforts thru e-blasts, BIDAC outreach, and visits by city staff to make periodic visits with bi-lingual assistance. E-blasts would require collecting email addresses which might be done thru the license renewal process. Create an "AP" for promotion and awareness of local businesses.	Language, staffing, cost of postage is increasing. Business owners cannot take time away from their businesses to attend meetings.	BIDAC, Liaison	2014
2	Cleanliness of the BID area	Maintaining cleanliness throughout the BID area is an ongoing concern. The BIDAC currently enlists Chrysalis to provide custodial services. Although expensive, this has been quite effective. Window signage, pigeons, and window cleanliness is also part of the problem. Recently public urination is becoming an issue.	Increase the letter campaign, annual one-time cleaning of the window exteriors by the BIDAC, creation of an incentive program, and continued code enforcement of the area. Continue the services of a custodial firm. City assistance with pigeon problem by placing pigeon strips on poles in the problem areas.	Limited funds available annually for both the BID and the city. Continued feeding of the pigeons by the public.	City staff, Custodial firm, and property owners	2014
3	Board Vacancies	The City Council appoints members to the BIDAC. For a period of years the Board has had several vacancies. All five Council appointments to the Board is imperative. With only five members, absent members can easily affect the ability to have a quorum for meetings.	Request that the City Council appoint their representatives quickly when vacancies occur.	Ability of the Council to find business owners able to participate.	City Council	2013
4	Maintenance	The electrical system to light the palm trees needs repair. The maintenance needed makes it more cost effective to rewire the system. Current wiring allows the public access to the outlets. The desire is to place the outlets towards the top of the trees where access is available to city personnel or contractors only.	The rewiring of the palm trees was a project in the BID 2012-13 budget. This item requires the Public Works Dept. to solicit an RFP. The Public Works Dept. is in the process of having an RFP written.	Unknown cost for this item until the responses to an RFP are received. This item could use the entire reserve funds.	BIDAC, city staff.	2014-15
		The continued pressure washing of sidewalks by city staff is necessary to keep certain areas free from pigeon droppings. The area along Garvey/Garfield and Garvey/ Lincoln have had the greatest problem with pigeons	Under the maintenance code city staff may have options available to them to enforce cleaning the awnings.	Actions taken to address the pigeon problem may not be successful. The BID may not have sufficient funds to maintain a maintenance crew when reserves are depleted.	Contractor	Ongoing
5	BID areas excluding Garvey Ave.	Attention must be given to the remaining areas of the BID to address any issues of concern to those businesses.	To address the issues in other areas of the BID, the Board and staff will walk the areas and make note of items that may be of concern. Once noted, those issues will be addressed in future budgets.	The BIDAC will have to use reserve funds to address issues for the remaining areas and will take those items back to Council for funding.	BIDAC, city staff	2014 -16

ATTACHMENT "2"



Business Improvement District No. 1

**Annual Report
2013**

January 1, 2013 – December 31, 2013

The City of Monterey Park's
DOWNTOWN

VISION STATEMENT

The Downtown Business Improvement District No. 1 was established to improve and preserve the business community in the “heart” of the city.

The Downtown area of the city is an important destination point for the business community and residents of Monterey Park. Through continued efforts in organization, beautification, promotion and revitalization, the city leaders and its business community will work together to preserve and improve the quality of life for future generations.

2012-13 Advisory Board

January 2012-May 2013

Stephen Lam, President

Richard Kwok

Gene Jeng

Ivan Ho

Johnny Thompson

David Wan

Vacant: 4 positions

May 2013 – April 30, 2014

Richard Kwok

Johnny Thompson

Maggie Lam

Gene Jeng

Vacant: 1 position

Liaison: Donna M. Ramirez
Economic Development Department

BIDAC Mailing Address: BIDAC, c/o City of Monterey Park, 320 W. Newmark Ave., 91754

Board Meetings: Third Thursdays, in the months of January, April, July and October at 3:30 p.m. in Room 266.

OVERVIEW

The Business Improvement District Advisory Board (BIDAC) meets quarterly and during special meetings to discuss issues of concern to businesses located within the BID area. Programs addressing cleanliness, promotions, and marketing are all reflected in the budget for the BID. In addition the issues discussed, the Board also researches and plans innovative ways of promoting businesses and endeavors to maintain the goals and budget set forth in the Annual Report.

The City Council voted to increase assessments by 3% versus the regular amount of 5% to continue to assist the businesses during the slow economic recovery.

HISTORY

The Monterey Park Business Improvement District No.1, (BID) encompasses the area extending along Garvey Avenue from Ramona Avenue to Nicholson Avenue, and on Garfield Avenue from south of Newmark Avenue to Emerson Avenue (refer to Exhibit A). The Monterey Park City Council established the BID in 1986 at the request of local businesses in the area and the Downtown Merchants Association (DMA), pursuant to the California Streets and Highway Code Section 36500 et seq.

The primary responsibility of the BIDAC is to make recommendations to the City Council on the methods and ways in which revenues, derived from the annual assessment, may be used for the betterment of the BID businesses and the BID area.

The BIDAC is composed of five (5) members appointed by the City Council for one year and may serve for up to eight (8) years if reinstated by a Council member. Each City Council member appoints one Committee member. The BIDAC meets quarterly and as needed and hosts an annual meeting of the BID members-at-large at the end of the year; prior to the next year's assessments.

ACCOMPLISHMENTS

During 2013, the BIDAC's main focus has been the preparation of a 3-Year Action Plan. Over a period of several months, the committee met and assessed factors, of both the BIDAC and the BID, that had either positive or negative impact. This was followed by a needs assessment to determine any issues not addressed through current BID programs. Time was spent addressing possible solutions which were under the control of the Board, membership, or City Council. Discussion then moved towards possible programs or remedies to address areas of concern followed by a discussion on a program timetable and funding.

Cleanliness Campaign

As part of the ongoing efforts to provide a healthy and clean environment in which to visit and shop, the BIDAC recommended extension of the contract with Chrysalis Enterprise to provide custodial services to the BID. The contract was extended for an additional year until June 30, 2014.

Holiday Promotion

Chinese New Year Lunar Festival

The BIDAC once again, co-sponsored with the City and World Journal to host the Chinese New Year Lunar Festival. The Festival continues to be a well attended event; drawing thousands to Monterey Park to celebrate and partake in the weekend festivities.

The BID contributed funds to support city staff required to attend and work the event. While the event is well attended, it has not created any surplus revenue. The gap between expenses and revenue has lessened and positive revenue may be realized as soon as 2014.

Repair of Lights on Palm Trees

The lighting of the trees in the downtown remains in disrepair. A couple of informal bids were solicited to determine whether the project may be feasible in the near future or if additional funds, beyond what the BID could afford, would be needed. There are 108 palm trees along Garvey Avenue and with such large number of trees the cost is a significant consideration.

The public works staff determined the assistance of a consultant more familiar with the task may be needed to assist in the writing of a formal RFP for this project. This project is still ongoing.

BUDGET

2013 Annual Program Year

In June of 2013, the City Council approved an Annual Program Budget as recommended by the Business Improvement District Advisory Committee for July – December 2014.

The City received approximately \$58,584 in revenues from the BID for calendar year 2013. There is no increase in the annual fee for 2014.

Exhibit "B" reflect the estimated expenditures for calendar year 2013.

Exhibit "C" reflects the BID's Annual Program Budget for calendar year 2014.

GOALS

- Maintain a minimum reserve balance of \$75,000.
- Continue to work with the downtown businesses on ways they can assist in keeping the area attractive.
- Research funds need to rewire the lighting of the palm trees and bring this item back to the City Council for direction.
- Purchase burgundy trash receptacles and benches for north Garfield Avenue.
- Begin implementation of some of the programs outlined in the 3-Year Action Plan such as the creation of an "AP" for businesses and a recognition program.

Attachments:

A: BID Area Map

B: Financial Statement (expenditures)

C: 2013-14 Budget

D: 2013 Fee Schedule

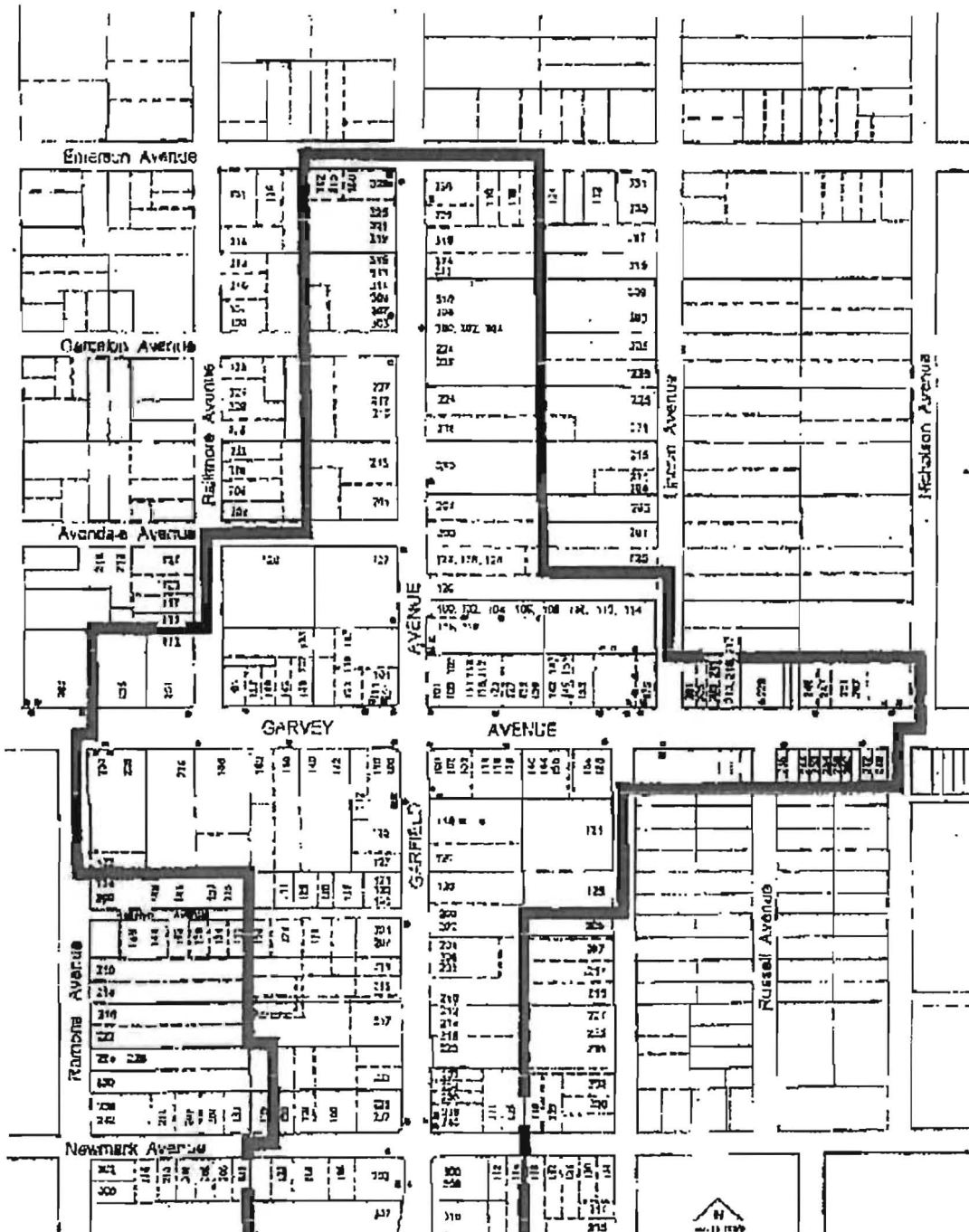


Maggie Lam, Chairman

Business Improvement District Advisory Committee

EXHIBIT "A"

BUSINESS IMPROVEMENT DISTRICT NO.1



ATTACHMENT " B "

Business Improvement District No. 1 - Financial Statement 2013

Expenditures as of:				1/01/13-12/31/13
Budget Item	Description	Vendor	Budgeted Amount	2013 Estimated Expenditures
Administration	Postage	U. S. Postal c/o Pitney Bowes	\$4,000.00	\$566.00
	Business Cards			\$112.27
	California Assoc. Membership			\$300.00
	California Mainstreet Conference			\$108.70
	California Main Street			\$265.00
	Storage Unit			\$2,581.06
	paper and envelopes			\$50.00
Promotions			\$5,000.00	
	Window Cleaning			\$1,000.00
	Holiday light - electricity	Edison		\$1,000.00
	Lunar Festival supplies			\$600.00
Palm Tree Lighting	New uplighting and outlets on palm trees	To be determined	\$40,000.00	\$0.00
2013 Chinese New Year Festival	City Staff for the Lunar Festival	City	\$10,000.00	\$5,000.00
New Holiday Decoration	Additional decorations for the Garvey/Garfield area	Sierra Displays	\$300.00	\$300.00
Decoration Installation	Storage and Installation of Holiday Lights.	Dextra Lite	\$4,700.00	\$4,700.00
Custodial Contract	Maintenance of the BID	Chrysalis	\$58,992.00	\$58,992.00
Kiosk	Area for posting messages	To be determined	\$2,500.00	\$0.00
TOTAL			\$125,492.00	\$75,575.03

Revenues for 2013: \$58,584.00

Reserves (less expenses): \$298,986.00

ATTACHMENT "C"

BID Budget for 2013-14

	Fiscal Year	2nd half 2014	
Contractual Services	7/01/2013- 6/30/2014	7/1/14- 12/31/14	Notes
Administration	\$4,000.00	\$2,000.00	mailings, annual meeting Translation., California membership
Promotions	\$3,000.00	\$2,000.00	Possible news ads for local businesses during holiday seasons
AP for Business Promotion and Directory	\$0.00	\$5,000.00	Hire a firm to create an AP for the downtown
New Holiday Decorations	\$150.00	\$150.00	Add'l blue lights and replacement bulbs for pole decorations
Edison	\$400.00	\$400.00	Electricity charge for holiday seasons
Decoration Installation	\$4,700.00	\$2,350.00	storage, installation, Removal
Garfield Furniture	\$0.00	\$25,000.00	Burgundy trash receptacles
*Up-lights & trunk lights for trees	\$0.00	\$0.00	Lights and electrical contractor for palm trees
Painting light poles	\$15,000.00	\$0.00	Cost to paint the decorative light poles along Garvey Avenue
Porter Service Contract	\$58,992.00	\$29,296.00	Custodial Contract for BID
Chinese New Year Festival	\$10,000.00	\$5,000.00	City staff
Flowers for planters	\$10,000.00	\$5,000.00	Purchase of flowers for the planters
Kiosk	\$2,000.00	\$0.00	Message Board area for the downtown
TOTAL	\$108,242.00	\$76,196.00	

*Will return to City Council when BID's are rec'd

Revenues for 2013: \$58,584

Revenues estimated for 2014: \$58,584

Reserves: \$298,986 (less expenses)

EXHIBIT "D"

2014 New BID Fee Schedule

<u>Business Type</u>	<u>Fee</u>	<u>Employee/Seat</u>	<u>Formula</u>
Retail	\$95.39	\$11.92	
Service (inc. Financial)	\$95.39	\$11.92	
Restaurant			
Without ABC	\$95.39	\$ 5.96	(1)
With ABC	\$95.39	\$ 7.15	(2)
Professional (inc. Insurance)	\$95.39	\$11.92	
Theater	\$95.39		
Wholesale	\$95.39		
Manufacturing	\$95.39		
Contractor	\$95.39		
Commercial Rental (Includes Hotels)	\$20.86 + .005963 sq. ft.		(3)
Residential Rental	\$20.86		(4)
Laundromat	\$95.39		

- (1) 20 seats or less, no seat assessment fees. Over 20 seats, \$5.96 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$95.39 (base fee) + \$178.80 (30 seats x \$5.96) = \$274.19.
- (2) 20 seats or less, no seat assessment fees. Over 20 seats, \$7.15 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$95.39 (base fee) + \$214.50 (30 seats x \$7.15) = \$309.89
- (3) Base fee is \$20.86 per unit. For every additional sq. ft. over 2,000; multiply excess by \$0.005963. Eg. 2,500 sq. ft., total charge is \$20.86 + \$2.98 (500 sq. ft. x \$0.005963) = \$23.84 (calculations are rounded up)
- (4) If you own 1-3 units, there is no charge. If you own more than 3 units, you pay \$20.86 per unit in excess of 3 units. Eg. You own 5 units. You pay \$20.86 x 2 (5 units – 3 units) = \$41.72

Staff Report City of Monterey Park

DATE: November 20, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Tom Cody, Director of Human Resources and Risk Management

SUBJECT: RECOGNITION OF MONTEREY PARK POLICE MID-MANAGEMENT ASSOCIATION AS THE MAJORITY RECOGNIZED EMPLOYEE ORGANIZATION FOR MID-MANAGEMENT POLICE OFFICERS OF THE CITY.

Pursuant to Government Code §§ 3500, *et seq.* and Monterey Park Municipal Code (“MPMC”) Chapter 2.32, Police Officer mid-management employees, Police Lieutenants and Police Sergeants, petitioned to have the Monterey Park Police Mid-Management Association recognized as the employee organization representing the interests of those employees in all matters relating to wages, hours and other terms and conditions of employment. For this reason, representatives from each of the seven recognized employee associations were given notice of the proposed Police Officer Mid-Management Association’s intent to form.

DISCUSSION: Pursuant to MPMC Chapter 2.32, “[a]ny organization representing employees that seek recognition as the majority representative of the employees in one of such acknowledged employee groups shall file with the City Council a petition containing the following information: (1) Name and address of the employee organization, (2) Names and titles of its officers; (3) Names of authorized employee representatives and their authorities and responsibilities; (4) A copy of the employee organization’s constitution or bylaws which shall contain a statement that the employee organization has as one of its primary purposes representation of the employees in their employment relations with the city.”

On October 14, 2013 representatives of the proposed Police Officer Mid-Management Association advised the City that it was their intent to formally form a labor organization. The proposed employee organization subsequently filed the documents required for formal recognition. Attached are:

1. Petition for Certification of the Monterey Park Police Mid-Management Association
2. Copy of the Police Officers Association bylaws (the bylaws of the POA were accepted by the members of the proposed new bargaining unit as the governing document for the Monterey Park Police Mid-Management Association until such time as additional bylaws are necessary).
3. Copy of Memo requesting formation of Monterey Park Police Mid-Management Association.
4. Copy of Monterey Park Municipal Code, Chapter 2.32/Employee Relations.
5. Copy of Letter notifying Association Representatives of the proposed Monterey Park Police Mid-Management Association intent to formally form a labor organization.

MPMC § 2.32.060 sets forth the requirements for the City Council to certify an employee

organization as the recognized employee organization. That section states: "The City Council shall certify that any employee organization is the recognized employee organization for such group based on Section 2.32.050 and reasonable proof (including an election if necessary) that the organization represents a majority of the employees in such employee group."

The Monterey Park Police Mid-Management Association submitted a "Petition to Organize" (attached) signed by 11 of the 16 Police Lieutenants and Police Sergeants. This appears to be "reasonable proof" that the proposed organization represents a majority of the employees.

The City currently recognizes seven employee associations that represent a diversity of staff including: Service Employees' International Union, Local 721 (SEIU), Monterey Park Confidential Employees Association (CEA), Monterey Park Mid-Management Association (MMA), Monterey Park Professional Chief Officers' Association (PCOA), Monterey Park Firefighters' Association (FFA), Monterey Park Police Officers' Association Captain's Unit (MPPOA/Captain Unit), and Monterey Park Police Officers' Association (MPPOA).

There is City precedence with the establishment of the Mid-Management Miscellaneous Association (MMA), Police Captains Unit (POA/Captain), Professional Chief Officer Association (PCOA), and the Confidential Unit.

FISCAL IMPACT:

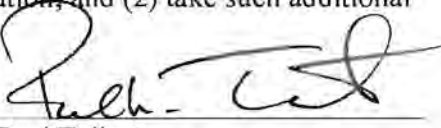
Following recognition, representatives from the Monterey Park Police Mid-Management Association will request the City to meet and confer toward establishing a Memorandum of Understanding (MOU), with July 1, 2014 as the target date for a new contract.

Until an MOU is negotiated, police officer mid-management employees will continue to work under the existing terms and conditions of employment of the existing POA MOU.

RECOMMENDATION:

It is recommended that the City Council (1) adopt a resolution certifying the Police Mid-Management Association petition and recognizing the Association; and (2) take such additional action that may be desirable.

By: 
Tom Cody, Director
Human Resources & Risk Management

Approved: 
Paul Talbot
City Manager

Reviewed: 
Karl H. Berger
Assistant City Attorney

RESOLUTION NO. 2013-__

**A RESOLUTION CERTIFYING RECOGNITION OF THE
MONTEREY PARK POLICE MID-MANAGEMENT ASSOCIATION
AS THE MAJORITY RECOGNIZED EMPLOYEE ORGANIZATION
FOR MID-MANAGEMENT POLICE OFFICERS OF THE CITY.**

BE IT RESOLVED by the Council of the City of Monterey Park as follows:

SECTION 1: Findings. The City Council finds as follows:

- A. Any group of employees seeking to form a bargaining unit may submit a petition to the City Council pursuant to Monterey Park Municipal Code ("MPMC") Chapter 2.32 and Government Code §§ 3500, *et seq.*
- B. Such a petition must include:
 - 1. The name and address of the employee organization;
 - 2. The names and titles of its officers;
 - 3. The names of authorized employee representatives and their authorities and responsibilities; and
 - 4. A copy of the employee organization's constitution or bylaws which contains a statement that the employee organization has as one of its primary purposes representation of the employees in their employment relations with the City.
- C. On November 8, 2012, representatives of the proposed Monterey Park Police Mid-Management Association (the "Association") filed a petition complying with the requirements of applicable law.
- D. The Association's petition was signed by eleven (out of a total number of sixteen Police Lieutenants and Police Sergeants) This represents a majority of the employees holding police mid-management positions.

SECTION 2: Certification and Recognition.

- A. The City Council certifies the petition and recognizes Association as the representative of all police mid-management employees subject to the rules and regulations set forth in MPMC Chapter 2.32.

B. The mid-management employees represented by the Association, in accordance with the petition, are:

1. Police Lieutenants (6); and
2. Police Sergeants (10).

SECTION 3: Authorizations. The City Manager, or designee, is authorized to engage in collective bargaining with the Association in accordance with applicable law.

SECTION 4: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 5: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 6nd day of November, 2013.

Teresa Real Sebastian
Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: _____
Karl H. Berger
Assistant City Attorney

Resolution No. _____

Page 3 of 3

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF MONTEREY PARK)

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. 2013-____ was duly adopted and passed at a regular meeting of the Monterey Park City Council on the 6th day of November, 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Dated this 6th day of November, 2013

Vincent D. Chang, City Clerk
Monterey Park, California

Petition for Certification of the Monterey Park Police Mid-Management Association

- a. The name of the employee organization shall be the Monterey Park Police Mid-Management Association and the address is 320 West Newmark Avenue, Monterey Park, CA 91754.

- b. An Executive Board was elected to represent the members of the Association. The names and titles of the officers are:

President: Sgt. Paul Yniguez
Vice President: Lt. Steve Coday
Secretary: Lt. Carrie Mazelin
Treasurer: Sgt. Paul Villalbos

- c. The Executive Board members are authorized to speak on behalf of the organization.

- d. The Monterey Park Police Mid-Management Association has as its primary purpose the representation of employees in their employment relations with the city.

- e. The Monterey Park Police Mid-Management Association is not affiliated directly or indirectly in any manner with a local, regional, state, national or international organization.

- f. A copy of the By-Laws for the Monterey Park Police Mid-Management Association is attached.

- g. Notice may be sent to the Executive Board. Documents sent to the Executive Board shall be deemed sufficient notice to the employee organization for any purpose.

- h. The Monterey Park Police Mid-Management Association has no restriction on membership based on race, color, creed, sex, national origin, physical handicap or other unlawful criteria.

- i. The Job Classifications in the bargaining unit are:

Police Lieutenants
Police Sergeants

- j. The Monterey Park Police Mid-Management Association has in its possession proof of employee support for the certification of this new organization. Said proof is in the form of petitions requesting certification of the Monterey Park Police Mid-Management Association signed by at least 1/3 of the bargaining unit.

- k. The Monterey Park Police Mid-Management Association respectfully requests that the Employee Relations Officer formally acknowledge the Monterey Park Police Mid-Management Association as the Exclusively Recognized Employee Organization.

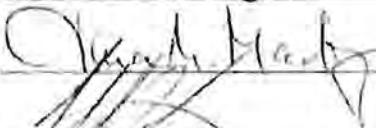
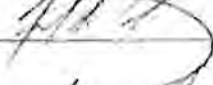
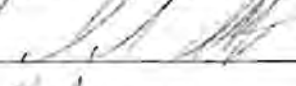
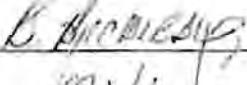
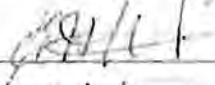
PETITION

November 8, 2012

Lieutenants and Sergeants Petition to separate from the Monterey Park Police Officer Association. This Petition is strictly to receive the mandatory 1/3 agreement to move forward with a vote to separate. The determination of separating for negotiations only or to separate and form a Police Management Association will be decided by a committee of Lieutenants and Sergeants at a later time.

1/3 of the group wishing to separate or the group that is initiating that there be a separation must be accomplished to move forward with a vote.

SIGNATURES:

1.  ERIC KIM
2.  TINA MONTAYA
3.  FRANK DUKE
4.  PAUL VILLALOBOS
5.  DAVE ELLIOTT
6.  BRENT ARCHIBALD
7.  SCOTT WEESE
8.  RICK MUNDER
9.  JOHN MARTINDALE
10.  BILL CUEVAS
11.  STEVE CODAY

By-Laws of the Monterey Park Police Officers Association

Effective Date April 12, 1979

Monterey Park Police Officers Association

320 West Newmark Avenue

Monterey Park, Ca. 91754

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ARTICLE 1

MEMBERSHIP

SECTION 1. ELIGIBILITY

- (A) Membership in this association shall be limited to regular Police Officers and full-time Civil Service employees assigned to the police department. There shall be three (3) kinds of membership in this association; Active, Associate, Inactive and Honorary (retired) Membership.
- (B) Active membership in this association shall be restricted to the full time Members of the Monterey Park Police Department.
- (C) Honorary Membership in this Association shall be restricted to Active members who have been retired. They shall pay no dues. They shall not vote.
- (D) Associate membership shall include the members of the Monterey Park Reserve Force, and full time Civil Service Employees assigned to the police department. They shall not vote. They shall receive no Welfare Benefits as a matter of right.
- (E) Inactive Membership shall be defined as provided for in Article 1, Section 1, Subsection (G).
- (F) There shall be no form or class of membership in this Association except Active, Associate, Inactive, and Honorary Membership, but nothing contained in the Articles or By-Laws of this Association shall be construed as prohibiting any employee of the Monterey Park Police Dept, not a member of this Association, from participating in any social event or other activities of the Association furthering the objectives of this Association, except that financial assistance or distress relief from this Association shall be restricted to Active Members and their dependants.
- (G) Any Active Member who secures military leave in excess of one hundred eighty (180) days, or is absent without pay will be placed on inactive membership status, until he/she returns to duty, at which time he/she may be reinstated to active membership upon resumption of dues. Any Member who leaves the department to seek other employment shall be suspended from membership until he/she returns to duty, at which time he/she may be reinstated to active membership upon resumption of dues.

Section 2. APPLICATIONS

- (A) An application for membership shall be sent to the secretary who shall report it, at the next regular meeting of the Association. A person shall be declared a Member of the Association upon payment of the initiation fee and upon receipt of signed authorization for payroll deduction of monthly dues, or advance payment of monthly dues.
- (B) Each application for active membership shall be accompanied by the initiation fee of \$15.00, and an authorization for payroll deduction of monthly dues as determined, signed by the applicant.
- (C) Each application for associate membership shall be accompanied by the initiation fee of \$5.00, and advance payment of monthly dues as determined.
- (D) In the event an application for membership is denied, the initiation fee and any prepaid dues shall be refunded to the applicant.

Section 3. TERMINATION

- (A) Membership in the Association shall be terminated when any member accepts a position which would render him/her ineligible for membership, except that a member who temporarily assumes such a position may retain membership for a period not to exceed thirty (30) days, provided during such period such member shall not hold any office within the Association.
- (B) Membership may be terminated by expulsion as provided for in these By-Laws.
- (C) Any member desiring to resign from the Association shall submit his resignation in writing to the secretary, who shall present it to the Board of Directors for action. No member's resignation shall be accepted until his dues are paid.

ARTICLE 2

OFFICES

The principal office for the transaction of the business of the Association is hereby fixed and located at 320 West Newmark Avenue, in the City of Monterey Park, County of Los Angeles, State of California. The Board of Directors is hereby granted all powers and authority to change said principal office from one location to another in said county. Any such change shall be noted in the By-Laws by the Secretary, opposite this section, or, this section may be amended to state the new location.

ARTICLE 3

OFFICERS AND THEIR DUTIES

SECTION 1. OFFICERS

The Officers of the Association shall be a President, a Vice President, a Secretary, a treasurer, five (5) Directors, and a Sergeant-at-Arms. These Officers shall perform the duties prescribed by these By-Laws and by the Parliamentary authority adopted by the Association.

Section 2. The PRESIDENT

- (A) The president as the principal executive officer of the Association shall have full authority to execute the policies of the Association as established under these By-Laws. Should the President find that the policy of the Association as established under these By-Laws has not been clearly formulated, he shall poll the members of the Board of Directors and the affirmative opinion of a majority of the Board shall have the force and effect of a decision reached in a meeting of the Board of Directors and the results shall be entered in the minutes of the meeting of the Board of Directors.
- (B) The President shall preside over General and Special Membership meetings, meetings of the Board of Directors, and meetings of the Executive Committee.
- (C) The President shall call Membership, Board of Directors, and Executive Committee meetings as required by these By-Laws.

- (D) The President shall be the official spokesman for the Association in all its external relations and may authorize counsel or other agents of the Association to speak for the Association in his place and stead.
- (E) The President shall recommend to the Board of Directors the employment of such personnel as may be required in his opinion, to effectuate the programs of the Associations.
- (F) The President shall hold no other office in the Association.

Section 3. The VICE-PRESIDENT

- (A) The Vice-President shall act under the direction of the President and perform such duties as may be assigned by the President or the Board of Directors.
- (B) The Vice-President shall appoint members of the Negotiation Committee to any vacancy that may occur following election and/or caucus and that are not otherwise filled, subject to Board of Directors approval.
- (C) The Vice-President shall appoint members to the Safety Committee subject to approval by the Board of Directors.
- (D) The Vice-President shall supervise the negotiations of agreements by the Negotiation and Safety Committees, and authorize the membership approval of such agreements in accordance with the Board of Directors consensus.
- (E) The Vice-President, in the absence, inability or refusal to act, of the President, shall call and preside at all meetings, appoint committees, sign as President all benefit certificates which have been first approved by the Board of Directors and shall have, subject to the control of the Board of Directors, the general management and direction of the affairs of the Association, and shall perform such duties as may be consistent with the President's office.
- (F) The Vice-President shall hold not other office in the Association.

Section 4. The SECRETARY

- (A) The Secretary shall act under the direction of the President and the Board of Directors and shall perform all duties imposed upon him by these By-Laws and such other duties as shall from time to time be assigned to him by the membership, the President, or the Board of Directors.
- (B) The Secretary shall attend all meetings of the membership, the Board of Directors, and Executive Committee and shall cause a faithful record to be made of the proceedings.
- (C) The Secretary shall serve, issue and publish all notices required to be given, prepare all ballots, receive and file all correspondence, keep all contracts, books and records of the association not otherwise given by these By-Laws to someone else.
- (D) The Secretary shall have custody of the Association Seal and cause it to be impressed upon such documents as the Board of Directors of the Association shall direct.
- (E) The Secretary shall act as Chairman to the Election Committee and shall appoint all its members subject to approval by the Board of Directors.
- (F) The Secretary shall assume the chair from the President and conduct all nominations for office when such nominations have been placed on the agenda at any General or Special Membership meeting.

- (G) The Secretary shall turn over all books, records, and all other documents and property of the Association in his custody to his successor in office.
- (H) The Secretary shall hold no other office in the Association.

Section 5. The TREASURER

- (A) The Treasurer shall act under the direction of the President and the Board of Directors and shall perform all duties imposed upon him by these By-Laws and such other duties as shall from time to time be assigned to him by the membership, the Board of Directors, and the Executive Committee.
- (B) The Treasurer shall attend all meetings of the membership, the Board of Directors and the Executive Committee, and shall be the custodian of all assets of the Association and shall make a report to each General Membership meeting and Board meeting.
- (C) The Treasurer shall keep all contracts, books, records, monies, securities and all other property of the Association and shall make a report to each General Membership meeting and Board meeting.
- (D) The Treasurer shall supervise the maintenance of such membership lists as may be required and shall cause the collection of per capita dues, initiation fees, assessments and all other monies due to the Association.
- (E) The Treasurer shall cause the funds belonging to the Association to be deposited in a bank or banks approved by the Board of Directors of the Association.
- (F) The Treasurer shall cause the payment of proper bills and expenses of the Association, when evidenced by satisfactory statements or vouchers, by checks countersigned by the President or by such other persons who may be thereunto authorized by the Board of Directors of the Association.
- (G) The Treasurer shall invest the funds of the Association as instructed by the membership or by the Board of Directors in the absence of such instructions by the membership.
- (H) The Treasurer shall prepare, publish and distribute to the Board of Directors an annual financial statement which shall list the total assets, liabilities, receipts and disbursements of the Association and the statement shall be accompanied by a proposed budget encompassing the coming fiscal year and both shall be distributed not less than one (1) month prior to the coming fiscal year.
- (I) The Treasurer shall cooperate with the auditor in the audit of his books and such other audits as may be directed by the Board of Directors.
- (J) The Treasurer shall give bond in an amount to be determined by the Board of Directors for the faithful performance of the trust in him reposed, the cost thereof to be borne by the Association.
- (K) The Treasurer may temporarily act as Secretary in the Secretary's absence, inability or refusal to act or perform any of the duties of his office, subject to approval by the Board of Directors.
- (L) The Treasurer shall act as Chairman to the Finance Committee and shall appoint all of its members subject to approval by the Board of Directors.

- (M) The Treasurer shall turn over all funds, books, records and all other documents and property of the Association in his custody to his successor in office.

Section 6. The DIRECTORS

- (A) The Directors shall attend all meetings of the membership and Board of Directors when such meetings are called.
- (B) The Directors shall be subject to the Chairmanship of the President, conducting business according to the agenda, and they shall provide opinions, conclusions and recommendations in accordance with the goals of the Articles of Incorporation, the Standards of the By-Laws, and any special rules of order.

Section 7. The SERGEANT-AT-ARMS

The Sergeant-at-Arms shall attend all membership meetings and shall act under the direction of the Chairman to maintain order to the meeting in accordance with the By-Laws, the special rules of order, and the Parliamentary Authority.

ARTICLE 4

BOARD OF DIRECTORS

SECTION 1. MEMBERS

The Board of Directors shall consist of the following:

- (a) The President
- (b) The Vice-President
- (c) The Secretary
- (d) The Treasurer
- (e) The five (5) Directors

SECTION 2. VACANCY

- (A) Except in the case of the President, if a vacancy should occur among the members of the Board of Directors, the Board of Directors shall designate a successor, having the same By-Laws qualifications as the member whose place he takes, and he shall serve until the next election, at which time a successor shall be elected for the balance of the unexpired term, if any.
- (B) If the Office of President becomes vacant, the Board of Directors shall designate a successor from among the Executive Committee, who shall serve until the next election at which time a successor shall be elected for the balance of the unexpired term, if any.
- (C) The President shall vote in the Board of Directors meetings only in the event of a tie vote.

SECTION 3. AUTHORITY

The Board of Directors shall have the authority to:

- (A) Remove any member of the Association only on clear proof of fraud or dishonesty after sworn charges made and after a fair trial and opportunity for appeal as provided in these By-Laws.
- (B) Cause an inspection to be made of the financial records of the Association and order an audit of the books when convinced that such audit is necessary and proper to protect the membership.
- (C) Approve the employment of personnel not elected which may be necessary to carry out the objects and to effectuate the policies of the Association, and to fix the compensation of such personnel within the limitations of the budget approved by the membership.
- (D) Upon request of three (3) or more of its members, call a General or Special meeting of the Membership, and call a meeting of the Board of Directors.
- (E) Interpret these By-Laws, except as may have been interpreted by the membership, subject to referendum.
- (F) Provide for the affiliation only to professional peace officer organizations with such rights and privileges and under such terms and conditions as would not prohibit the independence of the Association, as may be acceptable to the Board of Directors, subject to the right of appeal of the membership.

SECTION 4. APPEAL PROCEDURE

The Board of Directors of the Association shall establish reasonable appeal procedures within the structure of the Association to review complaints of members which allege violation of State and Federal Law, the Articles of Incorporation, the By-Laws or the rights and privileges of members.

ARTICLE 5

EXECUTIVE COMMITTEE

There shall be an Executive Committee of the Association consisting of the President, the Vice-President, The Secretary, and the Treasurer who shall have such administrative powers, duties and authorities as may be assigned by the membership or the Board of Directors.

ARTICLE 6

COMMITTEES

SECTION 1. STANDING COMMITTEES

The Standing Committees of the Association shall be:

- (A) Safety Committee
- (B) Finance Committee

SECTION 2. BY-LAWS COMMITTEE

A By-Laws Committee may be appointed by the President and approved by the Board of Directors. It shall consist of five (5) members total, its Chairman shall be appointed by the President and

it shall be charged with the duty of considering and reporting to the membership and to the Board of Directors on proposals to change these By-Laws.

SECTION 3. LAW ENFORCEMENT RESEARCH COMMITTEE

A Law Enforcement Research Committee may be appointed by the President and approved by the Board of Directors. It shall consist of five (5) members total, its Chairman shall be appointed by the President and it shall be charged with the duty of considering and reporting to the membership and to the Board of Directors on proposals to improve the Profession of Law Enforcement.

SECTION 4. SAFETY COMMITTEE

The Safety Committee shall be appointed by the Vice-President and approved by the Board of Directors. It shall consist of five (5) members total and the Vice-President shall act as Chairman, it shall be charged with the duty of considering and reporting to the membership and to the Board of Directors on proposals to improve overall safety; it shall then submit these proposals to City Government with the objective of safety through mutual agreement.

SECTION 5. ELECTION COMMITTEE

An Election Committee may be appointed by the Secretary and approved by the Board of Directors. It shall consist of five (5) members total and the Secretary shall act as Chairman; it shall be charged with the duty of implementation of election process.

SECTION 6. FINANCE COMMITTEE

The Finance Committee shall be appointed by the Treasurer and approved by the Board of Directors. It shall consist of five (5) members total, and the Treasurer shall act as Chairman; it shall be charged with the duty of considering and reporting to the membership and the Board of Directors on all matters relating to the Budget and shall seek and implement new sources of revenue subject to the approval by the Board of Directors.

SECTION 7. COMMUNITY RELATIONS COMMITTEE

A Community Relations Committee may be appointed by the President and approved by the Board of Directors. It shall consist of five (5) members total, and the Chairman shall be appointed by the President; it shall be charged with the duty of building goodwill throughout the community, and it may from time to time form sub-committees, and shall report to the Board of Directors.

SECTION 8. NEGOTIATIONS COMMITTEE

A Negotiations Committee may be selected in the manner prescribed in Article 9 and 10 subject to the authority of Article 3, Section 3, Subsection (B) and (D). The Committee shall be charged with the duty of considering and reporting to the membership and to the Board of Directors on proposals to improve wages and conditions of employment; it shall submit approved proposals to the City

Government and negotiate with the objective of obtaining the best for Association members through mutual agreement.

SECTION 9. RECREATION COMMITTEE

A Recreation Committee may be appointed by the President and approved by the Board of Directors. It shall consist of five (5) members total; the President shall appoint its chairman and it shall be charged with the considering and reporting to the membership and the Board of Directors on proposals to promote social activities for the mutual benefit of the Association members and their families. Upon approval of the Board of Directors it shall implement its proposals.

SECTION 10. SPECIAL COMMITTEE

Such other committees, standing or special shall be appointed by the President as the Association or the Board of Directors shall, from time to time, deem necessary to carry on the work of the Association. The President shall be an ex officio member of all committees except the Election Committee.

SECTION 11. COMMITTEE BUDGETS

Each and every Committee shall submit a budget to the Treasurer prior to the fiscal year, each year. Priorities shall be decided by the President with the advice of the treasurer, subject to approval of the Board of Directors.

ARTICLE 7

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of "Robert Rules of Order", newly revised, shall govern the Association in all cases to which they are applicable, and in which they are not inconsistent with these By-Laws and any special of order the Association may adopt.

ARTICLE 8

MEETINGS

SECTION 1.

A Quorum must be present at any meeting to conduct any business. For a meeting of the membership, twenty-five percent (%) of the active members in good standing shall constitute a quorum. For a meeting of the Board of Directors, the President or Vice-President together with two (2) Officers and three (3) Directors shall constitute a quorum.

SECTION 2.

There shall be three (3) kinds of meetings, General, Special and Board of Directors. They shall be held either at the Principal Office or at any other place which may be designated by the President or the Board of Directors pursuant to the authority hereinafter granted.

SECTION 3.

A general meeting shall be held during the months of January, April, July and October. The October meeting shall be for the purpose of nominating Officers and Directors and Negotiators. Upon completion of nominations and other business may be conducted, providing a quorum is present.

SECTION 4.

Special meetings of the members, for any purpose or purposes whatsoever may be called by the President or by the Vice-President if the President is unable to act or refuses to act, the Board of Directors, or by the members holding not less than 25% of the voting power of the Association; only the business for which the Special meeting was called may be conducted. These meetings may be called at any time upon proper notice to the membership as hereinafter provided.

SECTION 5.

Written notice of all General, Special and Board of Directors meetings shall be posted on the Association bulletin board at the Police Department.

SECTION 6.

A one (1) week written notice shall be posted for a General Meeting. A two (2) day written notice shall be posted for a Special Meeting. A one (1) day written notice shall be posted for a Board of Directors meeting.

SECTION 7.

Notices of meetings shall specify the place, date, day and hour of the meetings, the kind of meeting and the nature of the business to be conducted. Whenever Amendments to the Articles and By-Laws are to be part of the business to be conducted, the notice shall set forth the proposed Amendment(s).

SECTION 8.

Any meeting, whether or not a quorum is present, may be adjourned from time to time by the vote of the majority of the members present, but in the absence of a quorum, no other business may be transacted at such meeting.

SECTION 9.

Emergency meetings of the Board of Directors or membership may be called and a notice shall be given by phone or person.

SECTION 10.

The Board of Directors shall meet not less than two times a year. In the event of the President refusing to call a meeting of the Board of Directors when requested to do so by three or more of its members, the Secretary shall call such a meeting.

SECTION 11.

Alcoholic Beverages shall not be consumed while any meeting of the Association is in session.

SECTION 12.

The Order of business at General Membership and Board of Directors Meetings shall be as follows:

1. Call to order
2. Pledge of Allegiance
3. Introduction of new members and visitors
4. Readings of minutes from prior meetings
5. Financial Report
6. Communications
7. Applications of new members
8. Reports of new members
9. Nominations and elections
10. Unfinished business
11. New business
12. Good of the association.

ARTICLE 9

ELECTIONS

SECTION 1.

Nominations for the offices of President, Vice-President, Secretary, Treasurer, Negotiators and Directors shall take place at the General Meeting in October of the calendar year.

SECTION 2.

No nominations for any office shall be closed until at least two (2) members have been nominated and have accepted for that office.

SECTION 3.

Voting shall be by written ballot on a printed ballot and placed in a locked container by each individual member. All ballots shall be numbered and accounted for by the secretary.

SECTION 4.

Notice of Nominees for Offices shall be posted on the Association bulletin board at the Police Department the day after the nominations are closed, and fifteen days prior to close of the election and the counting of the ballots.

SECTION 5.

Close of the election and counting of the ballots shall be on October 31 of the calendar year.

SECTION 6.

Ballot container shall be opened by the Secretary in the presence of the Board of Directors and the ballots shall be counted by said Board.

SECTION 7.

Results of the election shall be posted on the Association bulletin board in the Police Department two days after the counting of the ballots is complete.

SECTION 8.

The Secretary shall retain the ballots for a period of one (1) month, and record and file the results.

SECTION 9

The newly elected Officers shall not officially take office until the General Meeting of January the following year. The terms of office shall be as follows.

- a. President 2 years
- b. Vice-President 2 years
- c. Secretary 2 years
- d. Treasurer 2 years
- e. Directors 2 years (consisting of five active members, elected on the off year elections of the executive staff and having terms of office for two years).
 - a. Due to the progressed terms of the current Directors the following schedule shall be followed until such time as all Directors are elected at the same time.
 - a. Three members elected in 1979 and the term of two years.
 - b. Five members elected in 1981 and the term of two years
- f. Negotiators 2 years

SECTION 10.

Negotiators shall be nominated and elected in the same manner as are the Officers of the Association.

SECTION 11.

No member may be a candidate for Office who is not an active member in good standing. No member holding any office may continue in office or do or perform the duties or exercise the powers of any office who is not an active member in good standing.

ARTICLE 10

FUNDS

SECTION 1.

The funds of the Association shall consist of all dues, fees, assessments, penalties, donations, gifts and all other monies received by it from whatever source.

SECTION 2.

Such funds may be segregated and divided into as many separate account funds as these By-Laws prescribe and as otherwise made by the Treasurer, Board of Directors, or membership, provided however, that the transfer of funds or portions of fund from any account to any other account may be made upon direction of the Board of Directors.

SECTION 3.

A General Fund shall be established and maintained in a Savings and Loan in amounts prescribed by the Treasurer, Board of Directors, or the membership.

SECTION 4.

A retirement fund shall be established and maintained in a Savings and Loan account not to exceed \$5,000.00 but to always be maintained at this level.

- (A) Upon retirement of a member as provided by the California State Retirement System, he shall receive \$500.00. After retirement of a member he shall receive no further benefits from this Association.
- (B) In order to qualify for this retirement fund a member must have been fully paid up with his dues and been a member in good standing for a period of not less than ten (10) years prior to the date of his retirement.
- (C) The ten (10) year requirement in Subsection (b) will be waived if a member is retired due to an injury or illness that occurred while on duty and in the performance of required duties.

SECTION 5.

A Legal Defense Fund shall be established and maintained in a Savings and Loan account not to exceed \$5,000.00 but to always be maintained at this level. This fund shall be established to provide funds for any member of the Association having been a member for six (6) or more months and not on probationary status, up to but not in excess of \$500.00.

- (A) Any member of the Monterey Park Police Officers Association, active and in good standing, having been a member for six (6) or more continuous months, and not on a probationary status, may seek the assistance of the Monterey Park Police Officers Association.
- (B) In cases of disciplinary action resulting in one or more days without pay, to and including termination, where-in the member feels that he has not been given all possible benefit of any doubt, any member qualifying as outlined above may call upon the Board of Directors for a hearing, at which time the member shall present his case to the Board of Directors.
- (C) The Board of Directors sitting as a fact finding panel, said Board consisting of all nine members and in no case less than seven members, shall hear both the member's case, and at the discretion of the Administration, its reasons for said disciplinary action.
- (D) The Board of Directors, after hearing all facts available to it, shall vote on the matter, 2/3 majority rule. If the vote of the Board of Directors is in favor of the member a special meeting shall be called immediately. At this time the case shall be presented to the membership. The accused member shall not be present at this meeting. A secret ballot vote of the membership shall be taken at this meeting, 2/3 majority rule.
- (E) Should the vote be in favor of the member, funds shall be made available, up to but not in excess of \$500.00 for the member.
- (F) Any member's case entered into by the Association shall not be binding upon the Association, but the monies available shall be determined by the funds of the Association.
- (G) This By-Law shall apply to any and all members of the Association, regardless of rank or position, providing they meet the criteria as outlined in the first paragraph.

SECTION 6.

An Operations Fund shall be established and maintained in a checking account not to exceed \$5,000.00. All excess monies to be placed in a savings account to accumulate interest.

SECTION 7.

An Investment Fund shall be established from any and all other monies not contained in other established Funds prescribed by this Article and shall be invested in the name of this Association in such Savings and Loan as are insured by the United States Government in amounts not exceeding the amounts insured; in Postal Savings Bonds; in City Employees of Monterey Park Federal Credit Union; in bonds of the Federal Government or Municipalities, or other locations as the Board of Directors may authorize.

SECTION 8.

All Emergency expenditures, supplies, compensation of employees, attorney fees, Association dinner, flowers for funerals, and miscellaneous will be drawn from the Operations Fund and / or General Fund.

SECTION 9.

Flowers for funerals. The Board of Directors by a majority vote may expend the following amounts for flowers for funerals:

- (A) Upon death of a member, \$50.00
- (B) Upon death of a spouse or parent of a member, \$25.00
- (C) Upon death of a child of a member, \$25.00
- (D) Upon death of other police department members or Monterey Park Fire Department members, \$25.00
- (E) Others as the Board of Directors may see fit with a maximum of \$25.00

SECTION 10.

Initiation fee of this Association shall be \$15.00 (payable one time only) which is due and payable during the month of admission to the Monterey Park Police Officer's Association. Dues in the Association shall be established by vote of Membership and shall be payable monthly in advance or through payroll deduction. Members failing to pay their monthly dues shall automatically be dropped from the Association without further notice, and no benefits may be obtained by said member.

SECTION 11.

Associate membership in this Association shall be \$5.00 (payable one time only) which is due and payable during the month of admission to the Monterey Park Police Officers Association. No dues will be required of inactive members.

ARTICLE 11

NEGOTIATION

SECTION 1.

One (1) month prior to the January General Meeting each year the Executive Staff of the Association shall formulate plans for negotiations based on a mandatory poll of the membership's needs and wants.

SECTION 2.

Two (2) groups may be formed for the purpose of negotiations only.

- (A) Group #1 shall consist of the following:
 - a. Active members below the rank of Sergeant
 - b. Associate members- having no vote
 - c. Honorary members – having no vote
- (B) Group #2 shall consist of the following:
 - a. Active members holding the rank of Sergeant and above.

SECTION 3.

The President shall have ultimate responsibility over both negotiation groups and shall so instruct the groups:

- (A) Group #1: may elect the negotiators in the manner provided in Article 9.
- (B) Group #2: may elect negotiators as provided for in Article 9, or may caucus prior to the January General Meeting to choose its negotiators through consensus.

SECTION 4.

The President may provide for counsel to stand in the place and stead of a negotiator, upon approval of the Board of Directors, should:

- (A) An emergency need exists
- (B) A petition be presented by the represented group.
- (C) It be decided by the Executive Staff in its formulation plan.

SECTION 5.

All negotiators shall be hereinafter known as the Negotiation Committee and it shall be supervised as provided for in Article 3, Section 3, Subsection (A), (B) and (D).

ARTICLE 12

LEGAL RESTRICTIONS

ARTICLE 13

REFERENDUM AND RECALL

SECTION 1.

The membership or the Board of Directors may order a referendum with respect to any subject or policy within their jurisdiction or as otherwise provided in these By-Laws.

SECTION 2.

The Notice of Referendum and requisite number of printed ballots shall be distributed by the Secretary of the Association. The Notice of Referendum and the ballots shall contain the proposition to be voted upon and shall require a return within (60) days from the order.

SECTION 3.

All referenda shall be by secret ballot. A majority of the votes cast shall determine the referendum.

SECTION 4.

Any Officer of the Association may be recalled in a General Referendum if two-thirds (2/3) of the votes cast in such a referendum favor recall.

SECTION 5.

Any Officer of this Association may be recalled or removed there from for willful neglect of the performance of this duties in relation to this Association or for the commission of any acts inimicable to the welfare of this association.

SECTION 6.

Provided, however, that whenever such Officer is to be removed he shall be served with a copy of the notice of his suspension pending hearing and trial on the charges forming the basis of his contemplated removal. Such charges must be set forth in clear and concise language signed by the President, if the President is being charged, upon the direction of the majority of the Board of Directors.

SECTION 7.

The Officer charged shall have the right to full, fair and impartial hearing before the Board of Directors concerning the charges preferred.

SECTION 8.

If, after such hearing, the said Board determines that such charges are sustained and sufficient cause for removal, the said Board shall submit a copy of the charges, together with their findings to the member and shall call a special recall election, not less than thirty nor more than sixty days from date of suspension.

SECTION 9.

If two-thirds (2/3) of the members voting shall vote for his removal from office the said Board of Directors shall thereupon declare the office vacant.

SECTION 10.

Any officer that is removed from Office shall also lose his membership unless otherwise stated in writing by the Board of Directors.

Section 11.

Any Officer that is removed from Office shall lose all rights and privileges to holding Office in this Association, although membership may be retained.

ARTICLE 14

TRIALS & APPEALS

Robert's Rules of Order Newly Revised, Chapter XX Disciplinary Procedures shall be followed during any trial or appeal unless otherwise stated in these By-Laws.

ARTICLE 15

AMENDMENTS TO BY-LAWS

SECTION 1.

Words used in these By-Laws in the present tense include the future as well as the present. Words used in the masculine gender shall include the feminine as well as the masculine. Words used in the singular shall include the plural and words in the plural shall include the singular.

SECTION 2.

The Association or Board of Directors may from time to time make additional By-Laws or revise, amend or repeal the By-Laws or any part thereof by an affirmative vote of the two thirds (2/3) of the votes cast.

Section 3.

Amendments, additions or repeals may be proposed by the Board of Directors or by a motion from the floor at a General meeting only, and only after a signed petition by twenty-five percent (25%) of the membership has been filed with the Secretary.

Section 4.

The Secretary shall post on the squad room bulletin board for a period of two weeks, a copy of the proposed amendments, additions or repeals. At the expiration of two weeks, ballots upon which amendments, additions or repeals shall be had in the same manner as provided for herein.

Section 5.

These By-Laws and all sections, parts of sections, words, phrases, clauses, and sentences thereof, and all amendments thereto or repeals thereof shall become effective when approved by this Association or Board of Directors in the matter herein provided.

SECTION 6.

Copies of these By-Laws shall be given to the Association Attorney, President, Vice President, Secretary, Treasurer, each member of the Board of Directors, and posted on the bulletin board in the Police Department squad room. The original shall be filed by the Secretary immediately after the adoption thereof.

ARTICLE 16

PUBLICATIONS

SECTION 1.

Upon the effective date of these By-Laws, the Officers of the Association shall cause to be professionally printed a four inch by six inch (4" x 6") booklet with hard paper cover in the number of not less than one hundred (100) to be printed and distributed within sixty (60) days.

SECTION 2.

The booklet shall contain:

- (A) A Title Cover
- (B) A Table of Contents
- (C) The Articles of Incorporation
- (D) The current By-Laws

SECTION 3.

The booklet shall be distributed to each and every member initially and whenever requested.

SECTION 4.

The Chairman of any official Association meeting shall have a copy of "Robert's Rules of Order Newly Revised" on hand during the session.

ARTICLE 17

RULES

SECTION 1.

The Association may from time to time establish rules as it may deem necessary to facilitate Association administration.

SECTION 2.

At the discretion of the President he may appoint one member of the Board of Directors to act as the Association Parliamentary, whose main responsibility shall be the introduction to the floor in the form of a motion all ideas of the membership, Elected Officers or Board of Directors.

**CITY OF MONTEREY PARK
INTEROFFICE MEMO**

DATE: 10/14/2013

TO: Tom Cody, Director, Human Resources
FROM: Steve Coday, Lieutenant, Police Department
SUBJECT: Formation of Monterey Park Police Mid-Management Association

The purpose of this memorandum is to formally request that the City of Monterey Park allow the police department mid-management, Police Lieutenants and Police Sergeants, to form their own Police Mid-Management Association.

Pursuant to Chapter 2.32 of the Monterey Park Municipal Code, as authorized under Chapter 10, Division 4, Title 1 of the California Government Code (Sections 3500 et seq.), section 2.32.050, "Any organization representing employees that seek recognition as the majority representative of the employees in one of such acknowledged employee groups shall file with the city council a petition containing the following information: (1) Name and address of the employee organization, (2) Names and titles of its officers; (3) Names of authorized employee representatives and their authorities and responsibilities; (4) A copy of the employee organization's constitution or bylaws which shall contain a statement that the employee organization has as one of its primary purposes representation of the employees in their employment relations with the city."

This new bargaining group will be known as the "**Monterey Park Police Mid-Management Association**" (MPPMMA). In accordance with the above Municipal Code an Executive Board was elected to represent the members of the Association. They are as follows:

President- Sgt. Paul Yniguez

- (A) The president as the principal executive officer of the Association shall have full authority to execute the policies of the Association as established under these By-Laws. Should the President find that the policy of the Association as established under these By-Laws has not been clearly formulated, he shall poll the members of the Board of Directors and the affirmative opinion of a majority of the Board shall have the force and effect of a decision reached in a meeting of the Board of Directors and the results shall be entered in the minutes of the meeting of the Board of Directors.
- (B) The President shall preside over General and Special Membership meetings, meetings of the Board of Directors, and meetings of the Executive Committee.
- (C) The President shall call Membership, Board of Directors, and Executive Committee meetings as required by these By-Laws.

(D) The President shall be the official spokesman for the Association in all its external relations and may authorize counsel or other agents of the Association to speak for the Association in his place and stead.

(E) The President shall recommend to the Board of Directors the employment of such personnel as may be required in his opinion, to effectuate the programs of the Associations.

The President shall hold no other office in the Association.

Vice President- Lt. Steve Coday

(A) The Vice-President shall act under the direction of the President and perform such duties as may be assigned by the President or the Board of Directors.

(B) The Vice-President shall appoint members of the Negotiation Committee to any vacancy that may occur following election and/or caucus and that are not otherwise filled, subject to Board of Directors approval.

(C) The Vice-President shall appoint members to the Safety Committee subject to approval by the Board of Directors.

(D) The Vice-President shall supervise the negotiations of agreements by the Negotiation and Safety Committees, and authorize the membership approval of such agreements in accordance with the Board of Directors consensus.

(E) The Vice-President, in the absence, inability or refusal to act, of the President, shall call and preside at all meetings, appoint committees, sign as President all benefit certificates which have been first approved by the Board of Directors and shall have, subject to the control of the Board of Directors, the general management and direction of the affairs of the Association, and shall perform such duties as may be consistent with the President's office.

The Vice-President shall hold no other office in the Association.

Secretary- Lt. Carrie Mazelin

(A) The Secretary shall act under the direction of the President and the Board of Directors and shall perform all duties imposed upon him by these By-Laws and such other duties as shall from time to time be assigned to him by the membership, the President, or the Board of Directors.

(B) The Secretary shall attend all meetings of the membership, the Board of Directors, and Executive Committee and shall cause a faithful record to be made of the proceedings.

- (C) The Secretary shall serve issue and publish all notices required to be given, prepare all ballots, receive and file all correspondence, keep all contracts, books and records of the association not otherwise given by these By-Laws to someone else.
- (D) The Secretary shall have custody of the Association Seal and cause it to be impressed upon such documents as the Board of Directors of the Association shall direct.
- (E) The Secretary shall act as Chairman to the Election Committee and shall appoint all its members subject to approval by the Board of Directors.
- (F) The Secretary shall assume the chair from the President and conduct all nominations for office when such nominations have been placed on the agenda at any General or Special Membership meeting.
- (G) The Secretary shall turn over all books, records, and all other documents and property of the Association in his custody to his successor in office.

The Secretary shall hold no other office in the Association.

Treasurer- Sgt. Paul Villalobos

- (A) The Treasurer shall act under the direction of the President and the Board of Directors and shall perform all duties imposed upon him by these By-Laws and such other duties as shall from time to time be assigned to him by the membership, the Board of Directors, and the Executive Committee.
- (B) The Treasurer shall attend all meetings of the membership, the Board of Directors and the Executive Committee, and shall be the custodian of all assets of the citation and shall make a report to each General Membership meeting and Board meeting.
- (C) The Treasurer shall keep all contracts, books, records, monies, securities and all other property of the Association and shall make a report to each General Membership meeting and Board meeting.
- (D) The Treasurer shall supervise the maintenance of such membership lists as may be required and shall cause the collection of per capita dues, initiation fees, assessments and all other monies due to the association.
- (E) The Treasurer shall cause the funds belonging to the Association to be deposited in a bank or banks approved by the Board of Directors of the Association.
- (F) The Treasurer shall cause the payment of proper bills and expenses of the Association, when evidenced by satisfactory statements or vouchers, by checks countersigned by the President or by such other persons who may be thereunto authorized by the Board of Directors of the Association.

(G) The Treasurer shall invest the funds of the Association as instructed by the membership or by the Board of Directors in the absence of such instructions by the membership.

(H) The Treasurer shall prepare, publish and distribute to the Board of Directors an annual financial statement which shall list the total assets, liabilities, receipts and disbursements of the Association and the statement shall be accompanied by a proposed budget encompassing the coming fiscal year and both shall be distributed not less than one (1) month prior to the coming fiscal year.

(I) The Treasurer shall cooperate with the auditor in the audit of his books and such other audits as may be directed by the Board of Directors.

(J) The Treasurer shall give bond in an amount to be determined by the Board of Directors for the faithful performance of the trust in him reposed, the cost thereof to be borne by the Association.

(K) The Treasurer may temporarily act as Secretary in the Secretary's absence, inability or refusal to act or perform any of the duties of his office, subject to approval by the Board of Directors.

(L) The Treasurer shall act as Chairman to the Finance Committee and shall appoint all of its members subject to approval by the Board of Directors.

The Treasurer shall turn over all funds, books, records and all other documents and property of the Association in his custody to his successor in office.

The official address for the Association will be:

**320 W. Newmark Avenue
Monterey Park, CA 91754**

A petition along with the current by-laws was previously submitted.

Your consideration on this matter is greatly appreciated.

Chapter 2.32

EMPLOYEE RELATIONS

Sections:

2.32.010	Purpose.
2.32.020	Definitions.
2.32.030	City responsibilities and rights.
2.32.040	Employee groups.
2.32.050	Petition for recognition.
2.32.060	Recognition of majority representatives.
2.32.070	Meet and confer.
2.32.080	Disposition of failure to agree.
2.32.090	Questions concerning scope of representation.
2.32.100	Chapter adoption.

2.32.010 Purpose.

This chapter is authorized under Chapter 10, Division 4, Title 1 of the California Government Code (Sections 3500 et seq.) and is intended to provide a means to promote full communication between the city and its employees to provide a reasonable method of resolving disputes regarding wages, hours and other terms and conditions of employment.

The city shall meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations and shall consider fully such presentations as are made by the employee organization on behalf of its members prior to arriving at a determination of policy of course of action. (Ord. 1259 § 1 (part), 1969; prior code § 2250)

2.32.020 Definitions.

Terms used herein that are used in Government Code Sections 3500 et seq. will have the same meanings as are provided in said code. The definitions set forth below are additional major terms used in this chapter:

"City representative" for all employer-employee relations under this chapter shall be a committee composed of the city personnel officer as chairman and staffed by additional members consisting of the city

manager and other persons as shall be from time to time selected by the city manager.

"Employee" means any full time employee of the city except, elective officers and library employees.

Employee, Confidential. "Confidential employee" means any employee whose duties would give the employee access to decisions and decision making processes of the city concerning any matters relating to employer-employee relations.

"Employee representative" means the authorized representative of a recognized employee organization as set forth in this section.

"Failure to agree" means the city representative and a recognized employee organization have been unable to reach agreement concerning a subject over which they are required to meet and confer in good faith.

"Mediation and conciliation" means the use of a neutral third person to assist the city representative and a recognized employee organization to voluntarily reach an accord where there has been a "failure to agree".

"Meet and confer in good faith" means that the city, or such representatives as it may designate and representative of recognized employee organizations, shall have the mutual obligation personally to meet and confer in order to exchange freely information, opinions, and proposals, and to endeavor to reach agreement on matters within the scope of representation.

"Recognized employee organization" means an employee organization that the city has formally acknowledged as representing the majority of the employees in a group for recognition designated by the city. An employee organization while so recognized shall be the only recognized employee organization for employees in such employee group. "Employee organization" means any organization of any kind, or any agency or employee representation committee in which employees participate and which exists for the primary purpose of dealing with the city concerning wages, hours and other terms and conditions of employment.

"Supervisors and management" means:

(1) Any employee having significant responsibilities for formulating and administering city policies and

programs including but not limited to the chief executive officer and department heads; and

(2) Any employee having authority in the interest of the city to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, or having the responsibility to direct them or to adjust grievances or to effectively recommend such action if in connection with the foregoing, the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment;

(3) For sworn uniformed personnel of the police department, any employee of the rank of sergeant or above;

(4) For personnel of the fire department, any employee above the rank of engineer;

(5) For personnel of other city departments:

(A) Finance Department. Any employee classified as accounting and budget officer, purchasing agent/business license officer, or higher;

(B) Community Development Department. Any employee classified as plan checker or higher;

(C) Engineering Department. Any employee classified as associate civil engineer or higher;

(D) Street Department. Any employee classified as public works maintenance supervisor or higher;

(E) Water Department. Any employee classified as water utility supervisor or higher; and

(F) Recreation and Parks Department. Any employee classified as park supervisor or higher. (Ord. 1458 § 1 (part); Ord. 1397 § 1, 1975; Ord. 1289 § 6, 1971; Ord. 1259 § 1 (part), 1969: prior code § 2251)

2.32.030 City responsibilities and rights.

To insure that the city is able to carry out its statutory functions and responsibilities, the following matters will not be subject to the terms of this chapter, but shall be within the exclusive discretion of the city: the right to manage the city, the right to direct the work force, to select and determine the number and types of employees required, to assign work to employees in accordance with the requirements determined by the city, to establish and change work schedules and assignments, to hire, transfer and to promote or to lay off employees for lack of work and for all other legitimate

reasons, to suspend, discipline or discharge for just cause, to expand or diminish services, to subcontract any work or operations, to determine and change methods of operations, to determine and change at its sole discretion the number of locations, relocations and types of operations and the processes and materials to be employed. (Ord. 1259 § 1 (part), 1969: prior code § 2252)

2.32.040 Employee groups.

In order to be recognized for the purposes of this chapter, an employee organization must represent a majority of the employees in an employee group.

The city has investigated and studied the work assignments and interest of all city employees. The city has made conclusions based on this study that there are three separate and distinct employee groups and that the acknowledgement of these groups will be most conducive to harmonious employer-employee relations and to the efficient operation of the city. The three separate employee groups so acknowledged are:

(1) All sworn police department employees, excluding all nonsworn employees;

(2) All firemen;

(3) All other employees of the city.

Supervisors, management and confidential employees may be members of any employee group if they so desire and may be represented thereby (subject to employee organization bylaws and/or constitution), but may not represent employees of any of the above employee groups on matters within the scope of representation. (Ord. 1259 § 1 (part), 1969: prior code § 2253)

2.32.050 Petition for recognition.

Any organization representing employees that seek recognition as the majority representative of the employees in one of such acknowledged employee groups shall file with the city council a petition containing the following information:

(1) Name and address of the employee organization;

(2) Names and titles of its officers;

(3) Names of authorized employee representatives and their authorities and responsibilities;

(4) A copy of the employee organization's constitution or bylaws which shall contain a statement that the employee organization has as one of its primary purposes representation of the employees in their employment relations with the city. (Ord. 1259 § 1 (part), 1969: prior code § 2254)

2.32.060 Recognition of majority representatives.

The city council shall certify that any employee organization is the recognized employee organization for such group based on Section 2.32.050 and reasonable proof (including an election if necessary) that the organization represents a majority of the employees a such employee group.

(1) Nothing herein shall prohibit any employee from appearing in his own behalf in his employment relations with the city.

(2) The recognition by the city of any employee organization shall not be subject to challenge by any group and/or individual or by the city, before an elapsed time of twelve months from the last date of recognition.

(3) Professional employees may seek separate recognition through a professional employee organization. A "professional" is an employee engaged in work predominantly intellectual and varied in character as opposed to routine mental, manual, mechanical or physical work; involving the consistent exercise of discretion and judgment in its performance; or such a character that the output produced or the result accomplished cannot be standardized in relation to a given period of time; requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study in an institution of higher learning as distinguished from a general academic education or from an apprenticeship or from training in the performance of routine mental, manual, or physical processes; or any employee who has completed the courses of specialized intellectual instruction and study described above and is performing related work under the supervision of a professional person to qualify himself to become a professional employee as defined herein.

(4) Nothing herein shall prohibit any city employee the right to organize and join any organization of their choice or to refuse or refrain to join or participate in the activities of employee organizations. (Ord. 1259 § 1 (part), 1969: prior code § 2255)

2.32.070 Meet and confer.

The city representatives and representatives of recognized employee organizations shall "meet and confer in good faith" as set forth in Section 3505 of the Government Code on all matters relating to wages, hours and other conditions of employment within the employee representation unit as set forth under Section 2.32.040, except that the city representatives shall not meet and confer on any subject preempted by federal or state law or by city ordinance, nor with respect to the city's civil service rules and regulations or on other subjects as set forth under Section 2.32.030. (Ord. 1259 § 1 (part), 1969: prior code § 2256)

2.32.080 Disposition of failure to agree.

Any failure to agree (impasse) as defined in Sections 3500 et seq., of the Government Code, will be settled in the following manner:

(1) A mediator or conciliator shall be selected by mutual agreement between the city representative and the affected recognized employee organization. If, however, said parties cannot agree on such a person, then he shall be chosen by the city council within a reasonable period of time after the parties have failed to agree on such a person. The person so selected shall meet with the parties within a reasonable period of time to aid in a voluntary adjustment of the "failure to agree."

(2) The mediator or conciliator shall make no findings of fact or public recommendations or positions. His power will be strictly limited to his efforts to aid the parties to a voluntary accord. The costs of such person shall be borne equally by the parties.

(3) In the event that mediation or conciliation of the "failure to agree" fails to bring the parties to a voluntary agreement, then the issue or issues over which an impasse had been reached shall be submitted to the city council for its determination. (Ord. 1259 § 1 (part), 1969: prior code § 2257)

2.32.090 Questions concerning scope of representation.

In the event that there is a dispute over the scope of representation or whether a matter is legally subject to meeting and conferring in good faith and the parties do not voluntarily resolve that dispute, the matter will be submitted to the city attorney who shall make recommendations to the city council for its final determination. (Ord. 1259 § 1 (part), 1969: prior code § 2258)

2.32.100 Chapter adoption.

The chapter is adopted after consultation in good faith with the three employee groups set forth in Section 2.32.040, which are the only employee organizations presently having members in the employment of the city. (Ord. 1259 § 1 (part), 1969: prior code § 2259)

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.ci.monterey-park.ca.us



City Council
Peter Chan
Mitchell Ing
Hans Liang
Teresa Real Sebastian
Anthony Wong

City Clerk
Vincent D. Chang

City Treasurer
Joseph Leon

To Association Representatives:

Service Employees' International Union (SEIU)
Confidential Employees Association
Mid-Management Association (MMA)
Professional Chief Officers' Association (PCOA)
Firefighters' Association
POA/Captain Unit
Police Officers' Association (POA)

On October 14, 2013 representatives of the proposed Monterey Park Police Mid-Management Association advised the City that it was their intent to formally form a labor organization as per Monterey Park Municipal Code, Chapter 2.32/Employee Relations. The proposed employee organization subsequently filed the documents required for formal recognition. Accordingly, at the November 20, 2013 Council Meeting, the City Council will consider the certification of the Monterey Park Police Mid-Management Association as the employee organization representing the interests of Police Officer mid-management employees, Police Lieutenants and Police Sergeants, regarding wages, hours and other terms and conditions of employment. As an association representing city of Monterey Park employees you are hereby notified.

Sincerely,

Tom Cody, Director
Human Resources and Risk Management

Staff Report City of Monterey Park

DATE: November 20, 2013

TO: Paul Talbot, City Manager
FROM: Dan Costley, Recreation & Community Services Director
SUBJECT: Resolution – Los Angeles County Regional Park and Open Space Grant for Cascades Waterfall Rehabilitation and Edison Trails Park Improvements

Staff recommends that the City Council adopt a resolution approving the application for Grant Funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program. The grant of \$480,000 will be used to rehabilitate the Cascades Waterfall and make improvements to Edison Trails Park.

DISCUSSION:

The Los Angeles County Regional Park and Open Space District solicited requests from the City for possible recreation facility projects to be funded through the "Cities and Specified Excess Funds Grant Program" with the Cascades Rehabilitation and Edison Trails Park improvements being approved by County Supervisor Molina and the Board of Supervisors.

In submitting the County application form, the City would agree to a number of requirements from the County as outlined on page 2 of the application form (Attachments A & B).

The Cascades Waterfall, built in 1928, needs a variety of upgrades or repairs including to the electrical system & lights, the mechanical system, and the plaster for the pools. Additionally, some of the tile work needs to be repaired or replaced and it all needs to have a deep cleaning. The asphalt steps also need to be repaired and leveled. Edison Trails Park will be improved with benches, signage, drinking fountains, and decomposed granite for the trail. Both projects should be completed within 12 months (November 2014).

CEQA (California Environmental Quality Act)

Adopting the resolution to obtain grant money does not require additional CEQA review. Any projects funded by grant monies would require separate CEQA review.

FISCAL IMPACT:

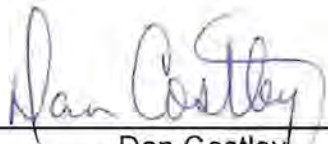
The cost of both projects will be completely funded through the Grant of \$480,000.

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt a resolution approving the applications for Grant Funds from the Los Angeles County Regional Park and Open Space District Excess Funds Grant Program. The \$480,000 grant will be used to rehabilitate the Cascades Waterfall and make improvements at Edison Trails Park;
2. Authorize the City Manager, or designee, to execute any documents needed to obtain the grant funds; and
3. Take such additional, related action that may be desirable

By:



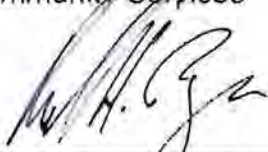
Dan Costley
Director of Recreation &
Community Services

Approved:



Paul Talbot
City Manager

Reviewed:



Karl H. Berger
Assistant City Attorney

Attachments:

Grant Application packets

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO APPLY FOR, RECEIVE, AND APPROPRIATE GRANT FUNDS FROM THE LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT CITIES EXCESS FUNDS GRANT PROGRAM FOR FUNDS FOR THE CASCADES WATERFALL REHABILITATION AND EDISON TRAILS PARK REHABILITATION.

The City Council finds and declares as follows:

SECTION 1: The City Council finds and declares as follows:

- A. The City of Monterey Park seeks to rehabilitate the Cascades Waterfall, which is the City's most famous landmark and a State of California Historical Resource;
- B. In addition, the City seeks to increase recreation opportunities for the public by upgrading Edison Trails Park, which will improve the environment and provide healthy, educational activities for its residents;
- C. The Los Angeles County Regional Park and Open Space District (the "District") makes grant funds available for projects such as the Cascades Waterfall rehabilitation and Edison Trails Park rehabilitation projects (collectively, the "Project");
- D. The City understands the assurances and certifications in the District's application form;
- E. The City understands that, if it obtains the District's grant funds, the City must operate and maintain the Project in perpetuity; and
- F. The City will be required to enter into a grant agreement with the District for the Project.

SECTION 2: The City Manager, or designee, is authorized to apply for a grant from Los Angeles County Regional Park and Open Space District to be used for Cascades Waterfall Rehabilitation.

SECTION 3: The City Manager, or designee, is authorized to execute any required documents including, without limitation, a grant agreement (in a form approved by the City Attorney) to receive the grant for the purposes identified herein.

SECTION 4: The City Manager, or designee, is authorized to accept and spend the grant monies identified in this Resolution for the purposes set forth herein.

SECTION 5: The City Council hereby amends or supplements the City's Budget for fiscal year 2013-2014 to appropriate the monies identified herein to pay for the retention

plan proposed by the City in support of its grant application. The City Manager, or designee, is authorized to implement the purpose of this section.

SECTION 6: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 20th day of November, 2013.

Teresa Real Sebastian, Mayor

ATTEST;

Vincent Chang, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: _____
Karl H. Berger,
Assistant City Attorney

Los Angeles County Regional Park and Open Space District

GRANT APPLICATION FORM

This form and required attachments must be submitted for each Project.

Project Name: Edison Trails Park Improvements	For District Use Only Grant Number: _____ Program Manager: _____
Project Applicant: <i>(Print name and mailing address of agency or organization.)</i> City of Monterey Park 320 W. Newmark Ave. Monterey Park, CA 91754	Proposition Section(s): _____ Grant Amount Requested: <u>\$80,000</u> Total Project Cost: <u>\$80,000</u> Source(s) of Other Funds: _____ _____ _____ Project Address: <u>1600 S. Garfield Ave.</u> <u>Monterey Park, CA 91755</u>

Grant Applicant's representative authorized in Resolution:

<u>Paul Talbot</u>	<u>City Manager</u>	<u>626-307-1257</u>
<i>Name</i>	<i>Title</i>	<i>Phone</i>

Person with day-to-day responsibility for Project (if different from authorized representative):

<u>Dan Costley</u>	<u>Director Recreation & Community Services</u>	<u>626-307-1497</u>
<i>Name</i>	<i>Title</i>	<i>Phone</i>

Brief Description of Project: Edison Trails Park consists of two sections - a small park with a playground, restrooms, and a few tables is on the west side, and on the east side is a hilly natural area with native plants and animals, as well a long dirt trail that residents walk on. Improvements to the park would include basic amenities for the trail, including benches, signage, drinking fountains and decomposed granite for the trail.

Project Performance Period End Date: / /

For **Development** Projects - Land Tenure:

Project is 12.25 acres.

☒ Acres owned by Applicant (fee simple)
☐ Acres available under a five-year lease
☐ Acres - Other: *(Please explain below)*

For **Acquisition** Projects:

Project is _____ acres.

☐ Acres in fee simple by Applicant
☐ Acres acquired in other than fee simple
(Please explain below)

I certify that the information contained in this Grant Applicant Form, including the required attachments, is accurate and that I have read and understand the important information and assurances on the reverse side of this form.

Signature of Applicant's representative as shown in the Resolution

Date

INSTRUCTIONS FOR COMPLETING APPLICATION FORM

IMPORTANT

All District requirements must be met and an agreement signed before any funds will be disbursed. An audit may be performed before, or after, the District releases final payment. An Application for grant funds consists of one copy of each of the following:

1. Grant Application Form.
2. Evidence of adequate land tenure (e.g., deed, lease, joint powers agreement, or certification by agency or organization).
3. Authorizing Resolution from governing body (for agencies and organizations other than the County).
4. Cost Estimate, which must include an indication of the amount, type, and source of funds above grant amount provided to Applicant.
5. Project Timetable.
6. Project Vicinity Map.
7. Grant Boundary Map.
8. Site Plan (development projects).
9. Acquisition schedule (acquisition projects).
10. Acquisition map showing exterior boundaries and parcel numbers (acquisition projects).
11. Permits or comments from the following (if applicable): California State Lands Commission, United States Army Corps of Engineers, California Coastal Commission.
12. All leases, operating agreements, and other contracts affecting Project lands or the operation and maintenance thereof, including operating agencies and non-governmental agencies.

ASSURANCES

Applicant possesses legal authority to apply for the grant, and to finance, acquire, and construct the proposed Project; that a resolution, motion, or similar action has been duly adopted or passed as an official act of Applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Applicant to act in connection with the application and to provide such additional information as may be required.

Applicant will maintain and operate the property acquired, developed, rehabilitated, or restored with the funds in perpetuity. With the approval of the District, Applicant, or its successors in interest in the property, may transfer the responsibility to maintain and operate the property in accordance with the Propositions.

Applicant will use the property only for the purposes of the Propositions and will make no other use, sale, or other disposition of the property except as authorized by specific act of the Board of Supervisors as governing body of the District.

Applicant will give the District's authorized representatives access to, and the right to examine, all records, books, papers, and documents related to the grant.

Applicant will cause work on the Project to be commenced within a reasonable time after receipt of notification from the District that funds have been approved and will prosecute the Project to completion with reasonable diligence.

Funds allocated to the Applicant that are used for landscaping, planting trees, or any other planting projects shall use drip irrigation systems and shall use drought-resistant or xerophytic trees, plants, law, or sod, except when applicant can show, to the District's satisfaction, that such use is infeasible. When projects involve the rehabilitation of existing irrigation systems or the creation of irrigation systems, reclaimed water should be used whenever possible and priority shall be given to development of reclaimed water irrigation systems.

In order to maintain the exclusion from gross income for federal income tax purposes of the interest on any bonds, notes, or other evidences of indebtedness issued for purposes of this grant program, Applicant covenants to comply with each applicable requirement of Section 103 and Sections 141 through 150 of the Internal Revenue Code of 1986, as amended.

All grant funds allocated for projects involving the rehabilitation of beach, park, recreation, and open space of natural lands shall be used, to the maximum extent feasible, to employ youth from the community in which the particular rehabilitation or restoration Project is being carried out.

To the maximum extent feasible, Applicant is encouraged to enter into, and has authority to use funds received through this grant for, agreements with community conservation corps, the California Conservation Corps, and other community organizations, particularly when youth can be employed to work on restoration or rehabilitation projects being carried out in their own communities. Such agreements shall be entered into solely for the accomplishment of the purposes set forth in this application.

Applicant will provide reasonable public access to lands acquired in fee with funds made available through this grant, except where that access may interfere with resource protection. Reasonable public access includes parking and public restrooms.

No wetlands or riparian habitat acquired pursuant to the Propositions shall be used as a dredge spoil area or shall be subject to revetment that damages the quality of the habitat for which the property was acquired.

Applicant will comply, where applicable, with provisions of the California Environmental Quality Act and the California Relocation Assistance Act, and all other federal, state, and local laws, rules, and regulations.

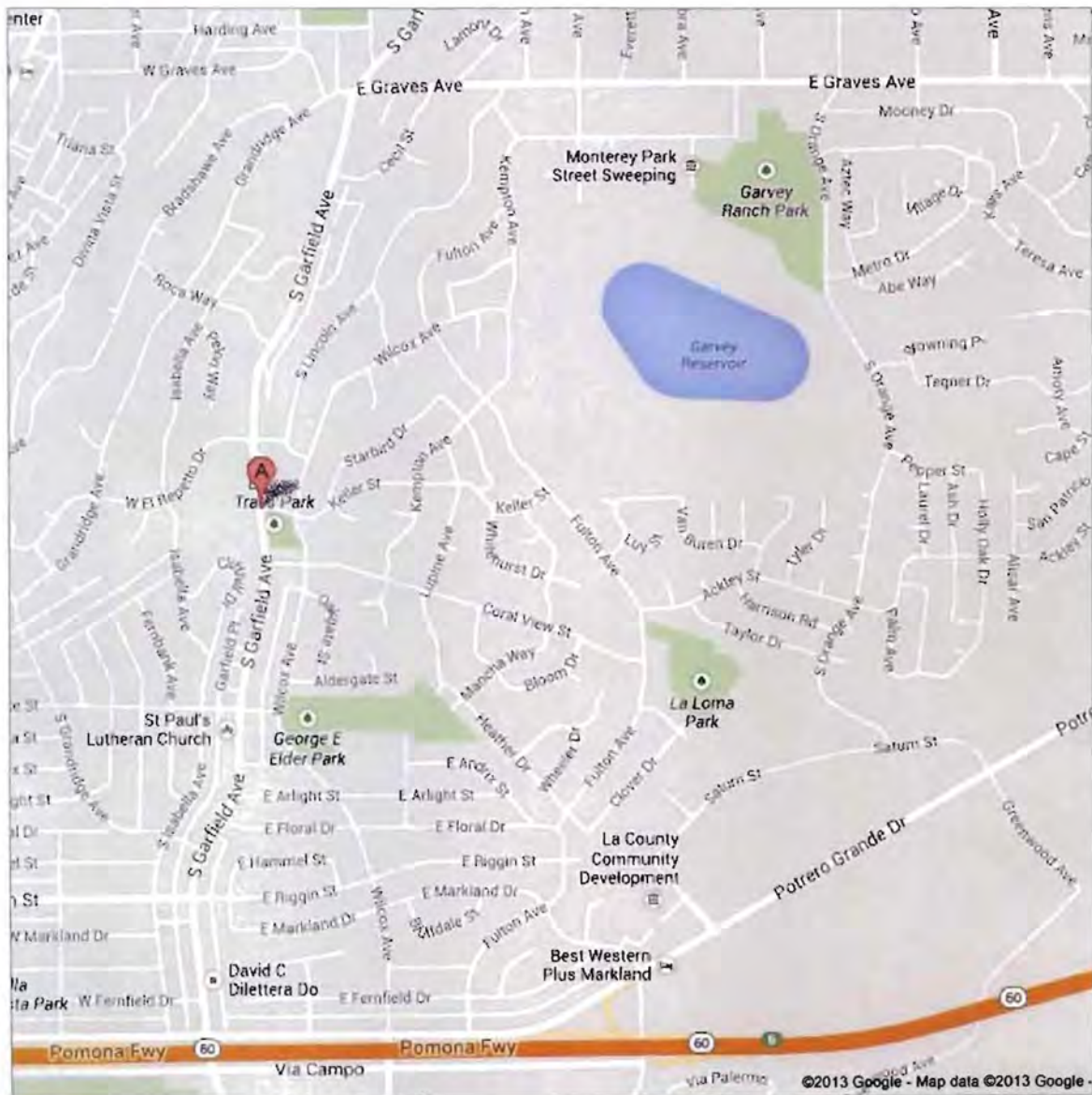


To see all the details that are visible on the screen, use the "Print" link next to the map.





Address **1600 S Garfield Ave**
Monterey Park, CA 91754



Cost Estimates and Timeline

The Public Works Department estimates the Cascades Waterfall Rehabilitation Project will cost \$400,000. Irrigation work at the park will be completed as part of the Park Master Plan Capital Improvement Project

The project will be scheduled to begin in January 2014 and will be completed by November, 2014.

The Edison Trails Park Improvements are estimated to cost \$80,000 and will begin in January 2014 with completion in November, 2014.

Los Angeles County Regional Park and Open Space District

GRANT APPLICATION FORM

This form and required attachments must be submitted for each Project.

Project Name: Cascades Waterfall Rehabilitation	For District Use Only Grant Number: _____ Program Manager: _____
Project Applicant: <i>(Print name and mailing address of agency or organization)</i> City of Monterey Park 320 West Newmark Ave. Monterey Park, CA 91754	Proposition Section(s): _____ Grant Amount Requested: \$400,000 Total Project Cost: \$400,000 Source(s) of Other Funds: None _____ _____ Project Address: 700 S. Atlantic Blvd. Monterey Park, CA 91754

Grant Applicant's representative authorized in Resolution:

PAUL TALBOT	CITY MANAGER	626-307-1257
_____ Name	_____ Title	_____ Phone

Person with day-to-day responsibility for Project (if different from authorized representative):

DAN COSTLEY	DIRECTOR OF REC.&COMM. SVC.	626-307-1497
_____ Name	_____ Title	_____ Phone

Brief Description of Project: The Monterey Park Cascades waterfall was built in 1928, and has a number of problems, including the mechanical and electrical systems. In addition, the tiles and lighting also need to be refurbished or replaced. The "Cascades Waterfall" was registered in 1998 by the State of California as Historical Resource and requires special care to maintain its historic significance. The waterfall is considered the icon of Monterey Park.

Project Performance Period End Date: / /

For **Development** Projects – Land Tenure:

Project is 1.26 acres.

_____ Acres owned by Applicant (fee simple)
 _____ Acres available under a _____-year lease
 _____ Acres – Other: (Please explain below)

For **Acquisition** Projects:

Project is _____ acres.

_____ Acres in fee simple by Applicant
 _____ Acres acquired in other than fee simple
 (Please explain below)

I certify that the information contained in this Grant Applicant Form, including the required attachments, is accurate and that I have read and understand the important information and assurances on the reverse side of this form.

Signature of Applicant's representative as shown in the Resolution

Date

INSTRUCTIONS FOR COMPLETING APPLICATION FORM

IMPORTANT

All District requirements must be met and an agreement signed before any funds will be disbursed. An audit may be performed before, or after, the District releases final payment. An Application for grant funds consists of one copy of each of the following:

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12. All leases, operating agreements, and other contracts affecting Project lands or the operation and maintenance thereof, including operating agencies and non-governmental agencies.

ASSURANCES

Applicant possesses legal authority to apply for the grant, and to finance, acquire, and construct the proposed Project; that a resolution, motion, or similar action has been duly adopted or passed as an official act of Applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Applicant to act in connection with the application and to provide such additional information as may be required.

Applicant will maintain and operate the property acquired, developed, rehabilitated, or restored with the funds in perpetuity. With the approval of the District, Applicant, or its successors in interest in the property, may transfer the responsibility to maintain and operate the property in accordance with the Propositions.

Applicant will use the property only for the purposes of the Propositions and will make no other use, sale, or other disposition of the property except as authorized by specific act of the Board of Supervisors as governing body of the District.

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Applicant will cause work on the Project to be commenced within a reasonable time after receipt of notification from the District that funds have been approved and will prosecute the Project to completion with reasonable diligence.

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To the maximum extent feasible, Applicant is encouraged to enter into, and has authority to use funds received through this grant for, agreements with community conservation corps, the California Conservation Corps, and other community organizations, particularly when youth can be employed to work on restoration or rehabilitation projects being carried out in their own communities. Such agreements shall be entered into solely for the accomplishment of the purposes set forth in this application.

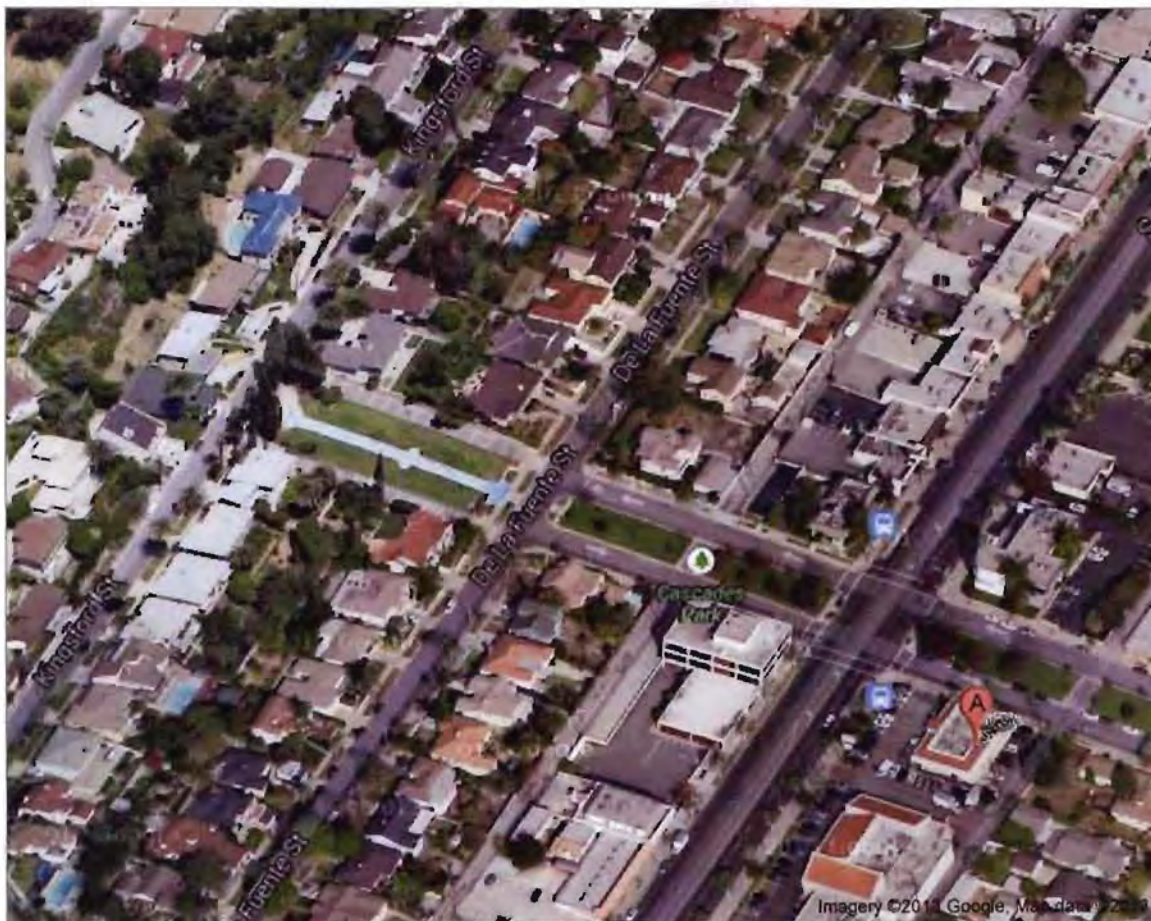
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Applicant will comply, where applicable, with provisions of the California Environmental Quality Act and the California Relocation Assistance Act, and all other federal, state, and local laws, rules, and regulations.



To see all the details that are visible on the screen, use the "Print" link next to the map.

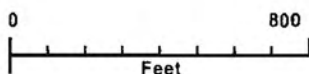




CASCADES WATER FALL

VICINITY MAP

Printed: Nov 07, 2013



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Address 700 S Atlantic Blvd
Monterey Park, CA 91754



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The Edison Trails Park Improvements are estimated to cost \$80,000 and will begin in January 2014 with completion in November, 2014.

Staff Report City of Monterey Park

DATE: November 20, 2013

TO: PAUL TALBOT, CITY MANAGER

FROM: DONNA M. RAMIREZ, ECONOMIC DEVELOPMENT SPECIALIST

SUBJECT: PUBLIC HEARING FOR CONSIDERATION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA CONFIRMING THE 2013 ANNUAL REPORT AND THE LEVY OF ASSESSMENTS FOR BUSINESS IMPROVEMENT DISTRICT NO. 1 FOR PROGRAM YEAR 2014

On November 6, 2013 the City Council set the date for a public hearing regarding the assessment of businesses within Business Improvement District No. 1. BID Assessment revenues will fund promotional activities and special events to benefit downtown businesses.

This hearing was noticed in the Monterey Park Progress newspaper and every business in the BID was sent a hearing notice in Chinese, English, and Spanish. At the conclusion of this public hearing, the Council can choose to adopt the resolution confirming the levy of assessments for the BID or make adjustments as needed.

DISCUSSION

Based on its September 24, 2013 Annual Meeting, the Business Improvement Business Advisory Committee requested that the City Council set the date for a public hearing to consider the 2014 levy of Assessment Fees for the Business Improvement District No. 1. The public hearing and adoption of the resolution on the renewal of the assessments under consideration are required under Streets and Highways Code §§36600, *et seq.*

Funding from Business Improvement Districts (BID) provides an avenue for local businesses to enhance services to their area above those provided by the city. Services such as increased sidewalk cleaning, custodial services, marketing services, street furniture and special events are some examples of ways BID funds may be used.

The law governing BIDs provides an opportunity for all potential assesses to protest the proposed renewal of or change to the assessments. If written protests are received by the owners of businesses in the proposed area that pay 50% or more of the total amount of the assessments to be levied, the proposed assessment cannot occur. If the protests received do not amount to 50% of the total assessed amount then the Council may adopt the attached resolution confirming the levy of assessments. This will allow the BID to continue to benefit from the promotions and public improvements as proposed in the 2013 Business Improvement District No. 1 budget.

The BIDAC is proposing its 2014 BID programs and budget. The proposed 2014 budget is included in the 2013 Annual Report.

A number of goals for the upcoming 2014 BID Program include, without limitation:

1. Maintain a minimum reserve balance of \$75,000;
2. Research funds needed to rewire the lighting of the palm trees and bring back to the Council for consideration;
3. Work with a consultant to design an AP for the BID that will work as advertising and as a directory;
4. Purchase a message board for the Lincoln Avenue Parking lot area;
5. Continue to work with the city and merchants to keep the downtown area looking clean; and
6. Design and implement programs to meet the issues addressed in the 3-Year Plan.

The City Council is required to receive and file the Annual Report. The Annual Report includes a map of the area to be assessed, the 2014 Budget, and the Fee Schedule for the 2014 Program Year. After receiving the report, the City Council will consider and adopt the attached Resolution of Intent to Levy an Annual Assessment for the BID for 2014. The Council may take action on the proposed 2014 budget; changing programs or amounts for those programs if they deem appropriate.

The proposed 2014 budget was included in the 2013 BID Annual Report which was discussed during the Business Improvement District's Annual Meeting to which all businesses were invited.

Staff would administer the BID funds consistent with the approved 2014 BID budget and seek recommendations of the Advisory Committee and appropriate City Council approvals to carry out BID activities.

FISCAL IMPACT

The total amount that businesses would be assessed plus interest under the current BID Assessment formula is estimated to be \$58,584 for 2014. The revenues will be specifically and exclusively available to promote business activity within Business Improvement District No. 1.

There is no impact on the General Fund.

RECOMMENDATION

1. Open public hearing; receive both written and oral comments; close public hearing.
2. Adopt the resolution confirming the 2013 Annual Report and the levy of assessments for Business Improvement District No. 1 for Program Year 2014.

By: 
Donna M. Ramirez
Economic Development Specialist

Approved: 
Paul Talbot
City Manager

APPROVED TO FORM: 
KARL BERGER, Assistant City Attorney

Attachments: 1) Resolution to Assess Business Improvement District No. 1
2) 2013 Annual Report

RESOLUTION NO. _____

A RESOLUTION LEVYING ASSESSMENTS FOR BUSINESS IMPROVEMENT DISTRICT NO. 1 FOR PROGRAM YEAR 2014 IN ACCORDANCE WITH GOVERNMENT CODE § 36624.

The City Council for the City of Monterey Park does resolve as follows:

SECTION 1: *Findings.* The City Council finds as follows:

- A. Cities are authorized under the Property and Business Improvement District Law of 1994 (Streets & Highways Code §§ 36600, *et seq.*) to establish business improvement districts ("BID") within their jurisdictions for the purpose of funding certain services;
- B. Business Improvement Area No. 1 was established by Ordinance No. 1604 on October 10, 1983 and modified by Ordinance No. 1656 on March 10, 1986;
- C. As required by applicable law, the City prepared an Annual Report for Program Year 2013 for Business Improvement Area No. 1 ("Report") and submitted it to the City Council;
- D. Based upon the Report, the City Council proposes to levy assessments Business Improvement Area No. 1 for Program Year 2014 as calculated in the Report which is incorporated by reference. A true and correct copy of the Report is available for public review in the City Clerk's office;
- E. On November 6, 2013 the City Council adopted Resolution No. 11527 giving notice of its intent to levy and collect assessments within Business Improvement District No. 1 for Program Year 2014; and
- F. On November 20, 2013, the City Council considered public testimony and documentary evidence during a public hearing regarding the levy of assessments for Business Improvement District No. 1. This Resolution, and its findings, is based upon the entirety of the record considered by the City Council at its November 20th public hearing.

SECTION 2: *Protests.* The dollar value of valid protests required to prevent adoption of the proposed assessments is \$31,270.65. Because the number of valid protests received by the City ☐ does, ☐ does not represent a majority of persons eligible to protest, the City Council ☐ may, ☐ may not adopt the proposed assessments.

SECTION 3: *Approval.* If, pursuant to Section 2, the City Council may adopt the proposed assessments in accordance with the applicable sections of Property and Business Improvement District Law of 1994 (Streets & Highways Code §§36600, *et seq.*), then the City Council adopts

an annual assessment within the BID as set forth in attached Exhibit "A," which is incorporated by reference.

SECTION 4: *Authorization.* The City Manager, or designee, is directed to take such actions that are needed to collect this assessment.

SECTION 5: *Budget.* The BID Annual Budget for 2014, as set forth in the Report, is approved. The City Manager, or designee, is authorized to implement the BID Annual Budget for 2014 as set forth in the Report.

SECTION 6: *Reliance on Record.* Each and every one of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the City Council in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 7: *Summaries of Information.* All summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

SECTION 8: *Effectiveness.* This Resolution will become effective immediately upon adoption.

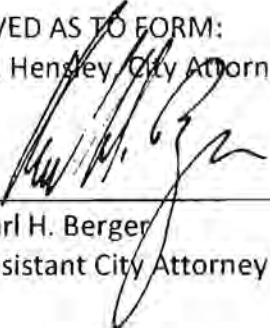
PASSED AND ADOPTED this ____ day of November, 2013.

Teresa Real Sebastian
Mayor

ATTEST:

Vincent D. Chang
City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: 

Karl H. Berger
Assistant City Attorney

State of California)
County of Los Angeles) ss.
City of Monterey Park)

I, Vincent D. Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. _____ was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 20th day of November, 2013, by the following vote:

Ayes:	Council Members:
Nays:	Council Members:
Absent:	Council Members:
Abstain:	Council Members:

Dated this day of November, 2013

Vincent D. Chang, City Clerk
City of Monterey Park, California



Business Improvement District No. 1

**Annual Report
2013**

January 1, 2013 – December 31, 2013

The City of Monterey Park's
DOWNTOWN

VISION STATEMENT

The Downtown Business Improvement District No. 1 was established to improve and preserve the business community in the "heart" of the city.

The Downtown area of the city is an important destination point for the business community and residents of Monterey Park. Through continued efforts in organization, beautification, promotion and revitalization, the city leaders and its business community will work together to preserve and improve the quality of life for future generations.

Business Improvement District No. 1

2012-13 Advisory Board

January 2012-May 2013

Stephen Lam, President

Richard Kwok

Gene Jeng

Ivan Ho

Johnny Thompson

David Wan

Vacant: 4 positions

May 2013 – April 30, 2014

Richard Kwok

Johnny Thompson

Maggie Lam

Gene Jeng

Vacant: 1 position

Liaison: Donna M. Ramirez
Economic Development Department

BIDAC Mailing Address: BIDAC, c/o City of Monterey Park, 320 W. Newmark Ave., 91754

Board Meetings: Third Thursdays, in the months of January, April, July and October at 3:30 p.m. in Room 266.

OVERVIEW

The Business Improvement District Advisory Board (BIDAC) meets quarterly and during special meetings to discuss issues of concern to businesses located within the BID area. Programs addressing cleanliness, promotions, and marketing are all reflected in the budget for the BID. In addition the issues discussed, the Board also researches and plans innovative ways of promoting businesses and endeavors to maintain the goals and budget set forth in the Annual Report.

The City Council voted to increase assessments by 3% versus the regular amount of 5% to continue to assist the businesses during the slow economic recovery.

HISTORY

The Monterey Park Business Improvement District No.1, (BID) encompasses the area extending along Garvey Avenue from Ramona Avenue to Nicholson Avenue, and on Garfield Avenue from south of Newmark Avenue to Emerson Avenue (refer to Exhibit A). The Monterey Park City Council established the BID in 1986 at the request of local businesses in the area and the Downtown Merchants Association (DMA), pursuant to the California Streets and Highway Code Section 36500 et seq.

The primary responsibility of the BIDAC is to make recommendations to the City Council on the methods and ways in which revenues, derived from the annual assessment, may be used for the betterment of the BID businesses and the BID area.

The BIDAC is composed of five (5) members appointed by the City Council for one year and may serve for up to eight (8) years if reinstated by a Council member. Each City Council member appoints one Committee member. The BIDAC meets quarterly and as needed and hosts an annual meeting of the BID members-at-large at the end of the year; prior to the next year's assessments.

ACCOMPLISHMENTS

During 2013, the BIDAC's main focus has been the preparation of a 3-Year Action Plan. Over a period of several months, the committee met and assessed factors, of both the BIDAC and the BID, that had either positive or negative impact. This was followed by a needs assessment to determine any issues not addressed through current BID programs. Time was spent addressing possible solutions which were under the control of the Board, membership, or City Council. Discussion then moved towards possible programs or remedies to address areas of concern followed by a discussion on a program timetable and funding.

Cleanliness Campaign

As part of the ongoing efforts to provide a healthy and clean environment in which to visit and shop, the BIDAC recommended extension of the contract with Chrysalis Enterprise to provide custodial services to the BID. The contract was extended for an additional year until June 30, 2014.

Holiday Promotion

Chinese New Year Lunar Festival

The BIDAC once again, co-sponsored with the City and World Journal to host the Chinese New Year Lunar Festival. The Festival continues to be a well attended event; drawing thousands to Monterey Park to celebrate and partake in the weekend festivities.

The BID contributed funds to support city staff required to attend and work the event. While the event is well attended, it has not created any surplus revenue. The gap between expenses and revenue has lessened and positive revenue may be realized as soon as 2014.

Repair of Lights on Palm Trees

The lighting of the trees in the downtown remains in disrepair. A couple of informal bids were solicited to determine whether the project may be feasible in the near future or if additional funds, beyond what the BID could afford, would be needed. There are 108 palm trees along Garvey Avenue and with such large number of trees the cost is a significant consideration.

The public works staff determined the assistance of a consultant more familiar with the task may be needed to assist in the writing of a formal RFP for this project. This project is still ongoing.

BUDGET

2013 Annual Program Year

In June of 2013, the City Council approved an Annual Program Budget as recommended by the Business Improvement District Advisory Committee for July – December 2014.

The City received approximately \$58,584 in revenues from the BID for calendar year 2013. There is no increase in the annual fee for 2014.

Exhibit "B" reflect the estimated expenditures for calendar year 2013.

Exhibit "C" reflects the BID's Annual Program Budget for calendar year 2014.

GOALS

- Maintain a minimum reserve balance of \$75,000.
- Continue to work with the downtown businesses on ways they can assist in keeping the area attractive.
- Research funds need to rewire the lighting of the palm trees and bring this item back to the City Council for direction.
- Purchase burgundy trash receptacles and benches for north Garfield Avenue.
- Begin implementation of some of the programs outlined in the 3-Year Action Plan such as the creation of an "AP" for businesses and a recognition program.

Attachments:

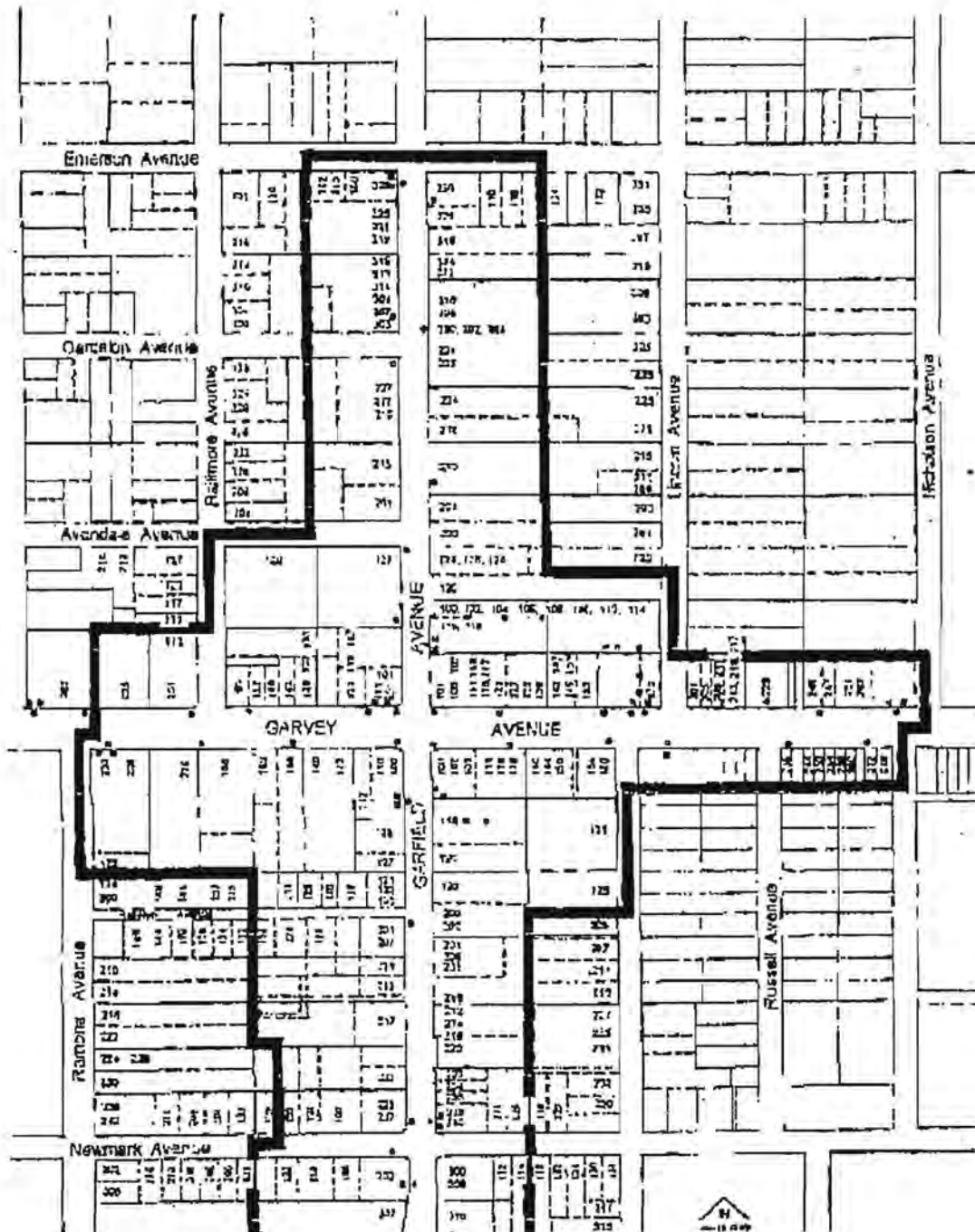
- A: BID Area Map
- B: Financial Statement (expenditures)
- C: 2013-14 Budget
- D: 2013 Fee Schedule



Maggie Lam, Chairman
Business Improvement District Advisory Committee

EXHIBIT "A"

BUSINESS IMPROVEMENT DISTRICT NO.1



ATTACHMENT " B"

Business Improvement District No. 1 - Financial Statement 2013

Expenditures as of:				1/01/13-12/31/13
Budget Item	Description	Vendor	Budgeted Amount	2013 Estimated Expenditures
Administration	Postage	U. S. Postal c/o Pitney Bowes	\$4,000.00	\$566.00
	Business Cards			\$112.27
	California Assoc. Membership			\$300.00
	California Mainstreet Conference			\$108.70
	California Main Street			\$265.00
	Storage Unit			\$2,581.06
	paper and envelopes			\$50.00
Promotions	Window Cleaning		\$5,000.00	\$1,000.00
	Holiday light - electricity	Edison		\$1,000.00
	Lunar Festival supplies			\$600.00
Palm Tree Lighting	New uplighting and outlets on palm trees	To be determined	\$40,000.00	\$0.00
2013 Chinese New Year Festival	City Staff for the Lunar Festival	City	\$10,000.00	\$5,000.00
New Holiday Decoration	Additional decorations for the Garvey/Garfield area	Sierra Displays	\$300.00	\$300.00
Decoration Installation	Storage and Installation of Holiday Lights.	Dextra Lite	\$4,700.00	\$4,700.00
Custodial Contract	Maintenance of the BID	Chrysalls	\$58,992.00	\$58,992.00
Kiosk	Area for posting messages	To be determined	\$2,500.00	\$0.00
TOTAL			\$125,492.00	\$75,575.03

Revenues for 2013: \$58,584.00

Reserves (less expenses): \$298,986.00

ATTACHMENT "C"

BID Budget for 2013-14

	Fiscal Year	2nd half 2014	
Contractual Services	7/01/2013-6/30/2014	7/1/14-12/31/14	Notes
Administration	\$4,000.00	\$2,000.00	mailings, annual meeting Translation., California membership
Promotions	\$3,000.00	\$2,000.00	Possible news ads for local businesses during holiday seasons
AP for Business Promotion and Directory	\$0.00	\$5,000.00	Hire a firm to create an AP for the downtown
New Holiday Decorations	\$150.00	\$150.00	Add'l blue lights and replacement bulbs for pole decorations
Edison	\$400.00	\$400.00	Electricity charge for holiday seasons
Decoration Installation	\$4,700.00	\$2,350.00	storage, installation. Removal
Garfield Furniture	\$0.00	\$25,000.00	Burgundy trash receptacles
*Up-lights & trunk lights for trees	\$0.00	\$0.00	Lights and electrical contractor for palm trees
Painting light poles	\$15,000.00	\$0.00	Cost to paint the decorative light poles along Garvey Avenue
Porter Service Contract	\$58,992.00	\$29,296.00	Custodial Contract for BID
Chinese New Year Festival	\$10,000.00	\$5,000.00	City staff
Flowers for planters	\$10,000.00	\$5,000.00	Purchase of flowers for the planters
Kiosk	\$2,000.00	\$0.00	Message Board area for the downtown
TOTAL	\$108,242.00	\$76,196.00	

*Will return to City Council when BID's are rec'd

Revenues for 2013: \$58,584

Revenues estimated for 2014: \$58,584

Reserves: \$298,986 (less expenses)

EXHIBIT "D"

2014 New BID Fee Schedule

<u>Business Type</u>	<u>Fee</u>	<u>Employee/Seat</u>	<u>Formula</u>
Retail	\$95.39	\$11.92	
Service (inc. Financial)	\$95.39	\$11.92	
Restaurant			
Without ABC	\$95.39	\$ 5.96	(1)
With ABC	\$95.39	\$ 7.15	(2)
Professional (inc. Insurance)	\$95.39	\$11.92	
Theater	\$95.39		
Wholesale	\$95.39		
Manufacturing	\$95.39		
Contractor	\$95.39		
Commercial Rental (Includes Hotels)	\$20.86 + .005963 sq. ft.		(3)
Residential Rental	\$20.86		(4)
Laundromat	\$95.39		

- (1) 20 seats or less, no seat assessment fees. Over 20 seats, \$5.96 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$95.39 (base fee) + \$178.80 (30 seats x \$5.96) = \$274.19.
- (2) 20 seats or less, no seat assessment fees. Over 20 seats, \$7.15 per seat starting with Seat 21. Eg. For 50 seats, total charge is \$95.39 (base fee) + \$214.50 (30 seats x \$7.15) = \$309.89
- (3) Base fee is \$20.86 per unit. For every additional sq. ft. over 2,000; multiply excess by \$0.005963. Eg. 2,500 sq. ft., total charge is \$20.86 + \$2.98 (500 sq. ft. x \$0.005963) = \$23.84 (calculations are rounded up)
- (4) If you own 1-3 units, there is no charge. If you own more than 3 units, you pay \$20.86 per unit in excess of 3 units. Eg. You own 5 units. You pay \$20.86 x 2 (5 units – 3 units) = \$41.72

Staff Report City of Monterey Park

DATE: November 20, 2013

TO: PAUL TALBOT, CITY MANAGER
FROM: RONALD BOW, ASSISTANT CITY MANAGER/
DIRECTOR OF PUBLIC WORKS
SUBJECT: SIEMENS ENERGY SERVICES AND FACILITIES
MODERNIZATION PROGRAM

Siemens conducted a preliminary survey of City facilities to identify potential upgrades that would reduce energy consumption. Prior to moving forward to the next phase, Siemens requests that City Council sign a letter of intent that would commit the City to this energy program.

DISCUSSION:

Siemens Industry, Inc. has determined that a program of energy conservation measures and capital improvements can save the City significant dollars in utility bills. Preliminary calculations indicate that the City can reduce its operating costs by an estimated \$650,000 annually. Examples of improvements include the following:

- Water Meter Replacement and AMR System
- Interior Lighting
- Exterior Lighting (Street Lighting)
- Heating, Ventilation and Air Conditioning (HVAC) Systems
- Demand Response Controls

The next step is a comprehensive audit - Investment Grade Audit - of City facilities and buildings is necessary. The audit would spell out the facility measures (FIMs) and their respective costs.

Siemens will work with the City on financing options possibly through Siemens if their financing is favorable to the City. The energy modernization program will guarantee projected utility savings. Siemens will guarantee that the upgrades will be budget neutral.

Siemens is requesting that City Council authorize the City Manager to sign a letter of intent that commits the City to execute the Agreement with Siemens to implement the energy program. This commitment is requested prior to Siemens' moving forward with the Investment Grade Audit that would require extensive staff time and resources. The letter of intent stipulates that the City will pay Siemens a termination fee of \$150,000 should the City not move forward with the energy program within 30 days of being presented with the provisions of the energy program. The termination fee would only be

required if Siemens' program is budget neutral and the proposed improvements meet City objectives.

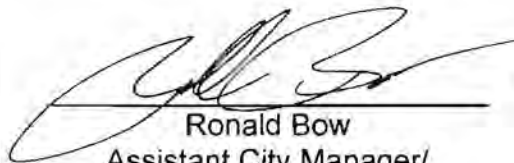
FISCAL IMPACT:

Siemens' energy program will be budget neutral. Siemens will work with the City to arrange for the financing of the improvements that would be paid for through cost savings from reduced utility bills.

RECOMMENDATION:

Staff requests that City Council authorize the City Manager to sign a letter of intent in a form that is approved by the City Attorney.

By:



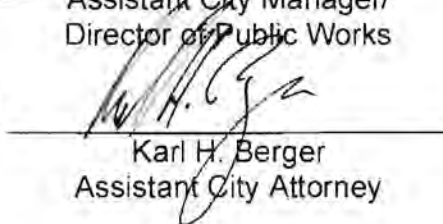
Ronald Bow
Assistant City Manager/
Director of Public Works

Approved:



Paul Talbot
City Manager

Reviewed:



Karl H. Berger
Assistant City Attorney

September 10, 2013

Siemens Industry, Inc.
Building Technologies Division
Energy & Environmental Solutions
Attention: Paul Talbot
320 W. Newmark Ave
Monterey Park, CA 91754

Re: Letter of Intent and Approval to Proceed with Investment Grade Audit

Dear Mr. Talbot:

City of Monterey Park ("Monterey Park") intends to contract with the Building Technologies Division of Siemens Industry, Inc. ("Siemens") to implement a performance contracting project to improve its infrastructure and operational efficiencies ("Project"). The Project will be comprised of a variety of facility improvement measures ("FIMs") to be assessed through an investment grade audit ("Audit").

The Audit will be performed at the following location(s):

- Monterey Park City Hall
- Langley Center
- Police Dept
- Corporate Yard
- Other mutually agreed upon locations

The Audit will evaluate the following systems: Heating, Ventilation and Air Conditioning; Building Automation and Controls; Lighting; Water Meters; Street Lighting-perform a high level economic analysis, and initiate process with SCE. Detailed audit of streetlighting inventory and asset valuation to be performed in the future under separate agreement; and sources of Alternate Energy.

The purpose of the Audit will be to identify opportunities to: Reduce operating and utility costs; replace or upgrade existing equipment; improve facility infrastructure; enhance revenue; and reduce the Monterey Park's carbon footprint.

In order to accomplish the Audit, Monterey Park shall provide Siemens the following data (if not already provided): Three-year history of utility bills (electric, gas, water, etc.); maintenance and operational costs for addressed systems; access to facilities and design drawings; audited financial statements for the past three years; and a point of contact for the Audit team.

The objectives of the Project to be assessed during the Audit (Objectives) are as follows: Improvements feasible within existing budgets (e.g. energy, O&M, capital replacement) pursuant to California Government Code, Title I, Div. 5, Ch. 3.2, §4217.10, et. seq.

Monterey Park and Siemens will cooperate to finalize the technical, legal and financial components of the Project, and Monterey Park will pursue financing for the Project, possibly with assistance from Siemens. Monterey Park also will prioritize the FIMs to be implemented, and Siemens will use the results of the Audit as the basis for a draft Performance Contracting Agreement ("Agreement").

Siemens and Monterey Park jointly commit to provide the necessary resources and information in order to meet the following Project development schedule:

Milestone	Target Completion Date
Council Agenda	October 23, 2013
City Manager signs LOI	October 24, 2013
Kick Off Meeting	October 28, 2013
Deliver Investment Grade Audit and Proposal	February 19, 2014
Finish Negotiating Agreement	March 4, 2014
Council Approval	March 19, 2014
Execution of Agreement	March 24, 2014

If Siemens is unable to produce an Agreement that meets the above Objectives, then it shall receive no payment for its efforts to develop the Project. However, if Siemens presents an Agreement that meets the above Objectives, and the parties, after conducting negotiations in good faith, do not, for any reason, execute the Agreement within sixty (60) days of presentment of the Audit, then the City of Monterey Park agrees to pay Siemens a termination fee of **\$150,000.00** (one hundred-fifty thousand dollars and no cents) within thirty (30) days of invoice. Alternatively, if Siemens provides an Agreement which meets the Objectives defined above, and the parties execute the Agreement, then the costs associated with the Audit will be incorporated into the price of the Agreement.

On behalf of the City of Monterey Park, this Letter of Intent is approved as of the date above.

Sincerely,

Signed

Print

Title

Staff Report City of Monterey Park

DATE: NOVEMBER 20, 2013

TO: PAUL TALBOT, CITY MANAGER
FROM: RON BOW, DIRECTOR OF PUBLIC WORKS/
ASSISTANT CITY MANAGER
SUBJECT: MS4 PERMIT LEGAL AUTHORITY

The National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) permit requires jurisdictions to establish and maintain legal authority to control pollutants. After reviewing the City's existing regulations in light of the newly issued MS4 permit, staff believes that it is desirable to update the Monterey Park Municipal Code ("MPMC") regarding MS4.

DISCUSSION:

The new National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) permit (adopted by the Regional Water Quality Control Board in December 2012) require, in part, the City to establish legal authority to control pollutant discharges into and from its MS4. This is primarily accomplished by local regulation.

MPMC Chapter 6.30, which currently regulates stormwater runoff, was added in 1997. A review of that Chapter shows that the City should update the City's regulations in order to comply with the MS4 permit requirements. The draft ordinance amends that Chapter in its entirety by adding clarifying language for regulatory, enforcement, and cost recovery purposes. Upon filing its annual NPDES report to the Regional Board in December, the City Attorney will be required to certify that the City has adequate legal authority to implement and enforce the permit. This code amendment will ensure that the City has sufficient legal authority to enforce the MS4 permit.

As noted in the accompanying draft Ordinance, the purpose of MPMC Chapter 6.30 is to regulate non-stormwater discharges to the City's storm water infrastructure (which the law identifies as MS4). The intent behind the federal, state, and local law (as reflected in the draft Ordinance) is to ensure that the only discharges into the City's storm water drains is: storm water. Chapter 6.30 (along with federal and state law) makes it unlawful to discharge other matter into the storm water system. This includes, for example, pollutants (oil, hazardous waste, etc.) and litter. Should a person – whether an individual or a corporation – illegally discharge into the City's storm water system, the City would have a number of enforcement options available to it. These include criminal prosecution (violations constitute a misdemeanor); civil action in court; nuisance abatement activities; and administrative citations. The proposed Ordinance

would also implement a procedure whereby the City could recover its enforcement costs (which can amount to several thousand dollars in complicated cases). Recovering enforcement costs would be in addition to any criminal or civil penalty that might be assessed against a scofflaw.

Based upon the foregoing, and the requirements of the City's MS4 permit, staff recommends that City Council adopt the draft Ordinance which will amend MPMC Chapter 6.30.

CEQA (California Environmental Quality Act):

A review of the draft ordinance shows that it is exempt from additional CEQA review pursuant to 14 California Code of Regulations § 15307. The Ordinance consists of an action taken by the City to assure maintenance, restoration, enhancement, or protection of a natural resource where the regulatory process involves procedures for protection of the environment. Adopting this Ordinance will result in the enhancement and protection of water resources in the City, and will not result in a cumulative adverse environment impacts. It is therefore exempt from the provisions of CEQA.

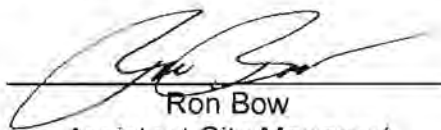
FISCAL IMPACT:

The proposed amendments to the MPMC will have minimum impact on the City's fiscal budget. Some additional staff time to monitor and enforce the new laws may be necessary, but is estimated to be nominal. Notably, the draft Ordinance will allow the City to recover its costs for enforcing the proposed regulations.

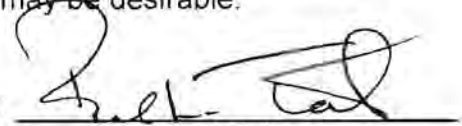
RECOMMENDATION:

It is recommended that the City Council consider (1) introducing and waiving first reading of the draft Ordinance; (2) schedule second reading and adopting for December 4, 2013; and (3) take such additional, related, action that may be desirable.

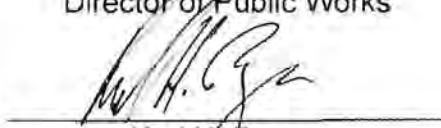
By:


Ron Bow
Assistant City Manager/
Director of Public Works

Approved:


Paul Talbot
City Manager

Reviewed:


Karl H. Berger
Assistant City Attorney

ORDINANCE NO. ____

**AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE
CHAPTER 6.30, ENTITLED "STORMWATER AND URBAN RUNOFF
POLLUTION PREVENTION CONTROLS," IN ITS ENTIRETY.**

The City Council of the City of Monterey Park does ordain as follows:

SECTION 1: The City Council finds as follows:

- A. The Federal Water Pollution Control Act (33 U.S.C. §§ 1251-1387; "Clean Water Act" or "CWA"), as implemented by the United States Environmental Protection Agency ("EPA"), requires that the City adopt plans and programs for stormwater quality management;
- B. The 1972 amendments to the CWA prohibit the discharge of any Pollutant to waters of the United States from a point source unless the discharge is authorized by a permit issued pursuant to the National Pollutant Discharge Elimination System ("NPDES") required by 33 U.S.C. § 1342;
- C. Municipal separate storm sewer systems ("MS4s") which convey urban runoff, including, without limitation, Storm Water runoff, are within the definition of point sources under the CWA;
- D. Pursuant to the CWA, the EPA defined the term "Municipal separate storm sewer system" to mean a conveyance, or system of conveyances, including roads with drainage systems, municipal streets, curbs, gutters, catch basins, and storm drains owned or operated by a city, used for collecting Storm Water;
- E. CWA § 402(p) requires that the City obtain a permit for Storm Water and urban discharges through the City's MS4;
- F. Section 402(p) of the CWA further provides that NPDES permits will require controls to reduce the discharge of Pollutants to the maximum extent practicable, including management practices and such other provisions as may be appropriate for the control of Pollutants;
- G. The EPA, in partial implementation of CWA § 402(p) adopted final rules, at several places in Parts 9, 122, 123, and 124 of Title 40 of the Code of Federal Regulations ("CFR");
- H. The California Regional Regional Water Quality Control Board – Los Angeles ("RWQCB-LA") issued a National Pollutant Discharge Elimination System ("NPDES") Permit and Waste Discharge Requirements for Municipal Storm Water and Urban Runoff Discharges within the County of Los Angeles,

Regional Board Order No. R4-2012-0175, NPDES No. CAS004001 (the "2012 Permit"), on December 28, 2012;

I. The City of Monterey Park is a permittee under the 2012 Permit and therefore is required by federal and state law to implement all requirements of the 2012 Permit;

J. Under the California Constitution and the California Government Code, the City of Monterey Park has authority to define public nuisances and to protect the public health and safety of the residents of and visitors to the City of Monterey Park, and the environment, by abating public nuisances;

K. The City of Monterey Park has authority under the California Water Code to adopt and enforce ordinances imposing conditions, restrictions, and limitations with respect to any activity which might degrade the quality of waters of the state;

L. The City Council is obligated to take prudent steps to protect the City's property and its funds and taxpayers from exposure to liability, including the potentially enormous costs of litigation regarding natural resources allegedly damaged by pollutants allegedly transported through the City's storm drain system;

M. The implementation of Pollutant control measures described in the 2012 Permit in furtherance of these purposes is exempt from the provisions of the California Environmental Quality Act (CEQA); Chapter 3 (commencing with Section 21100) of Division 13 of the Public Resources Code as provided in categorical exemption classes 1, 4, 5, 7, 8, 9, and 21 of the CEQA Guidelines (Title 14, California Code of Regulation §§ 15301-15329);

N. The City's ability to abate public nuisances through its police powers is well-established (*see, e.g.,* Civil Code §§ 3479, 3480; *People ex rel. Gallo v. Acuna* (1997) 14 Cal.4th 1090; *People v. Greene* (1968) 264 Cal.App.2d 774);

O. In addition, the City's ability to recover its nuisance abatement costs through local regulations including, without limitation, reasonable attorney's fees, is also recognized (*see City of Santa Paula v. Narula* (2003) 114 Cal.App.4th 485, *reh'g. den.* 2004; *County of San Luis Obispo v. Abalone Alliance* (1986) 178 Cal.App.3d 848; *City of Flagstaff v. Atchison, Topeka and Santa Fe Railway Co.* (9th Cir. 1983) 719 F.2d 322);

P. It is in the public interest for the City Council to adopt this Ordinance to, in part, recover costs associated with enforcing MPMC Chapter 6.30 against

persons unwilling to voluntarily comply with lawful compliance orders; preserve public health, safety, and welfare; and ensure that the public fisc can recover costs associated with abating all public nuisances; and

Q. The City Council has carefully considered the Ordinance and finds that it complies with the requirements of applicable federal and state law, and further that it provides an acceptable program for the conservation of water resources within the City of Monterey Park and protection of the health, safety, and general welfare of its citizens.

SECTION 2: Monterey Park Municipal Code ("MPMC") Chapter 6.30, entitled "Stormwater and Urban Runoff Pollution Prevention," is amended in its entirety to read as follows:

"CHAPTER 6.30

STORMWATER AND URBAN RUNOFF POLLUTION PREVENTION CONTROLS

§ 6.30.10	Purpose.
§ 6.30.20	Definitions.
§ 6.30.30	Illicit discharges and connections.
§ 6.30.40	Best management practices – generally.
§ 6.30.50	Control of pollutants for construction and new-development.
§ 6.30.60	Industrial activity sites.
§ 6.30.70	Fees.
§ 6.30.80	Inspection.
§ 6.30.90	Violation—Penalty.
§ 6.30.100	Computation of enforcement costs.
§ 6.30.110	First notice.
§ 6.30.120	Notice for repeat offenders.
§ 6.30.130	Enforcement cost summary.
§ 6.30.140	Cost of recovery.
§ 6.30.150	Exceptions and limitations.
§ 6.30.160	Collection of enforcement costs.
§ 6.30.170	Appeals.
§ 6.30.180	Advance deposit- hardship waiver.
§ 6.30.190	Disposition of enforcement costs.
§ 6.30.200	Right to judicial review.
§ 6.30.210	Recovery of enforcement costs.
§ 6.30.220	Lien procedure.
§ 6.30.230	Recording a lien.
§ 6.30.240	Administrative fee.
§ 6.30.250	Satisfaction of lien.
§ 6.30.260	City attorney enforcement authority.

§ 6.30.10 Purpose.

This Chapter is intended to protect public health, safety, and welfare by:

- A. Regulating non-stormwater discharge to municipal separate storm sewer systems ("MS4");
- B. Controlling spillage, dumping or disposal of materials and pollutants into the storm drain system;
- C. Reducing pollutants in stormwater and urban runoff to the maximum extent practicable in order to achieve water quality standards and receiving water limitations as required under applicable law;
- D. Eliminating illicit connections and illicit discharges to the MS4;
- E. Controlling the contribution of pollutants from the MS4 through interagency coordination; and
- F. Providing the City with sufficient authority to implement and enforce the requirements of applicable law; to control discharges to and from those portions of the MS4 over which it has jurisdiction; and to hold dischargers to the MS4 accountable for violating applicable law.

§ 6.30.20 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter. Words and phrases not defined by this chapter will have the meanings stated in the Municipal NPDES Permit; the Federal Water Pollution Control Act (33 U.S.C. §§ 1251, *et seq.*); regulations implementing the National Pollutant Discharge Elimination System, Clean Water Act § 402 (e.g., 40 CFR Parts 122, 123, and 124); California Water Code § 13050; and any successor statutes or regulations. If the definition of any term contained in this Chapter conflicts with the definition of the same term in the current version of the Municipal NPDES Permit, then the definition contained in the Municipal NPDES Permit governs.

"Authorized enforcement officer" means the public works director, or designee.

"Best management practices (BMP's)" means practices or physical devices or systems designed to prevent or reduce pollutant loading from

stormwater or non-stormwater discharges to receiving waters, or designed to reduce the volume of stormwater or non-stormwater discharged to the receiving water.

"Construction Activity" or "construction" means any building or demolition activity, clearing, grading, grubbing, or excavation or any other activity that results in land disturbance. Construction does not include emergency construction activities required to immediately protect public health and safety or Routine Maintenance activities required to maintain the integrity of structures by performing minor repair and restoration work, maintain the original line and grade, hydraulic capacity, or original purposes of the facility.

"Development" means any construction, rehabilitation, redevelopment or reconstruction of any public or private residential project (whether single-family, multi-unit or planned unit development); industrial, commercial, retail and other non-residential projects, including public agency projects; or mass grading for future construction. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety.

"Disturbed area" means an area altered as a result of clearing, grading and/or excavation of earth.

"Enforcement Action" means any action taken to correct a code violation.

"Enforcement Costs" includes all of the following:

1. Actual cost of preparing notices, correspondence, specifications, and contracts;
2. Personnel costs incurred for property inspections. Such costs will be calculated at an hourly rate based on a schedule established by City Council resolution;
3. The cost of printing and mailing;
4. Costs related to inspection warrants;
5. Costs related to office hearings and administrative adjudications;
6. Attorney's fees expended in enforcement actions including, without limitation, any action to recover enforcement costs pursuant to this chapter;

7. All costs or expenses for which the City may be liable under state law arising from or related to an enforcement action;
8. All costs or expenses to which the City may be entitled pursuant to California law.

"Enforcement Personnel" means any official or employee responsible for implementing or assisting with enforcement actions.

"General Construction Activities Storm Water Permit" or the "General Construction Permit" means State Water Resources Control Board Order No. 2009-0009-DWQ, NPDES General Permit No. CAS000002, "Waste Discharge Requirements for Discharges of Stormwater Runoff Associated with Construction and Land Disturbance." Any subsequently adopted permit is included with this definition.

"General Industrial Activities Storm Water Permit" or the "Industrial General Permit" means State Water Resources Control Board Order No. 97-03-DWQ, NPDES General Permit No. CAS000001, "Waste Discharge Requirements for Discharges of Storm Water Associated With Industrial Activities Excluding Construction Activities." Any subsequently adopted permit is included with this definition.

"Illicit connection" means any artificial conveyance that is connected to the MS4 without a permit, excluding roof drains and other similar type connections. Examples include, without limitation, channels, pipelines, conduits, inlets, or outlets that are connected directly to the MS4.

"Illicit discharge" means any discharge into the MS4, or from the MS4 into a receiving water, that is prohibited under local, state, or federal statutes, ordinances, codes, regulations, or permits. The term illicit discharge includes any non-stormwater discharge except those non-stormwater discharges specifically authorized to enter or exit the MS4 under the Municipal NPDES Permit.

"Municipal NPDES Permit" means the "Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County, Except Those Discharges Originating from the City of Long Beach MS4" (Order No. R4-2012-0175), NPDES Permit No. CAS004001, effective December 28, 2012, issued by the California Regional Water Quality Control Board—Los Angeles Region, as amended, and any successor permit.

"Municipal Separate Storm Sewer System" or "MS4" means a conveyance

or system of conveyances (including roads with drainage systems, municipal streets, alleys, catch basins, curbs, gutters, ditches, manmade channels, or storm drains), owned by the city, that is designed or used for collecting or conveying runoff water. This excludes those systems, or system parts designated as sanitary sewers, combined sewers, or publicly owned wastewater treatment works.

"Non-stormwater Discharge" means any discharge into the MS4 or from the MS4 into a receiving water that is not composed entirely of stormwater.

"Reinspection Date" means the date on or after which enforcement personnel conducts an inspection to verify correction of a code violation.

"Repeat Offender" means a responsible party who violates an identical code provision in a twelve (12) month period after a previous code violation.

"Responsible Party" means a person or persons responsible for a code violation as specified in the code.

"Runoff" means any runoff including stormwater and dry weather flows from a drainage area that reaches a receiving water body or subsurface. During dry weather it is typically comprised of base flow either contaminated with pollutants or uncontaminated, and nuisance flows.

"Source control BMP" means any schedule of activities, prohibitions or practices, maintenance procedures, managerial practices, or operational practices that aim to prevent stormwater pollution by reducing the potential for contamination at the source of pollution.

"Structural BMP" means any structural facility designed and constructed to mitigate the adverse impacts of stormwater and urban runoff pollution (e.g. canopy, structural enclosure). The category may include both treatment control BMPs and source control BMPs.

§ 6.30.30 Illicit discharges and connections.

The following activities are unlawful:

- A. To allow, contribute to, or otherwise assist in discharge of non-stormwater runoff from private or public property to or through the MS4 unless such discharge complies with the Municipal NPDES Permit or is authorized by a separate NPDES permit or fully complies with a SWPPP. Examples include, without limitation:

1. To discharge untreated wastewater to the MS4 when gas stations, auto repair garages, or other types of automotive service facilities are cleaned.
2. To discharge untreated wastewater to the MS4 from mobile auto washing, steam cleaning, mobile carpet cleaning, and other such mobile commercial and industrial operations.
3. To discharge to the MS4 from areas where machinery and equipment, including motor vehicles, which are visibly leaking oil, fluid or antifreeze are repaired.
4. To discharge of untreated runoff to the MS4 from storage areas of materials containing grease, oil or other hazardous substances, and uncovered receptacles containing hazardous materials.
5. To discharge of commercial/municipal swimming pool filter backwash to the MS4.
6. To discharge untreated runoff from the washing of toxic materials from paved and unpaved areas to the MS4.
7. To discharge wastewater into the MS4 resulting from washing of impervious surfaces in industrial/commercial areas without controlling such discharge to the maximum extent practicable unless specifically required by applicable law.
8. To discharge untreated runoff to the MS4 from washing out concrete trucks.
9. Disposal of leaves, dirt or other landscape debris into a storm drain;
10. To discharge to the MS4 any pesticides, fungicides, or herbicide banned by applicable law;
11. To dispose of hazardous wastes into trash containers for municipal trash disposal resulting in a discharge to the MS4.
12. Intentional disposal into a MS4 of green waste debris such as landscaping clips, grass, tree branches, and other vegetal materials.
13. Throwing, depositing, placing, leaving, maintaining, or permitting to be thrown, deposited, or placed, any refuse, rubbish, garbage, or any other discarded or abandoned objects, articles or

accumulations, in or upon any street, alley, sidewalk, storm drain, inlet, catch basin conduit or drainage structure, or upon any public or private plot of land in the city, so that the same might become a pollutant, except in containers, recycling bags, or other lawfully established waste disposal facilities.

- B. To spill, dump, dispose or place any material other than stormwater runoff into the MS4.
- C. To allow outdoor storage of unsealed containers of building materials such as dirt, wood and wood products, mineral aggregates, liquids, and other building materials containing hazardous materials in areas susceptible to runoff.
- D. To construct or use an illicit connection whether the connection is used intentionally or unintentionally. In addition to any other civil or criminal penalty, illicit connections must be removed at the expense of the user.
- E. To place objects such as vehicle parts containing grease, oil or other hazardous substances, and unsealed receptacles containing hazardous materials in areas susceptible to runoff.

§ 6.30.40 Best management practices – generally.

- A. Industrial and commercial motor vehicle parking lots with more than twenty-five spaces that are located in areas exposed to stormwater must be regularly swept, or other equally effective measures taken, to remove debris.
- B. Machinery and equipment that are to be repaired or maintained must be placed such that leaks and other maintenance related pollutants are not discharged to the MS4.
- C. In areas exposed to stormwater, all fuels, chemicals, fuel and chemical wastes, animal wastes, garbage, batteries, and other materials that may have potential adverse impacts on water quality must be removed and disposed of lawfully.
- D. Maintenance of vehicles and equipment in an uncovered outdoor area must be performed on a pad of absorbent material to contain leaks, spills or discharges.
- E. Fuel and chemical residue or other types of potentially harmful material, such as animal waste, and refuse, which is located in areas susceptible to

runoff, must be removed immediately and disposed of properly.

- F. Persons owning or operating facilities subject to best management practices; standard urban stormwater mitigation plans (SUSMP); or low impact development (LID) plan requirements must comply with such requirements including obtaining all necessary permits. Should the authorized enforcement officer find that this chapter is more stringent than such BMPs, SUSMP or LID plan, the authorized enforcement officer may waive the requirements of this chapter for good cause shown.
- G. All structural BMPs must be properly operated and maintained in accordance with product specifications and site characteristics to maintain effectiveness in reducing the discharge of pollutants. Documentation of proper structural BMP operation and maintenance activities must be retained onsite at all times, and made available upon request by an authorized enforcement officer.

§ 6.30.50 Control of pollutants for construction and new-development.

- A. Any person or business engaging in construction activity that requires an NPDES Construction General Permit (CGP) must obtain that permit from the State Water Resources Control Board and demonstrate possession of such permit before the City issues grading and/or building permits. The Permit must be retained on site and must be shown to the authorized enforcement officer upon request.
- B. For developments with a disturbed area of land one acre or greater, the applicant must demonstrate to the enforcement officer's satisfaction that a notice of intent to comply with the Construction General Permit has been filed and a Stormwater Pollution Prevention Plan (SWPPP) has been prepared before issuance of a grading permit.
- C. When any development project is being evaluated for its potential to discharge pollutants through the MS4, the City may require BMPs to be implemented during construction and post construction to prevent or reduce the discharge of pollutants and as necessary to achieve compliance with the Municipal NPDES Permit and any provision of this Code.
- D. The following BMP's apply to all development in the City at the time of demolition of an existing structure or commencement of new construction and must remain in place until the City issues a certificate of occupancy:
 - 1. Runoff, sediment and construction debris cannot leave the site and enter the MS4.

2. Any sediment or other materials which are tracked off site must be removed the same day as they are tracked off site. Where determined necessary by the authorized enforcement officer, a temporary sediment barrier must be installed.
3. Drainage controls to prevent runoff from leaving the site must be utilized as needed, depending on the topography of the site and extent of proposed grading. These controls may include, without limitation, the following: detention ponds, sediment ponds or infiltration pits; dikes, filter berms or ditches; and downdrains, chutes or flumes.
4. Plastic covering may be utilized to prevent erosion of an otherwise unprotected area, along with runoff devices to intercept and safely convey the runoff.
5. Excavated soil must be located on the site in a manner that eliminates the possibility of sediments running off site. Soil piles must be covered until the soil is either used or removed.
6. Runoff from washing construction or other industrial vehicles on site cannot leave the site or enter the MS4.
7. The City may set reasonable limits on the clearing of vegetation from construction sites including, without limitation, regulating the length of time during which soil may be bare and, in certain sensitive cases, prohibit bare soil.

§ 6.30.60 Industrial activity sites.

- A. It is unlawful to conduct any industrial activity within the City without a valid permit issued under applicable law. The Industrial General Permit must be retained on site and shown to the authorized enforcement officer upon request.
- B. Industrial facility operators subject to the Industrial General Permit must prepare and submit to the State Water Resources Control Board a Stormwater Pollution Prevention Plan (SWPPP) that incorporates BMP's in accordance with the latest guidelines promulgated by the State Water Resources Control Board.
- C. When any industrial facility is being evaluated for its potential to discharge pollutants through the MS4, the City may require appropriate BMPs to be implemented to prevent or reduce the discharge of pollutants and as

necessary to achieve compliance with the Municipal NPDES Permit and any provision of this Code.

§ 6.30.70 Fees.

Fees imposed to administer this chapter will be set by city council resolution.

§ 6.30.80 Inspection.

- A. The authorized enforcement officer may enforce this chapter in accordance with this Code. Such authority includes, without limitation, the following:
 - 1. Regular inspections of commercial and industrial properties open to the public or otherwise open to inspection by applicable law;
 - 2. Upon consent from owner or occupant, or upon obtaining an inspection warrant, entering buildings or premises at all reasonable times to enforce this chapter.
 - 3. Establish such devices as required to conduct sampling or monitoring activities necessary to determining the concentrations of pollutants in stormwater and/or nonstormwater runoff.
 - 4. Take any samples deemed necessary to enforce this chapter.
- B. The authorized enforcement officer may require that any person engaged in any activity and/or owning or operating any property that might violate this chapter undertake monitoring activities and/or analyses and furnish such reports as the authorized enforcement officer may specify to ensure compliance with applicable law. The cost of such monitoring must be borne by the property owner or designee.

§ 6.30.90 Violation—Penalty.

- A. In addition to the remedies set forth in this chapter, violations of this chapter may be enforced as follows:
 - 1. Prosecution as infractions or misdemeanors at the city attorney's discretion.
 - 2. Abated as a public nuisances.
 - 3. Enjoined as unfair business practices that are presumed to

nominally damage each and every resident of the community in which the permittee operates.

- B. The remedies provided by this chapter are cumulative and in addition to any other criminal or civil remedies.

§ 6.30.100 Computation of enforcement costs.

- A. The City may recover its enforcement costs for enforcing this chapter.
- B. The City Manager, or designee, will account for and maintain records of all enforcement costs associated with enforcement actions. Computing enforcement costs will be based upon records kept for each separate enforcement action.
- C. Except as otherwise provided, computing enforcement costs will commence from the reinspection date through the date that all code violations are corrected except that enforcement costs for repeat offenders will be calculated from the time that enforcement personnel determines that a code violation exists. Should a repeat offender be responsible for both identical code violations and new code violations, the City will calculate enforcement costs from the time that enforcement personnel determines that a code violation exists.
- D. After enforcement personnel verifies that all code violations are corrected, the enforcement personnel will send an enforcement cost summary to the responsible party. Unless a timely appeal is filed in accordance with this chapter, the enforcement cost summary will be deemed final and accurate.

§ 6.30.110 First notice.

After investigating allegations regarding violations of this chapter, and determining that a code violation exists, enforcement personnel will notify the responsible party in writing of the following:

- A. Existence of the code violation;
- B. The reinspection date;
- C. That the City will charge the responsible party for enforcement costs associated with the enforcement action should the code violations not be remedied by the reinspection date; and
- D. That the responsible party may appeal the enforcement costs assessed by

this chapter.

§ 6.30.120 Notice for repeat offenders.

After investigating allegations that a responsible party is responsible for more than one, identical, code violation in a twelve (12) month period, as measured from the reinspection date of the previous violation, the enforcement personnel will notify the responsible party in writing of the following:

- A. The existence of the repeated code violation;
- B. The reinspection date;
- C. That the City will charge the responsible party for enforcement costs associated with the enforcement action commencing on the date of notice; and
- D. That the responsible party may appeal the enforcement costs assessed by this chapter.

§ 6.30.130 Enforcement cost summary.

- A. Should the code violation continue as of the reinspection date, or if the responsible party is a repeat offender, the enforcement personnel will take all legal measures needed to gain compliance.
- B. After all code violations are corrected, the enforcement personnel will notify the responsible party in writing of the total enforcement costs the City incurred.
- C. The notice regarding enforcement costs will provide
 - 1. A written summary of enforcement costs that are chargeable to the responsible party;
 - 2. Will require the responsible party to pay the enforcement costs within (30) days of the notification date; and
 - 3. Will advise the responsible party of the right to appeal the enforcement costs, provided that an appeal is filed within ten (10) working days of the date of mailing or personal delivery of the written notice.

§ 6.30.140 Cost of recovery.

Enforcement costs will be charged in those instances where the responsible party fails to correct the code violations by the reinspection date or, for repeat offenders, will be charged from the date that enforcement personnel determines that an identical code violation exists in a twelve (12) month period. However, if a court of competent jurisdiction dismisses an enforcement action or subsequently finds the responsible party innocent of all alleged code violations, no enforcement costs will be charged to such party.

§ 6.30.150 Exceptions and limitations.

The procedures prescribed in this chapter must only be followed if the City is to recover enforcement costs in an enforcement action. The recovery of enforcement costs will be in addition to any fines or penalties that may be imposed under this Code or by court order.

§ 6.30.160 Collection of enforcement costs.

All enforcement costs will be paid to the City. All payments will be due and payable within thirty (30) days of the date of the cost summary notice or, if a timely appeal is filed, within thirty (30) days of the date of the City Manager, or designee's, decision. Should a responsible party fail to pay all enforcement costs for which it has been charged within the time prescribed herein, the City may effect payment through a collection agency or through any other legal means at its disposal.

§ 6.30.170 Appeals.

Any responsible party may appeal the enforcement costs to the City Manager, or designee, as follows:

- A. An appeal contesting the proposed enforcement costs will be filed with the City Clerk within ten (10) days of the date that the cost summary notice was mailed or personally delivered to the responsible party. Any such filing must be accompanied by an advance deposit of the enforcement costs or a request for a hardship waiver
- B. Within thirty (30) days of the filing of the appeal, and on ten (10) days written notice to the responsible party, the City Manager, or designee, will hold a hearing on the objections to determine the validity of the enforcement costs.
- C. In determining the validity of the enforcement costs, the City Manager, or

designee, will consider all relevant information pertaining to whether the enforcement costs are reasonable in the circumstances of the case. Factors to be considered include, without limitation, the following:

1. Whether the responsible party created the violation;
 2. Whether there was or is an ability to correct the violation;
 3. Whether the responsible party moved promptly to correct the violation;
 4. The degree of cooperation provided by the responsible party; and
 5. Whether reasonable minds could differ as to whether a violation existed.
- D. At the time of the hearing, the City Manager, or designee, may uphold, reverse, or modify the amount of enforcement costs chargeable to the responsible party. The responsible party will receive written notice of the decision. The decision is final and conclusive. The appellant will have no right to a City Council appeal.

§ 6.30.180 Advance deposit – hardship waiver.

- A. Responsible parties, who are financially unable to make an advance deposit of the enforcement costs, may file for a hardship waiver. The request for a hardship waiver must be filed with the City Clerk on a form containing information that may be required by the City. The City Manager, or designee, will review the request and determine whether a waiver is justified. A waiver may only be approved if the request for waiver is accompanied by a sworn affidavit, together with any supporting documents or materials, demonstrating the responsible party's actual financial inability to deposit the full amount of the enforcement costs.
- B. The City Manager, or designee, will inform the responsible party in writing regarding whether the waiver was approved. This determination will be served upon the responsible by mail at the address provided in the waiver application. This determination is final.
- C. Should the City Manager, or designee, determine that a waiver is unjustified, the responsible party will deposit the enforcement cost amount with the City not later than ten (10) days after the date of that decision. Failure to make a deposit within ten (10) days after waiver denial will be deemed a waiver of the responsible party's right to an administrative hearing and the enforcement costs will be deemed delinquent.

§ 6.30.190 Disposition of enforcement costs.

- A. Should the City Manager, or designee, uphold the amount of enforcement costs, then the City will retain the deposited enforcement costs.
- B. Should the City Manager, or designee, reverse the amount of enforcement costs, then the City will promptly refund the amount of the deposited enforcement costs, if any.
- C. Should the City Manager, or designee, modify the amount of enforcement costs, then the City will promptly refund the difference between the amount of the deposited enforcement costs, if any, and the amount of the approved enforcement costs.
- D. Should the City Manager, or designee, uphold the amount of enforcement costs and a hardship waiver was previously granted, the due date for paying the enforcement costs will be thirty (30) days from the date of the notice of the Administrator's decision.

§ 6.30.200 Right to judicial review.

- A. A responsible party may appeal the City Manager's, or designee's, decision by filing an appeal with the Superior Court in accordance with California Code of Civil Procedure § 1094.6, or any successor statute, within twenty (20) days from service of the decision.
- B. Should the responsible party file a timely appeal with the Superior Court, the requirement to pay the enforcement costs will be suspended and the payment of the enforcement costs, if any, will be in accordance with the Superior Court decision.

§ 6.30.210 Recovery of enforcement costs.

In addition to any other legal remedy, the City may place a lien on property owned by the responsible party in an amount equal to the sum of the enforcement costs delinquent for more than (90) days, plus interest. Imposition of a lien pursuant to this Section must stem from an enforcement action relating to the condition or use of real property, or its improvements, that is owned by the responsible party.

§ 6.30.220 Lien procedure.

- A. The City Manager, or designee, may initiate proceedings to record a lien conforming with this article if the decision is not being appealed.

- B. Before recording the lien, the City Manager, or designee, will submit a report to the City Clerk stating the amounts due and owing.
- C. The City Manager, or designee, will contact the City Clerk and fix a time, date, and place for the City Council to consider the report and any protests or objections to it.
- D. The City Manager, or designee, will serve the responsible party with a hearing notice not less than ten (10) days before the hearing date. The notice will set forth the amount of the delinquent enforcement costs and any interest that is due. Notice will be delivered first-class mail, postage prepaid, addressed to each responsible party's address as it appears on the last equalized assessment roll or supplemental roll of the County of Los Angeles, whichever is more current. Service by mail will be effective on the date of mailing and failure of the responsible party to actually receive notice will not affect its validity.
- E. At the conclusion of the hearing, the City Council will adopt a resolution confirming, discharging, or modifying the lien amount.

§ 6.30.230 Recording a lien.

Within thirty (30) days following the City Council's adoption of a resolution imposing a lien, the Administrator will file same as a judgment lien in the Los Angeles County Recorder's Office.

§ 6.30.240 Administrative fee.

Each responsible party against whose property an assessment is levied pursuant to this chapter will also be assessed an administrative fee in an amount established by City Council resolution based on the costs incurred in levying the assessment. The administrative fee will be included in the lien amount approved by the City Council and recorded against the responsible party's property.

§ 6.30.250 Satisfaction of lien.

Once the City receives full payment for outstanding principal and costs, the City Manager, or designee, will either record a notice of satisfaction or provide the responsible party with a notice of satisfaction for recordation at the Los Angeles County Recorder's Office. This notice of satisfaction will cancel the City's lien.

§ 6.30.260 City attorney enforcement authority.

In addition to any other general functions, powers, and duties given to the city attorney by this code or California law, the city attorney is authorized to:

- A. Prosecute on behalf of the people all criminal and civil cases for violations of this chapter including, without limitation, administrative or judicial nuisance abatement and suits for injunctive relief;
- B. Prosecute all actions for the recovery of fines, penalties, forfeitures, and other money accruing to the city under this chapter."

SECTION 3: CONSTRUCTION. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 4: ENFORCEABILITY. Repeal of any provision of the Monterey Park Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 5: VALIDITY OF PREVIOUS CODE SECTIONS. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the MPMC or other city ordinance by this Ordinance will be rendered void and cause such previous MPMC provision or other the city ordinance to remain in full force and effect for all purposes.

SECTION 6: If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the city council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 7: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Monterey Park's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 8: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2013.

Teresa Real Sebastian, Mayor

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF MONTEREY PARK)

I, Vincent Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Ordinance No. ____ was duly introduced by said City Council at a regular meeting held on the ____ day of _____, 2013, and was duly passed and adopted by said City Council, approved and signed by the Mayor, and attested to by the City Clerk, all at a regular meeting of said Council held on the ____ day of _____, 2013, and the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Vincent Chang, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: _____
Karl H. Berger, Assistant City Attorney

Staff Report City of Monterey Park

DATE: NOVEMBER 20, 2013

TO: PAUL TALBOT, CITY MANAGER
FROM: JAMES BIRRELL, FIRE CHIEF
SUBJECT: FIVE CITIES – SHARED FIRE SERVICES

The cities of Alhambra, Monterey Park, San Gabriel, San Marino and South Pasadena operate their own fire departments within their own boundaries. Operating independently, the five cities are members of automatic and mutual aid agreements, Unified Response, Verdugo Communications, and California State Disaster Management Area resulting in assistance in emergency response and shared opportunities such as regional training and grant opportunities. To further effectuate efficiencies in fire operations, services, resources, and cost savings, staff from the five cities has been meeting to discuss additional potential opportunities. Staff is providing a report of those discussions and seeks Council direction for future action.

DISCUSSION:

The five cities began looking at additional regional cooperation in 2011. Discussion broke off, however, when Monterey Park considered contracting fire protection and incidental services with the Consolidated Fire Protection District of Los Angeles County. Subsequently, on July 2, 2013, the Monterey Park voters chose not to proceed with the County of Los Angeles for fire services.

Since the five cities were still interested in exploring potential opportunities, discussions were revived with the first meeting held on August 8, 2013. This meeting was attended by the City Managers and Fire Chiefs of each city, at which time the following objectives were set:

1. Investigate merger or sharing possibilities and make recommendations;
2. Chart current and potential organizational structure
3. Review potential efficiencies in the following areas:
 - a. Administration
 - b. Management and Joint Powers Agreements (JPAs)
 - c. Consortium purchasing, vehicle maintenance & repair
 - d. Fire Prevention
 - e. Emergency Medical Services
4. Training & Recruitment
5. Area C Operational Readiness
6. Estimate the potential cost savings

The next few meetings were held on August 29th and September 5, 2013. Discussions focused on the impacts to Area C operations, comparison of the five cities as a total, to equivalent geographical regions such as Glendale, and potential command staff structures. During these discussions, it was agreed that an investigation of this nature required an in-depth study and preparation of a Feasibility Analysis. It would be necessary for an individual or firm to gather and evaluate data and information from all five cities to determine redundancies, needs, operational and coverage needs as well as strengths and weaknesses. This review would entail looking at each city's current and historical operations data, financial and demographic profiles, availability of resources and staffing, and emergency response operations, with the final study identifying a final recommendation and preliminary implementation plan that best fits each city and each community.

The five cities concurred that a consultant should be obtained to conduct this study and a Request for Qualifications (RFQ) was prepared (Exhibit A). This is a draft RFQ that still requires legal and city review by all

parties to be involved. It was also agreed that each participating city would share equally in the cost and that Monterey Park would administer the Request for Qualifications. However, the cost to each city could not be determined until the city councils of each city considered to move forward with a feasibility study.

To hear first-hand from other agencies that have gone through this process, City Manager Talbot, myself and the City Managers and Chief Officers from Alhambra and San Gabriel met with the City Managers and Fire Chief of Brea and Fullerton.

In 2010, Brea and Fullerton began sharing their shift battalion chief resources. In 2011, both cities approved a pilot program that was based on a phased implementation approach culminating with Brea and Fullerton's fire command structures being shared into a single administrative unit that takes advantage of fiscal and operational efficiencies, while maintaining quality service levels to both communities. With the vacancy created by the departure of the Brea Fire Chief, and with a number of current and near-term vacancies in the command staffs of both fire departments, an opportunity existed to move this strategy forward to merge the command staffs of both departments into one.

Currently, the Brea/Fullerton Fire Departments are led by one Chief, two Division Chiefs, two Civilian Fire Marshals, three Shift Battalion Chiefs, a 40-hour Battalion Chief Training Officer, and a 40-hour Captain Training Officer. The administration of the Fire Department is managed by combined efforts from both agencies and each Chief Officer remains an employee of their originating city.

Both the Brea and Fullerton City Managers agreed that the following needed to occur for a successful program:

1. Efficiency and cost savings;
2. Buy-in from the City Councils, City Managers, and Fire Chiefs;
3. Understanding of the cultures and environment of all cities involved and the Fire Departments;
4. Establish goals to blend the two departments into one.

A cost sharing formula was utilized for Brea and Fullerton, splitting the administrative costs between Fullerton at 60% and Brea at 40%. These percentages were determined by the number of fire stations from both cities: Fullerton – six stations and Brea – four.

Brea and Fullerton was just one example. There are several types of cooperative agreements and formulas used to share services throughout the State such as functional consolidation in which activities of that function or service is merged such as administration, vehicle apparatus and equipment repair, fire prevention activities. Agreements can vary by implementation of a cooperative agreement, joint powers authority, inter-governmental agreements and so on. It is something that will likely be seen more and more across the nation as fiscal issues continue to arise in many cities and the desire to improve operational and resource efficiency is strong.

At this time, the cities of San Gabriel, San Marino, and South Pasadena are already proceeding with consolidating command staff by having one Fire Chief and sharing Battalion Chiefs. Even so, Monterey Park and Alhambra staff is still desirous of continuing discussions with all five cities due to the opportunities that may still be available. Between now and the year 2016, there will be only two fire chiefs remaining active among the five cities. In addition, due to our existing automatic/mutual aid agreements with Montebello, it may be worthwhile to include the City of Montebello in these discussions.

In conclusion, Monterey Park is being presented an option to investigate what opportunities may exist that will enhance services, improve operational and fiscal efficiencies while ensuring the protection of the City, our community, and our employees. Therefore, staff seeks Council's direction as to continuing discussions on this issue and participating in a consultant study. Should the City Council wish to proceed, staff hopes to launch the release of the RFQ quickly to accommodate any considerations that would have to be made in the upcoming fiscal year budget proposals.

CEQA (California Environmental Quality Act):

Not applicable at this time.

FISCAL IMPACT:

At this time, there is no fiscal impact. Should the City Council wish to continue discussions and obtain a consultant to conduct a Feasibility Study, the City Council may be required to approve award of the RFQ and expenditure of funds at a later meeting.

RECOMMENDATION:

1. Continue discussions and release a Request for Qualifications, with a cost share of the consultant services to be provided by each participating city.
2. Cease discussions;
3. Take such additional, related, action that may be desirable.

By:


James Birrell
Fire Chief

Approved:


Paul Talbot
City Manager

Reviewed:


Karl H. Berger, Assistant City Attorney

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City of
Alhambra



Five-City
Alhambra, Monterey Park, San Gabriel, San Marino,
South Pasadena Fire Departments

Request for Qualifications
For Consultant Services To Conduct a
Five City Fire Service Analysis

Response Due:

To Be Determined

Mail or Deliver to:

City of Monterey Park
Attention: Lillian Bow, Fire Department
320 West Newmark Avenue
Monterey Park, CA 91754



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

INTRODUCTION:

The cities of Alhambra, Monterey Park, San Gabriel, San Marino and South Pasadena ("Five Cities") are investigating the potential to share and enhance services while reducing costs. Each Fire Department is currently operating independently of each other but do have some shared programs or resources such as Verdugo Communications Dispatch services, Unified Response, Urban Search & Rescue Team partnerships, regional training facilities (i.e. Alhambra Training Tower) and automatic/mutual aid agreements. These cities may also be contracting with other agencies to obtain discount pricing, cost share opportunities, or regional servicing for purchases of equipment, apparatus repair, etc.

The Five Cities combined comprise a geographical area of 26.6 square miles and serve a residential population of 221,842 (2010 Census). Cumulatively, there are a total of 11 fire stations and frontline apparatus consists of 11 fire engines, two trucks, seven rescue ambulances, 4 command vehicles, and one air/light apparatus.

Total emergency call volume combined in Fiscal Year 2011-2012 was 13,589. Approximately 77% were emergency medical services and 10.66% fire calls.

Each city will provide a general profile showing current adopted budgets, funding mechanisms, emergency call data, facilities, equipment, and staffing to the Consultant awarded the contract.

For the consultant undertaking the effort of analysis and feasibility study, several factors should be reviewed that may impact the services of the fire department such as current and future trends, community demographics, financial conditions and forecasts, environmental, technological, societal issues, on-going and projected development projects, and industry standards and requirements - if any, that may impact services provided by the Five Cities.

All information available should be evaluated and it is further up to the Consultant to determine not only the possibility of a merger, consolidation, partnership, contractual relationship, or other governance model, but what type of consolidation, functional, partial, etc. Topic areas to be considered in this evaluation are:

- Administration;
- Management;
- Joint Powers Agreements;
- Consortium purchasing;
- Vehicle Maintenance and Repair;
- Fire Prevention;
- Emergency Medical Services;
- Training and Recruitment;
- Area C Operational Readiness

The Five Cities desire a phased-in approach and have provided sample organizational charts representing a possible scenario (Attachment A). This is to be included in the review of options and an analysis provided. The final recommendation determined by the Consultant shall include an overview of an implementation plan with expected outcomes.

The Five Cities also expressed the following interests:

- Analysis of current operations
- Preserve existing revenue sources



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

- Preserve 201 Rights
- Identify legal requirements
- Outline options for managing of services and cost analysis
- Identify potential challenges, opportunities, weaknesses, threats, and strengths
- Identify efficiencies to be gained
- Identify deployment strategies to improve service or facilitate economic efficiencies
- Complete a Standards of Coverage Study for the Five Cities and the effects on the Unified Response and Area C.

It is the intent to contract with a single firm to provide the services described herein; however, the Five Cities reserves the right to award multiple contracts for one or more of the sections as listed under "Scope of Services."

The Five Cities hope to award a contract for consultant services by: November 15, 2013 with work completion by February 15, 2014. Work completed includes the preparation of the Feasibility Analysis with a Report of Findings and Recommendation, provision of presentations, and report copies to the participating Five Cities' staff.

After development of the initial report, additional services may be requested to implement a plan and/or further expand the study if necessary. If required, an addendum to the contract shall be executed.

Scope of Services

Prospective firms may use the following Scope of Services as a baseline, but should develop the Quote/Proposal to be in consort with the Five Cities, project understanding, and past experiences. The Five Cities are open-minded on the process that can best be applied to achieve the desired result. Any additional tasks, issues, or studies the consultant feels pertinent to this issue must be clearly identified in the firm's Quote/Proposal.

For each section listed below, a separate bid shall be submitted with a Grand Total for the entire package. As indicated above, the Scope of Services shall include, but not be limited to the following:

Section I. Operational Review

- Consultant shall provide a comparison of cities on a "per capita" basis to reflect a side-by-side comparison for call volume, staffing, etc. of each department and its relationship to the population served.
- Consultant shall meet with representatives from all five cities to create a needs assessment and determine each city's interests in developing and implementing a merger, consolidation, contractual relationship or partnership. If necessary, meet with staff and conduct interviews as needed to gain an understanding of city processes and operations.
- Identify any redundancies in the provision of services and make recommendations for change that will maintain or improve existing service provisions or reduce costs.
- Identify impacts on the Fire Department(s) 201 Rights as a result of any proposed action.



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

- Recommendations for further action and a detailed discussion of critical issues and variables that will be important if the Five Cities determine to proceed with the project, including any relevant legal and formal processes.
- Consultant may also include other matters that come to the consultant's attention related to assumptions in the study's recommendation; including administrative location, training, apparatus maintenance, co-located prevention and CUPA services with different service options, and partnerships with other fire agencies that you feel the Five Cities should consider.
- Prepare and deliver presentations to each of the Five Cities' staff to facilitate an understanding of the study, recommendation and implications of such. Provide updates as requested.

Section II. Financial Profile and Review

- Review each city's financial profile and funding arrangements that support each Fire Department and identify any potential impacts as a result of identified governance models. Provide options to preserve existing funding streams. This includes sales tax, special tax, benefit assessments, existing user fees, rates and charges, and other relevant funding mechanisms. In addition, provide an analysis or comparison of the five cities.
- Comparison of the economic pros and cons between identified and recommended options and maintaining the status quo.

Section III. Final Report and Recommendation:

Prepare a Feasibility Study that includes your firm's Findings and Recommendations and an overview of an Implementation Plan.

Provide six (6) Bound copies and a single PDF file of the report and plan that can be made available to the Five Cities staff. Any GIS mapping or deployment analysis developed shall also be made available to the Five Cities on a CD-ROM and or electronically with the ability to add or delete and/update information as needed.

Consultant's report and findings shall be presented to the Five Cities staff to ensure all necessary updates have been included.

As previously indicated, the Recommendation discussion should include, but not be limited to:

- Proposed governance option(s) and expected outcomes;
- Organizational structure, locations, facilities, etc.



City of
Alhambra



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

- Deployment options "Standards of Coverage;"
- Financial impacts and benefits of the identified (immediate and long term) to the Fire Department's organizational management and administration, operational service delivery, financial stability and sustainability/condition to compare between options versus maintaining current operations.
- Cost allocation and apportionment options for all aspects of the recommended option or proposal including: overall cost and potential areas of financial savings, and methodology used.
- Recommended administrative oversight and cost, including legal, risk management, information systems, and personnel.
- Other recommendations deemed appropriate by the Consultant.

Alhambra • Monterey Park • San Gabriel • San Marino • South Pasadena



City of
Alhambra



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

Attachment A

Alhambra • Monterey Park • San Gabriel • San Marino • South Pasadena



City of
Alhambra



Present Day Organizational Structure

PERSONNEL

CITY	FIRE CHIEF	40 HOUR CHIEFS	SHIFT BC's	CAPTAINS	ENGINEERS	FF/FF/PMS	TOTAL SHIFT PERSONNEL	FIRE PROTECTION SPECIALISTS	DEPUTY FIRE MARSHAL
	18 Chief Officers								
ALHAMBRA	1	0	3	15	15	27	60	1	1
MONTEREY PARK	1	0	3	12	12	24	51	2	1
SAN GABRIEL	1	0	3	6	6	12	27	0	1
SAN MARINO	1	2	0	3	3	9	15	0	0
SOUTH PASADENA	1PT	0	2	3	6	9	24	0	1PT
TOTALS	5	2	11	39	42	81	177	3	4
GLENDALE	1	3	3	39	37	96	179	13	0

Chart Courtesy of John Cermak EFO Paper

Alhambra • Monterey Park • San Gabriel • San Marino • South Pasadena



City of
Alhambra



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

Alhambra • Monterey Park • San Gabriel • San Marino • South Pasadena



City of
Alhambra



Organizational Structure in FY2015-2016

PERSONNEL

CITY	FIRE CHIEF	40 HOUR CHIEFS	SHIFT BC's	CAPTAINS	ENGINEERS	FF-FS/PMS	TOTAL SHIFT PERSONNEL	FIRE PROTECTION SPECIALISTS	DEPUTY FIRE MARSHAL
	11 Chief Officers								
ALHAMBRA	1	0	2	15	15	27	60	1	1
MONTEREY PARK	0	0	2	12	12	24	51	2	1
SAN GABRIEL	0	0	2	6	6	12	27	0	1
SAN MARINO	1	2	0	3	3	9	15	0	0
SOUTH PASADENA	1PT	0	0	3	6	9	24	0	1PT
TOTALS	3	2	6	39	42	81	177	3	4
GLENDAL	1	3	3	39	37	96	179	13	0

Alhambra • Monterey Park • San Gabriel • San Marino • South Pasadena



City of
Alhambra



FIVE CITIES REQUEST FOR QUALIFICATIONS FIRE SERVICES ANALYSIS

Alhambra •

Monterey Park •

San Gabriel •

San Marino •

South Pasadena



City of
Alhambra



Organizational Structure in FY2018-2019

PERSONNEL

CITY	FIRE CHIEF	40 HOUR CHIEFS	SHIFT ICS	CAPTAINS	ENGINEERS	FF/FF/PMS	TOTAL SHIFT PERSONNEL	FIRE PROTECTION SPECIALISTS	DEPUTY FIRE MARSHAL
	8 Chief Officers								
ALHAMBRA	1	0	1	15	15	27	60	1	1
MONTEREY PARK	0	0	1	12	12	24	51	2	1
SAN GABRIEL	0	0	2	6	6	12	27	0	1
SAN MARINO	1	2	0	3	3	9	15	0	0
SOUTH PASADENA	0	0	0	3	6	9	24	0	1PT
TOTALS	2	2	4	39	42	81	177	3	4
GLENDAL	1	3	3	39	37	96	179	13	0