

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

REGULAR MEETING
Monterey Park City Hall Council Chambers
320 West Newmark Avenue
Monterey Park, CA 91754

WEDNESDAY
September 3, 2014
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.**

Communication by the Public is an important part of the Local Government Process. 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 are 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 www.montereypark.ca.gov. 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

For members of the public wishing to address the City Council regarding any item on this Agenda including the Consent Calendar or Oral Communications, please fill out a speaker card and return it to the City Clerk before the announcement of the Agenda Item.

Speakers are provided five (5) minutes per individual on each published agenda item. Individual speakers may consolidate time with another speaker's time; the total consolidated time cannot exceed two (2) minutes per speaker giving up time. 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 an individual Agenda item. If there are a large number of speakers on a particular agenda item, the Mayor, as confirmed by the City Council may reduce the amount of time allotted to each speaker 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, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER Mayor

FLAG SALUTE The Monterey Park Fire Explorers

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

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

[1.] PRESENTATIONS: Kathryn Pantoja, Environmental Affairs Officer, LAWA Environmental and Land Use Planning Division, Noise Management

ORAL AND WRITTEN COMMUNICATIONS

CONSENT CALENDAR -- ORAL AND WRITTEN COMMUNICATIONS

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. The City Clerk will not accept cards after the item has been taken up.

Consent Calendar – Approval By Minute Motion

[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) CONSENT CALENDAR ITEM 2A

2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF SEPTEMBER 3, 2014

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 **September 3, 2014 totaling \$81.07** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK

CONSENT CALENDAR ITEMS 3A - 3H

3-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF SEPTEMBER 3, 2014

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 **September 3, 2014 Totaling \$1,929,959.94** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

3-B. SECOND READING AND ADOPTION: -- AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE § 6.20.020 AND § 9.100.020 TO INCLUDE "ELECTRONIC CIGARETTES" AS PART OF THE PROHIBITION ON SMOKING IN OUTDOOR PUBLIC AREAS AND TOBACCO RETAILER LICENSING

It is recommended that the City Council

- (1) Waive second reading and adopt the proposed ordinance; and
- (2) take such additional, related, action that may be desirable.

3-C. AUTHORIZE TRANSFER OF UNCLAIMED MONIES TO THE GENERAL FUND PURSUANT TO GOVERNMENT CODE §§ 50050-50056

It is recommended that the City Council

- (1) Adopt a Resolution authorizing the transfer of permanently escheated unclaimed bond deposits held in a special fund to the City's General Fund pursuant to Government Code §§50050-50056 and the Administrative Policy and Procedure No. 20-26 (Exhibit C); and
- (2) take such additional, related, action that may be desirable.

3-D. ADOPT A RESOLUTION FOR DECLARING SEPTEMBER INTERNATIONAL LITERACY MONTH

It is recommended that the City Council

- (1) Adopt the resolution recognizing the 30th California State Library Literacy Services Anniversary and the Annual Celebration of International Literacy Day on September 8, 2014; and
- (2) take such additional, related, action that may be desirable.

3-E. ANNUAL LIBRARY REPORT TO COUNCIL FROM THE LIBRARY BOARD OF TRUSTEES

It is recommended that the City Council

- (1) Receive and File this staff report regarding the 2013/14 Library Annual Report; and
- (2) take such additional, related, action that may be desirable.

3-F. BARNES PARK PICNIC SHELTER REPLACEMENT -- APPROVAL OF CHANGE ORDERS AND ADDITIONAL FUNDS

It is recommended that the City Council

- (1) Approve the contract change order work for the Barnes Park Picnic Shelter Relacement;
- (2) Allocate an additional \$70,000 in General Fund Capital Improvement Reserves to cover the change order work and final cost of the project; and
- (3) take such additional, related, action that may be desirable.

3-G. MONTEREY HIGHLANDS PARK AND ELEMENTARY SCHOOL PARKING LOT IMPROVEMENTS -- ACCEPTANCE OF WORK AND FINAL PAYMENT

It is recommended that the City Council

- (1) Accept the Monterey Highlands Park and Elementary School Parking Lot Improvements completed by Excel Paving Company;
- (2) 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
- (3) take such additional, related, action that may be desirable.

3-H. APPROVE AGREEMENT WITH SOUTHERN CALIFORNIA GAS COMPANY TO INSTALL AN UPGRADED CNG FUELING COMPRESSOR SYSTEM AT CITY YARD. THE PROJECT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENT QUALITY ACT (CEQA) PR CATEGORICAL EXEMPTION 15302

It is recommended that the City Council

- (1) Appropriate a total of \$113,820 annually, for 5 years, for the upgrade of the CNG fueling compressor system at the City Yard. Annual funding sources are AB2766 discretionary funds for \$23,820 and Proposition A Local Returns for \$90,000;
- (2) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with Southern California Gas Company; and
- (3) take such additional, related, action that may be desirable.

[4.] PUBLIC HEARING

4-A. AGREEMENT WITH SIEMENS INDUSTRY INC FOR \$10.5 MILLION ENERGY PERFORMANCE CONTRACT

It is recommended that the City Council

- (1) Open the public hearing;
- (2) Receive verbal and documentary evidence;
- (3) Continue the Public Hearing until September 17, 2014; and
- (4) take such additional, related, action that may be desirable.

[5.] UNFINISHED BUSINESS

None.

[6.] NEW BUSINESS

6-A. PROPOSED NEW YEAR'S EVE COUNTDOWN EVENT

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with Sing Tao Newspaper, to co-host a New Year's Eve countdown event on Garvey Avenue between Atlantic and Ynez;
- (2) Either:
 - a) Charge Sing Tao Newspaper up to \$28,000 for all city services necessary to conduct the event (Street closures, building and fire inspections, event security provided by the police department, site emergency management by the fire department, etc.)
 - OR
 - b) Waive all fees for necessary services; and
- (3) take such additional, related, action that may be desirable.

[7.] COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

[8.] CLOSED SESSION

None.

ADJOURN

PRESENTATIONS

ORAL AND WRITTEN COMMUNICATIONS



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: (SA) Consent Calendar
Agenda Item 2-A.

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for Successor Agency to the Former Community
Redevelopment Agency of
September 3, 2014

RECOMMENDATION:

It is recommended that the City Council:

- (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 **September 3, 2014 totaling \$81.07** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **247-248**.

BACKGROUND:

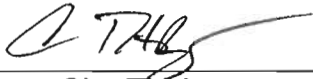
The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park, Acting as the Successor Agency to the Former Community Redevelopment Agency (SA). I also certify that there are 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.

FISCAL IMPACT:

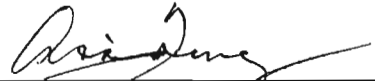
Disbursements from all funds total **\$81.07**.

Respectfully submitted:

Prepared by:

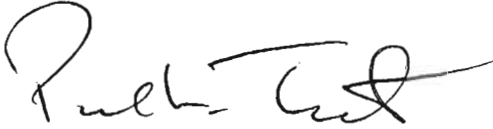


Chu Thai
Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot
City Manager

Attachments: Warrant Register

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
3RD DAY OF SEPTEMBER 2014
TOTALING \$81.07 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	\$ 81.07
Total	<u>\$ 81.07</u>

PASSED, APPROVED AND ADOPTED THE 3RD DAY OF SEPTEMBER 2014.

Anthony Wong, 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 3rd day of September 2014 by the following vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

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

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0860-801-1203-32050	15.01	INTERNET/PHONE SERVICE		247	15.01
TOTAL FOR PREPAID WARRANTS						15.01

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
NATIONAL CONSTRUCTION RENTALS	0860-801-1203-31100	66.06	FENCE RENTAL		248	66.06
TOTAL FOR PRINTED WARRANTS						66.06

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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TOTAL FOR PREPAID WARRANTS	15.01
TOTAL FOR PRINTED WARRANTS	66.06
TOTAL WARRANTS	81.07
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL CHECKS PRINTED	1
TOTAL CHECKS ISSUED	2

CITY OF MONTEREY PARK
 FINAL WARRANT REGISTER
 COUNCIL MEETING DATE 09/03/2014
 FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	15.01	66.06	81.07
	TOTAL	15.01	66.06	81.07



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-A.**

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for the City of Monterey Park of
September 3, 2014

RECOMMENDATION:

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 **September 3, 2014 totaling \$1,929,959.94** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **300225-300506**.

BACKGROUND:

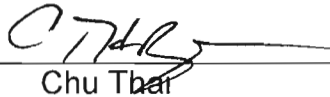
The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.

FISCAL IMPACT:

Disbursements from all funds total **\$1,929,959.94.**

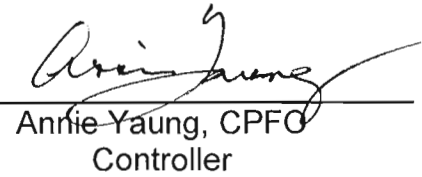
Respectfully submitted:

Prepared by:



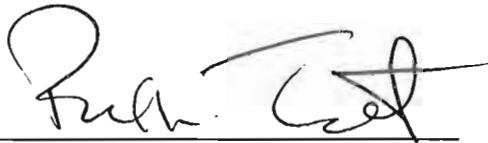
Chu Thai

Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot

City Manager

Attachments: Warrant Register

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
3RD DAY OF SEPTEMBER 2014
TOTALING \$1,929,959.94 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	\$ 1,074,121.09
State Gas Tax Fund	35,387.33
Sewer Fund	5,729.99
Refuse Fund	446,272.33
City Shop Fund	65,557.04
General Liability Fund	6,850.78
Technology Internal Service Fund	13,166.31
Payroll Clearing Account	14,792.36
Public Safety Impact Fee	308.75
Special Deposits Fund	8,666.03
Workers Comp. Fund	6,866.67
Water Fund	66,824.87
Water Treatment Fund	27,736.53
OPA Proposition A	10,793.09
Measure R Fund	5,160.30
Library Tax Fund	9,345.00
POST	3,101.82
Recreation Fund	507.80
Asset Forfeiture	3,031.44
Cal Library Literacy Svc Grant	1.38
Prop C	59,615.41
CDBG Fund	129.39
Maintenance District 93-1	26,565.54
Prop A - Per Parcel Grant	263.00
Used Oil Recycling Block Grant	3,107.50
SR Pedestrian & Bicycle Safety	(110.00)
Maintenance Grant (075)	5,580.00
ELAC Instructional Serv Prog	7,377.19
MTA S Garfield Transit Village	8,716.00
Tree Planting County Grant	14,400.00
LA County Open Space Grant	95.00
 TOTAL	 <u>\$ 1,929,959.94</u>

PASSED, APPROVED AND ADOPTED THE 3RD DAY OF SEPTEMBER 2014.

 Anthony Wong, 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 3rd day of September 2014 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

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ACCONTEMPS	0010-801-1403-31950	693.90	TEMPORARY STAFFING SERVICES		300225	
	0010-801-1403-31950	740.16	TEMPORARY STAFFING SERVICES		300225	1,434.06
AT & T	0010-801-3112-32050	5.08	PHONE SERVICE		300226	
	0010-801-3114-32050	4.31	PHONE SERVICE		300226	9.39
	0010-801-3113-32050	40.22	PHONE SERVICE		300227	40.22
AT&T	0010-801-6001-32050	194.41	INTERNET/PHONE SERVICE		300228	
	0010-801-1301-32050	14.90	INTERNET/PHONE SERVICE		300228	
	0010-801-1404-32050	48.90	INTERNET/PHONE SERVICE		300228	
	0010-801-1408-32050	123.00	INTERNET/PHONE SERVICE		300228	
	0043-801-1404-32050	25.05	INTERNET/PHONE SERVICE		300228	
	0092-801-1404-32050	30.42	INTERNET/PHONE SERVICE		300228	
	0010-801-4209-32050	252.11	INTERNET/PHONE SERVICE		300228	
	0010-801-1801-32050	15.10	INTERNET/PHONE SERVICE		300228	
	0010-801-6517-32050	50.67	INTERNET/PHONE SERVICE		300228	
	0022-801-4206-32050	297.10	INTERNET/PHONE SERVICE		300228	
	0109-801-6511-32050	66.66	INTERNET/PHONE SERVICE		300228	
	0010-801-3112-32050	2,914.09	INTERNET/PHONE SERVICE		300228	
	0010-801-3113-32050	14.90	INTERNET/PHONE SERVICE		300228	
	0010-801-3114-41100	16.67	INTERNET/PHONE SERVICE		300228	
	0010-801-6502-32050	144.64	INTERNET/PHONE SERVICE		300228	
	0010-801-3201-32050	966.37	INTERNET/PHONE SERVICE		300228	
	0010-801-3230-32050	2,623.70	INTERNET/PHONE SERVICE		300228	
	0092-801-4220-32050	199.32	INTERNET/PHONE SERVICE		300228	
	0092-801-4222-32050	664.90	INTERNET/PHONE SERVICE		300228	
	0010-801-1408-32050	1,125.97	INTERNET/PHONE SERVICE		300228	
	0010-801-3112-32050	750.65	INTERNET/PHONE SERVICE		300228	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0010-801-3201-32050	375.33	INTERNET/PHONE SERVICE		300228	
	0010-801-6001-32050	125.11	INTERNET/PHONE SERVICE		300228	
	0169-801-2201-32050	125.11	INTERNET/PHONE SERVICE		300228	
						11,165.08
BANKCARD CENTER	0010-801-1101-39250	79.50	7/14 STMT-FAX SERVICES		300229	
	0010-801-1101-39400	2,004.11	7/14 STMT-ICA CONFERENCE		300229	
	0010-801-1301-39400	625.00	7/14 STMT-LCC CONFERENCE		300229	
	0010-801-1403-31950	150.00	7/14 STMT-AWARD APPLICATION		300229	
	0010-801-1403-39400	1,295.00	7/14 STMT-TRAINING		300229	
	0010-801-1704-33200	640.00	7/14 STMT-ICSC CONFERENCE		300229	
	0010-801-1704-34200	32.97	7/14 STMT-TRAINING		300229	
	0010-801-1801-39550	115.58	7/14 STMT-REFRESHMENTS		300229	
	0010-801-3101-33400	40.00	7/14 STMT-BLOCK MEETING		300229	
	0010-801-3102-22300	500.00	7/14 STMT-SAFETY VESTS		300229	
	0010-801-3102-22310	236.32	7/14 STMT-SAFETY VESTS		300229	
	0010-801-3201-24150	326.99	7/14 STMT-PRINTER		300229	
	0010-801-3230-22750	432.73	7/14 STMT-EOC EQUIP		300229	
	0075-450-0075-08420	500.00	7/14 STMT-GOLF EVENT (TRUST)		300229	
	0136-801-3101-33250	2,414.60	7/14 STMT-POLICE POST TRAINING		300229	
	0160-801-3101-39400	133.55	7/14 STMT-POLICE TRAINING		300229	
	0330-801-3102-33100	110.00	7/14 STMT-POLICE TRAINING		300229	
	0349-801-3201-39400	882.02	7/14 STMT-FIRE TRAINING		300229	
						10,298.37
BCI BURKE COMPANY, LLC	0010-801-5004-96048	6,662.18	PINE TREE PARK-SAFETY SURFACE	90366	300246	
						6,662.18
YVETTE P. BECKER	0075-450-0075-08760	131.40	REIMBURSE SUPPLIES (TRUST)		300230	
						131.40
PEDRO CHAN	0075-450-0075-09080	100.00	SISTER CITY STUDENT PROG-TRUST		300231	
						100.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CHARTER COMMUNICATIONS	0010-801-1404-32050	26.18	INTERNET/CABLE SERVICE		300247	
	0043-801-1404-32050	19.29	INTERNET/CABLE SERVICE		300247	
	0092-801-1404-32050	23.42	INTERNET/CABLE SERVICE		300247	
	0092-801-4220-32050	59.85	INTERNET/CABLE SERVICE		300247	
						128.74
CITY OF MONTEREY PARK	0010-801-1101-39250	306.09-	VOID CHECK		300065	
						306.09-
COMPLETE LANDSCAPE CARE, INC.	0176-801-6516-31190	5,800.00	IRRIGATION MAINTENANCE	90349	300248	
						5,800.00
DAN COSTLEY	0010-801-6508-22670	240.00	REIMBURSE-EMPLOYEE PROGRAM		300249	
						240.00
CPFIT	0065-464	564.00	FIRE LTD INSURANCE		300232	
						564.00
CT & F INC	0176-850-5004-96042	13,600.00	STREET LIGHT INSTALL-ATLAS AVE	80590	300250	
						13,600.00
DMR TEAM, INC.	0010-801-5004-96048	16,805.00	PARKS CIP PROJECTS	90371	300251	
	0010-801-5004-91525	10,000.00	PARKS ADA PROGRAM	90371	300251	
						26,805.00
EMPLOYMENT DEVELOPMENT DEPT.	0010-801-5102-35700	8,270.00	UNEMPLOYMENT INS Q2 2014		300252	
						8,270.00
GLORIA ENRIQUEZ	0075-450-0075-09080	1,500.00	SISTER CITY STUDENT PROG-TRUST		300233	
						1,500.00
FEDERAL EXPRESS CORP.	0010-801-6001-32200	48.34	DELIVERY SERVICE		300253	
						48.34
KNOWLES-MCNIFF	0010-801-1404-31700	888.16	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0043-801-1404-31700	4,674.00	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0092-801-1404-31700	4,746.92	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0010-801-3115-31700	752.50	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0010-801-3220-31700	262.50	FINANCE SOFTWARE MAINTENANCE	90030	300234	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNOWLES-MCNIFF	0092-801-4221-31700	1,243.42	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4226-31700	266.42	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4227-31700	310.92	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4228-31700	266.00	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4229-31700	248.66	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4231-31700	319.75	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0093-801-4232-31700	266.00	FINANCE SOFTWARE MAINTENANCE	90030	300234	
	0010-801-6001-31700	1,009.75	FINANCE SOFTWARE MAINTENANCE	90030	300234	15,255.00
AI HWA KUNG	0159-801-6507-31910	74.20-	VOID CHECK		299292	74.20-
XIZHE LI	0092-701-0092-07510	173.19	REFUND-WATER BILL		300254	173.19
MICHAEL LOTT	0060-801-4211-22250	101.35	POLICE TRAINING		300235	
	0160-801-3101-39400	531.07	POLICE TRAINING		300235	632.42
MONTEREY PARK PETTY CASH	0010-801-3210-22750	98.85	PETTY CASH-REFRESHMENTS		300236	
	0063-801-5002-99055	107.91	PETTY CASH-CONFERENCE ROOM EQU		300236	
	0010-801-3120-39700	13.50	PETTY CASH-SUPPLIES		300236	
	0092-801-4221-23900	26.00	PETTY CASH-PARKING		300236	
	0075-450-0075-08610	80.00	PETTY CASH-PLAY DAY (TRUST)		300236	326.26
	0075-450-0075-08420	86.60	PETTY CASH-REFRESHMENTS (TRUST)		300255	
	0075-450-0075-08420	73.38	PETTY CASH-REFRESHMENTS (TRUST)		300255	
	0075-450-0075-08420	98.66	PETTY CASH-REFRESHMENTS (TRUST)		300255	
	0010-801-4202-23950	5.09	PETTY CASH-REPLACEMENT KEYS		300255	
	0010-801-6503-31150	89.06	PETTY CASH-MOVIE NIGHT SUPPLY		300255	
	0092-801-4222-21350	11.60	PETTY CASH-WATER REPORTS		300255	
	0010-801-6503-31150	97.41	PETTY CASH-SWIM MEET SUPPLIES		300255	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0010-801-6503-31150	26.47	PETTY CASH-SWIM MEET SUPPLIES		300255	488.27
MYERS TIRE SUPPLY	0060-801-4211-23500	32.63	FLEET SUPPLIES		300256	32.63
PARKHOUSE TIRE, INC.	0060-801-4211-23500	32.63-	VOID CHECK		300165	
	0060-801-4211-23500	799.27-	VOID CHECK	90071	300165	831.90-
	0060-801-4211-23500	799.27	FLEET TIRES		300257	799.27
ISMAEL PEREZ	0159-801-6507-31910	582.00	INSTRUCTOR-RECREATION CLASS		300237	582.00
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	19.59	POSTAGE		300258	
	0010-801-1403-32200	126.27	POSTAGE		300258	
	0010-801-1406-32200	125.23	POSTAGE		300258	
	0010-801-1407-32200	10.08	POSTAGE		300258	
	0010-801-1701-32200	13.65	POSTAGE		300258	
	0010-801-1702-32200	96.69	POSTAGE		300258	
	0010-801-1703-32200	7.45	POSTAGE		300258	
	0010-801-1704-32200	6.48	POSTAGE		300258	
	0010-801-1801-32200	33.80	POSTAGE		300258	
	0010-801-1802-32200	13.65	POSTAGE		300258	
	0010-801-3101-32200	27.91	POSTAGE		300258	
	0010-801-3102-32200	14.07	POSTAGE		300258	
	0010-801-3104-32200	4.70	POSTAGE		300258	
	0010-801-3111-32200	0.48	POSTAGE		300258	
	0010-801-3113-32200	4.64	POSTAGE		300258	
	0010-801-3114-32200	56.75	POSTAGE		300258	
	0010-801-3201-32200	3.57	POSTAGE		300258	
	0010-801-3205-32200	73.11	POSTAGE		300258	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-3210-32200	1.65	POSTAGE		300258	
	0010-801-4209-32200	1.44	POSTAGE		300258	
	0010-801-6001-32200	32.92	POSTAGE		300258	
	0010-801-6502-32200	7.62	POSTAGE		300258	
	0010-801-6505-32200	7.20	POSTAGE		300258	
	0043-801-4208-32200	0.96	POSTAGE		300258	
	0043-801-4212-32200	180.11	POSTAGE		300258	
	0075-450-0075-09230	45.45	POSTAGE (TRUST)		300258	
	0092-801-1201-32200	0.48	POSTAGE		300258	
	0092-801-4223-32200	0.96	POSTAGE		300258	
	0163-801-6005-32200	1.38	POSTAGE		300258	
						918.29
PRIVATE MEDICAL CARE, INC.	0065-461	2,814.75	DENTAL INSURANCE		300238	
						2,814.75
PUBLIC EMPLOYEES' RETIREMENT	0010-801-5102-12330	58.14	RETIREE DEDUCTION SERVICES		300239	
						58.14
SBC LONG DISTANCE	0010-801-1408-32050	38.51	PHONE SERVICE-07/14		300259	
	0010-801-3112-32050	25.68	PHONE SERVICE-07/14		300259	
	0010-801-1408-32050	12.84	PHONE SERVICE-07/14		300259	
	0010-801-6001-32050	4.28	PHONE SERVICE-07/14		300259	
	0169-801-2201-32050	4.28	PHONE SERVICE-07/14		300259	
						85.59
SPRINT CORPORATION	0010-801-3115-38400	1,127.14	POLICE DATA SERVICE	90024	300240	
						1,127.14
	0010-801-3115-38400	1,353.66	POLICE DATA SERVICE	90024	300241	
						1,353.66
THE STANDARD	0065-458	3,820.05	LTD INSURANCE		300242	
						3,820.05
THE GAS COMPANY (DBA)	0010-801-3114-36200	49.87	GAS SERVICES		300243	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
THE GAS COMPANY (DBA)	0060-801-4211-22250	13.71	GAS SERVICES		300243	63.58
TRANSTECH	0501-801-5004-91734	95.00	EDISON TRAILS IMPROVEMENTS		300260	
	0010-801-5004-91525	1,717.70	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91578	1,360.00	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91579	1,360.00	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91581	1,360.00	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91583	1,360.00	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91584	1,360.00	VARIOUS PARKS ADA IMPROVEMENTS		300260	
	0010-801-5004-91584	5,495.00	GEORGE ELDER PARK PARKING LOT		300260	
	0010-801-5004-91581	10,025.00	HIGHLANDS PARK PARKING LOT		300260	24,132.70
UNITED STATES POSTAL SERVICE	0043-801-6509-31880	3,400.00	POSTAGE CASCADES	90269	300261	3,400.00
UNIVERSAL STUDIOS HOLLYWOOD	0010-801-6506-31150	2,540.00-	VOID CHECK		299441	2,540.00-
VERIZON WIRELESS	0010-801-3220-32050	113.42	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-3205-32050	194.09	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-3201-32050	0.19	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-3210-32050	1.33	WIRELESS VOICE/DATA SERVICES		300244	
	0349-801-3201-39400	38.01	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-1702-32050	11.97	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-1703-32050	9.99	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-1701-32050	38.95	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-1404-32050	66.22	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-6001-32050	118.19	WIRELESS VOICE/DATA SERVICES		300244	
	0010-801-3104-21200	38.01	WIRELESS VOICE/DATA SERVICES		300244	630.37
	0010-801-4209-32050	22.87	WIRELESS VOICE/DATA SERVICES		300262	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERIZON WIRELESS	0010-801-4212-32050	12.99	WIRELESS VOICE/DATA SERVICES		300262	
	0010-801-6517-32050	7.28	WIRELESS VOICE/DATA SERVICES		300262	
	0092-801-4222-32050	4.64	WIRELESS VOICE/DATA SERVICES		300262	
	0092-801-4221-32050	9.48	WIRELESS VOICE/DATA SERVICES		300262	
	0092-801-4223-32050	8.83	WIRELESS VOICE/DATA SERVICES		300262	
	0010-801-6502-32050	12.81	WIRELESS VOICE/DATA SERVICES		300262	
	0022-801-4206-32050	69.32	WIRELESS VOICE/DATA SERVICES		300262	
						148.22
VISION SERVICE PLAN-CA	0065-466	2,936.82	VISION PLAN		300245	
						2,936.82
TOTAL FOR PREPAID WARRANTS						142,822.94

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
A & D TRANSPORTATION LP	0109-801-4201-31950	630.00	CHARTER BUS RECREATION PROGRAM		300263	630.00
A.J. FISTES CORPORATION	0010-850-5004-91525	23,478.00	ADA IMPROVEMENTS	80504	300264	23,478.00
ACTION DESIGNZ LLC.	0092-801-4220-31950	1,406.10	WATER UNIFORM	90311	300265	1,406.10
ACTION SALES (DBA)	0010-801-3210-24300	455.73	FIRE SUPPLIES	90222	300266	455.73
ADLERHORST INTERNATIONAL INC.	0160-801-3103-22800	350.00	POLICE TRAINING		300267	
	0160-801-3103-22800	266.66	POLICE TRAINING		300267	
	0160-801-3103-22800	266.66	POLICE TRAINING		300267	
	0160-801-3103-22800	350.00	POLICE TRAINING		300267	
						1,233.32
ADVANCE PEST TERMITE CONTROL	0010-801-3113-38100	39.00	PEST CONTROL	90000	300268	
	0010-801-3210-22750	47.00	PEST CONTROL	90210	300268	
	0010-801-3210-22750	35.00	PEST CONTROL	90210	300268	
	0010-801-3210-22750	42.00	PEST CONTROL	90210	300268	
						163.00
ADVANCED ELECTRONICS	0010-801-3112-38400	4,628.52	POLICE RADIO EXTENDED WARRANTY	90001	300269	4,628.52
AFFILIATED SYSTEMS, INC.	0010-801-1801-31900	245.00	PRE-EMPLOYMENT/DMV/DOT PHYS.		300270	245.00
AGENCIES TOOL CENTER	0060-801-4211-24100	335.27	FLEET TOOLS	90034	300271	335.27
AIRGAS	0092-801-4222-23700	219.71	WATER SUPPLIES	90092	300272	219.71
CITY OF ALHAMBRA	0060-801-4211-22250	140.92	CNG FUEL-03/14	90041	300273	
	0060-801-4211-22250	162.81	CNG FUEL-04/14	90041	300273	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						303.73
ALLEN SNIPES ASSOCIATES	0062-801-5101-35650	2,108.53	PROFESSIONAL SERVICES		300274	2,108.53
ALLSTAR FIRE EQUIPMENT INC.	0010-801-3210-22300	487.23	FIRE SUPPLIES	90226	300275	487.23
APL GLASS COMPANY	0010-801-4210-38100	90.90	GARVEY RANCH SNACK BAR GLASS		300276	90.90
ARAMARK UNIFORM & CAREER APPAREL, I	0010-801-3210-39050	35.58	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	5.89	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	5.89	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	2.41	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	34.24	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	5.89	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	23.27	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	12.84	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	24.61	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	40.13	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	12.84	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	5.89	FIRE UNIFORM SERVICES	90221	300277	
	0010-801-3210-39050	2.41	FIRE UNIFORM SERVICES	90221	300277	211.89
ARC IMAGING RESOURCE - CALIFORNIA	0092-801-4212-37500	96.35	ENGINEERING PRINTER	90244	300278	
	0092-801-4212-37500	97.92	ENGINEERING PRINTER	90244	300278	194.27
ARGIL BLDG. MATERIAL CO.	0010-801-6517-22400	129.17	CONCRETE		300279	129.17
ARROYO BACKGROUND INVESTIGATIONS	0010-801-3104-31950	900.00	BACKGROUND INVESTIGATIONS		300280	900.00
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-23300	305.13	PLUMBING SUPPLIES	90169	300281	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-23300	1,531.45	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	30.52	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	124.63	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	59.22	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	214.37	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	53.08	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	80.17	PLUMBING SUPPLIES	90169	300281	
	0010-801-4210-23300	34.37	PLUMBING SUPPLIES	90169	300281	
						2,432.94
ATHENS SERVICES	0010-801-4205-41200	26,098.90	STREET SWEEPING-07/14	90168	300282	
						26,098.90
	0043-801-4208-41200	407,595.10	REFUSE COLLECTION SERVICES		300283	
						407,595.10
AUTOZONE WEST, INC	0060-801-4211-23500	108.98	FLEET SUPPLIES-UNIT 042	90310	300284	
	0060-801-4211-23500	174.40	FLEET SUPPLIES-UNIT 989	90310	300284	
	0060-801-4211-23500	95.32	FLEET SUPPLIES	90310	300284	
	0060-801-4211-23500	357.73	FLEET SUPPLIES	90310	300284	
	0060-801-4211-23500	111.18	FLEET SUPPLIES-UNIT 898	90310	300284	
	0060-801-4211-23500	60.06	FLEET SUPPLIES-UNIT 014	90310	300284	
	0060-801-4211-23500	191.23	FLEET SUPPLIES-UNIT 948	90310	300284	
	0060-801-4211-23500	23.98-	FLEET SUPPLIES-CREDIT	90310	300284	
						1,074.92
AWWA	0092-801-4220-39400	144.50	WATER TRAINING SUPPLIES	90093	300285	
						144.50
B & K ELECTRIC WHOLESALE	0092-801-4222-23400	208.58	WATER ELECTRICAL SUPPLIES	90096	300286	
						208.58
B W GRAPHICS	0092-801-4220-39250	39.24	BUSINESS CARDS-F HELDMAN		300287	
	0010-801-3201-21250	39.24	BUSINESS CARDS-S HABERLE		300287	
	0010-801-4209-39250	43.60	BUSINESS CARDS-R HARIS		300287	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
B W GRAPHICS	0010-801-6502-39250	40.33	BUSINESS CARDS-E TANG		300287	
	0010-801-6502-39250	40.33	BUSINESS CARDS-J CORTEZ		300287	
	0010-801-1801-21250	38.15	BUSINESS CARDS-F ROBLES		300287	240.89
BACKFLOW APPARATUS & VALVE CO	0092-801-4221-23700	418.56	WATER SUPPLIES		300288	418.56
BEN'S AIRLESS	0022-801-4206-23900	949.83	FLEET PARTS		300289	949.83
BETA OMEGA PHI FRATERNITY	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT (TRUST)		300290	200.00
BISHOP COMPANY	0176-801-6516-24100	175.42	PARKS SUPPLIES	90301	300291	
	0176-801-6516-24100	138.90	PARKS SUPPLIES	90301	300291	
	0176-801-6516-24100	166.64	PARKS SUPPLIES-CREDIT	90301	300291	147.68
BLACK & DECKER (US) INC.	0092-801-4222-24100	130.67	WATER TOOLS REPAIR	90321	300292	
	0092-801-4222-24100	139.31	WATER TOOLS REPAIR	90321	300292	
	0092-801-4222-24100	138.59	WATER TOOLS REPAIR	90321	300292	
	0092-801-4222-24100	138.59	WATER TOOLS REPAIR	90321	300292	547.16
BLACK & WHITE EMERGENCY VEHICLES	0060-801-4211-38400	520.00	FLEET CONVERSION-UNIT 910		300293	520.00
BLAZE CONE COMPANY	0042-801-4204-23800	1,015.20	TRAFFIC CONES		300294	1,015.20
BOB BARKER CO., INC.	0010-801-3113-22600	269.41	POLICE SUPPLIES	90003	300295	269.41
C.E.G. INVESTIGATIONS	0010-701-0010-06240	186.06	POLICE TRAFFIC HEARINGS		300296	186.06
CAAD LLC	0092-801-4221-32200	648.00	WATER BILL MAILING SERVICE		300297	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						648.00
CALOX, INC	0010-801-3210-22750	29.75	FIRE MEDICAL SUPPLIES-STA. 61	90228	300298	
	0010-801-3210-22750	21.25	FIRE MEDICAL SUPPLIES-STA. 62	90228	300298	
						51.00
CAMINO REAL CHEVROLET	0060-801-4211-23500	53.99	FLEET REPAIR/PARTS-UNIT 990	90039	300299	
	0060-801-4211-23500	230.43	FLEET REPAIR/PARTS-UNIT 891	90039	300299	
	0060-801-4211-38400	120.00	FLEET REPAIR/PARTS	90039	300299	
						404.42
CANON FINANCIAL SERVICES, INC.	0010-801-3114-37500	1,964.50	COPIER MACHINE RENTAL	90005	300300	
						1,964.50
CANON SOLUTIONS AMERICA, INC	0010-801-1701-37500	123.82	COPIER MAINTENANCE	90206	300301	
	0092-801-4212-37500	367.46	COPIER MAINTENANCE	90206	300301	
	0010-801-3205-39250	491.28	COPIER MAINTENANCE	90206	300301	
	0092-801-4212-37500	491.28	COPIER MAINTENANCE	90206	300301	
	0010-801-3210-38400	511.51	COPIER MAINTENANCE		300301	
	0092-801-4220-39250	103.17	COPIER MAINTENANCE		300301	
	0010-801-4209-39250	85.66	COPIER MAINTENANCE		300301	
	0010-801-1301-37500	17.09	COPIER MAINTENANCE		300301	
						2,191.27
CARL WARREN & COMPANY	0062-801-5101-35600	143.64	LIABILITY CLAIMS-O PAEZ		300302	
	0062-801-5101-35600	39.90	LIABILITY CLAIMS-Y KO		300302	
	0062-801-5101-35600	39.90	LIABILITY CLAIMS-E SALINAS		300302	
	0062-801-5101-35600	95.76	LIABILITY CLAIMS-Y TSEN		300302	
	0062-801-5101-35600	39.90	LIABILITY CLAIMS-A MEZA		300302	
	0062-801-5101-35600	39.90	LIABILITY CLAIMS-P THOMPSON		300302	
	0062-801-5101-35600	63.84	LIABILITY CLAIMS-J KITAHARA		300302	
	0062-801-5101-35600	39.90	LIABILITY CLAIMS-E TUCKER		300302	
	0062-801-5101-35600	159.60	LIABILITY CLAIMS-B RUAN		300302	
	0062-801-5101-35600	167.72	LIABILITY CLAIMS-J ZHU		300302	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CARL WARREN & COMPANY	0062-801-5101-35600	111.86	LIABILITY CLAIMS-E HOLGUIN		300302	
	0062-801-5101-35600	111.86	LIABILITY CLAIMS-R KAPLAN		300302	
	0062-801-5101-35600	143.78	LIABILITY CLAIMS-M GOODLOE		300302	
						1,197.56
CASP PLUS INC.	0010-850-5004-91525	1,800.00	PARKS ADA IMPROVEMENTS	80431	300303	
						1,800.00
CHARLIES TIRE RECYCLING	0060-801-4211-31950	55.50	FLEET TIRE RECYCLING		300304	
						55.50
CHRISTINE R MESSANO	0010-701-0010-03630	53.00	REFUND-PARKING CITATION		300305	
						53.00
CINTAS CORPORATION	0092-801-4221-22310	47.21	WATER UNIFORMS		300306	
	0092-801-4222-22310	45.08	WATER UNIFORMS		300306	
	0092-801-4223-22310	87.12	WATER UNIFORMS		300306	
	0092-801-4223-22150	80.94	WATER UNIFORMS		300306	
	0092-801-4221-22310	47.21	WATER UNIFORMS		300306	
	0092-801-4222-22310	62.42	WATER UNIFORMS		300306	
	0092-801-4223-22310	87.12	WATER UNIFORMS		300306	
	0092-801-4223-22150	85.54	WATER UNIFORMS		300306	
						542.64
CLEAN ENERGY	0109-850-4201-31960	11,483.48	CNG FUEL 07/14	80410	300307	
	0109-801-4201-31960	912.36	CNG FUEL-07/14		300307	
						12,395.84
CLINICAL LABORATORY OF	0093-801-4227-31950	1,766.75	WATER ANALYSIS		300308	
	0093-801-4227-31950	248.83	WATER ANALYSIS		300308	
	0093-801-4227-31950	234.95	WATER ANALYSIS		300308	
	0093-801-4227-31950	248.83	WATER ANALYSIS		300308	
	0093-801-4230-31950	71.22	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	61.05	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	20.35	WATER ANALYSIS	90100	300308	

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CLINICAL LABORATORY OF	0093-801-4230-31950	61.05	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	61.05	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	1,201.57	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	794.58	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	20.35	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	30.52	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	794.58	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	71.22	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	50.87	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	20.35	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	71.22	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	794.58	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	231.25	WATER ANALYSIS	90100	300308	
	0093-801-4230-31950	794.58	WATER ANALYSIS	90100	300308	
	0093-801-4231-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4231-31950	727.97	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	1,695.53	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	2,142.30	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	1,156.25	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	1,695.53	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	40.70	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	1,695.53	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4229-31950	10.18	WATER ANALYSIS	90100	300308	

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CLINICAL LABORATORY OF	0093-801-4229-31950	1,695.53	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	757.58	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	2,811.07	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	757.58	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	20.35	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	757.58	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4226-31950	757.58	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	10.18	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	108.23	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	877.83	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	10.18	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	176.22	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	10.18	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	108.23	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	10.18	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	108.23	WATER ANALYSIS	90100	300308	
	0092-801-4222-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4228-31950	342.25	WATER ANALYSIS	90100	300308	
	0093-801-4228-31950	18.50	WATER ANALYSIS	90100	300308	
	0093-801-4228-31950	92.50	WATER ANALYSIS	90100	300308	
	0093-801-4228-31950	18.50	WATER ANALYSIS	90100	300308	
	0093-801-4232-31950	37.00	WATER ANALYSIS	90100	300308	
	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CLINICAL LABORATORY OF	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	
	0093-801-4227-31950	10.18	WATER ANALYSIS	90100	300308	
						26,492.64
COLLISION AND INJURY DYNAMICS, INC.	0062-801-5101-35650	3,349.50	ACCIDENT INVESTIGATION SERVICE		300309	
						3,349.50
COME LAND MAINTENANCE COMPANY	0010-801-6502-38250	858.00	JANITORIAL SERVICE		300310	
	0010-801-3113-38250	1,958.33	JANITORIAL SERVICE	90006	300310	
	0178-801-6502-38250	263.00	JANITORIAL SERVICE	90255	300310	
	0010-801-6502-38250	400.00	JANITORIAL SERVICE	90254	300310	
	0010-801-6502-38250	1,146.00	JANITORIAL SERVICE	90256	300310	
	0010-801-6505-38250	4,190.00	JANITORIAL SERVICE	90253	300310	
	0010-801-6502-38250	858.00	JANITORIAL SERVICE	90257	300310	
						9,673.33
COMPLETE LANDSCAPE CARE, INC.	0176-801-6516-31190	5,800.00	IRRIGATION MAINTENANCE	90349	300311	
						5,800.00
CONSOLIDATED FIRE PROTECTION DIST.	0010-801-5002-99725	464,416.00	FIRE APPARATUS VEHICLE	90345	300312	
						464,416.00
COPWARE INC	0010-801-3115-38400	700.00	POLICE-LEGAL SOURCE BOOK LIC		300313	
						700.00
CORVEL ENTERPRISE COMP INC	0080-801-8301-20000	6,866.67	CLAIMS ADMINISTRATION FEES		300314	
						6,866.67
COUNTY OF LOS ANGELES	0010-801-3111-31950	7,774.27	ANIMAL CONTROL SERVICE	90012	300315	
	0010-701-0010-02420	263.00-	OTHER-CREDIT		300315	
	0010-701-0010-02410	1,540.00-	LICENSE FEES-CREDIT		300315	
						5,971.27
	0075-450-0075-08400	120.00	SENIOR PET LICENSING (TRUST)		300316	
						120.00
CROWN GRAPHICS (DBA)	0060-801-4211-38410	40.95	FLEET DECAL	90043	300317	
						40.95

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DAILY JOURNAL CORPORATION	0043-801-1301-34050	1,344.00	LEGAL NOTICE	90356	300318	
	0092-801-1301-34050	1,302.00	LEGAL NOTICE	90356	300318	
	0010-801-1301-34050	252.00	LEGAL NOTICE	90356	300318	
	0010-801-1301-34050	1,176.00	LEGAL NOTICE	90356	300318	
	0092-801-1301-34050	1,344.00	LEGAL NOTICE	90356	300318	
	0043-801-1301-34050	1,092.00	LEGAL NOTICE	90356	300318	
	0010-801-1301-34050	113.40	LEGAL NOTICE	90356	300318	
	0010-801-1301-34050	184.80	LEGAL NOTICE	90356	300318	
	0010-801-1301-34050	117.60	LEGAL NOTICE	90356	300318	
						6,925.80
DAPEER ROSENBLIT & LITVAK	0010-801-1702-31600	1,450.20	LEGAL FEES	90204	300319	
						1,450.20
DATA WEST CORPORATION	0092-801-4223-38400	1,050.00	SYSTEM SUPPORT	90286	300320	
						1,050.00
DAVTECH COMPUTER CENTER (DBA)	0010-801-1101-39250	306.09	PRINTER REPAIR		300321	
						306.09
DAY WIRELESS SYSTEMS (DBA)	0071-801-3210-38400	308.75	FIRE AUDIO EQUIPMENT REPAIR		300322	
						308.75
DEALERS SUPPLY COMPANY	0060-801-4211-23500	259.59	FLEET SUPPLIES		300323	
						259.59
DEPARTMENT OF JUSTICE	0010-701-0010-03710	1,555.00	FINGERPRINT PROCESSING		300324	
	0010-801-1801-39550	448.00	FINGERPRINT PROCESSING		300324	
						2,003.00
DIVERSIFIED ALARM SERVICE	0010-801-4210-38100	135.00	ALARM MONITORING SERVICE		300325	
						135.00
DOGGIE WALK BAGS	0010-801-6517-22150	281.69	DISPENSER BAGS		300326	
						281.69
DSPM INC	0131-850-5004-96031	9,345.00	EMERGENCY LIGHTING BACK UP SYS	80581	300327	
						9,345.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
DUKE'S LANDSCAPING INC.	0092-801-4202-31950	349.00	GARDENING SERVICES	90199	300328	349.00
DUNN-EDWARDS CORPORATION	0010-801-4210-23100	63.81	PAINT SUPPLIES		300329	
	0092-801-4223-23100	154.59	PAINT SUPPLIES		300329	218.40
EAST LA 535	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT (TRUST)		300330	200.00
EL CAMINO CONSTRUCTION & ENGINEERING	0010-850-5004-91525	6,790.18	ADA IMPROVEMENTS	80502	300331	
	0010-801-5004-91525	957.70	ADA IMPROVEMENTS		300331	7,747.88
ELAC CLASSIFIED SOCIAL ASSOC	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT (TRUST)		300332	200.00
DAVID ELLIOTT	0136-801-3101-33250	45.00	POLICE POST TRAINING		300333	45.00
EMPIRE CLEANING SUPPLY	0010-801-6502-22150	491.66	JANITORIAL SUPPLIES		300334	
	0010-801-6517-22150	435.46	JANITORIAL SUPPLIES	90337	300334	
	0010-801-3210-22150	1,098.46	JANITORIAL SUPPLIES	90209	300334	2,025.58
EMS PERSONNEL FUND	0010-801-3220-41100	200.00	PARAMEDIC LICENSE RENEWAL		300335	200.00
GABRIEL ESCARSEGA	0136-801-3101-33250	144.70	POLICE POST TRAINING		300336	144.70
EWING IRRIGATION PRODUCTS, INC.	0092-801-4222-23700	51.19	WATER SUPPLIES	90104	300337	51.19
EXCEL PAVING CO	0010-801-5004-96049	130,280.15	HIGHLAND PARK PARKING LOT	90351	300338	130,280.15
FAILSAFE TESTING	0010-801-3210-38400	600.00	FIRE LADDERS INSPECTION	90234	300339	600.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
FEDERAL EXPRESS CORP.	0092-801-4222-31950	121.00	DELIVERY SERVICE		300340	
	0092-801-4221-32200	71.89	DELIVERY SERVICE		300340	
						192.89
FEDERAL WAGE AND LABOR LAW INSTITUTE	0010-801-1802-39350	395.45	LABOR LAW POSTERS		300341	
	0010-801-1802-39350	35.59	LABOR LAW POSTERS-USE TAX		300341	
	0010-431	35.59-	LABOR LAW POSTERS-USE TAX		300341	
						395.45
FENSCO SERVICES INC	0010-801-6502-38100	275.00	FENCE INSTALLATION		300342	
						275.00
FILEKEEPERS, LLC	0010-801-1802-31950	189.76	STORAGE SERVICE		300343	
						189.76
SHANNON FILES	0010-801-3230-22750	121.09	EOC SUPPLIES		300344	
						121.09
FLEETPRIDE WEST	0060-801-4211-23500	66.01	FLEET PARTS-UNIT 879		300345	
						66.01
FOOTHILL FIRE PREVENTION	0010-801-3205-39300	75.00	FIRE MEMBERSHIPS		300346	
						75.00
FORD OF MONTEBELLO	0060-801-4211-38400	354.87	FLEET PARTS	90045	300347	
	0060-801-4211-38400	1,328.46	FLEET PARTS	90045	300347	
	0060-801-4211-23500	84.39	FLEET PARTS	90045	300347	
						1,767.72
FS CONSTRUCTION	0022-850-5001-89850	28,068.10	ADA SIDEWALK REPAIRS	80491	300348	
						28,068.10
GALLADE CHEMICAL, INC.	0092-801-4222-23300	453.99	WATER CHEMICALS	90106	300349	
	0092-801-4222-23300	453.99	WATER CHEMICALS	90106	300349	
	0092-801-4222-23300	453.99	WATER CHEMICALS	90106	300349	
						1,361.97
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		300350	
	0010-801-3113-22600	24.00	PHYSICAL		300350	

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GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		300350	
	0010-801-3113-22600	24.00	PHYSICAL		300350	96.00
GARVEY EQUIPMENT COMPANY	0010-801-6517-24100	52.30	FLEET SUPPLIES	90336	300351	52.30
GARVEY SCHOOL DISTRICT	0010-801-6508-31990	125.00	TRANSPORTATION COSTS		300352	125.00
GILBARCO INC.	0060-801-4211-31950	166.77	FLEET TECH SERVICE RENEWAL		300353	166.77
STEPHEN GIOVANAZZI	0010-801-3103-22310	234.78	REIMBURSEMENT-POLICE UNIFORMS		300354	234.78
GOLDEN STATE WATER COMPANY	0092-801-4222-36300	61.87	WATER SERVICE		300355	61.87
GORDON TERMITE CONTROL INC	0092-801-4221-38200	110.00	PEST CONTROL		300356	
	0092-801-4221-38200	110.00	PEST CONTROL		300356	
	0010-801-4210-38100	185.00	PEST CONTROL		300356	405.00
GOVCONNECTION INC	0010-801-3115-38400	297.54	COMPUTER SUPPLIES		300357	
	0010-801-1404-22750	64.75	COMPUTER SUPPLIES		300357	
	0010-801-6517-24100	249.14	COMPUTER SUPPLIES		300357	611.43
GOVERNMENT FINANCE OFFICERS	0010-801-1403-39350	50.00	GFOA SUBSCRIPTION		300358	50.00
GOVERNMENT OUTREACH	0063-801-5002-99055	8,400.00	SOFTWARE LICENSE	90343	300359	8,400.00
GRAFFITI TRACKER INC	0092-801-4202-31950	12,000.00	GRAFFITI TRACKING SERVICES	90346	300360	12,000.00
GRAND PRIX TIRE & AUTO CENTER	0060-801-4211-38400	50.00	FLEET TIRES-UNIT 042	90049	300361	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GRAND PRIX TIRE & AUTO CENTER	0060-801-4211-38400	60.00	FLEET TIRES-UNIT 960	90049	300361	
	0060-801-4211-23500	444.72	FLEET TIRES-UNIT 052	90049	300361	
	0060-801-4211-38400	60.00	FLEET TIRES-UNIT 898	90049	300361	614.72
GRM INFORMATION MANAGEMENT	0010-801-1301-31950	36.17	CITY CLERK-RECORD STORAGE		300362	
	0010-801-1301-31950	49.00	CITY CLERK-RECORD STORAGE		300362	
	0010-801-1301-31950	53.65	CITY CLERK-RECORD STORAGE		300362	
	0010-850-1301-31950	450.00	CITY CLERK-ORC FEE	80544	300362	588.82
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	52.61	FLEET PARTS-UNIT 983	90050	300363	
	0060-801-4211-23500	91.94	FLEET PARTS-UNIT 977	90050	300363	
	0060-801-4211-23500	99.43	FLEET PARTS-UNIT 046	90050	300363	
	0060-801-4211-23500	93.20	FLEET PARTS-UNIT 873	90050	300363	
	0060-801-4211-23500	12.23	FLEET PARTS	90050	300363	
	0060-801-4211-23500	51.32	FLEET PARTS-UNIT 065	90050	300363	
	0060-801-4211-23500	256.43	FLEET PARTS-UNIT 937	90050	300363	
	0060-801-4211-23500	99.43	FLEET PARTS-UNIT 042	90050	300363	
	0060-801-4211-23500	17.99-	FLEET PARTS-CREDIT	90050	300363	
	0060-801-4211-23500	17.99-	FLEET PARTS-CREDIT	90050	300363	
	0060-801-4211-23500	17.99-	FLEET PARTS-CREDIT	90050	300363	
	0060-801-4211-23500	45.20-	FLEET PARTS-CREDIT	90050	300363	
	0060-801-4211-38410	123.99	FLEET PARTS		300363	
	0060-801-4211-38410	129.71	FLEET PARTS		300363	
	0060-801-4211-23500	23.06	FLEET PARTS-UNIT 898	90050	300363	
	0060-801-4211-23500	198.86	FLEET PARTS-UNIT 065	90050	300363	1,133.04
HACH COMPANY (AKA ELE	0092-801-4222-23300	585.62	WATER ANALYSIS SUPPLIES	90088	300364	585.62
HANSON AGGREGATES	0110-801-4202-23600	578.31	STREET SUPPLIES	90159	300365	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						578.31
HARD COPY, A BIERLY COMPANY	0062-801-5101-35650	100.40	PRINTING SERVICES		300366	
	0062-801-5101-35650	94.79	PRINTING SERVICES		300366	
						195.19
HAROLD'S KEY SHOP, INC.	0010-801-4210-38100	150.00	KEY/LOCK SERVICES	90158	300367	
	0010-801-4210-38100	150.00	KEY/LOCK SERVICES	90158	300367	
	0010-801-4210-38100	278.98	KEY/LOCK SERVICES	90158	300367	
	0010-801-4210-38100	319.27	KEY/LOCK SERVICES	90158	300367	
	0010-801-4210-38100	95.00	KEY/LOCK SERVICES	90158	300367	
	0010-801-6502-38100	57.23	KEY/LOCK SERVICES	90260	300367	
						1,050.48
HDL COREN & CONE	0010-801-1403-31400	4,200.00	AUDIT SERVICES-PROPERTY TAX	90358	300368	
						4,200.00
HEALTHFIRST MEDICAL GROUP	0010-801-1801-31900	793.00	PRE-EMPLOYMENT PHYSICALS		300369	
						793.00
HERITAGE OPERATING LP (DBA) PROFLAN	0060-801-4211-22250	456.97	FLEET PROPANE	90074	300370	
						456.97
HERNANDEZ FLOOR COVERING	0092-801-4223-31950	5,730.00	WATER OFFICE CARPET INSTALL	90333	300371	
						5,730.00
	0010-801-5004-91541	3,000.00	LANGLEY CARPET INSTALLATION	90334	300372	
						3,000.00
HI-WAY SAFETY RENTALS, INC.	0022-801-4206-23800	2,432.44	BARRICADES	90320	300373	
	0022-801-4206-23800	304.06	BARRICADES		300373	
	0060-801-4211-23500	337.46	FLEET-ACTUATOR		300373	
						3,073.96
HOME DEPOT CREDIT SERVICES	0092-801-4210-23050	30.82	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	18.08	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	72.81	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	103.02	HARDWARE SUPPLIES	90191	300374	

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HOME DEPOT CREDIT SERVICES	0092-801-4210-23050	68.15	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	35.65	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	26.81	HARDWARE SUPPLIES	90191	300374	
	0010-801-6517-23050	77.07	HARDWARE SUPPLIES	90340	300374	
	0010-801-6517-23050	17.37	HARDWARE SUPPLIES	90340	300374	
	0010-801-6517-23050	87.44	HARDWARE SUPPLIES	90340	300374	
	0010-801-6517-23050	17.35	HARDWARE SUPPLIES	90340	300374	
	0022-801-4202-24100	35.11	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	601.30	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	236.39	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	76.53	HARDWARE SUPPLIES	90191	300374	
	0092-801-4210-23050	12.47	HARDWARE SUPPLIES	90191	300374	
	0010-801-4202-23950	305.43	HARDWARE SUPPLIES	90191	300374	
	0010-801-6517-22400	28.95	HARDWARE SUPPLIES	90340	300374	
	0010-801-6517-22400	89.60	HARDWARE SUPPLIES	90340	300374	
	0060-801-4211-23500	199.64	HARDWARE SUPPLIES	90053	300374	
	0022-801-4202-24100	235.69	HARDWARE SUPPLIES	90191	300374	
	0022-801-4202-24100	43.37	HARDWARE SUPPLIES	90191	300374	
	0042-801-4204-22750	219.01	HARDWARE SUPPLIES	90191	300374	
						2,638.06
HOWARD'S, INC.	0010-801-3210-38400	42.51	FIRE SUPPLIES		300375	42.51
YUPO BOB HUNG	0010-801-3104-22750	283.38	REIMBURSEMENT-POLICE EQUIPMENT		300376	283.38
MITCHELL ING	0075-450-0075-08760	40.00	REIMBURSE-OVERPAYMENT (TRUST)		300377	40.00
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	268.96	POOL CHEMICALS	90262	300378	
	0010-801-6503-23050	428.87	POOL CHEMICALS	90262	300378	
	0010-801-6503-23050	637.81	POOL CHEMICALS	90262	300378	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	697.80	POOL CHEMICALS	90262	300378	
	0010-801-6503-23050	898.88	POOL CHEMICALS	90262	300378	
	0010-801-6503-23050	268.96	POOL CHEMICALS	90262	300378	
	0010-801-6503-23050	245.90	POOL CHEMICALS	90262	300378	3,447.18
JUDY ISOZAKI	0075-450-0075-08630	150.00	REFUND-SECURITY DEPOSIT(TRUST)		300379	150.00
JCL BARRICADE COMPANY	0022-801-4206-23800	314.62	STREET SUPPLIES		300380	
	0042-801-4204-23800	29.98	STREET SUPPLIES		300380	344.60
JENKINS & HOGIN, LLP	0010-801-1601-31600	1,772.00	LEGAL-VILLA GARFIELD		300381	1,772.00
JHM SUPPLY INC	0010-801-6517-23300	215.13	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	63.07	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	18.09	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	178.93	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	38.36	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	141.65	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	16.22	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	131.93	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	70.33	PARKS SUPPLIES	90338	300382	
	0010-801-6517-23300	90.91	PARKS SUPPLIES	90338	300382	964.62
JOHN L. HUNTER & ASSOC., INC.	0043-801-4203-31950	15,288.75	NPDES SERVICES	90361	300383	
	0043-850-4203-31950	2,326.25	NPDES SERVICES	80388	300383	
	0184-850-4208-31950	427.50	USED OIL PROGRAM	80352	300383	
	0184-850-4208-31950	2,680.00	USED OIL PROGRAM	80352	300383	
	0043-850-4203-31950	6,128.75	NPDES SERVICES	80524	300383	
	0043-801-4203-31950	2,046.75	NPDES SERVICES		300383	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						28,898.00
JSE ENVIRONMENTAL SERVICES INC	0060-801-4211-31950	715.00	FLEET-WASTE DISPOSAL SERVICE	90055	300384	
	0060-801-4211-31950	825.00	FLEET-WASTE DISPOSAL SERVICE	90055	300384	
	0060-801-4211-31950	1,100.00	FLEET-WASTE DISPOSAL SERVICE	90055	300384	
	0060-801-4211-31950	715.00	FLEET-WASTE DISPOSAL SERVICE	90055	300384	3,355.00
JULIE PANG-CORTEZ	0075-450-0075-08500	247.80	REIMB-CONVALESCENT VISIT-TRUST		300385	247.80
JWA URBAN CONSULTANTS INC	0447-801-1701-31950	8,716.00	CONTRACT PLANNER FEES		300386	8,716.00
K Y SMOG AND TEST ONLY	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 923	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 008	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 022	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 004	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 975	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 882	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 051	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 955	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 993	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 015	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 890	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 996	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 034	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 895	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 013	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 001	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 951	90056	300387	
	0060-801-4211-38400	45.00	SMOG CHECK-UNIT 053	90056	300387	810.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ERIC KIM	0010-801-3103-22310	108.46	REIMBURSEMENT-POLICE UNIFORMS		300388	108.46
KNIGHT COMMUNICATIONS INC	0010-801-3115-31700	10,250.00	SYSTEM MANAGEMENT SERVICE	90008	300389	10,250.00
L N CURTIS & SONS	0010-801-3210-38400	793.08	FIRE SUPPLIES	90212	300390	
	0010-801-3210-38400	278.41	FIRE SUPPLIES		300390	1,071.49
LAC/USC MEDICAL CENTER	0010-801-3104-31950	730.00	INVESTIGATION SERVICE	90013	300391	730.00
LANGUAGE LINE SERVICES	0010-801-3112-32050	13.16	TRANSLATION SERVICES		300392	13.16
LAW OFFICES OF CARPENTER & ROTHANS	0010-801-1601-31600	5,708.65	LEGAL SERVICE-O PHILLIP		300393	5,708.65
LAWN MOWER CORNER/KNG POWER EQUIPME	0060-801-4211-23500	64.27	EQUIPMENT PARTS-P175	90057	300394	
	0060-801-4211-23500	50.11	EQUIPMENT PARTS-P137	90057	300394	
	0176-801-6516-38500	228.77	EQUIPMENT PARTS	90308	300394	343.15
LIFE SAFETY CONSULTING & ENGINEERIN	0010-701-0010-06330	187.50	FIRE PLAN CHECK	90272	300395	
	0010-701-0010-06330	225.00	FIRE PLAN CHECK	90272	300395	412.50
LIFE-ASSIST INC	0010-801-3220-24200	1,503.28	FIRE MEDICAL SUPPLIES	90275	300396	
	0010-801-3220-24200	734.46	FIRE MEDICAL SUPPLIES	90275	300396	
	0010-801-3220-22350	798.00	FIRE MEDICAL SUPPLIES	90275	300396	
	0010-801-3220-24200	49.14	FIRE MEDICAL SUPPLIES	90275	300396	
	0010-801-3220-22350	68.00	FIRE MEDICAL SUPPLIES	90275	300396	3,152.88
THE LIGHTHOUSE INC (DBA)	0060-801-4211-38410	195.89	FLEET PARTS		300397	
	0060-801-4211-23500	48.89	FLEET PARTS	90082	300397	
	0060-801-4211-23500	30.41	FLEET PARTS	90082	300397	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						275.19
NICHOLAS LIMA	0010-801-3210-24300	76.65	REIMBURSE-FIRE SUPPLIES		300398	
	0010-801-3210-24300	59.38	REIMBURSE-FIRE SUPPLIES		300398	
						136.03
LOGAN SUPPLY CO., INC.	0092-801-4222-23700	321.55	WATER SUPPLIES/TOOLS	90118	300399	
						321.55
LONG BEACH BMW MOTORCYCLES (DBA)	0060-801-4211-38400	313.02	FLEET REPAIR-UNIT 048	90058	300400	
						313.02
LOOMIS ARMORED US, INC.	0010-701-0010-03700	508.28	ARMORED CARRIER SERVICE		300401	
						508.28
LOS ANGELES AREA FIRE CHIEFS'	0010-801-3201-33200	750.00	FIRE-DESERT CLAW CONFERENCE		300402	
						750.00
LOS ANGELES COUNTY FIRE DEPT.	0060-801-3210-38400	2,107.22	FIRE REPAIR	90271	300403	
						2,107.22
LOS ANGELES COUNTY SHERIFF'S	0010-801-3113-41100	343.19	PRISONER BOOKING	90028	300404	
						343.19
LU'S LIGHTHOUSE, INC.	0060-801-3210-38400	139.74	FIRE PARTS		300405	
						139.74
LYNN PEAVEY COMPANY	0010-801-3103-22750	132.93	POLICE SUPPLIES		300406	
	0010-801-3103-22750	570.28	POLICE SUPPLIES		300406	
						703.21
M & C WELDING	0060-801-4211-38400	2,022.00	FLEET REPAIR-UNIT 913	90059	300407	
						2,022.00
MANAGED HEALTH NETWORK INC	0010-801-1801-31950	840.84	EAP PREMIUM-09/14		300408	
						840.84
MCMASTER-CARR SUPPLY CO.	0092-801-4222-23700	421.62	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	240.16	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	64.02	WATER SUPPLIES	90122	300409	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MCMASTER-CARR SUPPLY CO.	0092-801-4222-23700	360.18	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	108.66	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	501.79	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	37.85	WATER SUPPLIES	90122	300409	
	0092-801-4222-23700	57.52	WATER SUPPLIES	90122	300409	1,791.80
MCNEILL SECURITY AND FIRE SYSTEMS	0092-801-4222-31950	966.00	ALARM SERVICES	90350	300410	
	0092-801-4222-31950	603.75	ALARM SERVICES	90350	300410	1,569.75
ALBERT MEJIA	0010-701-0010-06240	500.00	REFUND-CITATION		300411	500.00
MIDORI GARDENS	0344-801-5002-99290	2,790.00	LANDSCAPING SERVICES	90330	300412	
	0344-801-5002-99290	2,790.00	LANDSCAPING SERVICES	90330	300412	5,580.00
MISSION SUPER HARDWARE	0010-801-3210-23100	119.26	HARDWARE SUPPLIES	90241	300413	
	0010-801-3210-38400	23.89	HARDWARE SUPPLIES	90241	300413	
	0092-801-4223-23700	17.43	HARDWARE SUPPLIES	90155	300413	
	0010-801-6517-23050	39.44	HARDWARE SUPPLIES	90309	300413	
	0010-801-6517-23050	16.73	HARDWARE SUPPLIES	90309	300413	
	0010-801-3210-22750	51.21	HARDWARE SUPPLIES	90241	300413	267.96
MOBILE VISION IN CAR VIDEO	0160-801-3103-22750	252.90	POLICE RADIO PARTS		300414	252.90
MODERN TRAILER SUPPLY CO (DBA)	0060-801-4211-23500	179.47	FLEET SUPPLIES		300415	179.47
MONTEREY CAR WASH INC	0060-801-4211-38400	780.00	CAR WASHES	90064	300416	780.00
MR. ROOTER PLUMBING (DBA)	0010-801-4210-38100	1,398.60	PLUMBING SERVICES	90188	300417	
	0010-801-4210-38100	1,398.60	PLUMBING SERVICES	90188	300417	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MR. ROOTER PLUMBING (DBA)	0010-801-4210-38100	1,398.60	PLUMBING SERVICES	90188	300417	
	0042-801-4204-31950	4,335.00	PLUMBING SERVICES	90188	300417	
	0010-801-4210-38100	1,580.00	PLUMBING SERVICES	90188	300417	
	0010-801-4210-38100	762.00	PLUMBING SERVICES	90188	300417	
	0010-801-4210-38100	2,214.00	PLUMBING SERVICES		300417	
	0010-801-4210-38100	799.71	PLUMBING SERVICES	90188	300417	
	0010-801-4210-38100	24.85	PLUMBING SERVICES		300417	
						13,911.36
MV TRANSPORTATION, INC	0166-801-4201-31960	59,335.41	SPIRIT BUS OPERATION	90360	300418	
	0109-701-0109-07680	2,420.50-	SPIRIT BUS FARE		300418	
	0166-801-4201-31960	280.00	SPIRIT BUS GPS		300418	
	0109-801-4201-31950	121.09	CHARTER SERVICES		300418	
						57,316.00
NAVARRO'S TOWING	0060-801-4211-38400	55.00	TOWING SERVICES-UNIT 043	90065	300419	
						55.00
NEW WORLD SYSTEMS CORP	0010-801-3115-38400	160,900.00	POLICE-CAD/RMS LICENSE	90021	300420	
						160,900.00
NOMAD BOLT & HOSE COMPANY	0092-801-4223-23300	61.14	WATER SUPPLIES		300421	
						61.14
O'REILLY AUTO PARTS	0060-801-4211-23500	21.71	FLEET PARTS	90069	300422	
	0060-801-4211-23500	33.57	FLEET PARTS	90069	300422	
	0060-801-4211-23500	21.71	FLEET PARTS	90069	300422	
	0060-801-4211-23500	13.60	FLEET PARTS-UNIT 040	90069	300422	
						90.59
OFFICE DEPOT INC.	0010-801-1408-21250	87.36	OFFICE SUPPLIES		300423	
	0010-801-6502-21250	87.35	OFFICE SUPPLIES		300423	
	0010-801-1801-21250	87.35	OFFICE SUPPLIES		300423	
	0010-801-3113-22600	1,177.16	OFFICE SUPPLIES		300423	
	0176-801-6516-21350	112.44	OFFICE SUPPLIES	90319	300423	

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OFFICE DEPOT INC.	0010-801-6517-21350	112.44	OFFICE SUPPLIES	90319	300423	
	0176-801-6516-21350	10.63	OFFICE SUPPLIES	90319	300423	
	0010-801-6517-21350	10.63	OFFICE SUPPLIES	90319	300423	
	0010-801-6502-21350	485.49	OFFICE SUPPLIES	90280	300423	
	0010-801-6505-21350	96.55	OFFICE SUPPLIES	90280	300423	
	0092-801-4212-21350	25.58	OFFICE SUPPLIES	90242	300423	
	0010-801-3114-21350	428.40	OFFICE SUPPLIES	90022	300423	
	0010-801-3230-21350	247.99	OFFICE SUPPLIES	90240	300423	
	0010-801-3230-21350	152.59	OFFICE SUPPLIES	90240	300423	
	0010-801-3201-21250	9.19	OFFICE SUPPLIES	90240	300423	
	0010-801-3201-21350	201.85	OFFICE SUPPLIES	90240	300423	
	0010-801-3201-21350	23.05	OFFICE SUPPLIES	90240	300423	
	0010-801-4209-21350	243.62	OFFICE SUPPLIES	90187	300423	
	0010-801-3114-21350	17.06	OFFICE SUPPLIES	90022	300423	
	0010-801-3114-21350	1,183.41	OFFICE SUPPLIES	90022	300423	
	0010-801-1701-21350	6.30	OFFICE SUPPLIES	90207	300423	
	0010-801-1702-21350	76.74	OFFICE SUPPLIES	90207	300423	
	0060-801-4211-21350	63.74	OFFICE SUPPLIES	90068	300423	
	0043-801-4212-21250	16.33	OFFICE SUPPLIES	90242	300423	
	0043-801-4212-21250	31.04	OFFICE SUPPLIES	90242	300423	
	0043-801-4212-21250	184.54	OFFICE SUPPLIES	90242	300423	
	0043-801-4212-21250	61.61	OFFICE SUPPLIES	90242	300423	
	0043-801-4212-21250	13.78-	OFFICE SUPPLIES-CREDIT	90242	300423	
	0043-801-4212-21250	37.38-	OFFICE SUPPLIES-CREDIT	90242	300423	
	0010-801-6505-39250	629.93	OFFICE SUPPLIES	90280	300423	
	0010-801-6505-39250	33.48	OFFICE SUPPLIES	90280	300423	
	0010-801-6505-39250	54.48	OFFICE SUPPLIES	90280	300423	
	0010-801-1101-21350	27.68	OFFICE SUPPLIES		300423	
	0010-801-1101-21350	459.99	OFFICE SUPPLIES		300423	

6,394.84

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OFFICE SOLUTIONS	0010-801-1301-21250	21.88	OFFICE SUPPLIES		300424	
	0010-801-1301-21250	47.80	OFFICE SUPPLIES		300424	
	0010-801-1301-21250	77.60	OFFICE SUPPLIES		300424	
	0010-801-1301-21250	180.89	OFFICE SUPPLIES		300424	
	0010-801-1301-21250	59.46-	OFFICE SUPPLIES-CREDIT		300424	
	0010-801-1403-21350	618.99	OFFICE SUPPLIES	90357	300424	887.70
DANIEL PARK	0010-801-3210-22750	187.57	REIMBURSE-STRIKE TEAM EXPENSES		300425	187.57
PARKER SUPPLY COMPANY	0092-801-4222-23300	321.40	WATER PARTS		300426	321.40
PARKHOUSE TIRE, INC.	0060-801-4211-23500	356.63	FLEET TIRES	90071	300427	
	0060-801-4211-23500	356.63	FLEET TIRES	90071	300427	
	0060-801-4211-23500	884.48	FLEET TIRES	90071	300427	
	0060-801-4211-23500	605.24	FLEET TIRES	90071	300427	2,202.98
RERAI PHULKASEM	0010-701-0010-06850	929.00	REFUND-INDUSTRIAL WASTE PERMIT		300428	929.00
PMC	0075-450-0075-08660	1,650.00	PROFESSIONAL-DOUBLETREE (TRUST)	90365	300429	
	0075-450-0075-08660	2,840.00	PROFESSIONAL-DOUBLETREE (TRUST)	90365	300429	4,490.00
PROCESS SOLUTIONS, INC.	0092-801-4222-23300	225.00	WATER-CHLORINE SYSTEM SERVICES		300430	225.00
PROSOURCE FACILITY SUPPLY	0010-801-4210-22150	700.61	JANITORIAL SUPPLIES		300431	700.61
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22300	34.42	UNIFORMS	90075	300432	
	0060-801-4211-22300	34.42	UNIFORMS	90075	300432	
	0060-801-4211-22150	27.23	SHOP RAGS	90075	300432	
	0010-801-3210-22150	18.98	SHOP RAGS	90075	300432	

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PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22150	27.23	SHOP RAGS	90075	300432	
	0010-801-3210-22150	18.98	SHOP RAGS	90075	300432	
	0060-801-4211-22300	34.42	UNIFORMS	90075	300432	
	0060-801-4211-22300	34.42	UNIFORMS	90075	300432	
	0060-801-4211-22150	27.23	SHOP RAGS	90075	300432	
	0010-801-3210-22150	18.98	SHOP RAGS	90075	300432	
	0060-801-4211-22150	27.23	SHOP RAGS	90075	300432	
	0010-801-3210-22150	18.98	SHOP RAGS	90075	300432	322.52
QUALITY CODE PUBLISHING LLC	0010-801-1301-39250	835.65	MUNICIPAL CODE	90335	300433	835.65
QUICK CRETE PRODUCTS CORP	0349-801-3201-39400	6,457.16	EOC CONCRETE BENCHES & TABLE	90322	300434	6,457.16
QUILL CORPORATION	0010-801-3205-21250	4.34	OFFICE SUPPLIES		300435	
	0010-801-3205-21250	11.98	OFFICE SUPPLIES		300435	
	0010-801-3205-21250	56.66	OFFICE SUPPLIES		300435	
	0010-801-3205-21250	10.89-	OFFICE SUPPLIES-CREDIT		300435	62.09
R S D REFRIGERATION	0010-801-4210-23700	63.84	AIR CONDITIONING PARTS	90183	300436	63.84
R. M. BODY SHOP	0060-801-4211-38450	1,753.18	FLEET REPAIR-UNIT 929	90076	300437	1,753.18
RENT-A-TOOL	0092-801-4222-23700	29.76	WATER SUPPLIES		300438	29.76
RIVERSIDE COUNTY SHERIFFS DEPT	0136-801-3101-33250	220.00	POLICE POST TRAINING		300439	220.00
S C FUELS (DBA)	0060-801-4211-22250	13,180.07	FUEL-07/14	90078	300440	
	0060-801-4211-22250	13,253.29	FUEL-08/14	90078	300440	
	0060-801-4211-22250	13,580.15	FUEL-08/14	90078	300440	

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S C FUELS (DBA)	0092-801-4222-38420	1,122.87	FUEL-08/14		300440	41,136.38
SAFECHECKS	0010-801-1403-21250	758.62	WARRANT CHECKS STOCK		300441	758.62
SAN GABRIEL VALLEY WATER CO.	0092-801-4222-36300	106.88	WATER SERVICES		300442	
	0092-801-4222-36300	55.95	WATER SERVICES		300442	162.83
ISRAEL SANCHEZ	0136-801-3101-33250	37.52	POLICE POST TRAINING		300443	37.52
SUSAN SAXE-CLIFFORD, PH.D.	0010-801-1801-31900	450.00	PSYCHOLOGICAL EVALUATION		300444	450.00
SHIFT-CALENDARS, INC.	0010-801-3201-22750	561.50	FIRE-2015 SHIFT CALENDAR		300445	561.50
SHRED-IT LOS ANGELES	0010-801-3114-38400	125.09	SHREDDING SERVICES		300446	125.09
SIGMANET, INC	0010-801-3115-38400	78.48	COMPUTER SUPPLIES		300447	
	0010-801-3115-38400	3,440.04	POLICE COMPUTER	90250	300447	
	0063-850-5002-99064	4,658.40	EMAIL SERVER SOFTWARE UPGRADE	80594	300447	8,176.92
SIMPLEXGRINNELL LP	0010-801-4210-38100	1,103.97	ALARM TESTING	90179	300448	1,103.97
SMARDAN SUPPLY COMPANY	0010-801-4210-23300	831.16	PLUMBING SUPPLIES	90132	300449	
	0010-801-4210-38100	2,433.65	PLUMBING SUPPLIES	90132	300449	
	0010-801-4210-38100	119.24	PLUMBING SUPPLIES	90132	300449	
	0010-801-4210-38100	700.99	PLUMBING SUPPLIES	90132	300449	4,085.04
SMART & FINAL IRIS CO.	0010-801-3210-22150	236.66	CLEANING SUPPLIES		300450	236.66

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SMS INC	0010-801-3115-38400	3,305.75	SERVER MAINTENANCE	90023	300451	3,305.75
SMS SYSTEMS MAINTENANCE SERVICES, I	0043-801-1404-38400	256.08	SERVER MAINTENANCE		300452	
	0043-801-1404-38400	1,652.88	SERVER MAINTENANCE	90332	300452	
	0092-801-1404-38400	1,652.87	SERVER MAINTENANCE	90332	300452	3,561.83
SNAP-ON INDUSTRIAL, A DIVISION OF I	0060-801-4211-38400	346.04	FLEET TOOLS	90080	300453	
	0060-801-4211-38400	17.27	FLEET TOOLS	90080	300453	
	0060-801-4211-38400	936.04	FLEET TOOLS	90080	300453	1,299.35
SOUTH COAST AIR QUALITY	0060-801-4211-41100	528.01	AQMD FEES		300454	
	0060-801-4211-41100	119.76	AQMD FEES		300454	
	0060-801-4211-41100	196.20	AQMD FEES		300454	
	0060-801-4211-41100	119.76	AQMD FEES		300454	963.73
SOUTHEAST CONSTRUCTION PRODUCT	0093-801-4226-23300	26.28	CONSTRUCTION SUPPLY		300455	
	0093-801-4226-23300	191.24	CONSTRUCTION SUPPLY		300455	217.52
SPECIAL "T" WATER SYSTEMS, INC.	0092-801-4222-23300	1,110.00	WATER SOFTENER REPAIR		300456	1,110.00
SPEX FORENSICS (DBA)	0010-801-3103-22750	673.25	EVIDENCE BAGS		300457	
	0010-801-3103-22750	55.19	EVIDENCE BAGS-USE TAX		300457	
	0010-431	55.19-	EVIDENCE BAGS-USE TAX		300457	673.25
SPOK, INC.	0010-801-3112-32050	118.27	PAGING SERVICES	90297	300458	
	0092-801-4220-32050	4.74	PAGING SERVICES	90297	300458	123.01
ST. STEPHEN MARTYR SCHOOL	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT (TRUST)		300459	200.00

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THE STANDARD	0065-464	4,656.74	LTD INSURANCE		300460	4,656.74
STAPLES BUSINESS ADVANTAGE	0010-801-3210-38400	167.85	OFFICE SUPPLIES		300461	167.85
STAR TROPHIES & AWARDS	0010-801-3101-22670	67.58	FIRE CHEIF PLAQUE		300462	
	0075-450-0075-08420	202.74	NAT'L. NIGHT OUT PLAQUE (TRUST)		300462	270.32
STETSON ENGINEERS, INC,	0092-801-4222-31950	601.43	NPDES PERMIT APPLICATION	90133	300463	601.43
STRATUS TECHNOLOGIES IRELAND, LTD	0010-801-3115-38400	3,483.00	POLICE CAD/RMS SERVER	90025	300464	3,483.00
SUPER PRINT LITHOGRAPHICS INC	0010-801-1702-39250	210.10	NOTICE OF VIOLATION		300465	210.10
SUPERCO SPECIALTY PRODUCTS (DBA)	0010-801-4202-23950	397.31	GRAFFITI REMOVAL SUPPLIES		300466	
	0010-801-4202-23950	198.38	GRAFFITI REMOVAL SUPPLIES		300466	595.69
SUPREME TROPHIES & GIFTS CO.	0010-801-1101-39250	59.95	GOLF CLUB PLAQUE		300467	
	0010-801-1801-21350	17.44	NAME BADGES		300467	
	0010-801-6517-22750	6.54	NAME BADGE		300467	83.93
TANK SPECIALISTS OF CALIFORNIA	0060-801-4211-31950	125.00	DESIGNATED OPERATOR SERVICES	90081	300468	
	0060-801-4211-31950	125.00	DESIGNATED OPERATOR SERVICES	90081	300468	250.00
TELOG INSTRUMENTS, INC.	0092-801-4223-23700	175.00	WATER-INSTRUMENT REPAIR		300469	
	0092-801-4223-23700	389.69	WATER-INSTRUMENT REPAIR		300469	564.69
THOMSON REUTERS (LEGAL) INC.	0010-801-3104-39100	246.44	POLICE INFORMATION SERVICES		300470	246.44

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THORSON MOTOR CENTER	0060-801-4211-23500	10.17	FLEET PARTS-UNIT 983		300471	10.17
TITO AUTO TRIM (DBA)	0060-801-4211-38400	75.00	FLEET REPAIR-UNIT 977	90083	300472	75.00
TOM'S CLOTHING & UNIFORMS INC	0010-801-3210-22320	31.61	UNIFORMS-D. VALDEZ	90219	300473	
	0010-801-3104-22310	49.05	UNIFORMS-M. LOTT	90029	300473	
	0010-801-1702-22310	65.40	UNIFORMS-S. VARGAS		300473	
	0010-801-1702-22300	100.00	UNIFORMS-S. VARGAS		300473	
	0010-801-1703-22300	9.00	UNIFORMS-S. VARGAS		300473	
	0010-801-1702-22310	146.06	UNIFORMS-T. REICHHARDT		300473	
	0010-801-1702-22300	100.00	UNIFORMS-B. STEYCK		300473	
	0010-801-1702-22300	100.00	UNIFORMS-T. REICHHARDT		300473	
	0010-801-1702-22310	130.80	UNIFORMS-B. STEYCK		300473	
	0010-801-3210-22310	17.40	UNIFORMS-R. HARPER	90217	300473	
	0010-801-3210-22310	269.23	UNIFORMS-D. MARQUARDT	90217	300473	
	0010-801-3210-22300	340.08	UNIFORMS-R. TULLIUS		300473	
	0010-801-6517-22310	43.60	UNIFORMS-M. RAMIREZ	90325	300473	
	0176-801-6516-22310	26.16	UNIFORMS-A. BANUELOS	90325	300473	
	0010-801-6517-22310	214.19	UNIFORMS-R. POBLANO	90325	300473	
	0176-801-6516-22310	220.73	UNIFORMS-T. FLORES	90325	300473	
	0010-801-6517-22310	125.90	UNIFORMS-M. PEREZ	90325	300473	
	0176-801-6516-22310	209.83	UNIFORMS-F. PADILLA	90325	300473	
	0010-801-6517-22310	283.41	UNIFORMS-A. BANUELOS	90325	300473	
	0176-801-6516-22310	125.90	UNIFORMS-J. RODRIGUEZ	90325	300473	
	0010-801-6517-22310	220.73	UNIFORMS-R. VALENZUELA	90325	300473	
	0176-801-6516-22310	283.40	UNIFORMS-M. RAMIREZ	90325	300473	
	0010-801-6517-22310	300.00	UNIFORMS-F. MARTINEZ	90325	300473	
	0010-801-4209-22310	27.25	UNIFORMS-S. SHERMAN	90171	300473	
	0010-801-4209-22310	49.05	UNIFORMS-R. QUARTON	90171	300473	

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TOM'S CLOTHING & UNIFORMS INC	0010-801-4209-22310	49.05	UNIFORMS-J. CORTEZ	90171	300473	
	0010-801-3103-22310	309.02	UNIFORMS-D. CASTELLANO	90029	300473	
	0010-801-3103-22310	259.98	UNIFORMS-V. CHANG	90029	300473	
	0010-801-3103-22310	62.78	UNIFORMS-R. CONTRERAS	90029	300473	
	0010-801-3103-22310	107.91	UNIFORMS-R. COTA	90029	300473	
	0010-801-3103-22310	23.78	UNIFORMS-R. COTA	90029	300473	
	0010-801-3103-22310	625.00	UNIFORMS-A. MENA	90029	300473	
	0010-801-3103-22310	380.24	UNIFORMS-R. MUNDER	90029	300473	
	0010-801-3103-22310	137.34	UNIFORMS-J. ORATE	90029	300473	
	0010-801-3210-22310	20.71	UNIFORMSB. RODRIGUEZ	90217	300473	
	0010-801-3210-22310	485.05	UNIFORMS-B. RODRIGUEZ	90217	300473	
	0010-801-3210-22310	218.00	UNIFORMS-S. FILES	90217	300473	
	0010-801-3210-22310	436.00	UNIFORMS-R. WEDDLE	90217	300473	
	0010-801-3210-22310	665.09	UNIFORMS-S. KELLEY	90217	300473	
	0010-801-3210-22310	73.03	UNIFORMS-N. MARTIN	90217	300473	
	0010-801-3102-22310	267.81	UNIFORMS-M. CHAVEZ	90029	300473	
	0010-801-3113-22310	32.70	UNIFORMS-E. DOMINGUEZ	90029	300473	
	0092-801-4223-22310	16.60	UNIFORMS-G. YEE	90157	300473	
	0010-801-3112-22310	185.41	UNIFORMS-J. REZA	90029	300473	
						7,844.28
TRANSTECH	0092-801-4222-31950	3,315.00	MAINLINE REPLACEMENT		300474	
						3,315.00
TRI-MOUNTAIN	0010-801-1101-21350	293.75	ELEC OFFICAL EMBROIDERED SHIRT		300475	
	0010-801-1501-21350	81.50	ELEC OFFICAL EMBROIDERED SHIRT		300475	
	0010-801-1301-21350	62.00	ELEC OFFICAL EMBROIDERED SHIRT		300475	
						437.25
TRINITY DIVERSIFIED INC.	0022-801-4206-23900	49.93	TRAFFIC PARTS		300476	
						49.93
TURNOUT MAINTENANCE COMPANY LLC	0010-801-3210-38400	345.08	FIRE UNIFORM CLEAN/REPAIR	90220	300477	

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						345.08
U S ARMOR CORP	0010-801-3103-22300	1,253.50	BULLET PROOF VESTS		300478	1,253.50
UNDERGROUND SERVICE ALERT	0092-801-4223-39300	201.00	UNDERGROUND UTILITY SERVICES	90144	300479	201.00
UNITED TRAFFIC SERVICES SUPPLY	0042-801-4204-22750	130.80	SAFETY SUPPLIES	90176	300480	130.80
USDI BUREAU OF LAND MANAGEMENT	0010-801-3210-39400	137.91	FIRE-TRAINING MATERIALS		300481	137.91
VALVATE ASSOCIATES	0092-801-4222-38400	115.76	WATER SUPPLIES		300482	
	0092-801-4222-38400	646.48	WATER SUPPLIES		300482	762.24
MARICELA VASQUEZ	0010-801-6506-22750	200.00	DAY CARE SUPPLIES		300483	200.00
VETERINARY HEALTHCARE CENTER	0010-801-3111-31550	25.00	K9 SUPPLIES & SERVICE		300484	
	0010-801-3111-31550	50.00	K9 SUPPLIES & SERVICE		300484	
	0010-801-3111-31550	25.00	K9 SUPPLIES & SERVICE		300484	
	0160-801-3103-22800	99.60	VETERINARY SERVICE		300484	
	0160-801-3103-22800	700.81	VETERINARY SERVICE		300484	900.41
PAUL VILLALOBOS	0136-801-3101-33250	45.00	POLICE POST TRAINING		300485	45.00
VULCAN MATERIAL CO	0110-801-4202-23600	297.53	ASPHALT	90175	300486	
	0110-801-4202-23600	299.01	ASPHALT	90175	300486	
	0110-801-4202-23600	298.27	ASPHALT	90175	300486	
	0110-801-4202-23600	370.91	ASPHALT	90175	300486	
	0110-801-4202-23600	375.35	ASPHALT	90175	300486	
	0110-801-4202-23600	298.27	ASPHALT	90175	300486	
	0110-801-4202-23600	448.73	ASPHALT	90175	300486	

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VULCAN MATERIAL CO	0110-801-4202-23600	151.51	ASPHALT	90175	300486	
	0110-801-4202-23600	617.35	ASPHALT	90175	300486	
	0110-801-4202-23600	373.87	ASPHALT	90175	300486	
	0110-801-4202-23600	523.59	ASPHALT	90175	300486	
	0110-801-4202-23600	374.61	ASPHALT	90175	300486	
	0110-801-4202-23600	152.99	ASPHALT	90175	300486	
						4,581.99
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	52.34	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	119.47	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	2,086.70	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	171.59	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	241.53	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	5.82	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	293.37	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	15.42	ELECTRICAL SUPPLIES	90174	300487	
	0010-801-4210-23400	404.70	ELECTRICAL SUPPLIES	90174	300487	
						3,390.94
JENNIFER WALTERS	0136-801-3101-33250	150.00	POLICE POST TRAINING		300488	
						150.00
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	27.03	FLEET PARTS	90084	300489	
	0060-801-4211-23500	2.92	FLEET PARTS-UNIT 960	90084	300489	
	0060-801-4211-23500	34.41	FLEET PARTS-UNIT 960	90084	300489	
	0060-801-4211-23500	81.05	FLEET PARTS-UNIT 906	90084	300489	
	0060-801-4211-23500	30.27	FLEET PARTS-UNIT 989	90084	300489	
	0060-801-4211-23500	34.34	FLEET PARTS-UNIT 036	90084	300489	
	0060-801-4211-23500	91.56	FLEET PARTS-UNIT 088	90084	300489	
	0060-801-4211-23500	4.51	FLEET PARTS	90084	300489	
	0060-801-4211-23500	4.60	FLEET PARTS	90084	300489	
	0060-801-4211-23500	14.76	FLEET PARTS-UNIT 891	90084	300489	

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WARREN DISTRIBUTING, INC.	0060-801-4211-23500	18.28	FLEET PARTS-UNIT 846	90084	300489	
	0060-801-4211-23500	41.99	FLEET PARTS-UNIT 097	90084	300489	
	0010-801-3210-38400	36.50	FIRE APPARATUS AUTO PARTS		300489	
	0010-801-3210-38400	212.41	FIRE APPARATUS AUTO PARTS		300489	634.63
WELLS FARGO FINANCIAL LEASING	0092-801-4212-37500	811.99	COPIER RENTAL	90243	300490	811.99
WEST COAST ARBORISTS, INC.	0010-801-6516-31190	4,617.30	TREE MAINTENANCE SERVICES	90347	300491	
	0010-801-6516-31190	2,700.45	TREE MAINTENANCE SERVICES	90347	300491	
	0448-850-5002-91732	13,200.00	TREE MAINTENANCE SERVICES	80593	300491	
	0448-850-5002-91732	1,200.00	TREE MAINTENANCE SERVICES	80593	300491	21,717.75
WESTCO SERVICE COMPANY	0010-801-4210-38150	1,158.13	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	672.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	394.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	784.50	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	1,041.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	52.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	104.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	301.50	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	790.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	467.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	369.00	AIR CONDITIONING REPAIR	90172	300492	
	0010-801-4210-38150	1,086.00	AIR CONDITIONING REPAIR	90172	300492	7,219.13
WESTERN GRAPHIX / WESTERN ID (DBA)	0010-801-1801-21350	107.10	EMPLOYEE ID SUPPLIES		300493	107.10
WESTERN WATER WORKS SUPPLY CO.	0092-801-4221-23300	82.67	WATER SUPPLIES	90139	300494	
	0092-801-4223-23300	1,605.58	WATER SUPPLIES	90140	300494	

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WESTERN WATER WORKS SUPPLY CO.	0092-801-4223-23300	1,517.28	WATER SUPPLIES	90140	300494	
	0092-801-4223-23350	1,381.25	WATER SUPPLIES	90140	300494	
	0093-801-4230-23300	778.26	WATER SUPPLIES	90141	300494	
	0092-801-4223-23350	1,340.59	WATER SUPPLIES	90140	300494	
	0092-801-4223-23350	1,430.74	WATER SUPPLIES	90140	300494	
	0092-801-4223-23350	1,383.86	WATER SUPPLIES	90140	300494	9,520.23
WHITE CAP CONSTRUCTION SUPPLY	0010-801-4202-23950	307.45	BUILDING SUPPLIES	90201	300495	307.45
WHITTIER FERTILIZER CO.	0010-801-6517-22100	51.70	WATER SUPPLIES	90317	300496	51.70
WILLIES TIRES AND ALIGNMENT	0060-801-4211-23500	199.68	FLEET TIRES	90085	300497	199.68
TIM WISNIEWSKI	0160-801-3101-39400	80.19	POLICE TRAINING		300498	80.19
WITTMAN ENTERPRISES	0010-801-3220-31400	12,153.00	AMBULANCE BILLING SVC.	90316	300499	12,153.00
WOLFE & WYMAN, LLP	0010-801-1601-31600	345.00	LEGAL SERVICES-X DONG		300500	
	0010-801-1601-31600	45.00	LEGAL SERVICES-HAGEDORN		300500	
	0010-801-1601-31600	30.00	LEGAL SERVICES-HAGEDORN		300500	420.00
SHI YIN WONG	0010-701-0010-06200	255.00	REFUND-EXTENSION FEE		300501	255.00
TIM WONG	0010-801-1703-33200	585.96	COMM DEVELOPMENT TRAINING		300502	585.96
XANADU SERVICE SYSTEM	0010-801-6517-31950	3,650.00	JANITORIAL SERVICES	90348	300503	
	0010-801-6517-31950	3,650.00	JANITORIAL SERVICES	90348	300503	7,300.00
XEROX CORPORATION	0092-801-1408-38400	404.90	COPIER RENTAL	90293	300504	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

47

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
XEROX CORPORATION	0092-801-1408-38400	1,169.74	COPIER RENTAL	90293	300504	
	0092-801-1408-38400	2,169.69	COPIER RENTAL	90294	300504	3,744.33
PAUL YNIGUEZ	0136-801-3101-33250	45.00	POLICE POST TRAINING		300505	45.00
ZUMAR INDUSTRIES, INC.	0022-801-4206-23800	2,647.27	STREET SIGNS	90173	300506	
	0022-801-4206-23800	59.51-	STREET SIGNS-CREDIT	90173	300506	2,587.76
TOTAL FOR PRINTED WARRANTS						1,787,137.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014

48

TOTAL FOR PREPAID WARRANTS	142,822.94
TOTAL FOR PRINTED WARRANTS	1,787,137.00
TOTAL WARRANTS	1,929,959.94
TOTAL VOID CHECKS	4
TOTAL PREPAID CHECKS	38
TOTAL CHECKS PRINTED	244
TOTAL CHECKS ISSUED	282

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014
FUND SUMMARY

49

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	88,212.37	985,908.72	1,074,121.09
0022	STATE GAS TAX FUND	366.42	35,020.91	35,387.33
0042	SEWER FUND	0.00	5,729.99	5,729.99
0043	REFUSE FUND	8,299.41	437,972.92	446,272.33
0060	CITY SHOP FUND	115.06	65,441.98	65,557.04
0062	GENERAL LIABILITY FUND	0.00	6,850.78	6,850.78
0063	TECHNOLOGY INTERNAL SERV FUND	107.91	13,058.40	13,166.31
0065	PAYROLL CLEARING ACCOUNT	10,135.62	4,656.74	14,792.36
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	308.75	308.75
0075	SPECIAL DEPOSITS FUND	2,615.49	6,050.54	8,666.03
0080	WORKERS COMP FUND	0.00	6,866.67	6,866.67
0092	WATER FUND	7,203.43	59,621.44	66,824.87
0093	WATER TREATMENT FUND	1,677.75	26,058.78	27,736.53
0109	OPA PROPOSITION A	66.66	10,726.43	10,793.09
0110	MEASURE R FUND	0.00	5,160.30	5,160.30
0131	LIBRARY TAX FUND	0.00	9,345.00	9,345.00
0136	POST	2,414.60	687.22	3,101.82
0159	RECREATION FUND	507.80	0.00	507.80
0160	ASSET FORFEITURE	664.62	2,366.82	3,031.44
0163	CAL LIBRARY LITERACY SVC GRANT	1.38	0.00	1.38
0166	PROPOSITION C	0.00	59,615.41	59,615.41
0169	CDBG FUND	129.39	0.00	129.39
0176	MAINTENANCE DISTRICT 93-1	19,400.00	7,165.54	26,565.54
0178	PROP A - PER PARCEL GRANT	0.00	263.00	263.00
0184	USED OIL RECYCLING BLOCK GRANT	0.00	3,107.50	3,107.50
0330	SR PEDESTRIAN & BICYCLE SAFETY	110.00-	0.00	110.00-
0344	MAINTENANCE GRANT (075)	0.00	5,580.00	5,580.00
0349	ELAC INSTRUCTIONAL SERV PROG	920.03	6,457.16	7,377.19

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/03/2014
FUND SUMMARY

50

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0447	MTA S GARFIELD TRANSIT VILLAGE	0.00	8,716.00	8,716.00
0448	TREE PLANTING COUNTY GRANT	0.00	14,400.00	14,400.00
0501	LA COUNTY OPEN SPACE GRANT	95.00	0.00	95.00
	TOTAL	142,822.94	1,787,137.00	1,929,959.94



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-B.**

TO: Honorable Mayor and Members of the City Council

FROM: Michael Huntley, Director of Community and Economic Development

SUBJECT: Second Reading and Adoption: – An Ordinance amending Monterey Park Municipal Code § 6.20.020 and § 9.100.020 to include "Electronic Cigarettes" as part of the prohibition on smoking in outdoor public areas and tobacco retailer licensing.

SUMMARY

The first reading and public hearing occurred on August 20, 2014. The ordinance is now ready for second reading and adoption by the City Council.

A copy of the staff report from the August 20, 2014 meeting is attached for reference.

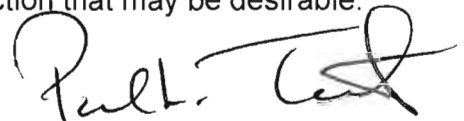
RECOMMENDATION

It is recommended that the City Council: (1) waive second reading and adopt the proposed ordinance; and (2) take such additional, related, action that may be desirable.

By:


Michael Huntley
Director of Community and
Economic Development

Approved:


Paul L. Talbot
City Manager

Reviewed:


Karl H. Berger
Assistant City Attorney

Attachments:

City Council staff report from August 20, 2014
Draft Ordinance

ATTACHMENT 1
August 20, 2014 Staff Report



City Council Staff Report

DATE: August 20, 2014

AGENDA ITEM NO:

TO: Honorable Mayor and Members of the City Council
FROM: Michael A. Huntley, Director of Community and Economic Development
SUBJECT: An Ordinance amending Monterey Park Municipal Code § 6.20.020 and § 9.100.020 to include "Electronic Cigarettes" as part of the prohibition on smoking in outdoor public areas and tobacco retailer licensing.

RECOMMENDATION:

It is recommended that the City Council consider:

- 1) Introducing and waiving the first reading of an ordinance amending Monterey Park Municipal Code ("MPMC") §§ 6.20.020 and 9.100.020; and
- 2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

MPMC Chapter 6.20 (Smoking Prohibited) prohibits smoking in certain public places; establishes distance requirements from specific areas where people congregate, dine, or gather; specifies those areas where individual may smoke; requires signage be installed to inform the public of the Municipal Code requirements; and identifies enforcement requirements. MPMC Chapter 9.100 (Tobacco Retailer License) establishes licensing requirements for Tobacco Retailers that should also be applied to Electronic Cigarette sales.

Since the adoption of the above Chapters in 2010 and 2012, the use of electronic smoking devices, commonly known as "e-cigarettes" or "electronic cigarettes" has gained significant popularity. As the popularity of these devices grows, policy makers are faced with the question of whether e-cigarettes should be considered in the same ways as traditional cigarettes when it comes to use in public places.

Electronic cigarettes are battery-powered devices that are designed to mimic cigarettes by vaporizing a nicotine-laced liquid that is inhaled by the user. Although some e-cigarettes are meant to look and feel like a traditional cigarette, right down to a small light at the tip that lights up like a burning cigarette, a subgenre of e-cigarettes known as "hookah pens," "e-hookahs," or "vape pipes" come in a rainbow of colors and candy-sweet flavors. The technology and hardware involved in all "e-cigarettes" is similar and

they produce a vapor from a heating element that boils the liquid, hence the term "vaping."

Due to the possible health concerns related to electronic cigarettes and similar devices, staff is recommending that the City Council consider an amendment to MPMC Chapters 6.20 and Chapter 9.100 incorporating definitions for "Electronic Cigarettes" and "Smoke or Smoking."

ANALYSIS:

Although e-cigarettes are too new for long term studies on their health effects, current research indicates that chemicals contained in e-cigarettes may be harmful and that vaping does release contents of e-cigarettes into the air. Many cities, counties and organizations are putting into place laws or policies that treat e-cigarettes the same as conventional cigarettes when it comes to acceptable locations for usage in public and semi-public places. Attached is information from the Public Health Institute, the CDC, the US Food and Drug Administration and other technical information related to Electronic Cigarettes.

It is staff's recommendation that the City Council consider an amendment to the MPMC incorporating definitions for "Electronic Cigarettes" and "Smoke or Smoking" into the City's smoking control regulations and treat electronic -cigarettes in a manner similar to conventional cigarettes and tobacco products.

FISCAL IMPACT:

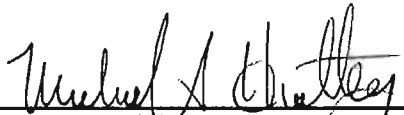
No fiscal impacts are anticipated based on the proposed amendment to the existing smoking prohibited ordinance.

CEQA:

This ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures to permit operation of existing facilities; minor temporary use of land; and ensure maintenance, restoration and protection of the environment. The proposed Code Amendment and related Ordinance are therefore categorically exempt from further CEQA review under Cal. Code Regs. Title 14, §§ 15301, 15304(e), and 15308.

Respectfully submitted,

By:

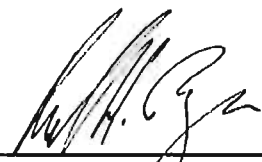


Michael Huntley
Director of Community and
Economic Development

Approved by:

Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

Attachment(s)

Draft Ordinance
Public Health Institute Report
CDC Update
U.S. Food and Drug Administration Health Alert
Change Lab Solutions Report

ATTACHMENT 2

Draft Ordinance

ORDINANCE NO.

AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE §§ 6.20.020 AND 9.100.020 TO INCLUDE "ELECTRONIC CIGARETTES" AS PART OF THE PROHIBITION ON SMOKING IN OUTDOOR PUBLIC AREAS AND REGULATION OF TOBACCO RETAILER LICENSING.

The City Council of the City of Monterey Park does ordain as follows:

SECTION 1: The City Council finds as follows:

- A. Electronic cigarettes, as defined by California law, are currently being considered for regulation by the State of California and the United States Food and Drug Administration (FDA);
- B. Various studies have demonstrated that electronic cigarettes contain carcinogens, vary in nicotine content, and can be used for various controlled substances besides nicotine including, without limitation, cannabis;
- C. In addition to those studies identified by the FDA at www.federalregister.gov/a/2014-09491, and as set forth in the entire administrative record, the City Council takes specific notice of the following studies that are contained within the record:
 1. Corey, Wang, et al., *Notes From the Field: Electronic Cigarette Use Among Middle and High School Students—United States, 2011-2012* (2013) Morbidity and Mortality Weekly Report, 62(35):729-730;
 2. Rogers, Feighery, et al., *Current Practices in Enforcement of California Laws Regarding Youth Access to Tobacco Products and Exposure to Secondhand Smoke* (2007) Survey Report — June 2007, Technical Assistance Legal Center, California Department of Public Health, Tobacco Control; and
 3. *Regulating Toxic Vapor, A Policy Guide to Electronic Smoking Devices* (2014) ChangeLab Solutions;
- D. The FDA asserts that electronic cigarettes should be regulated as drug delivery devices; and
- E. Based upon reports from the FDA and the State of California, there are no

objective scientific reports demonstrating that electronic cigarettes can help smokers to quit smoking.

SECTION 2: Monterey Park Municipal Code ("MPMC") § 6.20.020 is amended to add the following definitions:

"6.20.020 Definitions.

* * *

"Electronic Cigarette" has the same meaning as set forth in Health and Safety Code § 119405 and similar devices intended to emulate smoking, which permit a person to inhale vapors or mists that may or may not include nicotine.

* * *

"Smoke or smoking" means (1) carrying or holding of a lighted pipe, cigar or cigarette of any kind, or any other lighted smoking equipment or the lighting or emitting or exhaling the smoke of a pipe, cigar or cigarette of any kind; and (2) operating or using an electronic cigarette."

SECTION 3: MPMC § 9.100.020 is amended to read as follows:

"9.10.020 Definitions.

* * *

"Electronic Cigarette" has the same meaning as set forth in Health and Safety Code § 119405 and similar devices intended to emulate smoking, which permit a person to inhale vapors or mists that may or may not include nicotine.

* * *

"Tobacco paraphernalia" means cigarette papers or wrappers; pipes; holders of smoking materials of all types including, without limitation, electronic cigarettes; cigarette rolling machines; and any other item designed for smoking or ingestion of tobacco products;

* * *

SECTION 4: Repeal of any provision of the MPMC herein will 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: 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 6: 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 7: This Ordinance will become effective on the thirty-first (31st) day following its passage and adoption.

PASSED AND ADOPTED this ____ day of _____, 2014.

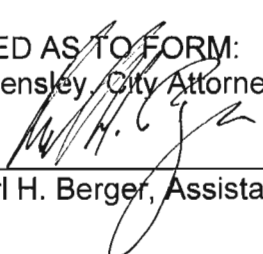
Anthony Wong, Mayor

ATTEST:

Vincent D. Chang, City Clerk

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

By:



Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-C.**

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Controller

SUBJECT: Authorize Transfer of Unclaimed Monies to the General Fund pursuant to Government Code §§ 50050-50056

RECOMMENDATION It is recommended that the City Council:

- (1) Adopt a Resolution authorizing the transfer of permanently escheated unclaimed bond deposits held in a special fund to the City's General Fund pursuant to Government Code §§ 50050-50056 and the Administrative Policy and Procedure No. 20-26 (Exhibit C); and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City's Finance Department maintains a listing of various deposits held by the City (Exhibit A). After three years, notice regarding unclaimed monies held by the City that exceed \$15.00 dollars must be published once a week, for two consecutive weeks, in a general circulation newspaper. If the monies remain unclaimed, the City Council may then transfer such funds to the General Fund.

BACKGROUND:

Escheat is the legal process of transferring ownership of unclaimed private monies to the government by operation of law. For any such funds held by the City which remain unclaimed, the City must provide notice per Government Code §§ 50050-50056 to attempt payment of such funds to the owners.

Government Code § 50051 requires the City to publish in a local newspaper a public notice (Exhibit B) which states the amount, the name of the payee and the date of the check when issued of all unclaimed money. If the owner of such monies fails to claim them within the time period stated in the public notice, the City Council may then escheat the funds and transfer them to the General Fund.

Government Code § 50052 describes the claiming process. Attached Exhibit A is a list of the unclaimed monies.

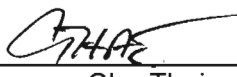
Fiscal Impact

If the City Council takes action, the General Fund would increase by \$47,747.17, less the public notice fee of \$252.00, in the fiscal year 2014-15.

Respectfully submitted and prepared by:

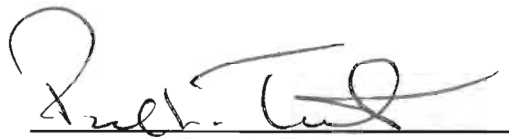


Annie Yaung, CPFO
Controller



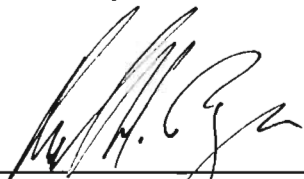
Chu Thai
Director of Management Services

Approved By:



Paul L. Talbot
City Manager

Reviewed By:



Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Resolution
2. Unclaimed Grading Permit Bonds Deposit
3. Public Notice
4. Unclaimed Monies Administrative Policy 20-26

ATTACHMENT 1

Resolution

RESOLUTION NO. ____

**A RESOLUTION ESTABLISHING UNCLAIMED MONIES BE
RECOGNIZED AS PROPERTY OF THE CITY OF MONTEREY PARK
AND ORDERING ITS TRANSFER TO THE CITY'S GENERAL FUND
PURSUANT TO GOVERNMENT CODE § 50053.**

SECTION 1: The attached Exhibit "A," which is incorporated by reference, lists monies held by the City of Monterey Park and unclaimed in a special fund(s) for more than three years.

SECTION 2: Proper notice was given at least forty-five (45) days before August 18, 2014 that if monies remained unclaimed, they would become property of the City in accordance with Government Code § 50051.

SECTION 3: The City processed all claims or verified complaints for such monies.

SECTION 4: In accordance with Government Code §50053, the unclaimed monies on the attached list in the total amount of \$47,747.17 is the property of the City of Monterey Park and may be transferred from the respective fund(s) to the General Fund's cash account.

SECTION 5: This Resolution becomes effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED, this 3rd day of September, 2014.

Anthony Wong
Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
Monterey Park, California

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 adopted and passed at a regular meeting of the Monterey Park City Council on the 3rd day of September, 2014 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Dated this 3rd day of September, 2014

Vincent D. Chang, City Clerk
Monterey Park, California

ATTACHMENT 2

Exhibit A – Unclaimed Grading Permit Bonds Deposit

EXHIBIT A
GRADING PERMIT BONDS DEPOSIT
0075-450-0075-08200

Date	Reference	Location	Receipt #	Amount
04/18/06	Fortune Craft	486-508 S Alhambra Ave	214534	\$ 2,056.00
12/07/06	Golden Fields	330 South Garfield	219985	1,221.00
07/26/06	Holly Star	532 N Orange	216968	2,000.00
07/05/06	Lee, Wan	1226 W Newmark Ave	216537	29,758.00
07/11/06	P G Plugboonyachai	251 W Hammel	216669	1,800.00
02/03/10	Lin, Jeffrey Shan	607, 609 N. Moore Ave	244653	5,288.00
07/19/10	Ben Y. Kwok	605 N. Huntington Ave	247975	1,932.60
08/11/10	Landtec Construction	1457 Bonita Terrace	248440	288.00
08/26/10	Cetro Investment Group, LLC	1235 Kenton Drive	248589	3,403.57
			Total	\$ 47,747.17

ATTACHMENT 3

Exhibit B – Public Notice

MONTEREY PARK PROGRESS

3731 WILSHIRE BLVD STE 840, LOS ANGELES, CA 90010
 Telephone (323) 556-5720 / Fax (213) 835-0584
 Visit us @ WWW.LEGALADSTORE.COM

Helena Cho
 MONTEREY PARK, CITY OF, CITY CLERK
 320 W NEWMARK AVE
 MONTEREY PARK, CA - 91754

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
 County of LOS ANGELES) ss

Notice Type: GPN - GOVT PUBLIC NOTICE

Ad Description:

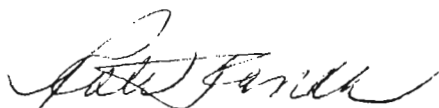
Unclaimed Monies Notice

I am a citizen of the United States and a resident of the State of California; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of the MONTEREY PARK PROGRESS, a newspaper published in the English language in the city of MONTEREY PARK, county of LOS ANGELES, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of LOS ANGELES, State of California, under date 09/10/1924, Case No. C149820. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

07/03/2014, 07/10/2014

Executed on: 07/10/2014
 At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.



Signature

This space for filing stamp only

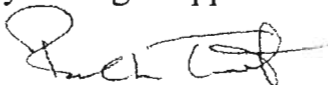
EWA#: 2640076

CITY OF MONTEREY PARK 320 W. Newmark Avenue Monterey Park, CA 91754				
Take Notice that the City of Monterey Park is holding funds as set forth below. If funds are not claimed by August 17 th , 2014, these funds will become the property of the City of Monterey Park in accordance with Government Code § 50052. Funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form is completed with the necessary information. The required information is as follows:				
- Name, address, telephone number, and social security number (or FEIN). - Amount of claim. - Proof of identity such as copy of driver's license, social security card or birth certificate. - Grounds on which claim is founded.				
The Unclaimed Money Claim Form is available at the City of Monterey Park Finance Department, located at 320 W. Newmark Avenue, on the 2 nd Floor.				
Funds on deposit for over three (3) years are:				
OUTSTANDING DEPOSIT				
Date	Receipt #	Name	Location	Amount
04/18/06	214534	Fortune Craft	486-508 S. Alhambra Ave	\$ 2,056.00
12/07/06	219985	Golden Fields	330 S. Garfield Ave	1,221.00
07/26/06	216968	Holly Star	532 N. Orange	2,000.00
07/05/06	216537	Lee, Wan	1226 W. Newmark Ave	29,758.00
07/11/06	216669	P G Pluegboonyachai	251 W. Hammel	1,800.00
02/03/10	244633	Lin, Jeffrey Shan	607, 609 N. Moore Ave	5,288.00
07/19/10	247975	Ben Y. Kwok	605 N. Huntington Ave	1,932.60
08/11/10	248440	Landtec Construction	1457 Bonita Terrace	288.00
08/26/10	248589	Cetro Investment Group, LLC	1235 Kenton Drive	3,403.57
				CNS#2640076



ATTACHMENT 4

Exhibit C – Unclaimed Monies Administrative Policy 20-26

City of Monterey Park Administrative Policy	Policy Number: 20-26
	Issue Date: 01/15/2013
	Revised Date:
Subject: Unclaimed Monies	City Manager Approval 
	Page Number 1 of 3
<u>Purpose:</u> This Administrative Policy and Procedure ("AP&P") establishes policies and procedures to escheat unclaimed monies to the City's general fund in accordance with Government Code §§ 50050 to 50055. <u>Provisions:</u> I. <u>Summary of Procedures</u> A. Unclaimed money remaining under the City's control for at least three (3) years may be escheated to the City in accordance with this AP&P. B. The City Treasurer may publish notice pursuant to Government Code § 50051 once a week for two (2) successive weeks in a newspaper of general circulation which lists unclaimed monies held by the City for more than three (3) years. C. Persons seeking to claim the monies may present satisfactory evidence to the City Treasurer regarding their right to recover money. The City Treasurer may then release such monies to the depositor, heir, beneficiary, or duly appointed representative at any time before the noticed meeting at which the City Council will consider escheating the monies to the general fund (Government Code § 50052.5). D. Unless claimed or challenged by a verified complaint, unclaimed monies become the property of the City of Monterey Park forty-five (45) days after the initial public notice Pursuant to Government Code §§ 50050 and 50051. E. The City Council may transfer unclaimed monies to the General Fund by resolution in accordance with Government Code § 50053. F. Pursuant to Government Code § 50055, unclaimed monies less than \$15.00, or any amount if the depositor's name is unknown, which remain unclaimed for the period of one year may be transferred to the general fund by the City Council without the necessity of public notification in a newspaper.	

- G. The City Treasurer may delegate authority to the department that maintains the supporting records of unclaimed monies pursuant to Government Code § 50056.

II. Public Notification

- A. By June 30 of each year, the Finance Department will identify all unclaimed monies of at least \$15.00 held by the City for at least three (3) years.
- B. Unclaimed monies identified by the Finance Department will be incorporated into a public notice published once a week for two (2) successive weeks in a newspaper of general circulation.
- C. Public notices must include the following information:
 - 1. The last known owner of the unclaimed monies;
 - 2. The amount of unclaimed money;
 - 3. The City fund in which the unclaimed monies are held, e.g., the General Fund;
 - 4. Notice that such unclaimed monies become the City's property on a date that is not less than forty-five (45) days after the first publication of the notice.
- D. A copy of the approved notice format is found at the end of this policy.
- E. Proof of publication must be permanently retained as verification that the notice was placed in the publication and ran for two (2) consecutive weeks.

III. Disbursement and Funds Transfer

- A. The City Treasurer may release to the depositor of the unclaimed money, heir, beneficiary, or duly appointed representative, the unclaimed money, except as otherwise noted in this policy, if
 - 1. A claim is filed before the date the money becomes the City's property.
 - 2. Proof substantiating the claim is conveyed in writing, including the following:
 - (a) Claimant's name, address and telephone number;
 - (b) Social security number or FEIN;
 - (c) Proof of identity such as a copy of drivers license, social security card, or birth certificate;
 - (d) The amount of the claim; and
 - (e) The grounds on which the claim is made.

- B. Should the City Treasurer reject a claim, the claimant may file a verified complaint seeking to recover all, or a designated part, of the money in Los Angeles County Superior Court. Such complaint must be served upon the City within thirty (30) days after a claim is rejected. The City Treasurer must withhold the release of the portion of unclaimed money for which a court action has been filed until a decision is rendered by the court.
- C. Except as otherwise provided, upon close of business on the forty-fifth (45) day after publication of the first notice, unclaimed monies escheat to the City of Monterey Park.
- D. When unclaimed monies become the City's property, the City Council may transfer them to the General Fund.
- E. Unclaimed monies less than \$15.00 that are more than twelve (12) months old may be transferred to the General Fund by the City Council without notice.

Attachments:
Exhibit A - Public Notification
Exhibit B - Sample Claim Form
Exhibit C - Resolution

EXHIBIT A

CITY OF MONTEREY PARK
320 W. Newmark Avenue
Monterey Park, CA 91754

Take Notice that the City of Monterey Park is holding funds as set forth below. If funds are not claimed by ____, these funds will become the property of the City of Monterey Park in accordance with Government Code § 50052.

Funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form is completed with the necessary information. The required information is as follows:

- Name, address, telephone number, and social security number (or FEIN).
- Amount of claim.
- Proof of identity such as copy of driver's license, social security card or birth certificate.
- Grounds on which claim is founded.

The Unclaimed Money Claim Form is available at the City of Monterey Park Finance Department, located at 320 W. Newmark Avenue, on the 2nd Floor.

Funds on deposit for over three (3) years are:

OUTSTANDING CHECKS

CHECK DATE	CHECK #	VENDOR	AMOUNT

EXHIBIT B

CITY OF MONTEREY PARK
Unclaimed Money - Claim Form

Return completed form to:
City of Monterey Park
320 W. Newmark Avenue
Monterey Park, CA 91754

Pursuant to Government Code § 50052, I wish to file a claim for previously unclaimed monies in the amount of \$ _____ that was published in the _____ on _____. The grounds on which I file this claim are:

Vender or Individual Name (printed)

Taxpayer I.D. or Social Security No.

Vender or Individual Name (signature)

Telephone Number

Address

City/State/Zip Code

FOR FINANCE DEPARTMENT ONLY

Name of Payee: _____

Original Check No. _____ Check Date _____ Check Amount _____

Replacement Check No. _____ Check Date _____ Check Amount _____

Proof of Identity Verified: Driver's License _____ Social Security Card _____ Birth
Certificate _____

Verified By: _____ Date: _____

Approved By: _____ Date: _____

EXHIBIT C

RESOLUTION NO. ____

A RESOLUTION ESTABLISHING UNCLAIMED MONIES BE RECOGNIZED AS PROPERTY OF THE CITY OF MONTEREY PARK AND ORDERING ITS TRANSFER TO THE CITY'S GENERAL FUND PURSUANT TO GOVERNMENT CODE § 50053.

IV. The attached Exhibit "A," which is incorporated by reference, lists monies held by the City of Monterey Park and unclaimed in a special fund(s) for more than three years.

V. Proper notice was given at least forty-five (45) days before ____ that if monies remained unclaimed, they would become property of the City in accordance with Government Code § 50051.

VI. The City processed all claims or verified complaints for such monies.

VII. In accordance with Government Code §50053, the unclaimed monies on the attached list in the total amount of \$ ____ is the property of the City of Monterey Park and may be transferred from the respective fund(s) to the General Fund's cash account.

VIII. This Resolution becomes effective immediately upon adoption.

PASSED, APPROVED AND ADOPTED, this ____ day of _____, 20__.

Mayor

ATTEST:

City Clerk

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

By: _____
Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: Consent Calendar
Agenda Item 3-D.

TO: The Honorable Mayor and City Council
FROM: Norma Arvizu, City Librarian
SUBJECT: ADOPT A RESOLUTION FOR DECLARING SEPTEMBER
INTERNATIONAL LITERACY MONTH

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the resolution recognizing the 30th California State Library Literacy Services Anniversary and the Annual Celebration of International Literacy Day on September 8, 2014.

BACKGROUND:

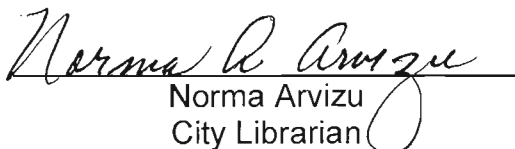
The California Library Literacy Services (CLLS) will celebrate 30 years of changing lives for the better through providing services for adults with low literacy skills. This milestone will be marked by celebratory events statewide, supported by a media relations campaign to help raise awareness of the critical role California public libraries play in curbing the negative cycle of low adult literacy, and increase volunteer recruitment to help reduce adult learner waiting lists statewide.

State Librarian, Greg Lucas has requested Governor Brown proclaim September 2014 as "Adult Literacy Awareness Month." The LAMP Literacy Program is also celebrating 30 years of providing adult literacy services and is asking Council recognize this with a proclamation for Adult Literacy Awareness Month in September as well.

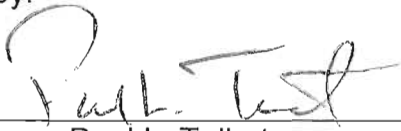
FISCAL IMPACT:

None.

Respectfully submitted by:


Norma Arvizu
City Librarian

Approved by:



Paul L. Talbot
City Manager

ATTACHMENT:

1. Resolution

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK RECOGNIZING THE 30th ANNIVERSARY OF THE CALIFORNIA LIBRARY LITERACY SERVICE OF THE CALIFORNIA STATE LIBRARY AND THE ANNUAL CELEBRATION OF INTERNATIONAL LITERACY DAY

The City Council does resolve as follows:

Section 1. The City Council finds and declares that:

- A. The California Library Literacy Service was formed in September 1984 as part of the California State Library.
- B. Literacy skills for all of our country's citizens is vital to the acquisition of knowledge and to their personal growth..
- C. California Library Literacy Service provides both funding and program support for over 100 free library adult literacy programs in California, including the Monterey Park Bruggemeyer Library's LAMP program for the past thirty years..
- D. The support provided by California Library Literacy Service enables these free adult literacy programs to engage over 12,600 volunteer tutors who devote over 855,000 hours helping over 22,700 citizens each year in elevating their skills in numeracy and speaking, reading, and writing of English.
- E. International Literacy Day is celebrated each year on September 8th to focus attention on the 800 million people throughout the world who are unable to read and still need our help, and on the many successes world-wide in combating low literacy skills.

Section 2. The City Council further declares:

- A. September as Adult Literacy Awareness Month to honor the California Library Literacy Service and International Literacy Day.

Section 3. This Resolution takes effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this 20th day of August 2014.

Anthony Wong
Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
Monterey Park, California

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 August, 2014, by the following vote:

Ayes:
Noyes:
Absent:
Abstain:

Dated this 20th day of August, 2014

Vincent D. Chang, City Clerk
Monterey Park, California



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: Consent Calendar
Agenda Item 3-E.

TO: The Honorable Mayor and City Council
FROM: Norma Arvizu, City Librarian
SUBJECT: Annual Library Report to Council from the Library Board of Trustees

RECOMMENDATION:

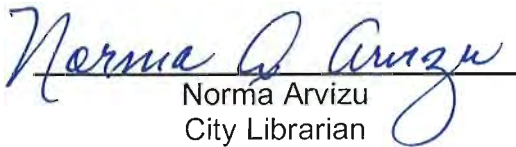
It is recommended that the City Council:

1. Receive and File this staff report regarding the 2013/14 Library Annual Report

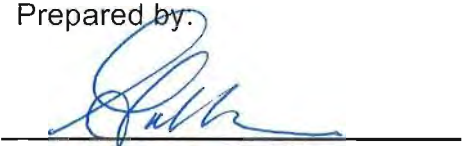
FISCAL IMPACT:

None

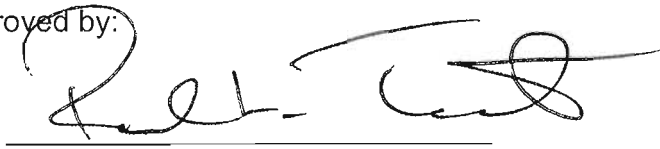
Respectfully submitted by:


Norma Arvizu
City Librarian

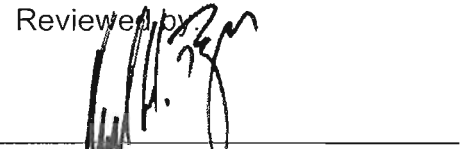
Prepared by:


Gwen Kishida
Administrative Secretary

Approved by:


Paul L. Talbot
City Manager

Reviewed by:


Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. Monterey Park Bruggemeyer Library Annual Board Report



Monterey Park
Bruggemeyer
Library

Annual Report 2013 /14





TO: Library Board of Trustees
FROM: Norma Arvizu, City Librarian
SUBJECT: ANNUAL REPORT FOR 2013 - 2014

Message from the City Librarian

The Monterey Park Bruggemeyer Library is a community based organization that serves the City of Monterey Park and surrounding communities in the San Gabriel Valley. The mission of the library is to meet the cultural, educational, and informational needs of the residents of the City of Monterey Park by providing free and open access to its resources and services.

The Monterey Park Bruggemeyer Library operates under the provisions of Chapter 2.80 of the Monterey Park Municipal Code and serves the residents, city employees and the business community of the City of Monterey Park and surrounding communities.

The primary sources of revenue are 5.3% contributions from the City's General Fund, the Library Tax and various State and Federal government grants and donations. Overall, the library had a \$2.6 million budget for the 2013/14 fiscal year that included funding from all these resources. These revenues were used to help with the operations of the library, fund salaries and benefits of full time and provide for part time staffing, support operational expenses, comply with debt payment, and expand the library's collection. Altogether, these funding sources helped significantly to improve the delivery of diversified library services that enhanced the lives of people around the community by providing educational, knowledgeable and entertaining information through reading, visual, audio, learning and interactive cultural programs and materials.

With over 51,715 active library card holders and **321,752** patrons who visited the Monterey Park Bruggemeyer Library, the library remained robust and vibrant with activities that complemented patrons of all ages from infants to seniors with innovative, educational and intriguing events and presentations in such areas as literacy, learning, reading, researching resources, cultural arts and entertainment, creative crafts and computer classes.

City Librarian Goals

The focus and concentration of the librarian's goals targeted 5 areas:

1. Opening the library seven days
2. Increasing part time staffing
3. Securing financial integrity
4. Expanding technology support and services
5. Promoting positive school and community relations through outreach efforts

The base data used to procure these goals was acquired from the organization of information disclosed during meetings at local schools, needs from the community through patron surveys, reference assistance in answering patron questions, the State Library Edge Initiative Survey as

well as contacts with businesses, discussions with lifelong learners, and listening to and viewing opportunities for professional growth done by staff to promote services that would enhance services in technology, collection of local information and materials of significance both current and historical.

Opening the Library Seven Days

The library opened seven days a week with Saturday hours reinstated in February from 10:00 a.m. to 1:00 p.m. On average for every hour of opening, 125 people entered the library on Saturdays. With an average of 1,750 patron visits monthly for Saturdays only, patron visits increased by 15%. Opening seven days also offered flexibility for use of library services for the full weekend to residents who have a continuous work week from Mondays to Fridays.

Increasing Part Time Staffing

To open and sustain the opportunity to provide seven days of service, additional Part Time Staffing was recruited. With the addition of two Part Time Librarians, two Part Time Clerks and one Library Technician, the library was able to expand by opening on Saturdays and adding three hours of services to the public. The library budget was stretched to provide funding for these extremely necessary part time employees in support of the seven day opening and some operational expenditures had to be streamlined to necessitate the coverage of this need.

Securing Financial Integrity

The goal was to secure additional revenue anywhere from \$30,000 to \$50,000 annually. Staff researched grants and formed partnerships with non-profit agencies to generate and secure a revenue base that would support continued services with no cost to local government. With revenue from the Target 1000 Books Before Kindergarten grant, Early Learning with Families (ELF) State Library grant and Workforce Investment Act Title II grant increases, the library secured \$41,500 in additional revenue. The tremendous financial support provided by the Monterey Park Library Foundation and Friends of the Library also secured revenue through fundraisers and book sales to cover decreased allocations in the library budget that allowed coverage for part time staffing. With an annual donation of over \$19,000 from the Foundation and \$10,221 from the Friends of the Library, expenditures for databases, additions to the collection, eBooks and programming needs became accessible. The new partnership formed with AAED (Asian American Economic Development Enterprise) supported the Reading Rockets Tutors salaries which provided a high quality afterschool intervention reading program with no cost to the library. With this new established partnership, the library now has gained a stronger connection with local educational institutions and national recognition by the Public Library Association (PLA).

Expanding Technology Support and Services

The City Librarian worked with staff to increase communication with patrons, students, and community members on the use of technology. Staff was encouraged to find ways to efficiently and effectively enhance services and programming using technology by expanding their knowledge base through professional technical courses online and onsite. With the purchases of 13 secured iPads, three upgraded and additional Wi-Fi Access points, the replacement of all Computer Lab computers, two new projectors and Apple TVs to connect wireless devices for

displays and projections and 27 new public computers, the library's technology infrastructure was enhanced to access information through technology effectively.

Promoting Positive School and Community Relations through Outreach Efforts

The education of children is a joint responsibility, one the library shares with parents and schools. To ensure that the best interests of the child are served in this process, a strong effort to open the lines of communication between schools and the library must be maintained. School visits were made district-wide at local pre-school agencies to elementary, middle and high schools informing educators about the library's alignment with materials that support and promote school curriculum for STEM and the Core Standards. The library staff believes parents have the right to participate in the education of their children as well as the ultimate responsibility for their children's in-school and library behavior, including the behavior of students who have reached the legal age of majority, but are still, for all practical purposes, under parental authority. For these reasons, promoting acceptable behavior within the library was also addressed in the discussions between schools, parents and staff, reiterating the role of the library not acting as loco parentis.

Conclusion

Many of the goals discussed in this report shed a spotlight on dedicated library staff that provided research to achieve and implement these goals. The long-term success of these concentrated areas and the strategies involved regarding their implementation will become the basis for the assessment on how to evaluate the effectiveness of these goals as they evolve in the public sector of the library and the impact it makes on the community. Staff will continue to find ways in maintaining a high quality level of services to the community through innovative technology updates, financial procurement strategies, enhanced customer services and programming. The comprehensive final analysis across all five targeted areas will also be part of a performance analysis for the final assessment after all systems have completed their full cycles of implementation. However, it is important to remember that any innovation introduced into any existing system - including new technology – requires time and support from staff, the public sector and community to be fully implemented.

Norma Arvizu, M.Ed
City Librarian

ADMINISTRATION



Fundraising

The annual **Monterey Park Library Foundation Gala**, held on June 6, was an enormous success. Supported by corporate sponsors, community organizations and individual donors, the event raised close to **\$15,000** in net proceeds for the library! This money will go towards the purchase of new books and other materials to meet the needs of the over 51,715 active library cardholders and 308,662 patrons who visit the library annually.

The Gala was also a success in drawing a diverse and distinguished audience. Over 250 people attended including dignitaries U.S. Congresswoman Judy Chu, State Assembly member Ed Chau, Los Angeles Community College Board member Mike Eng, Monterey Park Mayor Anthony Wong and City Council members Hans Liang, Peter Chan, Mitchell Ing and Teresa Real Sebastian (the first time in recent history that all five Council members have attended a library Gala) and City Clerk Vincent Chang. Also attending were Library Board members Phil Smith, Nancy Ishino-Gilmore and Janet Yu and Friends of the Library Board members Lilian Kawaratani and Ellen Johannsen.



Included in the Gala was the **Tribute to the Women of Monterey Park** ceremony, as five extremely talented and civic-minded women including Marian Hallin (Education), Patricia Reichenberger (Government), Mary Wong (Business), Shirley Hwong (Community Service) and Cici Lau (the Arts) were honored for their work in this community.

The Monterey Park Library Foundation was able to organize such a successful event due to its dedicated members including several vibrant newcomers with innovative ideas. Foundation members include Peter Chan (President), Joan Merino (Vice President), Virginia Greene (Secretary), Richard Gorman (Treasurer), Theresa Amador, David Barron, Joyce Chan, Robert Gin, Doris Lau, Alicia Martinez and Deana Sewell. With Mr. Chan having been elected to the City Council, Robert Gin will be the Foundation President beginning in July 2014.



The Library Foundation **Recycling for Reading** campaign, spearheaded by then Foundation member and current Library Board Trustee Janet Yu, collected over \$4,000 in sponsorships, donations and recycling earnings. The campaign had the added benefit of increasing awareness of library activities and needs in the community. The Foundation **Essay Contest** received 117 eligible essay entries from entrants under the age of 18 and 27 eligible entries for the category age 18+ that were in English and 2 that were in Chinese. A first, second and third place winner were chosen for each category and announced at the Foundation's Holiday Gala.

The Library Foundation originally donated \$300 to purchase newly released DVDs to rent to patrons for \$2 for two days, \$3 for a two-day loan period for BluRay DVDs. The Foundation later donated another \$300. The library has purchased 404 DVDs including 199 BluRay DVDs from the Foundation donations and revenues from checkouts. For fiscal year 2013-2014, DVD and BluRay checkouts have generated revenue of **\$1,553.60** beyond what was used to purchase new DVDs and BluRay DVDs.



Again, because the Library Foundation provided the original investment, all these rental fees belong to the Foundation/library. This is unlike the regular DVDs collection which was purchased with City funds – those rental fees go into the City's General Fund and the library only receives its usual 5.3% allocation from those monies. Not only does the library receive all of the revenue generated by the Foundation DVDs, because the system is self-supporting, funds in the budget that would otherwise have to be spent to purchase new DVDs can be spent elsewhere to build the library's collections.

The Library Foundation also donated the funds in June 2011 to purchase two color copiers/printers – one for the public and one to be used by staff. This allowed the library to offer better quality copying and printing to patrons and created a new revenue stream for the library. This fiscal year, the Foundation received **\$7,376.95** in revenue from public copying and printing. Of course, the availability and convenience to the public and staff as well as the money saved by staff printing in-house instead of sending jobs out are tremendous advantages.

Due to its outstanding fundraising efforts, the Monterey Park Library Foundation has been able to donate close to **\$20,000** to the library this past year to purchase new books and materials including e-books for the use and enjoyment of library visitors.

The Friends of the Library continues to raise funds through its on-site bookstore and sponsor library programs and activities. The **Friends of the Library Bookstore**, staffed by a core group of dedicated volunteers, continues to offer discounted books, magazines and DVDs for the education and enjoyment of library patrons. Their efforts raised **\$7,324.82** in sales from July 2013 – June 2014. Additional volunteers meant that the Bookstore is now open seven days a week and almost the entire time that the library is open to the public. The Friends made efforts to revamp the Bookstore to run more efficiently and be a better experience for patrons, including alphabetizing the Fiction section by author, allowing both patrons and bookstore volunteer staff to browse the shelves more efficiently and find specific selections more easily, and marking when items enter the Bookstore so older items can be culled and the collection kept current.



The Friends helped sponsor the Summer Reading Program by funding the prizes children received for reading and reporting on what they read and also funded refreshments for programming throughout the year including cake for Dr. Seuss' birthday and popcorn for the International Film series. The Friends also sponsored a staff appreciation lunch for Library Workers Day during National Library Week.

Volunteers

Volunteer hours for fiscal year 2013-2014 totaled 10,872 hours with 1,720 enthusiastic and dedicated volunteers offering their time and talents to the library.

According to Independent Sector, a nonpartisan leadership network for nonprofits, foundations and other organizations, the estimated value of volunteer time as of 2013 is \$22.55 per hour. Carrying out that calculation would mean that volunteers provided over \$245,164 worth of work for the library! Even if the value of volunteer time was calculated only at California's minimum wage of \$8 per hour (prior to July 1, 2014), it would mean that this past year volunteers provided \$86,976 worth of work to the library.

volunteers
needed!
reach out and HELP!



Volunteers help schoolchildren with homework, sort and shelve books, read stories, tutor those who need help with speaking, reading or writing English, mend and process books, help check in books, operate the Friends of the Library Bookstore, sort donated items, do miscellaneous office tasks and assist with library special events. Administrative Secretary/Volunteer Coordinator Gwen Kishida continued to place volunteers where needed in the library.

Sincere thanks to these volunteers who contributed their time, talents and energy to assist the library, generously giving back to their community, and to the library staff members who directed their efforts. Especially with the reductions in staffing coupled with expanded hours of service, the library could not function without its volunteers!

Employee of the Month

The library instituted an Employee of the Month program in April 2010 wherein staff members nominate others for recognition for outstanding performance. Those recognized in 2013-2014 include:

July 2013	Denise Tang
August 2013	Otto Ly
September 2013	Diana Garcia
October 2013	Angelica Marquez
November 2013	Darren Braden
December 2013	Louie Morales
January 2014	Amy Wu
February 2014	Lina Nguyen
March 2014	Eric Rebollo
April 2014	José Garcia
May 2014	Denise Tang
June 2014	Michael Bathan



Staffing / Staff Development

City Librarian Norma Arvizu continues to serve as the Literacy Program Administrator in conjunction with her responsibilities as City Librarian. Norma hosted the LAMP Tutor Recognition Award Ceremony to honor the Tutor of the Year Paul Perez. She conducted a Best Practices Training to LAMP Tutors and ESL Instructors. She met with Professor Todd Honn from Claremont College Technology Department to establish a new partnership with Claremont to gain teachers for the LAMP program. She conducted a literacy assessment of the Covina and Monrovia libraries at the request of their literacy coordinators and finalized discussions with Reading Horizons Developer Bill Miller to bring the online ESL program onboard for the literacy program in the fall.

Norma was selected to be a member of the California Department of Education Field Partnership Team. As part of this cadre of professional educators, Norma will be representing perspectives from community based adult education agencies placed in library settings. She attended online Webinars for the Department of Education Field Representative Team discussion on AB 86 which focuses on Community College Districts and K-12 School Districts coming together to improve Adult education.

Norma attended the ELF Preconference Training and the California Library Association conference. The ELF training was part of the competitive grant prerequisite that was extended

to the 32 libraries chosen to participate. During the CLA Conference, Norma also attended the Legislative Luncheon and was host at the CLA Gala Ball where the Outstanding Librarian in Support for Literacy was honored. Other workshops attended were Library Directors Successes where much knowledge was gained regarding how libraries should take the lead in City Departments in bringing public awareness to City residents. As the departing Literacy Interest Group Chair, Norma presented at the CLA Conference to the literacy groups on upcoming issues facing the literacy programs such as AB 86 Additional Adult Education funding as well as how to remain visible in their communities.



Norma attended the Directors Forum Conference in Sacramento. Discussions involved the CENIC Broadband for Libraries and Edge Initiative statistical library reports. She participated in the annual Day in the District meeting with State Assembly member Ed Chau and received a well-rounded education on the Senate Bill Amendment process. She hosted State Assembly member Chau's Asian American Heritage Month awards ceremony at the library.

Norma participated in the San Jose MLIS Open House webinar to begin her process of enrollment in the MLIS online program. She also attended a workshop on *Dealing with Difficult People* and attended *Staff Reports 101* training conducted by City Attorneys Mark Hensley and Karl Berger and City Manager Paul Talbot and attended the LCW workshops on *Public Sector Employment Law Updates and Employee Due Process Rights* and *'Skelly': A Guide to Implementing Public Employee Discipline*. She was trained in *Mandated Court Reporting*. She participated in webinars on *Strengthening Your Library Partnerships* and *Assessing Your Community Needs*.

In addition to her regular responsibilities as the library's Administrative Secretary, as a member of the senior management team for the library, **Administrative Secretary Gwen Kishida** dealt with problems to be solved and new or revised policies or procedures as well as decision-making on personnel, programming and equipment. She was an integral part of the budget decision-making process.

Gwen continued to work with the Library Board of Trustees, Library Foundation and other library stakeholders in both administrative and promotional/fundraising aspects. Gwen created and printed the program for the Foundation's Holiday Gala which for the first time included fundraising advertisements and a message from Foundation President Peter Chan as well as the usual list of activities and acknowledgment of sponsors and donors. She also created the full-color, 20-page program for the annual Foundation Gala held in June. At that event, Gwen helped organize tables and displays and collected money from sponsors and the evening ticket and raffle purchases. Following the Gala, Gwen counted the funds raised, deposited the money and generated a revenue and expenditure report for the Foundation.



As the library's Volunteer Coordinator, Gwen recruited and coordinated the efforts of the almost 200 teens and adults who volunteer nearly 1,000 hours at the library every month. Along with many of the library's volunteers, Gwen attended the City's annual Volunteer Recognition BBQ. Gwen participated in an Infopeople webinar on *Teen Volunteer Programs: There's More Than Simply Shelving!*

Gwen is also the point person in charge of the two-story, 52,000 square feet building, including maintenance, equipment and supplies and supervises a crew of janitors. As such, Gwen was trained on the City's new Citizen Relationship Management (CRM) system, a new Cloud-based system that enables both citizens and City staff to submit service requests to City departments easily and allows organized tracking of requests, responses and resolutions.

Gwen attended workshops on *Dealing with Difficult People* and *The Five Concurrent Themes for Success*, learned new skills in training sessions on *Staff Reports 101*, *Preventing Workplace Harassment, Discrimination, and Retaliation* and *Independent Cities Risk Management Authority (ICRMA) Online Safety Training Resources* and participated in the webinar *No Thanks! I Don't Want to Learn Anything New!*

Gwen also adapted existing job descriptions to write new job descriptions and create new employment opportunity flyers for Part-Time Librarian (Substitute), Part-Time Library Clerk, Part-Time Library Technician and Part-Time Janitor. She also wrote new Personnel Requisitions for these positions. She organized the interview process for these positions by contacting applicants, creating a Doodle poll to schedule interviews, setting up interview venues, supplying necessary forms and suggesting introductory material for the interviews. Gwen also participated in the interviews for Janitor as she supervises all library janitors. When the library needed to hire new Part-Time Library Pages, Gwen worked with staff during the recruitment process and served on the interview panel.



Hard-working part-time **Janitors Louie Morales, Victor Reyes, Gil Sanchez and Eric Rebollo** continued to do exemplary work despite being one staff member short for most of the year. Louie, Victor, Gil and Eric perform daily duties that most of us dread or at least would prefer to postpone – cleaning and sanitizing restrooms, mopping floors, vacuuming carpets, dusting shelves, hauling out trash, etc. They are responsible for maintaining a facility of 52,000 square feet including two floors and twelve restrooms – four multiple person restrooms with three stalls each, two with five stalls each and six single person restrooms! They also must deal with emergencies as well as the usual messes created by patrons – and 1,200 - 1,500 people visit the library every day! Despite this, Louie, Victor, Gil and Eric continue to be good-natured, efficient and willing to help out wherever needed. The library could not survive without them!

Two new part-time Librarians were hired to work at the public desks to assist patrons: Cynthia Serrano for Adult Reference and Ken Nolasco for Children's. Two new part-time Library Clerks were also hired: Mei-Lee Wan at Adult Reference and Jessica Flores at Children's. Part-time Library Page Heather Nguyen was reclassified as part-time Library Clerk to work on weekends and one part-time Library Page, Jamie Rivera, found a full-time position elsewhere, so two new part-time Library Pages, Guang Li and Alan Nguyen, were hired.

Ruben Chavez Poma, a participant in the National Asian Pacific Center on Aging (NAPCA) Senior Community Service Employment Program, worked in the library for 17 hours per week at no cost to the library. He assisted Administrative Secretary Gwen Kishida with various office tasks and worked in the Friends of the Library Bookstore.

2013 – 2014 ADMINISTRATION GOALS AND OBJECTIVES

GOALS AND OBJECTIVES

1. Build the knowledge base of library staff in digital, print and other new technology devices so staff will be able to provide faster information delivery to library patrons.



PROGRESS

Completed. Library staff trained themselves on the recently purchased tablets (iPad, iPad mini, Nook, Kindle) to be better able to serve patrons with questions about these devices. Staff participated in multiple conferences, training sessions and classes to learn about the latest technology for libraries. Teen Librarian Darren Braden attended the Infopeople webinar *When a Story is More than Paper: Transmedia and Young Adult Literature*. Technical Services Senior Librarian Evena Shu, Adult/Teen/Reference Senior Librarian Cindy Costales and Children's Senior Librarian Christina Yueh met with an EBSCO representative who went over its databases, showing staff the Help resources where patron can view tutorials on how to use the database, how to cite etc. as well as the use of the translator software to read articles. Teen Librarian Darren Braden learned how to create a basic app for a phone or mobile device and used this new skill to present a Teen Tech Program. He also developed a new computer lab lesson featuring Chrome apps. José Garcia, Acting Senior Library Literacy Clerk, attended the *Technology and Distance Learning Symposium*, discovering online Open Education Resources that can be



2. Improve visibility and awareness of library services, programs and collections by utilizing the media's content and services and expanding audience reach through collaborations with library organizations and projects with innovative ideas.

incorporated into a LAMP distance learning program. Senior Librarian Cindy Costales viewed an Infopeople webinar called *Embrace the Evolution Adapting Reference Services to New Technology* which provided useful information on how to improve customer service on the Reference Desk using new technology. Technical Services Senior Librarian Evena Shu attended the *Axis 360 Makeover* webinar, learning about enhancements that will improve the user experience. Technical Services Senior Librarian Evena Shu and Library Technicians Jessica Rodriguez and Michael Bathen reviewed the California Library Association Spring Fling Webinar: *Developing Web Technologies for Libraries*. Evena attended the SCLC Technology Subcommittee meeting to learn about *eReaders in your library*. Staff participated in WebOPAC training to learn the new features of My Millennium, which provides patrons with personalized accounts, including patron ratings for books, e-mail notification for preferred searches and My Lists, which saves books of interest to patrons (a version of a wish list). LAMP Acting Senior Library Clerk José Garcia attended the Infopeople webinar *Apps for All: Learning with Tablets and Smartphones*.

Completed. The Library Foundation continues to network with community organizations, businesses and leaders through its Recycling for Reading program. Reference staff did outreach to local schools including Mark Keppel High School as well as Langley Senior Center. Technical Services staff worked with City staff on the City website re-design and migration. The library presented workshops on writing college personal essays and financial aid in partnership with the Chinese American Citizens Alliance Youth Council. The library working in partnership with the Chinatown Service Center presented a small business workshop on social media in

Mandarin. Senior Librarian Cindy Costales worked with the Monterey Park Historical Society and American Legion Post #397 to offer a Veterans Day Program at the library. An Early Learning with Families (ELF) Ribbon Cutting Ceremony drew Channel 7, one Chinese TV station and local newspapers who came to do a feature report on the grant-funded new furniture and learning toy sets added to the existing "Play Time" area. The library offered a free legal assistance clinic co-sponsored by the Asian Pacific American Bar Association (APABA). Staff attended the 2014 Annual ALA Conference in Las Vegas June 27 - 29, attending workshops that taught new skill and offered networking opportunities.

3. Support the development of digital technology throughout the library to further transition into the 21st century.



Completed. The library purchased an adaptor and apps to use with the iPad for more interactive Children's storytimes and additional memory for the public printers to allow for larger patron print jobs. The library installed additional wireless access points to provide a greater range of wireless access for patrons. The library upgraded its Millennium integrated library system (ILS) from version 2009 to 2011, in the process also saving the library an increase in the annual maintenance fee. The Library participated in the California Audiovisual Preservation Project (CAVPP) to preserve historic Californian recordings through digitization. The library will be purchasing 29 computers to replace those on the first floor stations and in the Computer Lab. Circulation ordered and received a barcode scanner that will scan a patron's library card barcode from a smart phone. The State Library confirmed the award of \$20,000 for the LSTA Pitch an Idea Grant Teacher in a Tablet idea submitted by LAMP Acting Senior Library Clerk José Garcia.

ADULT/REFERENCE/YA SERVICES

Highlights:

- 20, 228 Reference Questions
- 87,740 Adult and Teen Books Circulated
- 52 adult programs presented
- 1,100 adults attended programs including: film, author book talks, history, book clubs, healthy food demonstrations Lunar New Year, Asian Pacific Heritage Month, Hispanic Heritage Month, informational programs on earthquakes and senior safety, and more.

Common Core and the NonFiction Book Collection

\$3,500 in Grant Awards Enhances Nonfiction Collection



Aligning the library's nonfiction collection to meet the needs of local high schools' Common Core Initiative was made possible by two grants. Reference staff applied for a Muslim Journey Bookshelf grant from the National Endowment for the Humanities and the American Library Association. The award, a bookshelf valued at \$1,000 included 25 books and films on Muslim art, culture and history that were added to the adult nonfiction collection. The

library also participated in the Books 4U: Common Core grant from the California State Library which enabled Reference staff to select and purchase 108 new nonfiction books in subject areas on World I, II, civil rights, 14th Century History, poetry, Greek, Roman and Eastern Myths, Hispanic History of the United States, Dante, Plato, art history, discrimination, race, affirmative action, biographies of authors, human rights, world religions and other Common Core subject areas that will help students completing research and homework assignments at the library.

Computer Classes

114 Classes Offered

1,707 Adult Students Attend Classes

Computer classes were the library's most popular adult service programs. These popular classes often with waiting lists introduced basic and intermediate computer skills to adults on Mondays and Tuesday nights and on Thursday mornings in Cantonese, Mandarin, Spanish and English. Adults wanting to create email accounts attended Email classes in the computer lab.



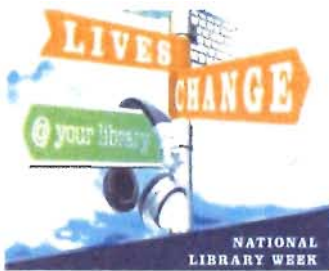
Teen Programs

73 Programs Presented

2,251 Teens Attended

YouTube, Create an App, Makerspace programs ...

Teen programming incorporated technology by involving teens in makerspace activities where teens streamed videos from YouTube to access program instructions instead of printing out instructions. Teens used technology to follow YouTube video instructions to create food designs for an Iron Chef program. During Teen Tech Week teens learned how to create an app. In other programs, teens met with an engineer- special guest speaker on technology and learned how to select and download E-books from the library website using iPad applications.



Exhibits and Community Partnership Programs

Establishing library partnerships with local agencies, organizations, and clubs fostered a spirit of "community" at the library. Working together brought unique programming and exhibits to the library:

Partner: Taiwanese American Art Association

Art Exhibits: Hope and Peace Sculpture exhibit and Celebrating Tea Ceramic art exhibit

Partner: Chinese American Citizens Alliance

Programs: A Moment in Your Family History Youth Art Exhibit, College Financial Aid Workshop

Partners: Local Artists Gary Wong, Isabel Broy, Jen Tsung

Art Exhibits: The Year of the Horse; California Missions; Transitions

Partners: Historical Society of Monterey Park

Programs: Foster Hirsch Film Program; Veterans Day Program; Edwards Theater Exhibit

Partner: American Legion Post 397

Program & Exhibit: Presentation of the Colors Veterans Day Program and Iraq War Exhibit

Partner: Chinatown Service Center

Programs: Social Media Workshop, Financial Management Workshop

Partner: Housing Rights Center

Program: Fair Housing Workshop for Landlords

Partner: Asian Pacific American Bar Association

Program: Free Legal Clinic

Staffing / Staff Development

The library hired part-time Librarian Cynthia Serrano, who had previously worked at the library as an intern, in August 2013 to work in Reference. Cynthia found a full-time job in June 2014 and resigned. The library is looking to hire a new part-time Librarian or perhaps a part-time Senior Librarian. The library added Mei Lee Wan as a new part-time Library Clerk in Reference in February 2014.

Reference staff enhanced their library and technology skills throughout the year by attending webinars, conferences, and trainings. Staff training highlights include the following:



- **Reference Librarian Maggie Wang** attended the 2014 Annual ALA Conference in Las Vegas where she attended workshops focused on serving Chinese and multiethnic populations.
- **Senior Librarian Cindy Costales** attended the 2014 Conference on Rudolfo Anaya: *Tradition, Modernity, and the Literature of the U.S. Southwest* at California State University, Los Angeles. The conference provided insight to Hispanic authors and how the library can serve the needs of students studying the literature of the Southwest. Cindy also attended *The Latino Author Summit* at the University of La Verne in September. The summit included seminars and panel discussion with Latino authors and a session on STEM that provided an understanding on what STEM is and how the library can incorporate STEM into library programs.
- **Teen Librarian Darren Braden** viewed a Makerspace webinar that helped him to create teen programming.
- Reference staff attended a city professional training workshop on customer service with presenter Gordon Graham, a dynamic speaker focused on the importance of risk management within the workplace.
- Reference staff attended webinars to learn how to better assist the reading and informational needs of adults and teens, veterans, job seekers, and patrons seeking information on the Affordable Care Act through public library computers.



2013 - 2014 ADULT/REFERENCE/YA GOALS AND OBJECTIVES

GOALS AND OBJECTIVES

1. Expand resources in the library collection on geography and history to meet the educational needs of adults and teens working on research and homework assignments.
2. Develop an adult summer reading program, *Novel Destinations: Muslim Journeys*, from a grant award from the National Endowment for the Humanities and the American Library Association that will engage the community in book and film discussions about Islamic culture.
3. Implement and plan local history displays and programs at the library in partnership with the Monterey Park Historical Society to share the rich history of the people, places, and events of Monterey Park from its earliest beginnings to the present.

PROGRESS

Completed. Nonfiction books have been added to the collection. Adults and teens will find new resources to help with research and homework assignments.

Completed. The Muslim Journeys bookshelf has been added to the collection. Programs promoted the bookshelf and engaged the community to learn more about Islamic culture.

Completed. A film history program with Foster Hirsch, an exhibit on the Edwards Theater in Monterey Park, a Veterans Day Program and WWII exhibit were presented in partnership with the Historical Society. An upcoming film program is also planned.



TECHNICAL SERVICES



Internet: Usage of the library's webpage and webpac continued to increase. There were 70,064 user sessions for the public computers compared to 61,937 user sessions in the previous year i.e. 12% increase. The library has no figures on how many people use wireless in the library.

Computers/Wireless: Technical Services replaced 27 public computers for adults this fiscal year including those in the Computer Lab. The library also continues to deploy three wireless access points.

E-Rate: Technical Services Senior Librarian Evena Shu reapplied for the E-rate discount in February 2014. The Library was approved for E-rate with a funding of \$27,532 (80% discount) for 75 mpbl internet use for 2013-14. To comply with CIPA (Child Internet Protection Act), the library continues to use Fortigate (firewall) and web filtering device which was leased from Charter Communications. The library also uses M86 so that the public can opt to unfilter the website. The library also gets the CTF discount, a total saving of \$3,441.60 per year.

Library Website: Evena and Library Clerk Robert Liao attended the website kickoff meeting with the City's new vendor, CivicPlus, on August 14, 2013. There were five phases for the City website project. Evena served on the website core committee. She attended meetings on August 15 and August 22. The committee reviewed a Community Engagement Survey, website statistics and the Functionality and Design form. Each department shared three website designs that they liked and presented to the committee why they liked the design. Meanwhile, Evena submitted Library's Dept/Division Functionality and Design form. She gathered the photos for the website. Evena and City Librarian Norma Arvizu met with the CivicPlus Consultant to review the project goals and expectations. Evena discussed design, content and engagement of the library's website on October 7 and attended the Online Needs Assessment Meeting on October 8. CivicPlus offered two layouts for the website core committee to vote for. Evena worked with the AdCore management team to review library's FAQs. Evena attended the Website Reveal Meeting on December 10. CivicPlus provided a presentation of the functional website based on City's goals, recommendations and visions. The website committee felt that the new site could use more vibrant colors and more "personality." Committee members submitted a list of recommendations to the vendor. Evena, Robert and Library Technicians Jessica Rodriguez and Michael Bathen attended the website training on January 8-9, 2014. The new website was finally rolled out on April 8. Evena attended the Core Committee meeting on May 8. The committee's assignment was to review the City's and each Department's website and make comments. It is discussed that the website needed more photos for each department.





The quote for the Responsive Website Design for Mobile device was about \$1,500. The City unveiled the new website www.montereypark.ca.gov on April 8, 2014. The library new website address is www.montereypark.ca.gov/Library. The new website features updated design and modern tools to help us communicate more effectively with residents and patrons. It also features calendar, spotlight, news flash, apps and social media.

Self-Checkout: The library continues to use 3M's self-check machine and purchased a new enhanced monitor at the end of the fiscal year.

Databases: The State Library has ended funding Bookflix for libraries since July 2013. With the help of funds from LAMP Literacy, the library was able to continue offering Bookflix until June 2014. After June 2014, the library will discontinue Bookflix. Children started subscribing to Tumblebooks, ebooks for kids, starting February 2014. The library discontinued Career Transitions in 2013. The Learning Express subscription will end by June 30, 2014. The Library was given a complementary one year subscription of the Older Americans Information Directory and Disabilities Resources GOLD Online Databases by Grey House Publishing in January 2013. The library continues to subscribe to Ebsco Host for online periodicals.

Collection: Technical Services staff added 5,903 items. There were 7,815 items weeded from the collection due to the item being outdated, in bad condition, no longer useful or lost. The number of item records decreased from 175,022 to 173,291. Staff made changes to 13,621 bibliographic records. Library staff members continue to work on weeding of the entire library collection. Library continues to use Baker and Taylor for their Ready Shelf services. Library continues to use McNaughton for the bestseller fiction and nonfiction. Technical Services staff ordered 330 books on common core topics for the Books4U grant (\$5,000) awarded by the State Library.

E-Books: The library continues to provide ebooks using Baker and Taylor's Axis 360 service. The library currently offers 521 ebooks in its collection. Total checkout was 475. The top five circulation categories are children's fiction, adult fiction, children's non-fiction, business and economics, biography and autobiography. Axis 360 rolled out its enriched user features and administrative tools in April 2014. The most dramatic changes involve the Magic Wall and the use of flexible navigation and display features to design and manage "Staff Picks" and other collections to showcase for patrons. Patrons can now browse by subject, with results appearing in a visually appealing display that has less text. Other new features let patron create notifications and order parameters for patron holds and better manage publisher content license expirations for their ebook collections. Management options, reports, alerts and cart creation were also improved in this upgrade.



Technology: The library continues to use Sam/Comprise for timeout management and printing. The timeout management and printing software is paid for by the Library Foundation.

Security Cameras: Library replaced the security camera server on May 7, 2014. Instead of using two separate servers, the library now uses one server for internal and external cameras. The library will also need to replace exterior camera #2 which broke down in June 2014.

Donations: The library added 1,092 donated items with a value of \$12,504.

Interlibrary Loan: The library borrowed 96 items from other libraries for our patrons and lent 36 items to other libraries for their patrons.

Mending: Staff and volunteers repaired 1,712 items. Staff cleaned 33 CDs and DVDs.



Government Publications: In 2013/14 the library received 704 documents in all formats and discarded 451 which were outdated. There were 362 new items added to the catalog.



Staffing / Staff Development

Technical Service's Senior Worker Wendy Hu replaced Letty Cheung from the Chinatown Services Center. Kevin Tamaki, part-time Library Page, continues to work 16 hours per week. Sherry Dai, part time Librarian, continues to provide limited consultation hours on Chinese cataloging. Edmund Bautista, part time Library Technician, was hired in May 2014 and works every Saturday.

Technical Services Senior Librarian Evena Shu participated several excellent workshops and conference including *Adding Value to Library Services with Outcome-Based Planning and Evaluation*, Southern California Innovative User Group SCIUG Conference, CLA Annual preconference on *Basic Cataloging with RDA, Resource Description and Access (RDA) training*, SCLC workshop on *Resilience: Thriving in Times of Change and Stress*, SCLC Technology Subcommittee (formerly Automated Services Committee) meeting and *City's Five Concurrent Themes for Success* by Gordon Graham. She attended Liebert Cassidy Whitmore workshops on *Difficult Conversations*, *Employee Due Process Rights* and *Skelly: A Guide to Implementing Public Employee Discipline*. She also attended Infopeople's online classes on *Winning Library Technology Grant and Effective Social Media Strategies*. In addition, Evena helped with the **Edge Assessment**. She attended Edge Initiative four highly interactive courses to strengthen library's efforts in the areas of community assessment, planning, technology management, advocacy and leadership. Evena trained staff on the new features of **My Millennium**, which provides patrons with personalized accounts, including patron ratings for books, e-mail notification for preferred searches and My Lists, which saves books of interest to patrons. My Millennium also offers new features for staff including allowing staff to toggle back and forth

between patron and staff records/public mode and staff mode and enabling staff to check item status. Evena served on the City's website core committee and worked with other City staff to develop the revised City website.

Library Technician Jessica Rodriguez attended online classes on *Information Technology Tools and Applications – Web Design and Web and Social Media Analytics* - focusing on Measuring the Effectiveness of Social Media Usage in Libraries with San Jose University. She also attended SCLC workshop *Resilience: Thriving in Times of Change and Stress* and OCLC ILL webinar on *WorldShare ILL Start Here*.

Library Technician Michael Bathan attended City's workshop on *Customer Services* and continued to be an asset in Technical Services. Michael usually leads in doing research for technology purchases and handling requests regarding security footage.

Library Clerk Robert Liao attended the City's *Five Concurrent Themes for Success* workshop by Gordon Graham. Robert reviewed online video tutorials and online documentation regarding the OCLC WorldShare Interlibrary Loan. He continued to train Library Page Kevin Tamaki, other Senior Workers and summer volunteers.

Evena, Michael, Jessica and Robert all participated in the City's Website training.

2013 - 2014 TECHNICAL SERVICES GOALS AND OBJECTIVES

GOALS AND OBJECTIVES

1. Add the California Telecommunication Fund Service Discounts and continue to take advantage of the E-rate discount to maintain fast internet connections to meet the demands of library computer users.



PROGRESS

Completed. The Library was awarded with the third year of the E-rate discount from July 2013 - June 2014, with a funding of \$27,532.80 (80% discount) for 75 mbps of Internet service. Technical Services Senior Librarian Evena Shu applied for the California Telecommunication Fund Services. This would save another \$3,441.60 per year for the Library. The Library put out a Request for Proposals as the contract with Charter Communications expired in June. Evena received several bids from the vendors. None will do a month to month contract. The library has signed a contract with Charter Communications. She also posted Form 471.

2. Restructure and enhance library webpage in preparation for the migration along with the city's webpage to improve access and visibility for the public.



Completed. Technical Services Senior Librarian Evena Shu and Library Clerk Robert Liao attended the webinar of the website kickoff meeting with new vendor CivicPlus on August 14. There are five phrases for the project. Evena serves on the website core committee. Evena attended the Website Reveal Meeting on December 10. It provided a presentation of the library's functional website based on City's goals, recommendations and visions. The committee submitted a list of recommendations to the vendor. Evena, Robert and Library Technicians Jessica Rodriguez and Michael Bathen attended the website training on January 8 and 9. The new website was finally rolled out on April 8. Evena attended the Core Committee meeting on May 8. The committee was to review the City's and each Department's webpages and make comments. It is discussed that the website needs more photos for each department. The City received a quote for the Responsive Website Design for Mobile device which would cost about \$1,500.

CIRCULATION SERVICES



Circulation Changes

In August 2013 the self-checkout machine was upgraded. The installation went smoothly and quickly with very little disruption. Also in August the Children's International area was shifted to make it more accessible to patrons.

The library hours changed in February 2014 to include Saturday. Part-time staff are working these new hours.

At the end of February Circulation and Children's staff shifted three book collections to make room for the new ELF play area.

In June 2014 Circulation pages did major dusting and shifting to all areas of the library. This included the Chinese non-fiction collection, the YA fiction and graphic novel areas and Children's Easy section. The Circulation desk also received a new scanner that will read barcodes stored on smart phones.

Staffing / Staff Development

Jamie Rivera and Michelle Huang were hired in July 2013 to fill vacant part-time Library Page positions in Circulation and part-time Library Page Angelica Marquez transferred to the LAMP department.

In December 2013 full-time staff began working 38 hours a week with only two furlough hours.

In January 2014 Circulation hired Heather Nguyen as the part-time weekend Library Clerk. This opened up her Library Page position and Alan Nguyen was hired as the part-time Library Page.

In February 2014 Jamie Rivera left and Guang Li was hired to replace her as Library Page.

In April 2014 all full-time staff returned to 40 hours due to the furloughs ending.

All Circulation Library Clerks participated in the webinar by Infopeople *Handling Challenging Situations: What Do I Do Now*. It was a two-part webinar that discussed the importance of limit-setting with library patrons. Other workshops attended included *Tomorrow-From the Beginning*, *Dealing with Difficult People*, *What is Real Risk Management*, *The Five Concurrent Themes for Success*, *Creating Loyal Customers for your Organization* and *Resilience: Thriving in Times of Change and Stress*. As a supervisor, **Circulation Services Supervisor Julie Villanueva** needed to attend *Preventing Workplace Harassment, Discrimination and Retaliation* and *Employee Due Process Rights & Skelly*.



Circulation Library Clerks who received Employee of the Month honors included Otto Ly in August, Amy Wu in January and Lina Nguyen in February.

Guang Li and Alan Nguyen, part-time Library Pages, graduated from high school in June. Heather Nguyen, part-time Library Clerk, graduated from California State University Los Angeles with a B.S. in Food Science and Technology in June 2014.

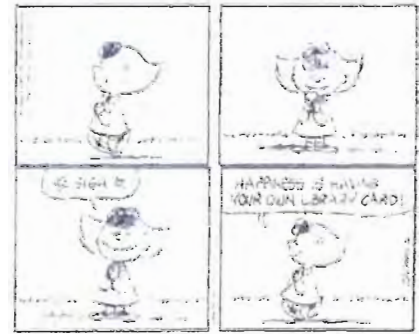
CIRCULATION TRANSACTIONS

	ITEMS	PATRONS	HOURS
ITEMS CHECKED OUT AND IN			
Checked Out and/or Renewed	291,304		
Checked In	253,034		
EBOOKS CHECKED OUT	475		
ATTENDANCE		320,871	
HOURS OPEN			2,050
NEW CARDHOLDERS REGISTERED		3,915	
TOTAL LIBRARY CARDHOLDERS		51,715	
HOLDS			
Requested	1,768		
Filled	1,296		
Monterey Park	871		
Alameda County	3		
Alhambra	78		
Covina	1		
Long Beach	3		
Los Angeles County	268		
Montebello	18		
Rosemead	148		
Los Angeles (City)	35		
Monrovia	16		
Pasadena	2		
San Bernadino County	1		
Santa Fe Springs	6		
South Pasadena	3		
Whittier	1		
Other	8		
TOTAL	1,296		
SELF-CHECKOUT USAGE			



Patrons by Day of the Week

<u>DAY</u>	<u>OK</u>	<u>REFUSED</u>	<u>Total</u>
SUN	1,360	248	1,608
MON	1,460	254	1,714
TUE	1,491	273	1,764
WED	1,022	167	1,169
THUR	1,171	180	1,351
FRI	249	8	257
SAT	167	42	209
TOTAL	6,900	1,172	8,072 Patrons

**Items By Day of the Week**

<u>DAY</u>	<u>REFUSED</u>	<u>ISSUED</u>	<u>RENEWED</u>	<u>Total</u>
SUN	503	4,709	25	5,237
MON	528	3,810	32	4,370
TUE	507	4,105	25	4,637
WED	278	2,414	12	2,704
THU	274	3,007	21	3,302
FRI	35	432	0	467
SAT	49	500	0	549
TOTAL	2,174	18,977	115	21,266 items

**NOTICES SENT**

Overdue (7 days late)	5,997
Bills (21 days late)	1,128
E-mail	2,485

LONG OVERDUE LIBRARY MATERIALS— More than 5 weeks late:

# of library materials returned, fines not paid	127
# of library materials returned, fines paid	109
# of patrons sent to Collection Revenue Services	106
# of library materials sent to Collection Revenue Services	428
# of phone calls to patrons with items 5 weeks overdue	138

CLAIMED RETURNED LIBRARY MATERIALS – 2 month search for items patrons claimed to have returned:

# of library materials searched total	134
# of library materials found in library	9
Sensitized	2
NOT Sensitized	7
# of library materials returned by patron	34
# of library materials not found, marked Lost	20

MISSING ITEMS – Unable to locate in library, status changed to missing and searched for in library for 3 months:

# of library materials missing	212
# of library materials added	95
# of library materials found	102
# of library materials not found, marked Lost	49

2013 - 2014 CIRCULATION GOALS AND OBJECTIVES

GOALS AND OBJECTIVES	PROGRESS
1. Upgrade the self-checkout machine, improving the performance and effectiveness of the library checkout system allowing simpler, quicker checkout of materials by the public.	Completed. The Technical Services Librarian and Circulation Supervisor researched enhancements available to our current technology. Authorization to upgrade the self-checkout with the purchase of a new computer system for the machine has been received and installation was completed.
2. Design and develop a training manual for volunteers in Circulation to ensure consistency in training and proper representation of the library image. Volunteers are valuable resources that help enhance the services Circulation staff provides to the public.	Completed. Information from other departments is being compiled regarding the training of volunteers at the library. This information will be edited with our current training manual into a hand-book for use each time volunteers are trained ensuring a consistent standard of conduct by all volunteers.



LAMP LITERACY

LAMP ended the 2013/14 Fiscal year serving 1542 students and gaining 32,062 cumulative student hours. The amount of students served exceeds what most Adult Education programs normally serve on offsite adult campuses. The ability to sustain such an enormous population of students credits the quality of volunteers, staff and library commitment to provide services relevant to this immigrant community.

The Adult Office of Education informed City Librarian Norma Arvizu of an increase in next year's funding from \$85,619 this past year to \$135,000 for the 2014/15 fiscal year. According to the Adult Education Consultant, Diane Hurley, the LAMP Program earned the additional award based on high student gains and payment points and the fact the literacy program was doing such a great job! Although there had not been an enormous increase in students, the current existing students continued to demonstrate academic gains in Basic English skills in reading, writing and oral communications as well as passing the Citizenship Naturalization Exam. All ESL classes had full enrollment and flourished with the addition of new workbooks this year to align with the Adult ESL curriculum. Students were being challenged to make higher strides in their learning and were expected to cover all of the required standards and competencies required to transition to higher education and/or to enter the workforce.



Fundraising Events



Joyce Chan, a LAMP tutor and Foundation Member, worked with the literacy staff to plan and organize the 5th Annual Walkathon held on Saturday, October 12, 2013. The Walkathon event raised close to \$4,700 in donations. With the new involvement of Library Foundation Member Joyce Chan steering the event, her campaign efforts brought additional local businesses to the walkathon as sponsors and supporters through her employment with the Chinatown Business Center. There were 73 walking participants with 25 volunteers who participated in helping coordinate and execute the walk. Four local banks became new sponsors for this year's event: Far East National Bank, East West Bank, U.S. Bank, First Choice Bank and Chinatown Business Center.

Claremont College School of Pitzer Partnership

The Claremont College School of Pitzer, Asian Pacific Political Studies in Claremont, collaborated with the literacy program staff and offered new volunteer services and classes this past fiscal year. One new class, titled: *ESL and Civics through Discussion*, promoted civic engagement as students continued to develop their



English language skills. Students explored and discussed U.S. History and Asian American History as a way to deepen their understanding of the country they now lived in. The Claremont College School of Pitzer also offered writing classes to intermediate to advanced ESL students in furthering their writing skills. Aside from the Citizenship coaching sessions these students provide quarterly as part of their curriculum credits, these students also created the LAMP Tutor of the Year video for extra credit for their Asian American Political Studies courses and created a new pre assessment 'app' to use with iPads to ease the registration of new students. New Adjunct Professor, Alex Margolin, also joined Dr. Kathleen Yep, Professor and Chair of the Asian Pacific Studies Department, as the Lead Instructor in this ongoing partnership program with LAMP.

Citizenship Preparation and ESL Classes



There were 13 ESL Classes in the literacy program which provided every level of ESL classes and two levels of Citizenship Preparations to the community with the inclusion of one additional conversation class that opened on Saturday mornings in March when the library went to seven days open to the public. Over 1,500 students were served through the LAMP literacy program this year. The average amount of students per semester was 469. The student hours and number of students exceeded the projections for the year with gains that also exceeded the past year students' scores. All classes continued with ESL and Citizenship Preparation courses and 1to1 Adult Basic English Skills instructions. The City Librarian provided training to the new Conversation ESL class instructor Carolyn Wong who will began the class on March 8 and also provided personal ongoing teaching instruction to tutors and volunteer instructors who needed assistance with implementing ESL lessons.

This year, the literacy program assisted 84 Citizenship Preparation students gain their New Citizenship status by passing their Naturalization Exams. The program remains one of the more popular ESL components of our literacy program and attracts students across several counties.

Tutors, Instructors and Citizenship Coaches

The LAMP Literacy Program gained 75 tutors for the 1to1 ABE program. Tutors were trained by the City Librarian throughout the year with follow up support from José Garcia, Acting Senior Library Clerk. Three additional volunteer teachers were added to the ESL team: Sam Fechenbach, Carolyn Wong and Diane Lee. These new additions were previous tutors with the LAMP Program and will continue their one to one tutoring sessions in addition to teaching ESL Classes.

One of the biggest challenges for the volunteer instructors this past year was adapting to the new curriculum workbooks and lesson plans. As part of the assessment and evaluation of all students at the beginning of the fiscal year, students' scores were used to designate the required reading grade level. However, many students found the reading material above their ability to orally read, or comprehend the content. The ESL instructors also struggled with

implementing the designated materials to their students. After careful analysis by the LAMP staff and City Librarian, it was decided to allow volunteer instructors to supplement their lessons with other language art resources creating a balance for students to transition into the more rigorous curriculum.

Outreach and Development

Acting as the Literacy Administrator, Norma Arvizu met with adult education field representatives in Sacramento to discuss the possibility of teaming with community colleges that also receive WIA II Funding for their programs. Norma Arvizu was selected as a representative for libraries having ESL programs in their facilities.

The LAMP Literacy Program celebrated its Annual Tutor Recognition Ceremony on Saturday, December 14, 2013 in Council Chambers. There were close to 100 attendees for the event. This year's Tutor of the Year recipient was Paul Perez who volunteers as a Citizenship Coach, ESL Beginning Literacy Substitute Instructor and all around volunteer for any LAMP student in need. The Harvey Elparin Tutor of the Year Award was presented by its originator, Mike Eng, Los Angeles



Community College Trustee. Also present were Mayor Teresa Real Sebastian, Mayor Pro Tem Anthony Wong, Council Member Peter Chan, Honorable 49th District Assembly Member Ed Chau, City Clerk Vincent Chang, former City Clerk David Barron and members from the Library Board of Trustees, Friends of the Library and Library Foundation.

The *Comet* newspaper reporter, Nancy Martinez, visited the Monday night Citizenship class to observe the instructional process and later wrote an article on how the Monterey Park Library and literacy program is assisting students prepare for the Citizenship Examination. This was a two part series, (please see link) <http://egpnews.com/index.php?s=monterey+park>.

FFL (Family for Literacy) Programs

This December, the LAMP Program teamed up with the Children's Department to present the Santa Storytime with literacy based books given to children and provided candy bags and treats for all. This joint effort allowed for some of the adult literacy students to attend the program and consider the event part of the Family for Literacy event. There were close to 215 in attendance with over 65 books given out by LAMP for each family.



Reading Rockets

The PLA 2013 Award winning program, Reading Rockets, was also a priority for LAMP. New arrangements to secure the four tutor rooms and the small classroom on Mondays through Thursdays were arranged to continue providing literacy skills intervention to 40 students each semester.

The new arrangements allowed tutors to have their own meeting areas with their small cohorts of 5 children daily from 3:00 to 5:00 p.m. Parent orientations were given at the start of each semester and summer sessions to ensure parents cooperated with the program requirements for success of their children. Students demonstrated gains on average of 15% in reading scores and fluency.

New Grants

A new grant was awarded to the literacy program under the LSTA Pitch an Idea grant from the State Library. José Garcia, Acting Senior Library Clerk, authored the Pitch an Idea LSTA grant for a \$20,000 award. This was the first time that José had attempted to write a grant! The grant project titled: *Teacher in a Tablet* will provide 10 iPads for checkout and use by literacy students with ESL curriculum loaded onto the iPads as part of a Long Distance ESL preparation course.



Staffing / Staff Development



Acting Senior Library Clerk José Garcia wrote an LSTA Pitch and Idea grant which was approved for \$20,000 to develop a distance learning curriculum using iPads and iTunes U. José provided Citizenship Coaches training to 12 students from the Claremont Colleges at the request of the City Librarian while she was in Sacramento. José also substituted for the Intermediate High class instructor, thus learning the art of lesson planning and implementation on the spot. He improvised the lesson by reviewing the next chapter in the students' workbook and tied it into the library setting. José also attended the Technology and Distance

Learning Symposium at Baldwin Park Adult and Community Education Center and attended the California (CA) Accountability for Experienced Users training. This training completes the California Department of Education (CDE) recertification requirements for this year for the Literacy Program. José gained skills in changes in Payment Point calculations which would affect future amount of funding received for the literacy program. José also attended the WIA Title II CBOs Network Meeting in which issues discussed detailed the new requirements for acquiring Payment Points and a few reminders about grant and data submission deadlines.

Part-time Library Clerk Denise Tang completed CASAS Citizenship Interview Test recertification training. She also began administering new History and Government for Citizenship Testing to students with upcoming interviews. By including this test, the LAMP agency will be able to gain additional payment points for increased funding from the California Department of Education. Denise also completed the rigorous CASAS Implementation Training which demonstrates how to administer CASAS appraisals and pre-and post-tests, interpret test results, and use curriculum support materials to enhance instruction. This training meets the California Department of



Education (CDE) recertification training requirement and is required for staff in the Adult Education field. Denise also attended a USCIS Training Seminar in which participants gained skills about the naturalization process and test, teaching strategies and objectives to prepare immigrants for the naturalization interview and test, and how to implement free USCIS products and publications.

Part-time Library Clerk Angelica Marquez attended the required training in the ASAP database software program. She learned how to input student registration information, add students into their appropriate classes and input material fees paid. Angelica also attended the California Accountability for New Users online training courses. This certification helps her become familiar with data requirements for adult agencies and teaches her how to assess a student's pre-test and assign them into an appropriate class.

2013 – 2014 LAMP GOALS AND OBJECTIVES

GOALS AND OBJECTIVES	PROGRESS
1. Develop online Adult ESL Tutoring Trainings and Long Distance ESL classes to meet the needs of students who cannot attend scheduled classes.	Completed. Long Distance ESL class will be added using New Horizons software. Online tutor training is in the development stage between the City Librarian and Acting Senior Clerk Jose Garcia.
2. Address the demand of second language high school students who need assistance with Basic English reading, writing and speaking skills by working with local high schools.	Completed. The literacy program will extend its services to high school students in the fall with the addition of the online software Reading Horizons.
3. Create an outreach literacy intervention program offsite at local schools with a community partner to serve at-risk students reading below grade levels.	Completed. New partnership with AAEDE and the Reading Rockets Program will begin discussions with offsite sites if possible.

CHILDREN'S SERVICES



Programs:

For the fiscal year 2013-2014, the Children's Services Department conducted 102 storytime programs to a total of 3,047 children and their accompanying parents. 2,476 babies, 1,559 preschoolers and their caregivers attended the 91 Thursday baby and preschool storytimes.

In addition to storytimes, the Children's Services Department conducted the following special programs:

In partnership with the LAMP program, the Children's Services Department on October 3 conducted a **Read for the Record** Jumpstart program. 50 preschoolers and 39 accompanying caregivers attended the program. Each participating preschooler received a free copy of a children's book *Otis* written by Loren Long.

On September 19, the Moon Festival (mid-Autumn) Day, Children's Senior Librarian Christina Yueh conducted a special children's program. It started with a reading of an e-book entitled *Little Rabbit Waits for the Moon* by Beth Shoshan from her iPad. She then shared the two most famous Moon poems both in English and in Mandarin Chinese versions. Children then stayed for a "Moon and Star" craft program and enjoyed hot tea and moon cakes funded by the Friends of the Monterey Park Library. Books on moons, moon cakes, and Chinese Moon Festival were on display during the program for children to check out. The program attracted a total of 69 children and their accompanying parents.

On October 31, the Children's Services Department conducted a special Halloween preschool storytime in the Storytime Room and a "Make Your Own Trick or Treat Bat Box" craft program in the Arts & Crafts Room. After the craft, 21 children and their accompanying parents had their "tricks or treats" at the public services desks. Patrons and staff all enjoyed this very first Halloween parade.



On November 14, a total of nine children and five accompanying adults attended a free hands-on computer class in the Computer Lab. Instructions included setting up a personal email account, accessing Magic wall, checking out E-books and downloading E-books onto reading tablets.

On December 17, the Children's Services Department and the LAMP Literacy Program jointly hosted the annual **Santa Storytime** program in the Friends Room. The program started with a reading of picture book *Merry Christmas, Big Hungry Bear!* written by Don and Audrey Wood. The illustrated pages were projected on the projection screen so that all the attendees could enjoy the story. Special guest Santa, arrived with his magic bag after the story. Each participating child had a chance to talk to Santa and received a special goodie bag. Each family

also received a copy of holiday books funded by the LAMP Literacy Program. The program attracted over 200 children and their accompanying adults.

To celebrate Chinese New Year, the Year of Horse, on January 23, the Children's Services Department presented a special New Year program to a total of 52 children and their accompanying parents in the Friends Room. The program started with a reading of *Chinese New Year* written by Grace Lin. After the story, each attendee was given a bilingual lyrics sheet and Christina projected a video clip from her iPad on the projection screen so that the audience could sing along a Chinese children's song,"



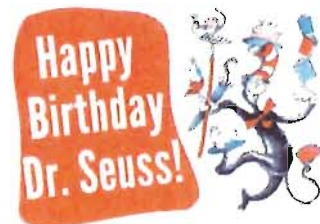
Happy New Year." Children then stayed for a "Horse Mask" paper craft program. Almond cookies, Chinese sweets and hot tea were served compliments of the Friends of the Monterey Park Library. At the end of the program, each child received a red envelope with a chocolate-flavored Chinese coin candy to get the "Gung Hay Fat Choy" spirit!



February 1 was the library's Saturday re-opening as well as the national **Take Your Child to the Library Day**. There were approximately 54 children visiting the Children's Department who received a complimentary copy of a colorful book cover. Most of them came because they received our children's promotional bookmarks at schools.

To celebrate Valentine's Day, the Children's Services Department conducted a Valentine's storytime and a "yarn heart" craft program on February 13. A total of 36 preschool aged children and their accompanying caregivers attended the program.

To celebrate the birthday of beloved children's author Theodore Geisel – also known as Dr. Seuss --on March 3, a total of 50 children and their accompanying parents attended a special film showing program and enjoying a piece of birthday cakes funded by the Friends of the Monterey Park Library.



On March 6, an Early Learning with Families play area Ribbon Cutting Ceremony was held. Mayor Anthony Wong was present to cut the ribbon and made a speech in English and Chinese Mandarin to 90 attendees. Local newspapers, Channel 7 and one Chinese TV station came to do a feature report and interview



Acting Librarian Diana García who wrote the ELF grant which enabled library to acquire more new furniture and learning toy sets for young children to play and learn.

On March 27, Library intern Celia Mendelsohn and part-time Library Clerk Jessica Flores conducted a bilingual Spanish storytime in the Storytime Room. After the stories, there was a “make your own paper box” craft program.

To celebrate National Library Week, April 13-19, City Council member Teresa Real Sebastian was invited to read at the April 15th evening storytime, followed by Police Chief Jim Smith. Director of Recreation and Community Services Dan Costley read at the April 16th Wednesday afternoon storytime, followed by Human Resources Director Tom Cody. Tom’s wife and their two children also came for the storytime.



On April 17, the Children’s Services Department held a special Easter preschool storytime/craft program. Councilmember Hans Liang read an Easter-themed picture book to the attendees. After the stories, children and their parents stayed for an “Easter chick” paper craft program in the Arts and Crafts Room.

On April 24, Library intern Celia Mendelsohn and part-time Library Clerk Jessica Flores conducted a Spanish bilingual storytime in the Storytime Room. After the stories, there was a “Puppy Ears” pull and lift paper craft program.

On Monday, May 5, in the Friends Room, Library intern Celia Mendelsohn and part-time Library Clerk Jessica Flores conducted a Cinco de Mayo Spanish bilingual storytime and a “gods’ eye” (ojo de dios) yarn and sticks craft project.



Tween Programs

Tween programs are for ages 9-12 and have been going steadily strong. On a monthly basis, there were book discussions, computer hands-on classes, film showing, food decoration project, trivia-pursuit, scrapbook and Makerspace projects. The program has attracted a total of an estimated 250 tweens and their accompanying parents. Drinks and light refreshments were served compliments of the Friends of the Monterey Park Library.

The Children’s Services Department held free computer classes for tweens aged 9-12 and their accompanying parents on Thursdays, December 5 and February 13 in the Computer Lab. The classes covered online catalogs, library websites, online databases, and educational links that were helpful for their research and school assignments. In addition, children learned accessing, downloading and viewing e-books.

On February 20, the Children’s Services Department conducted a “Brushbot” program for tweens aged 9-12. Brushbot is part of the Makerspace projects to help tweens learn how to use a new tool or material in a new way. There were 21 tweens and one accompanying parent participated in this fun and educational program. Pizzas and soft drinks were served

compliments of the Friends of the Library.

On May 22, the Children's Services Department presented a Makerspace project, "Build with gummy candies" for tweens ages 9-12. The program was well-received with 31 tweens and four accompanying adults in attendance.



2013 Summer Reading Program:

Reading is so delicious!

The 2013 Summer Reading Program ended on August 1, 2013. The program started on June 24, 2013 and was open to infants through sixth graders. During the six-week program, 695 children signed up for the program and 9,324 books have been reported. 353 certificates including an entry form to win a \$529 ScholarShare scholarship were issued to the readers who finished reading 10 books. On November 6, 2013 the Children's Services Department received a \$529 check from ScholarShare. This certainly was a great surprise, because the odds of winning were very slim. Throughout the entire California, only 40 such awards were given. This \$529 would be used for 2014 Children's Summer Reading Program reading incentives.

In-N-Out Reading Program

This program was for children ages 4-12 and ran from October 7 to November 15, 2013. When the child read five books, he or she received an award certificate and a coupon good for a free hamburger or cheeseburger at any In-N-Out Burger. During the six-week program, 444 children signed up for the program, 4,005 books reported, and a total of 803 meal certificates had been awarded. Each participating reader could receive up to 3 meal certificates by reading 15 books.



1000 Books Before Kindergarten

This is an early literacy initiative to encourage parents and caregivers to begin reading to their children at an early age with a goal of 1,000 books before a child enters kindergarten. 75 families with children ages 0-4 attended the January 16 Kickoff program. Each child who signed up the program received a tote bag and a reading binder to record the books that their parents or caregivers have read to them. As of the end of this fiscal year, a total of 212 children signed up for the program and 16,500 books have been read to.

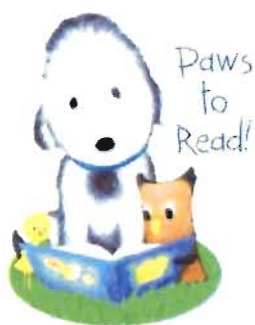


Children's Book Week Bookmark Contest:

Every Child a Reader

To celebrate Children's Book Week, May 12-18, the Children's Department hosted a bookmark contest with the theme of "Every Child a Reader" for preschoolers through sixth grade students. A total of 138 (60.5% increase compared to last year's 68) bookmark entries were received. Each participant was awarded with a colorful book cover and a coloring pencil compliment of the Academy of Arts for All. Entries were divided into three categories. The Friends of the Monterey

Park Library provided a prize of \$50 to the first place winner and \$25 for the second place winner for each category. Three volunteer judges reviewed and graded all the entries during the week of May 5-9. The award ceremony was held on May 12 at 7 p.m. Cakes, drinks and hot tea were served during the program. All the entries were on display in the Friends Room for the entire month of May. Mayor Anthony Wong, Councilmember Peter Chan and three board members attended the event. In June, the three first-place winning bookmarks were reproduced in color funded by the Academy of Arts for All. These bookmarks will be distributed to each participating club reader as part of Summer Reading incentives.



2014 Summer Reading Program:

Paws to Read!

The Program is for infants through sixth grade with a theme of "Paws to Read." The program started on June 23 and will end on August 2. A total of 293 children pre-registered during the week of June 16–June 22.

On June 23, at 5:00 p.m. the Children's Services Department kicked off its 2014 Summer Reading Program in the Barnes Park Amphitheatre featuring

Michael Rayner's 45-minute fun-filled comedy juggling show. A total of 154 children and their accompanying adults enjoyed the program and each received a water bottle and a cherry and mango flavored popsicle.

As of June 30, a total of 497 children signed up and read a total of 1,567 books. 82 readers finished reading ten books and received a reading certificate, a water bottle, a LEGOLAND coupon, Yogurtland coupon, a Shakey's pizza coupon, a \$500 ScholarShare scholarship entry form and a T-shirt chance ticket to participate in the "Win a T-shirt" raffle drawings.



HoMework HeLp



Homework Assistance Program

For this fiscal year, 563 elementary school students received a total of 2,560 questions in math, English, science projects, and social science.

Reference Statistics

This fiscal year, the Children's Staff answered a total of 14,949 (a 17.2% increase over last year's 12,758) reference questions.

Circulation Statistics

Children's collection has maintained its great circulating records. During this year, a total of 201,413 Children's items have been checked out. In November 2013, 71.7% of the entire circulating materials were children's titles. In January 2014, the Children's circulation hit its record high! **71.9%** of the entire circulating materials were children's titles.



Staffing / Staff Development

During this fiscal year, to keep up with library trends and to better serve children and their caregivers in the community, the Children's staff attended several online classes and webinars. Children's staff attended an Infopeople webinar, *Common Core State Standards and Public Libraries*. Library Clerk Christi Chavez Garcia, intern Celia Mendelsohn and Senior Librarian Christina Yueh attended the online webinar *Foundations of Early Childhood Development*. Acting Librarian Diana, Christi, Christina and part-time Librarian Ken Nolasco attended a two hours long Liebert Cassidy Whitmore webinar, *Mandated Child Abuse/Neglect Reporting*. Christi and Christina attended an Infopeople ELF 2.0 webinar about creative spaces and family engagement in libraries.



The Children's staff attended the November 3-5 California Library Association convention held in Long Beach Convention Center. The conference helped staff network and keep up with library trends to better serve children and their caregivers in this community. Both Diana and Christi attended two service fairs to recruit potential teen volunteers at the two high schools – Westridge and Ramona Convent Schools.

Children's Senior Librarian Christina Yueh attended webinars on *Taking Your Library Back from Google*, *Talking Social*, *Mobile*, *Analytics and Cloud*. On November 3, Christina attended the *Paws to Read: California Summer Reading Program* preconference for programming ideas and bibliographic resources for the 2014 Summer Reading Program. On November 4, she attended a series of the workshops on children's services: *Paws to Read* featuring three children's authors, *Successful STEM Programming at the Library*, and *Children's Services in the Digital Age: Technology Competencies*. She attended the SCLC Children's Services meeting that discussed incorporating iPads into storytimes as well as a Library Makerspace workshop to learn about creating a Makerspace here to engage our tweens at the library. She also participated in the Infopeople online course, *Winning Library Technology Grants*. On October 30 Christina attended a Kiwanis Club Monterey Park business meeting to meet Mr. Sheng Chuan Lai, Lt. Governor of Kiwanis Club -Taiwan Division. Mr. Lai was the organizer and a major contributor of the Kiwanis Club donation of 116 books, CDs and DVDs to our library in May.

Acting Librarian Diana Garcia applied for the California State Library's ELF 2.0 grant and received a \$4,500 grant to help expand services for young children from 0 to 5 years and their families. On March 10-15, Diana attended the 2014 Public Library Association in Indianapolis. The scholarship granted her to travel to the conference. From March 19-24 Diana attended the Eureka Leadership Institute, an intensive week-long residential leadership training event. Diana also attended the American Library Association conference in Las Vegas from June 27-29.

Library Clerk Christi Chavez participated in an Infopeople online course, *A Smart Partnership: Collaborating Successfully with Your Local Schools* in addition to those listed above.

This fiscal year, the Children's Services Department hired a part-time Librarian and a part-time Library Clerk and had trained two library interns from library science schools.

Ken Nolasco, part-time Librarian, was hired in July 2013. Ken had volunteered in Children's previously to gain experience, demonstrating his skills and dedication. He works Saturdays and some hours during the week, primarily offering guidance and expertise from the public desk.

Jessica E. Flores, part-time Children's Library Clerk, started Saturday, February 8. She is scheduled to work with Ken on Saturdays. She also works some weekdays. She speaks, reads and writes Spanish. This is a blessing to library and our Spanish-speaking families. She and library intern Celia Mendelsohn conducted the Spanish bilingual storytimes and a "gods' eye" (ojo de dios) yarn and sticks craft project.

Xuemin Zhong, a UCLA library science student, had her 10-week internship from October 3 to December 19. She is fluent in conversational Mandarin and Cantonese. Xuemin helped conduct tween programs. She had her solo preschool storytime on December 19 and received positive feedback from children and their caregivers.

Celia Mendelsohn is a library science student from San Jose State University who started her internship in February. Celia speaks, reads and writes Spanish fluently. She conducted three Spanish bilingual storytimes and craft programs. She earned her undergraduate degree in studio art from Cal State Long Beach and integrated her artistic skills into children's programs. She designed and hand-sewn finger puppets for her storytimes. Celia finished her internship on May 29.

2013 - 2014 CHILDREN'S GOALS AND OBJECTIVES

GOALS/OBJECTIVES	PROGRESS
1. Provide programs that instruct children and their caregivers on information literacy to enhance their research skills on homework topics, such as California Missions, Science Experiments, and Explorers.	Completed. In July staff compiled bibliographies on the frequently asked homework topics. In August Staff produced a 3x5 instructional sheet on how to access California Mission e-books on library's website for patrons to keep handy. In October instructional sheets were distributed to students on how to access a children's database BookFlix, and "Native American Tribes" bibliographic brochures were available at the Children's Desk counter. "Recommended websites for Tweens" lists were produced and distributed during the December 5th and February 13th computer classes in the Computer Lab. "Paws to Read" bibliographic brochures were produced and made available.

2. Incorporate e-books into preschool storytime to promote children's e-books collection, to model to caregivers how to engage their children with new technology and to extend the learning experience beyond storytime by offering a fun, educational application used in the storytimes.



3. Conduct hands-on classes to introduce and promote children's electronic resources including ebooks and database to tweens, preschoolers and their accompanying parents.



Completed. On August 28, Acting Librarian Diana Garcia used "Felt Board" app during her Wednesday storytime. On September 5, Library Clerk Christi Chavez used her mini-iPad to read an e-book at her Thursday storytime in the Storytime Room. Senior Librarian Christina Yueh read an e-book, *Little Rabbit Waits for the Moon* on her iPad during the September 19th Moon Festival program in the Friends Room. On October 31, Christi used library iPad to introduce e-books *Bats in the Library* and *Five Little Pumpkins* with a "Felt Board" app during the Preschool Halloween special storytime in the Storytime Room. Christi read Valentine-themed electronic picture books on library's mini iPad at February 13th Valentine's preschool storytime.

Completed. On November 14, a total of nine children and five accompanying adults attended a one-hour hands-on computer class which covered accessing library website, BookFlix database and California Missions e-books, setting up an email account, accessing Magic Wall, checking out e-books and viewing e-books on mobile devices. Tweens and accompanying parents attended the December 5th and February 13th computer classes on library website, library catalog search, California mission e-books, recommended websites for tweens, and accessing and viewing e-books.





City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-F.**

TO: The Honorable Mayor and City Council

FROM: Ron Bow, Director of Public Works/Assistant City Manager

SUBJECT: Barnes Park Picnic Shelter Replacement – Approval of Change Orders and Additional Funds

RECOMMENDATION:

It is recommended that the City Council:

- 1 Approve the contract change order work for the Barnes Park Picnic Shelter Replacement;
- 2 Allocate an additional \$70,000 in General Fund Capital Improvement Reserves to cover the change order work and final cost of the project;
- 3 Take such additional, related, action that may be desirable.

BACKGROUND:

On March 5, 2014, the City Council awarded a contract to Golden Sun Firm and Company in the amount of **\$225,991** for the Barnes Park Picnic Shelter Replacement. The project involves the complete replacement of the old wooden picnic shelter with a new steel structure. The work includes construction of six new picnic stations, including all new charcoal grills, wash basins, shelter lighting and picnic tables.

While the project is nearly complete, there have been several change orders encountered during the course of construction. All of the change orders were for additional items of work not included in the bid specifications, which amounted to **\$91,949.21** as summarized below:

Description	Cost
Electrical work: Install new meter panel, relocate service to front of Service Club building; Install timer for shelter lighting	\$20,840.00
Concrete work: Removal of unforeseen concrete under new shelter footings; Tree root removal & extra concrete slab repairs	\$4,304.50
Utility work: Install new gas line; Install water line for planter; Install 3 hose bibs; Install gas meter enclosure; Install vertical and horizontal utility chases	\$20,395.61

Painting: Paint electrical conduits, fascia boards and utility chases	\$8,883.75
Planter/Column/Picnic Station Modifications: Construct CMU/river rock picnic stations and column wraps (instead of brick); Install river rock onto existing planter; Construct poured-in-place counter tops and column/planter caps; Install stainless steel cabinet doors at picnic stations	\$20,116.89
Picnic Tables: Exchange for upgraded model	\$10,000.00
Miscellaneous: Labor & equipment to unload shelter parts; Irrigation repairs & controller relocation; Modify barbecue grills to non-rotating; Readjust message board	\$7,408.46
Total:	\$91,949.21

It should be noted that the picnic tables are scheduled for delivery and installation the second week of September; upon which staff will request the City Council's acceptance of the project and authorization to file the Notice of Completion and make final payment to the contractor.

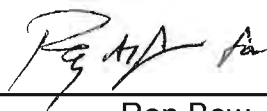
CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

As a replacement of an existing public structure, this project is a Class 2 Categorically Exempt project pursuant to the California Environmental Quality Act (CEQA).

FISCAL IMPACT:

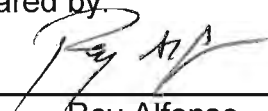
Based on the final accounting of the change orders, the anticipated final cost of the project is **\$317,940.21**. The project is funded with General Fund Capital Improvement Reserves (Account No. 0010-801-5002-96048). On March 5, 2014, the City Council authorized the Director of Public Works to approve change orders up to \$22,500 (10% of the contract amount) for a total funding allocation of **\$248,156**. However, the final cost of all the change orders is **\$91,949.21**; therefore, an additional allocation of **\$70,000** in General Fund Capital Improvement Reserves is required to cover the final cost of the project.

Respectfully submitted,



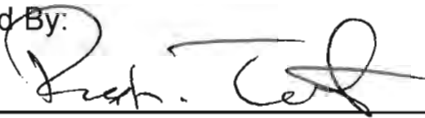
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



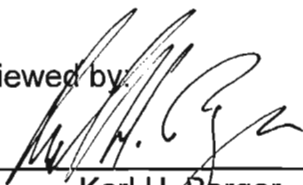
Rey Alfonso
Assistant City Engineer

Approved By:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-G.**

TO: The Honorable Mayor and City Council

FROM: Ron Bow, Director of Public Works/Assistant City Manager

SUBJECT: Monterey Highlands Park and Elementary School Parking Lot Improvements – Acceptance of Work and Final Payment

RECOMMENDATION:

It is recommended that the City Council:

- 1 Accept the Monterey Highlands Park and Elementary School Parking Lot Improvements completed by Excel Paving Company; and
- 2 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
- 3 Take such additional, related, action that may be desirable.

BACKGROUND:

On July 16, 2014, the City Council awarded a contract to Excel Paving Company in the amount of \$127,737 for the Monterey Highlands Park and Elementary School Parking Lot Improvements. The Council also authorized the Director of Public Works to approve change orders up to \$12,774 (or 10% of the contract amount) for a total funding allocation of \$140,511.

The project involved the construction of an asphalt concrete overlay on the access roads and main parking lot at Monterey Highlands Park. The project also included the application of a slurry seal on the Monterey Highlands Elementary School parking lot to be paid for by the Alhambra School District. In addition, the parking area adjacent to the tennis courts was expanded for additional parking, and all of the parking spaces and pavement markings were repainted. The completed work has been inspected and approved by the Public Works Department.

The final cost of the project was \$137,137, which included \$9,400 in change orders for items of work not included in the bid specifications. The change order work included construction survey staking for the expanded parking lot area, and removal and replacement of localized pavement failures.

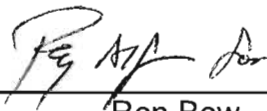
CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

As the work involved repairs and minor alterations to an existing public facility, the project is a Class 1 Categorically Exempt project pursuant to the California Environmental Quality Act (CEQA).

FISCAL IMPACT:

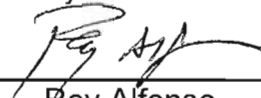
The final cost of the project was \$137,137 and is funded with General Fund Capital Improvement Reserves (Account No. 0010-5002-96049). Staff will invoice the Alhambra School District in the amount of \$14,000 for the slurry seal work completed on the Monterey Highlands Elementary School parking lot.

Respectfully submitted,



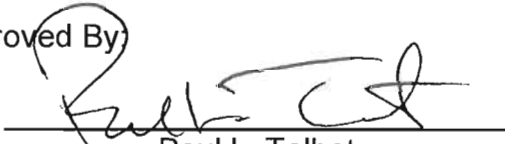
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



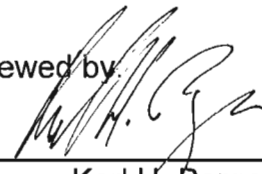
Rey Alfonso
Assistant City Engineer

Approved By:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Consent Calendar
Agenda Item 3-H.**

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: Approve Agreement with Southern California Gas Company to Install an Upgraded CNG Fueling Compressor System at City Yard. The project is categorically exempt from the California Environment Quality Act (CEQA) per Categorical Exemption 15302.

RECOMMENDATION:

It is recommended that the City Council:

1. Appropriate a total of \$113,820 annually, for 5 years, for the upgrade of the CNG fueling compressor system at the City Yard. Annual funding sources are AB2766 discretionary funds for \$23,820 and Proposition A Local Returns for \$90,000.
2. Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with Southern California Gas Company; and
3. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

In March 2013, the California Energy Commission awarded the City of Monterey Park \$300,000 competitive grant funding to upgrade the Compressed Natural Gas (CNG) fueling system at the City Yard. Staff recommends accepting Southern California Gas Company's Compression Services Tariff Proposal to purchase and install the new CNG compressor equipment. The cost would be financed over 5 years.

BACKGROUND:

Existing CNG Fueling System

The City has a Compressed Natural Gas (CNG) fueling system that was installed at the City Yard in January 2005. The old system was designed to meet the needs of the City's CNG fleet at that time which only included 6 Public Works utility trucks. Since that time, the City purchased 5 CNG buses and will replace the remaining 3 diesel buses with CNG vehicles this year. By the end of FY 2015, the entire Spirit bus fleet of 8 buses will be CNG fueled.

The existing fueling system has exceeded its useful life and parts are no longer available. This has led to the equipment being out of service for indeterminate periods of time while replacement parts can be located from abandoned equipment.

The nearest public fueling station is 4.5 miles from the City Yard at the City of Commerce. The next closest location is Downtown Los Angeles at 5.2 miles away. The map of current CNG fueling stations that are open to the public clearly shows a gap in the vicinity of Monterey Park. (See Attachment 1.) While the City made arrangements with the neighboring cities of Alhambra and El Monte to fuel at their CNG stations, the agreement is on occasional and emergency basis only. Privately-owned fueling stations can charge more than double the cost of city on-site CNG fuel, current cost of \$2.90 per gasoline equivalent gallon (GGE) to what it would cost the city to provide its own CNG fuel, \$1.49 GGE.

CEC Grant (\$300,000) and MSRC Grant (\$150,000)

The California Energy Commission awarded the City \$300,000 in competitive grant funds to install an upgraded CNG fueling system that would be open to the public. The new fueling system will be designed to meet the needs of the Spirit bus operations in addition to providing nominal fuel to the public during the day when city vehicles are not scheduled to be fueled. Public access is expected to be minimal based on the number of private owners of CNG vehicles who live in the surrounding area.

The Mobile Source Air Pollution Reduction Review Committee (MSRC) offers a first-come, first-serve funding for alternative fuel refueling infrastructure. The City expects to receive an additional \$150,000 from MSRC for the new CNG fueling system.

Compression Services Tariff Program

To expand the usage of CNG vehicles, Southern California Gas Company is offering to assist customers with the installation of CNG fueling systems. This program includes the bidding for a contractor and oversight of installation. The Gas Company owns the equipment for the term of the contract and is responsible for its maintenance and operation. The program only includes the compression equipment. The City would be responsible to purchase and install the dispenser at an additional cost that is estimated to be \$140,000.

The Gas Company's program charges the customer a monthly fee over a term of 5 to 15 years that is agreed upon by both parties. The cost to the City for a 5 year term is \$9,485 each month or \$113,820 annually. This cost is based on the CEC's grant of \$300,000 and the MSRC grant of \$150,000 (total of \$450,000) that would both be signed over to the Gas Company at the completion of the installation.

Spirit Bus CNG Fuel Cost and Potential Revenue

The Spirit Bus currently uses an average of 4,200 gallons of CNG fuel per month, or 50,400 per year. The estimated cost savings from a city on-site CNG fueling system is estimated to be \$71,064 annually. When the remaining 3 diesel buses are replaced with CNG fueled vehicles, the total annual CNG fuel usage is estimated to be 65,000 gallons. For the 5 year term of the Compression Services Agreement, the City's annual cost of \$113,820 would exceed the cost savings from the on-site fueling system by \$22,170 (\$113,820 - \$91,650). Thereafter, the City can expect a savings of \$91,650 annually.

Annual CNG Fuel Usage	Current 50,400 gallons	Future 65,000 gallons
Private Fueling Station (\$2.90/GGE)	\$146,160	\$188,500
City On-Site Fueling Station (\$1.49/GGE)	\$75,096	\$96,850
Total Annual Savings	\$71,064	\$91,650

Because the CNG fueling system is open to the public, potential revenue from the sale of CNG fuel can be factored into the budget. The Gas Company projects 1,500 GGE of CNG fuel consumed each month by the public. This would generate approximately \$3,750 per month or \$45,000 annually. The California Cap-and-Trade program would also provide some revenue through low carbon fuel standard (LCFS) credits from the sale of CNG fuel.

Other Potential Revenue	GGE	\$/GGE	Monthly Average
Sale of CNG to Public	1,500	\$2.50	\$3,750
LCFS Credits for Private Vehicles	-	.09	\$510
LCFS Credits for Public vehicles	-	.09	\$141
Total	-	-	\$4,401

Relocation of City Yard

Representatives from the Gas Company have confirmed that the compression equipment can be relocated to the new City Yard site at a nominal cost. One-piece equipment exists that can be unbolted from a concrete foundation and lifted via a crane to a new location. The Gas Company will include this condition in the bid specifications for the purchase and installation of the compression equipment.

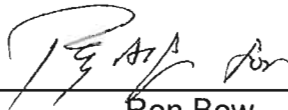
FISCAL IMPACT:

Alternative fuel refueling infrastructure is an eligible expenditure of the AB 2766 discretionary funding program. The City's Proposition A Local Returns can also pay for the CNG fueling system because the equipment supports the local bus service.

AB 2766 funds will pay for \$23,8200 of the annual cost of \$113,820. The remaining balance of \$90,000 will be paid for by Proposition A local funds. It should be noted that the estimated cost savings of \$91,650 would cover the Proposition A portion of cost. (Fuel for the operation of the Spirit bus is also paid for out of Proposition A funds.) The term of the agreement is 5 years.

The cost for the dispenser would also be paid for by the city's AB2766 funds. The current fund balance will cover the one-time cost of approximately \$140,000.

Respectfully submitted by:



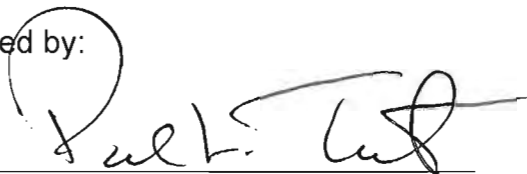
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



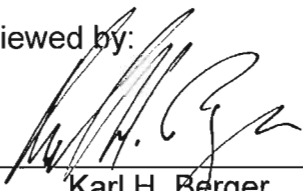
Amy Ho
Principal Management Analyst

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Map of Public CNG Fueling Stations
2. Compression Services Agreement
3. Compression Services Proposal

ATTACHMENT 1

Map of Public CNG Fueling Stations



For Your Home ▾

For Your Business ▾

Safety ▾

Innovation ▾

Customer Service ▾

Help Center

My Account Login

Search or Ask a question here



Innovation

Sustainability at SoCalGas

Mobile App

Advanced Meters

Natural Gas Vehicles

Protecting the Environment

Energy Resource Center (ERC)

Power Generation

Clean Energy Future

Food Service Equipment Center

Engineering Analysis Center

Home > Innovation > Natural Gas Vehicles > Refueling > Cng Stations

Southern California Public CNG Stations

Enter an address, city, state or zip code :

Find Station

☐ Show only Utility Owned Public Stations[Get Directions](#)[Print Nearby Stations](#)[View & Print CNG Station List](#)

Glad to be of service.*

Service for Home

[Start Service Online](#)[Move Service Online](#)[More Time To Pay Your Bill?](#)[Rebates](#)[Check Your Appliances](#)[Create an Online Account](#)[Save Energy and Money](#)

Service for Business

[Information by Industry](#)[Ways to Save Energy and Money](#)[Rebates](#)[CNG Refueling](#)[Homebuilder Services](#)[California Advanced Homes Program](#)[Monthly Gas Prices](#)

Clean Energy Solutions

[Advanced Meter](#)[Energy Resource Center](#)[Natural Gas Vehicles](#)[Sustainability](#)

Serving Communities

[Gas Safety](#)[The Energy of Community](#)[About Us](#)[Newsroom](#)[Careers](#)

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Newsletter

* By clicking the link, you will leave socalgas.com and transfer directly to the website of a third party provider which is not part of Southern California Gas Company. The Terms and Conditions and Privacy Policy on that website will apply.

ATTACHMENT 2

Compression Services Agreement

COMPRESSION SERVICES AGREEMENT

This Compression Services Agreement ("Agreement") is entered into as of _____, 20____ ("Effective Date") by and between Southern California Gas Company ("Utility"), a California corporation and _____, ("Applicant") a _____ for natural gas compression services for Applicant's facilities located at _____ (the "Site"). Capitalized terms not defined herein shall have the meaning ascribed to them in the [Compression Tariff ("Tariff")].

The Parties hereby agree as follows:

1. **COMPRESSION SERVICES** - Utility shall provide the following generally described Compression Services through the ownership, maintenance and operation of Compression Facilities consistent with its regulatory rules and requirements as further described in the Tariff and Exhibit A – Technical Services Scope of Work: Gas conditioning (drying) and compression services to increase the pressure of natural gas received at the outlet of a meter set assembly to a higher pressure for the purposes of _____. The location of Compression Facilities at the Site shall be described in Exhibit B – Location of Compression Facilities at Site.
2. **SERVICE FEE**
 - a. Applicant shall pay Utility the following monthly service fee[s] ("Service Fee") for the duration of the contract term of _____ (____) years for the Compression Services: [_____ Dollars (\$_____) per month for the capital component and _____ Dollars (\$_____) per month for the operations and maintenance component].
 - b. _____ [Add additional pricing requirements such as annual adjustments to the Service Fee.] Additional pricing assumptions are listed in Exhibit C attached hereto and made a part hereof.
 - c. The Service Fee will commence accruing on the first day of the month following the date the Utility is first ready to place the Compression Facilities into service ("Service Commencement Date") and continue to be payable monthly until the end of the term of this Agreement. Utility will notify Applicant, in writing (which may be through its invoice) of the Service Commencement Date. The Service Fee, and any alternate payment arrangements are provided for at the discretion of Utility and are subject to the Applicant's creditworthiness, practicality of monthly or alternate payment arrangements, difficulty of administration of the Agreement, and other factors. Utility shall establish a credit requirement for the Applicant in a form and amount acceptable to Utility prior to the Service Commencement Date. Security may be required and/or supplemented at a future date if Utility determines that a material change has occurred, or becomes aware of a material change in Applicant's financial position. Upon request, Applicant shall be required to furnish Utility with financial and other relevant information satisfactory to Utility during the term of this Agreement.

- d. Utility will bill Applicant on a monthly basis and such bills shall be due and payable by Applicant within nineteen (19) calendar days after the date of the bill. If payment is not received by Utility by the due date, late payment charges will be imposed at a fixed amount equal to ____% of the amount past due. Billing and late payment charges will be consistent with Utility's applicable tariff schedules as filed from time to time with the California Public Utilities Commission ("Commission"). If a bill remains unpaid for a period of seven (7) days following the date of past due notice to Applicant, Utility may, in addition to any other rights and remedies available under this Agreement or at law or in equity, suspend further the Compression Services until such bill is paid or in the alternative, terminate this Agreement, remove Compression Facilities and charge the Termination Payment in Section 10 below.
3. TERM - This Agreement shall commence as of the Effective Date and shall be in full force and effect for a period of ____[years after the Service Commencement Date through _____] (the "Initial Term"), unless terminated earlier in accordance with the terms hereof. [Add any renewal terms such as the following: At the end of the Initial Term, this Agreement will automatically renew for consecutive _____month terms ("Renewal Terms") unless and until either party provides at least _____ months' prior written notice to the other party to terminate the Agreement.]
4. REGULATORY REQUIREMENTS – This Agreement shall at all times be subject to such changes or modifications by the Commission, as said Commission may, from time to time, direct in the exercise of its jurisdiction. This Agreement is subject to and incorporates by reference all of Utility's applicable tariff schedules as filed from time to time with the Commission, including, but not limited to, Rules 1, 2, 4, 9, 12, 13, 20, 21 and 22.
5. REPRESENTATIVES
 - a. Utility Representative: _____
 - i. Utility designates, and Applicant accepts, the individual named above as Utility's representative for all matters relating to Utility's performance of Compression Services under this Agreement.
 - ii. The actions taken by Utility's representative regarding such performance shall be deemed the acts of Utility. Utility may at any time, upon written notice to Applicant, change the designated representative.
 - b. Applicant Representative: _____
 - i. Applicant designates, and Utility accepts, the individual named above as Applicant's representative for all matters relating to Applicant's obligations under this Agreement.

- ii. The actions taken by Applicant's representative shall be deemed the acts of Applicant. Applicant may at any time, upon written notice to Utility, change the designated representative.

6. NOTICES OR DEMANDS - Any notice, request, demand or other communication required or permitted under this Agreement, shall be in writing and shall be deemed to be properly given by the sender and received by the addressee (1) when personally delivered; (2) as of the date of the signed return receipt if deposited with the U.S. Postal Service by certified or registered mail, postage prepaid, with a return receipt requested; or (3) upon electronic confirmation of successful transmission by the sending fax machine if sent by facsimile, with a hard copy in confirmation sent as provided in clause (2) above. Each party shall endeavor to cause all correspondence from it to the other party to reference the contract number specified on the cover page of this Agreement. Notices shall be addressed as follows to:

- a. [Utility]
- b. [Applicant]

7. INSURANCE

a. Applicant agree to obtain and maintain at Applicant's sole cost and expense the following types and amounts of insurance coverage for the entire term of this Agreement to insure against any and all liabilities, claims, losses, damages or expenses resulting from Applicant's facilities located at the Site and Applicant's responsibilities under the Tariff and this Agreement:

- i. Workers' Compensation and Employers' Liability Insurance - In accordance with the laws of California, Applicant shall maintain in force Workers Compensation insurance for all of its employees. Applicant shall also maintain Employers' Liability coverage in an amount of not less than \$__,000,000.00 (___ Million Dollars) per accident and per employee for disease. In lieu of such insurance, Applicant may maintain a self-insurance program meeting the requirements of California along with the required Employers' Liability insurance. Such insurance shall contain a waiver of subrogation in favor of Utility.
- ii. Commercial or Business Automobile Liability Insurance – Applicant shall maintain an automobile liability policy or policies insuring against liability for damages because of bodily injury, death, or damage to property, (including loss of use thereof), and occurring in any way related to the use by or on behalf of Applicant, including loading or unloading of any of Applicant's automobiles (including owned, non-owned, leased, rented and/or hired vehicles). Such coverage shall be in an amount of not less than \$__,000,000.00 (___ Million Dollars) combined single limit.

- iii. Commercial General Liability Insurance – Applicant shall carry and maintain on an “occurrence” form commercial general liability policy or policies, insuring against liability arising from bodily injury, death, property damage, personal and advertising injury, products/completed operations liability, contractual liability covering all operations of Applicant on the Site which policy shall contain a waiver of subrogation in favor of Utility. There shall be no explosion, collapse or underground exclusion. Such coverage shall be in an amount of not less than \$____,000,000.00 (____ Million Dollars) per occurrence. If the policy maintains a policy aggregate, such aggregate shall not be less than twice the per occurrence limit.
 - iv. Pollution Liability Insurance – Applicant shall maintain pollution liability insurance or insurance policies in an amount not less than \$____,000,000.00 (____ Million Dollars) each claim. If the policy maintains a policy aggregate, such aggregate shall not be less than twice the per occurrence limit.
- b. On or before the effective date of this Agreement, and thereafter during its term, Applicant shall provide Utility with original, current certificates of insurance, and renewal certificates of insurance thereafter, executed by a duly authorized representative of each insurer, or by the insurance agent or broker authorized to do so, as evidence of all insurance policies required under this Section. Utility shall not commence Compression Services until Applicant has obtained all insurance required by this Section and has provided acceptable certificates of insurance to Utility for review and approval. No insurance policy may be canceled, materially revised, or subject to non-renewal without at least thirty (30) calendar days prior written notice being given to Utility, ten (10) days for non-payment of premium. Applicant shall provide Utility with renewal certificates of insurance or binders within five (5) business days prior to or after such expiration. Insurance shall be maintained without lapse in coverage during the term of this Agreement.
 - c. The required policies and any of Applicant’s policies providing coverage in excess of the required policies shall provide that the coverage is primary for all purposes and Applicant shall not seek any contribution from any insurance or self-insurance maintained by Utility. All required policies of insurance shall be written by companies having an A.M. Best rating of “A -, VII” or better, or equivalent. Applicant shall be solely responsible for any deductible or self-insured retention on insurance required hereunder this Agreement.
 - d. Utility, its parent company, and its subsidiaries, affiliates and their respective officers, directors, employees, successors and assigns shall be named as additional insureds for policies listed above, except for Workers’ Compensation. Commercial General Liability insurance shall provide a severability of interest or cross-liability clause. Applicant shall not violate nor knowingly permit to be violated any condition of the policies required under this Section.

8. EXCUSABLE DELAYS

- a. Utility shall notify Applicant in writing immediately of any delay, or anticipated delay in Utility's performance of this Agreement due to the occurrence of events of Force Majeure (as hereinafter defined), including causes or circumstances beyond the reasonable control of Utility, and the reason for and anticipated length of such delay. Applicant will extend the Initial Term or any Renewal Terms for a period equal to the time lost by reason of the Force Majeure delay. Utility and Applicant shall mutually agree on any additional capital contribution of either party due to any such extension of time. Any extension to the term of this Agreement pursuant to this Section 8 shall be documented by a written amendment to this Agreement signed by both parties. For purposes of this Agreement, "Force Majeure" shall mean any occurrence beyond the reasonable control of and without the fault or negligence of the party claiming Force Majeure which causes the party to be unable to perform its obligations, except to make payments as required under this Agreement, which by exercise of due foresight such party could not reasonably have been expected to avoid and which such party is unable to overcome by the exercise of due diligence. Such occurrences may include, but are not limited to, acts of God, acts of terrorism, disruption of natural gas supplies, power outages or disruptions, labor disputes, sudden actions of the elements, actions or inactions by federal, state, and municipal agencies, and actions or inactions of legislative, judicial, or regulatory agencies.
- b. If either party, because of an occurrence of an event of Force Majeure, is unable to perform its obligations in a timely manner under this Agreement, that party shall be excused from whatever performance is affected by the event of Force Majeure to the extent so affected, except as to obligations to make payments as required under this Agreement, provided that:
 - i. The non-performing party, within two weeks after the commencement of the Force Majeure event, gives the other party written notice describing the full particulars of the occurrence.
 - ii. The suspension of performance is of no greater scope and of no longer duration than is required by the event of Force Majeure.
 - iii. The non-performing party shall expeditiously remedy its inability to perform using due diligence until such remedy is complete.
- c. When the non-performing party is able to resume performance of its obligations under this Agreement, that party shall give the other party written notice to that effect. This Section shall not require the settlement of any strike, walkout, lockout or other labor dispute on terms that, in the sole but reasonable judgment of the party involved in the dispute, are contrary to its best interest. Settlement of strikes, walkouts, lockouts or other

labor disputes shall be at the sole but reasonable discretion of the party having the difficulty.

9. TAXES

- a. Utility assumes exclusive liability for and shall pay (or cause to be paid by third parties) before delinquency, all federal, state, regional, municipal and local sales, use, excise, ad valorem and other taxes, charges or contributions imposed on, or with respect to, or measured by the Compression Facilities, Compression Services, materials, supplies or labor furnished hereunder, or the wages, salaries or other remunerations paid or provided to individuals contracted with or employed in connection with, the performance of the Compression Services.
- b. Without limiting the generality of this Section 9, Utility agrees to comply with all laws and regulations setting forth withholding requirements for federal and state income taxes, Social Security and Medicare taxes, unemployment and disability insurance premiums applicable to its employees (collectively, the "Withholding Requirements"). Utility also agrees to secure the agreement of each of its subcontractors to comply with all Withholding Requirements applicable to such subcontractor's employees.
- c. Applicant shall be responsible for any increased real property taxes it may be subject to as a result of the Compression Facilities.

10. APPLICANT'S DEFAULT - If Applicant (a) abandons the Site or fails to pay the Service Fee in Section 2 above, or (b) becomes bankrupt or insolvent, or assigns this Agreement, or sublets any part thereof, without the express prior written authorization of Utility, or (c) has a financial change that has or could adversely affect the creditworthiness of the Applicant and fails to provide adequate security acceptable to Utility, or if Applicant does not provide the requested financial information, or (d) violates any of the provisions of this Agreement, and Applicant fails to cure such event of default within seven (7) calendar days after written notice from Utility, Utility may notify Applicant that it will discontinue all or any part of the Compression Services and Applicant shall be obligated to pay a make-whole amount equivalent to all of Utility's unrecovered capital and other ownership costs and including any costs resulting from early termination of Utility's subcontracts ("Termination Payment"). Utility shall be entitled to use any security held on Applicant's account to pay the Termination Payment or reimburse Utility for any costs, expenses or attorneys' fees incurred by Utility as a result of Applicant's default. The remedies herein shall be inclusive, consistent with applicable law, and additional to any other rights or remedies in law or equity, and no action by Utility shall constitute a waiver of any such other rights or remedies. Neither party shall be liable to the other, whether as a result of breach of contract warranty or alleged negligence or other tort, for any special, consequential, incidental or indirect damages including, but not limited to, loss of anticipated profits or revenues, cost of capital, downtime costs and loss of use resulting from either party's performance or nonperformance of its obligations under this Agreement.

11. **ASSIGNMENT** - No part of this Agreement shall be reassigned and/or sublet by Applicant to any other party without the prior written consent of Utility. Unless specifically provided therein, no such written authorization, however, shall be construed as discharging or releasing Applicant in any way from the performance of or the fulfillment of any obligation of Applicant specified in this Agreement. On no less than thirty (30) days' notice to Applicant (which notice shall provide the legal name of the assignee), Utility may assign any part or all of its right and/or delegate its duties under this Agreement to any third party approved by the Commission without further consent or approval of the Applicant.
12. **GOVERNING LAW** - The formation, interpretation and performance of this Agreement shall be governed by and enforced under the laws of the State of California, without reference to principles of conflicts of laws.
13. **VALIDITY** - The invalidity, in whole or in part, of any provisions hereof shall not affect the validity of any other provisions hereof. If any term or provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law. In the event that this Agreement is terminated prior to the expiration date of the term hereof due the invalidity or unenforceability of any term or provision of this Agreement, the parties hereto agree to use good faith efforts to enter into a new agreement or agreements in substantially similar form to this Agreement, correcting or removing the invalid or unenforceable term or provision, in order to carry out the purpose of this Agreement.
14. **COUNTERPARTS** - This Agreement may be executed in counterparts which, taken together, shall constitute a single instrument.
15. **AUTHORITY** - Each individual executing this Agreement on behalf of Applicant and Utility represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said party, and that this Agreement is binding upon said party in accordance with its terms and conditions.
16. **CAPTIONS** - The captions in this Agreement are for convenience and reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.
17. **COMPLETE AGREEMENT** - This Agreement constitutes the complete and entire agreement between the parties and supersedes any previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. There are no additions to, or deletions from, or changes in, any of the provisions hereof, and no understandings, representations or agreements concerning any of the same, which are not expressed herein, unless stated below. **THE PARTIES HEREBY AGREE THAT NO TRADE USAGE, PRIOR COURSE OF DEALING OR COURSE OF PERFORMANCE UNDER THIS AGREEMENT**

SHALL BE A PART OF THIS AGREEMENT OR SHALL BE USED IN THE
INTERPRETATION OR CONSTRUCTION OF THIS AGREEMENT.

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IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

SOUTHERN CALIFORNIA GAS COMPANY	APPLICANT
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Exhibit A - Technical Services Scope of Work

a. Mechanical equipment including:

- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

b. Electrical equipment including:

- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

c. Other work including:

- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

Exhibit B – Location of Compression Facilities at Site

Exhibit C – Pricing Assumptions and Credit Requirements

ATTACHMENT 3

Compression Services Proposal



Southern
California
Gas Company

A  Semptra Energy utility®

Compression Services Tariff Proposal

For

City of Monterey Park

Date: 08/14/2014

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Today's Date: 08/14/2014

Dear Ms. Amy Ho,

We are delighted to provide you with the information on Southern California Gas Company (SoCalGas ®) Compression Services Tariff Program, **abbreviated CST**. In this package, we include:

- Overview of the proposal
- CST monthly service fee*
- Scope of Work
- Suggested Next Steps
- A FAQ about the CST
- A copy of suppliers that provide similar services
- A copy of the service agreement contract
- Customer certification – acknowledging receipt of materials

Overview

- CST is an optional utility service that provides SoCalGas with the authority to plan, design, procure, construct, own, operate and maintain compression equipment on customer premises.
- CST can be used for many applications such as Compressed Natural Gas (CNG) refueling stations, Combined Heat and Power (CHP) systems and electric peaking plants.
- CST equipment scope includes gas compressors and other related components, including dryers, storage tanks, interconnection piping and controls.
- CNG dispensing equipment is generally not included (unless integrated with gas compressor skid).
- CST is a fully-compensatory service. All costs are paid for by CST customers.
- Contract term is negotiable, typical 10-15 years.

CST Monthly Service Fee For 751 S. Alhambra, Monterey Park, CA 91754

Option	Price	Contract term
1	\$9,485	5 year contract term with \$450K payment after completion of installation
2	\$5,710	10 year contract term with \$450K payment after completion of installation

Scope of Work

Quantity	Equipment	Specification
2	Compressor	CNG Compressor Skid - 75scfm; 50hp@17psig suction (each)
1	Dryers with controls	Tower gas dryer, 2" w/ regen, bypass and filter package
3	Storage vessels	48" ID sphere storage vessel rated @4500psig (11,500SCF each)
1	Priority valve panel	3-bank priority fill control
included	Construction	Civil and Electrical**
Included	Site preparation	Design, permits, construction drawings, project management
Included	Taxes, miscellaneous, contingencies	Included
	Optional	N/A

A typical CST project takes approximately 8-10 months to complete the construction and commission the equipment from the time the service agreement is executed. One of the primary dependencies on the schedule is the lead time for the compressor. Our experience shows the lead time for the compressor is approximately 16-20 weeks.

Program Offer

- Extensive Experience and Resources
- Up front Capital
- Compression Facilities Design
- Equipment and Construction RFP
- Vendor Selection and Management
- Project/Construction Management
- Compression Facilities Operation
- Periodic Inspection and Maintenance
- Unplanned Maintenance
- Contract Management
- Commission Oversight

Suggest Next Steps

- Determine if CST is the preferred model/option
- Select Desired Service Option
- Verify Contract Duration
- Review CST Standard Contract, Agree On Final Language
- Execute Agreement (billing does not commence until system is fully operational)

Thank You!

Jim Lucas

Market Development Manager

213-244-3276

*The price does not including ongoing equipment maintenance fees. The monthly service fee is based on the information available today, and the price is good for 60 days from the date of this proposal.

**The proposed tariff price excludes costs for upgrading the electrical panel and service to supply power to the compression facility.

The Southern California Gas Company (SoCalGas®) Compression Services Tariff is an optional utility service offered to non-residential customers that allows SoCalGas to plan, design, procure, construct, own, operate and maintain compression equipment on customer premises.

Key Elements

- The Compression Services Tariff can be used for a variety of applications including non-residential compressed natural gas (CNG) vehicle fueling stations, combined heat and power (CHP) systems and peaking power plants.
- The Compression Services Tariff equipment scope includes gas compressors and other related components such as gas dryers, storage vessels, interconnecting piping and controls. CNG fueling dispensers not integrated with a gas compressor skid/package are not included in scope and must be provided by the customer.
- The design, construction, installation and ongoing maintenance of compression equipment may be contracted out to non-utility equipment and service providers under the direction of SoCalGas.
- The Compression Services Tariff is a fully-compensatory service paid by participating tariff customers. Pricing will vary based on the size, scope and location of each Compression Services Tariff project.

- The Compression Services Tariff contract term is expected to be 10-15 years, based on customer requirements. At the end of the contract term, customers may extend the maintenance agreement or ask SoCalGas to remove the gas compression equipment.

Frequently Asked Questions

What is the Compression Services Tariff?

The Compression Services Tariff is a non-residential, optional tariff service for customers that allows SoCalGas to plan, design, procure, construct, own, operate and maintain compression equipment on customer premises to meet pressure requirements as requested by the customer and agreed to by SoCalGas. Non-utility service providers may offer services that are the same or similar to the Compression Services Tariff and customers are encouraged to explore these service options. To assist customers in understanding all of their service options, SoCalGas maintains and provides customers with a list of non-utility service providers.¹

What are some examples of end-use applications that would use this tariff?

Examples of customer end-use applications that can be served by the Compression Services Tariff include CNG vehicle refueling stations, CHP facilities and peaking power plants.

(Continued on back)

¹ The list of non-utility service providers is currently posted at <http://www.socalgas.com/documents/natural-gas-vehicles/SupplierDirectory.pdf>

Is the Compression Services Tariff mandatory if customers want to have higher than available gas pressure?

No. Customers may elect to install and maintain their own gas compression equipment or engage a third party to install and maintain their gas compression equipment rather than take the Compression Services Tariff from SoCalGas.

Does enrollment in this tariff result in any preferential treatment when it comes to getting gas service?

No. The Compression Services Tariff is a fully elective, optional, nondiscriminatory tariff service that is neither tied to any other tariff or non-tariff services the customer may receive from SoCalGas nor will it change the manner in which these services are delivered. As an example, requests for natural gas service are processed on a "first come, first served" basis for all customers, including customers that elect to take the Compression Services Tariff and customers that do not.

Can anyone receive service under the Compression Services Tariff?

The Compression Services Tariff is restricted to non-residential customers only. Any agreement to provide service under the Compression Services Tariff is at SoCalGas' discretion and will depend on nondiscriminatory factors such as safety, system capacity, SoCalGas resource availability, technical feasibility and acceptability of commercial terms.

Under this service, would SoCalGas be responsible for all equipment connected to the compression facilities?

No. This service does not cover any activities downstream of the point of service delivery which is typically the outlet of the compression facilities. In particular, any retailing or fuel dispensing activities are the responsibility of the tariff customer.

For more information, please contact your Account Executive or email: CSTinfo@semprautilities.com



socalgas.com

1-800-427-2000

Visit us on:   

A  Sempra Energy utility®



A Sempra Energy utility™

CNG Supplier Directory

	ADDRESS	CITY, STATE, ZIP	PHONE	FAX	DESCRIPTION OF SERVICE	WEB SITE
CNG Fuel Station Design/Construction/Packager						
Adrianus Resources	5420 Zoysia Ct.	Haymarket, VA 20169	(571) 222-7630		Fuel station design	N/A
All-In-One Fuel, Inc.	5222 Andrus Ave. Ste. A	Orlando, FL 32810	(407) 766-7941	(407) 290-9798	Turnkey CNG station	www.allinonefuel.com
Allsup Corp	1848 W. 11th Street, Ste. K	Upland, CA 91786	(909) 931-1636	(909) 931-1638	Turnkey CNG station	www.allsupcng.com
American Clean Fuels	12524 Clark Avenue	Downey, CA 90242	(562) 923-5441	(562) 869-5943	Turnkey CNG station and design	www.dickson-ca.com
American Integrated Services, Inc.	1502 E. Opp St.	Wilmington, CA 90744	(310) 522-1168	(310) 522-0474	Turnkey CNG station and design	www.americanintegrated.com
Amtek Construction	12409 Slauson Ave., Suite I	Whittier, CA 90606	(562) 696-7111	(562) 696-7022	Turnkey CNG station	www.amtekconstruction.com
Cenergy Solutions	2201 Walnut Ave. #220	Fremont, CA 94538	(510) 474-7593		CNG station design and construction	www.cenergysolutions.net
Clean Energy Fuels	4675 MacArthur Court, Ste. 800	Newport Beach, CA. 92660	(866) 809-4869	(949) 724-1397	Turnkey CNG station	www.cleanenergyfuels.com
Clean Fuel Connection	11800 Clark Street	Arcadia, CA 91006	(626) 445-1445	(626) 445-1450	Turnkey CNG station	www.cleanfuelconnection.com
ET Environmental	23890 Copper Hill Dr. # 137	Valencia, CA 91354	(208) 928-7361	(208) 928-7362	Turnkey CNG station, construction	www.etenv.com
Evergreen CNG Systems	1304 Whitaker Street	Hellertown, PA	(610) 838-9625	(610) 838-9650	Turnkey CNG station	www.evergreen-cng-systems.com
Exterran	2062 E. 81st St.	Broken Arrow, OK 74014	(918) 251-8571	(918) 259-2836	Turnkey CNG station	www.exterran.com
Franzen-Hill	1100 N. "J" St.	Tulare, CA 93274	(800) 655-3436	(559) 688-1467	Turnkey CNG station	www.franzenhill.com
Greenfield Compression	7263 E. Loma Lane	Scottsdale, AZ 85258	(480) 951-6854	(480) 951-6859	Turnkey CNG station	www.gfcomp.com
GreenLine Fuel Corp.	43250 Business Park Drive, Suite 101	Temecula, CA. 92590	(951) 695-5294		Turnkey CNG station	www.greenlinefuelcorp.com
Knox Western	1111 Bacon St.	Erie, PA 16511	(814) 459-2754	(814) 455-8493	Turnkey CNG station	www.knoxwestern.com
Questar Fueling	333 S. State Street	Salt Lake City, UT 84145	(801) 324-2861		Turnkey CNG station	www.questarfueling.com
Revolution CNG	2732 Danley Ct. #102	Paso Robles, CA 93446	(805) 238-0624		Turnkey CNG station	www.revolutioncng.com
S&W Compressors	415 W. Imperial Hwy., #D	La Habra, CA 90631	(714) 350-4190	(562) 690-3670	Turnkey CNG station	www.s-wcompressors.com
Timco CNG	1644 N. El Camino Real	San Clemente, CA 92672	(844) TIMCO-CNG		Turnkey CNG station	www.timcocng.com
Trillium CNG	2150 S. 1300 E., Suite 450	Salt Lake City, UT 84106	(800) 920-1166	(801) 521-7692	Turnkey CNG station	www.trilliumcng.com
TruStar Energy	7970 Cherry Ave. Suite 301	Fontana, CA 92236	(909) 793-3700	(909) 793-8056	Turnkey CNG station	www.trustarenergy.com
U.S. Air - CNG Systems	16900 Chestnut Street	City of Industry, CA 91748	(626) 854-6803	(626) 854-4556	Turnkey CNG station	www.cngcalifornia.com
Vant Hull Construction	5753 E. Santa Ana Canyon Rd. Ste. G525	Anaheim Hills, CA 92807	(949) 244-9629	(949) 723-6414	Turnkey CNG station, stainless pipe	

	ADDRESS		PHONE	FAX	DESCRIPTION OF SERVICE	WEB SITE
NGV Cylinder Manufacturers						
3M Advanced Composites	3M Center Building 0220-05-E-06	St. Paul, MN 55119	(651) 736-4006	(651) 737-9877	NGV cylinders	3M.com/advancedcomposites
CNG Cylinders Int'l.	2331 Sturgis Road	Oxnard, CA	(805) 278-8060	(805) 278-8090	NGV cylinders	www.cng.us.com
Dynetek Industries Ltd.	4410-46th Ave.	Calgary, Alberta Canada	(403) 720-0262	(403) 720-0263	NGV cylinders	www.dynetek.com
Hexagon Lincoln	5117 NW 40th St.	Lincoln, NE 68524	800-279-8265	(402) 464-6777	NGV cylinders	http://www.hexagonlincoln.com
Luxfer Gas Cylinders	3016 Kansas Ave.	Riverside, CA 92507	(800) 764-0366	(951) 328-1117	NGV cylinders	www.luxfercylinders.com
Quantum Technologies	25242 Arctic Ocean Drive	Lake Forest, CA 92630	(949) 930-3400	(949) 930-3401	NGV cylinders	www.qwww.com/fuelsystems
Structural Composites Industries	325 Enterprise Place	Pomona, CA 91768	(909) 594-7777	N/A	NGV cylinders	www.scicomposites.com
Portable Compressors, Emergency Fueling						
American Integrated Services, Inc.	1502 E. Opp St.	Wilmington, CA 90744	(562) 522-1168	(310) 522-0474	Emergency fuel transfer (commercial)	www.americanintegrated.com
Clean Energy Fuels	4675 MacArthur Court, Ste. 800	Newport Beach, CA. 92660	(866) 809-4869	(949) 724-1397	Portable compressors	www.cleanenergyfuels.com
Questar Fueling	333 S. State Street	Salt Lake City, UT 84145	(801) 324-2801		Turnkey CNG station	www.questarfueling.com
S&W Compressors	415 W. Imperial Hwy., #D	La Habra, CA 90631	(714) 350-4190	(562) 690-3670	Turnkey CNG station	www.s-wcompressors.com
SoCalGas Company	8101 S. Rosemead Blvd.	Pico Rivera, CA 90660	(213) 244-5408	(213) 244-8232	Portable compressors	www.socalgas.com
TruStar Energy	7970 Cherry Ave. Suite 301	Fontana, CA 92236	(909) 793-3700	(909) 793-8056	Turnkey CNG station	www.trustarenergy.com
CNG Fueling Station Maintenance						
All-In-One Fuel, Inc.	5222 Andrus Ave. Ste. A	Orlando, FL 32810	(407) 766-7941	(407) 290-9798	CNG station maintenance	www.allinonefuel.com
Allsup Corp	1848 W. 11th Street, Ste. K	Upland, CA 91786	(909) 931-1636	(909) 931-1638	CNG station maintenance	www.allsupcng.com
Amtek Construction	12409 Slauson Ave., Suite I	Whittier, CA 90606	(562) 696-7111	(562) 696-7022	CNG station maintenance	www.amtekconstruction.com
Clean Energy Fuels	4675 MacArthur Court, Ste. 800	Newport Beach, CA. 92660	(866) 809-4869	(949) 724-1397	CNG station maintenance	www.cleanenergyfuels.com
Exterran	3333 Gibson St.	Bakersfield, CA 93308	(661) 321-0271	(661) 321-0859	CNG station maintenance	www.exterran.com
Evergreen CNG Systems	1304 Whitaker Street	Hellertown, PA	(610) 838-9625	(610) 838-9650	CNG station maintenance	www.evergreen-cng-systems.com
Franzen-Hill	1100 N. "J" St.	Tulare, CA 93274	(800) 655-3436	(559) 688-1467	CNG station maintenance	www.franzenhill.com
Natural Gas Global Svcs.	12481 Tejas Court	Rancho Cucamonga, CA	(909) 231-1910		CNG station repair and maintenance	www.naturalgasglobalservices.com
Natural Gas Systems, Inc.	3334 East Coast Highway	Corona Del Mar, CA	(949) 582-9647	(949) 582-2428	CNG station maintenance	jshield2012@live.com
Questar Fueling	333 S. State Street	Salt Lake City, UT 84145	(801) 324-2861		CNG station maintenance	www.questarfueling.com
Revolution CNG	2732 Danley Ct. #102	Paso Robles, CA 93446	(805) 238-0624		CNG station maintenance	www.revolutioncng.com
SoCalGas Company	801 S. Rosemead Blvd.	Pico Rivera, CA 90660	(562) 806-5909	(562) 806-4251	CNG station maintenance	www.socalgas.com
S&W Compressors	415 W. Imperial Hwy., #D	La Habra, CA 90631	(714) 350-4190	(562) 690-3670	Turnkey CNG station	www.s-wcompressors.com
Trillium CNG	2150 S. 1300 E., Suite 450	Salt Lake City, UT 84106	(800) 920-1166	(801) 521-7692	CNG station maintenance	www.trilliumcng.com
TruStar Energy	7970 Cherry Ave. Suite 301	Fontana, CA 92236	(909) 793-3700	(909) 793-8056	CNG station maintenance	www.trustarenergy.com
ZeitEnergy, LLC	Two Lincoln Center, 5420 LBJ Freeway, Suite 750	Dallas, TX 75240	(214) 438-0806		CNG station maintenance	www.zeitenergy.com

	ADDRESS	CITY, STATE, ZIP	PHONE	FAX	DESCRIPTION OF SERVICE	WEB SITE
CNG Vehicle OEM and Sales						
American Honda Motor	1919 Torrance Blvd.	Torrance, CA 90501	(310) 781-4480	(310) 701-4459	CNG vehicle OEM	www.civicgx.com
Carmenita Truck Center	13443 E. Freeway Dr.	Santa Fe Springs, CA. 90670	(800) 921-2151	(562) 404-0806	Autocar dealer	www.carmenitatruckcenter.com
Cummins Westport	101-1075 W. 75th Avenue	Vancouver, BC B6P 6G2	(604) 718-8100	(604) 718-2001	CNG engine OEM	www.cumminswestport.com
Diversified Truck Center	3777 DeForest Circle	Mira Loma, CA 91752	(800) 420-8789	(951) 685-2788	Autocar refuse vehicle	www.diversifiedtruckcenter.com
Greenkraft, Inc	2530 S. Birch Street	Santa Ana, CA	(714) 545-7777	(714) 444-0140	CNG tucks, buses and kits	www.greenkraftinc.com
Impco Technologies	3030 South Susan Street	Santa Ana, CA	(714) 656-1200	(714) 656-1400	CNG vehicle OEM and compnents	www.impco.ws
Papé Kenworth	2892 East Jensen Avenue	Fresno, CA 93706	(800) 288-9296	(559) 268-4851	Kenworth, Crane Carrier CNG trucks	www.papekenworth.com
Peck Road Truck Center	2450 Kella Ave.	Whittier, CA 90601	(562) 692-7267	(562) 551-5098	Condor CNG trucks	www.peckroad.com
San Diego Freightliner	7451 Trade Street	San Diego, CA 92121	(619) 564-3700	(619) 564-3719	CNG vehicle dealer	www.sandiegofreightliner.com
Velocity Vehicle Group	2429 South Peck Road	Whittier, CA 90601	(562) 447-1200	(562) 695-2697	Freightliner, Autocar, Ford trucks	www.velocityvehiclegroup.com
Wondries Fleet	1247 W. Main St.	Alhambra, CA 91801	(626) 457-5590	(626) 457-5593	BAF, Baytech and Impco	www.wondries.com
Consultants						
AECOM	5001 E. Commercenter Dr. #100	Bakersfield, CA 93309	(661) 325-7253	(661) 395-0359	Fuel station design, consultant	www.aecom.com
AFT / Alternative Fuel Technology	17092 Gothard Street	Huntington Beach, CA 92647	(714) 842-3017	(714) 842-7378	CNG vehicle consultant	N/A
Alternative Fuels Today	13181 Cherry Street	Westminster, CA 92683	(213) 448-3915	(714) 622-4965	CNG consultants	www.altfuelstoday.com
Ann Hempelmann			(424) 237-4460		CNG grant writing consultant	ahempelmann@earthlink.net
Carbon Credit Trade, LLC	8976 Laurel Canyon Blvd.	Sun Valley, CA 91352	(818) 504-2055	(818) 504-2390	Low-carbon fuel credit trading	mvanegas@carboncredittrade.net
Carlin Environmental	14511 Franklin Ave.	Tustin, CA 92780	(714) 508-1111		Engineering electronic gas sensors	www.carlinenvironmental.com
Dary Engineering	100 S. Main Street #283	Los Angeles, CA 90012	(213) 725-8011	(213) 769-8656	Fuel station design, consultant	daryengineering@yahoo.com
EFS West, Inc.	28472 Constellation Rd.	Santa Clarita, CA 91355	(661) 705-8236	(661) 775-9623	Consulting	www.efswest.com
Environmental Vehicle Services	5473 Adobe Falls Rd. Unit 1	San Diego, CA 92120	(866) 387-3835	(619) 265-5228	Consulting	lmburke@gte.net
Fiedler Group	2322 W. Third Street	Los Angeles, CA 90057	(213) 381-7891	(213) 381-1517	Fuel station design	www.fiedlergroup.com
Fuel Solutions	12340 Santa Monica Blvd., Ste. 133	Los Angeles, CA 90025	(310) 207-8548	(310) 207-8957	Fuel station design, consultant	N/A
Gladstein, Neandross & Associates	2525 Ocean Park Blvd., Suite 200	Santa Monica, CA 90405	(310) 314-1934	(310) 314-9196	Consulting, events, grant writing	www.gladstein.org
Lauren Dunlap	N/A	N/A	(562) 260-6384	N/A	CNG grant writing consultant	ldunlap@starcrestllc.com
Raymundo Engineering	390 N. Wiget Lane, Ste. 150	Walnut Creek, CA 94598	(925) 988-0172	(925) 988-0174	Fuel station design, consultant	www.raymundo.com
T. Mitchell Engineers, Inc.	14256 Doolittle Drive	San Leandro, CA 94577	(510) 777-0520	(510) 777-0521	Fuel station design, consultant	tom@mitchellengineers.com

	ADDRESS	CITY, STATE, ZIP	PHONE	FAX	DESCRIPTION OF SERVICE	WEB SITE
CNG Fueling Station Component Manufacturers and Sales						
ANGI Energy Systems	305 Delavan Drive	Janesville, WI 53546	(608) 868-4626	(608) 868-2723	Compressors, dispensers, storage, gas dryers, control systems	www.angiinternational.com
Advance Fuel Systems	11013 Woodstock St.	Huntley, IL 60142	(866) 725-0801	(847) 621-7342	Compressors, dispensers	www.advancefuelsystems.com
Allied Equipment, Inc.	P.O. Box 14188	Odessa, Texas 79768	(432) 367-6000	(432) 367-3939	CNG storage	www.alliedeq.com
Applied Geokinetics, Inc.	77 Bunsen	Irvine, CA 92618	(949) 502-5353	(949) 502-5354	Electronic Gas Sensors, Installation, Monitoring, Maintenance	www.appliedgeokinetics.com
Atlas Copco	15045 Lee Road	Houston, TX 77032	(866) 344-4887		Compressors	www.atlascopco.us
BRC Gas Equipment	7100 15 Mile Road	Sterling Heights, MI 48312	(586) 276-4376		CUBOGAS, BRC FuelMaker and BRC Compressors	www.brc.it
Broadlux	P.O. Box 7303	Laguna Niguel, CA 92607	(888) 332-4390	(949) 855-7986	Fuel management systems	www.broadlux.com
Clean Energy Fuels	4675 MacArthur Court, Ste. 800	Newport Beach, CA. 92660	(866) 809-4869	(949) 724-1397	Phill Home Refueling Appliance	www.cleanenergyfuels.com
CNI Manufacturing	15627 Arrow Highway	Irwindale, CA 91706	(626) 962-6646	(626) 962-4854	Dispenser hose retractors, clamps	www.cni-mfg.com
Evergreen CNG Systems	1304 Whitaker Street	Hellertown, PA	(610) 838-9625	(610) 838-9650	Compressors	www.evergreen-cng-systems.com
Exterran	3333 Gibson St.	Bakersfield, CA 93308	(661) 321-0271	(661) 321-0859	Compressors	www.exterran.com
FuelMaker	3030 South Susan Street	Santa Ana, CA 92704	(714) 656-1268	(714) 656 1400	Compressors, refueling appliances	www.impcoweb.com/fuelmaker.asp
Galileo Natural Gas Technologies	Clean Fuel Connection 11800 Clark Street	Arcadia, CA 91006	(626) 445-1445	(626) 445-1450	Compressors, dispensers	www.cleanfuelconnection.com
Greenfield Compression, Inc.	7263 E. Loma Lane	Scottsdale, AZ 85258	(480) 951-6854	(480) 951-6859	Compressors, dispensers, storage, dryers, control systems	www.gfcomp.com
Greenfix America	P.O. Box 2620	Indio, CA 92202	(760) 351-7791	(760) 351-7795	Coltri compressors and Vehicle Refueling Appliances	www.greenfix.com
Hurricane Compressors	1015 North Hurricane Road	Franklin, IN 46131	(800) 754-7408	(317) 738-3801	Compressors	www.hurricanecompressors.com
IMW Industries Inc.	P.O. Box 665	Clearfield, UT 84089	(801) 773-2575	(801) 773-2950	Compressors, dispensers, control systems	www.imw.ca
Knox Western	1111 Bacon St.	Erie, PA 16511	(814) 459-2754	(814) 455-8493	Compressors	www.knoxwestern.com
S&W Compressors	415 W. Imperial Hwy., #D	La Habra, CA 90631	(714) 350-4190	(562) 690-3670	Turnkey CNG station	www.s-wcompressors.com
SPX Flow Technology Pneumatic Products	325 Zagora Drive	Danville, CA 94506	(925) 964-9475	(925) 964 9479	Dryers	www.spxflowtechnology.com
Trillium CNG	2150 S. 1300 E., Suite 450	Salt Lake City, UT 84106	(800) 920-1166	(801) 521-7692	Compressors, dispensers, storage, dryers	www.trilliumcng.com
Tulsa Gas Technologies	4809 South 101 East Ave.	Tulsa, OK 74146	(918) 665-2641	(918) 665-2657	Dispensers, hoses, meters	www.tulsagastech.com

	ADDRESS	CITY, STATE, ZIP	PHONE	FAX	DESCRIPTION OF SERVICE	WEB SITE
CNG Vehicle Conversion/Modifications						
A1 Alternative Fuel Sys.	2320 Stanislaus Street	Fresno, CA 93721	(559) 485-4427	(559) 264-4961	Vehicle conversion & retrofit	www.a1autoelectric.com
AFT / Alternative Fuel Technology	17092 Gothard Street	Huntington Beach, CA 92647	(714) 842-3017	(714) 842-7378	Vehicle conversion	
Agility Fuel Systems	10007 Elm Ave.	Fontana, CA 92335	(909) 350-7500	(909) 350-9852	Vehicle conversion & retrofit	www.agilityfuelsystems.com
BAF Technologies	P.O. Box 224685	Dallas, TX 75208	(214) 231-1450	N/A	Vehicle conversion & retrofit (Ford)	www.baftechnologies.com
Complete Coach Works	1863 Service Court	Riverside, CA 92507	(951) 684-9585	(951) 684-2088	Heavy-duty vehicle conversion & retrofit	www.completecoach.com
Diversified Truck Center	3777 DeForest Circle	Mira Loma, CA 91752	(951) 685-3456	(951) 685-2788	Heavy-duty vehicle conversion	www.diversifiedtruckcenter.com
Holden Fleet Services	135 E. 163rd Street	Gardena, CA 90298	(310) 707-7537	(310) 732-1449	Vehicle conversion & retrofit	www.holdenfleetservices.com
Landi Renzo	23535 Telo Ave.	Torrance, CA 90505	(310) 257-9481	(310) 257-9487	Vehicle conversion & retrofit	www.landiusa.com
Omnitek Engineering Corporation	1333 Keystone Way	Vista, CA 92801	(760) 591-0089	(760) 591-0880	Vehicle conversion	www.omnitekcorp.com
Productive Concepts, Inc.	1274 S. State Rd. 32	Union City, IN 47390	(765) 964-6009		Vehicle conversion and mfg.	www.productiveconcepts.com
Tom's Truck Center	936 E. 3rd Street	Santa Ana, CA 92701	(888) 445-0690		Vehicle conversion	www.ecotrucksales.com
Wondries Fleet	1247 W. Main St.	Alhambra, CA 91801	(626) 457-5590	(626) 457-5593	BAF, Baytech and Impco	www.wondries.com
CNG Vehicle Parts/Service						
A1 Alternative Fuel Sys.	2305 Stanislaus Street	Fresno, CA 93721	(559) 485-4427	(559) 264-4961	Parts/service	www.a1autoelectric.com
AAA CNG Systems		Burbank, CA 91512	(818) 822-9502		CNG cylinder; fuel system inspection. Mobile service.	
AFT / Alternative Fuel Technology	17092 Gothard Street	Huntington Beach, CA 92647	(714) 842-3017	(714) 842-7378	Service	N/A
Agility Fuel Systems	10007 Elm Ave.	Fontana, CA 92335	(909) 350-7500	(909) 350-9852	Parts/service	www.agilityfuelsystems.com
Brenco Operating	620 S. Cascade Ave., Suite 201	Colorado Springs, CO 80903	(719) 633-4466	(719) 633-6506	Spark plugs, ignition parts	www.brencooperating.com
Cenergy Solutions	2201 Walnut Ave. #220	Fremont, CA 94538	(510) 474-7593		CNG cylinders	www.cenergysolutions.net
Complete Coach Works	1863 Service Court	Riverside, CA 92507	(951) 684-9585	(951) 684-2088	Parts/service	www.completecoach.com
Diversified Truck Center	3777 DeForest Circle	Mira Loma, CA 91752	(951) 685-3456	(951) 685-2788	Autocar, Cummins parts/service	www.diversifiedtruckcenter.com
Exterran	3333 Gibson St.	Bakersfield, CA 93308	(661) 321-0271	(661) 321-0859	Parts/service	www.exterran.com
Franzen-Hill	1100 N. "J" St.	Tulare, CA 93274	(800) 655-3436	(559) 688-1467	CNG cylinder and fuel system inspection	www.franzenhill.com
Harbor NGV Service		Mobile throughout SoCal	(310) 514-7886		Cylinder / fuel system inspection, NGV service and repair	www.harbor-ngv.com
Longo Toyota	3534 N. Peck Road	El Monte, CA 91731	(626) 580-6000		Toyota NGV parts and service	www.longtoyota.com
Omnitek Engineering Corporation	1333 Keystone Way	Vista, CA 92801	(760) 591-0899	(760) 591-0880	Vehicle conversion	www.omnitekcorp.com
Wondries Fleet	1247 W. Main St.	Alhambra, CA 91801	(626) 457-5590	(626) 457-5593	Parts/service	www.wondries.com

Provided for information purposes only. There are numerous qualified non-utility providers of products and services needed for construction and operation of natural gas compression facilities, but Southern California Gas Company does not recommend or endorse the products or services of any particular party listed herein, or represent that the particular products or services are fit for any particular purpose or use. By publishing this list, Southern California Gas Company is not acting in an advisory capacity, and does not assume any responsibility for use of the list by customers. Although commercially reasonable efforts are used in posting this list, no representation is made that it is complete or free from error. Related information is posted at www.socalgas.com. To be added to the list, please send an e-mail to NGVInfo@semprautilities.com. Vendors are listed alphabetically and the order of listing implies no preference.

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COMPRESSION SERVICES AGREEMENT

This Compression Services Agreement ("Agreement") is entered into as of _____, 20____ ("Effective Date") by and between Southern California Gas Company ("Utility"), a California corporation and _____, ("Applicant") a _____ for natural gas compression services for Applicant's facilities located at _____ (the "Site"). Capitalized terms not defined herein shall have the meaning ascribed to them in the [Compression Tariff ("Tariff")].

The Parties hereby agree as follows:

1. **COMPRESSION SERVICES** - Utility shall provide the following generally described Compression Services through the ownership, maintenance and operation of Compression Facilities consistent with its regulatory rules and requirements as further described in the Tariff and Exhibit A – Technical Services Scope of Work: Gas conditioning (drying) and compression services to increase the pressure of natural gas received at the outlet of a meter set assembly to a higher pressure for the purposes of _____. The location of Compression Facilities at the Site shall be described in Exhibit B – Location of Compression Facilities at Site.
2. **SERVICE FEE**
 - a. Applicant shall pay Utility the following monthly service fee[s] ("Service Fee") for the duration of the contract term of _____ (____) years for the Compression Services: [_____ Dollars (\$_____) per month for the capital component and _____ Dollars (\$_____) per month for the operations and maintenance component].
 - b. _____ [Add additional pricing requirements such as annual adjustments to the Service Fee.] Additional pricing assumptions are listed in Exhibit C attached hereto and made a part hereof.
 - c. The Service Fee will commence accruing on the first day of the month following the date the Utility is first ready to place the Compression Facilities into service ("Service Commencement Date") and continue to be payable monthly until the end of the term of this Agreement. Utility will notify Applicant, in writing (which may be through its invoice) of the Service Commencement Date. The Service Fee, and any alternate payment arrangements are provided for at the discretion of Utility and are subject to the Applicant's creditworthiness, practicality of monthly or alternate payment arrangements, difficulty of administration of the Agreement, and other factors. Utility shall establish a credit requirement for the Applicant in a form and amount acceptable to Utility prior to the Service Commencement Date. Security may be required and/or supplemented at a future date if Utility determines that a material change has occurred, or becomes aware of a material change in Applicant's financial position. Upon request, Applicant shall be required to furnish Utility with financial and other relevant information satisfactory to Utility during the term of this Agreement.

- d. Utility will bill Applicant on a monthly basis and such bills shall be due and payable by Applicant within nineteen (19) calendar days after the date of the bill. If payment is not received by Utility by the due date, late payment charges will be imposed at a fixed amount equal to ____% of the amount past due. Billing and late payment charges will be consistent with Utility's applicable tariff schedules as filed from time to time with the California Public Utilities Commission ("Commission"). If a bill remains unpaid for a period of seven (7) days following the date of past due notice to Applicant, Utility may, in addition to any other rights and remedies available under this Agreement or at law or in equity, suspend further the Compression Services until such bill is paid or in the alternative, terminate this Agreement, remove Compression Facilities and charge the Termination Payment in Section 10 below.
3. TERM - This Agreement shall commence as of the Effective Date and shall be in full force and effect for a period of ____[years after the Service Commencement Date through _____] (the "Initial Term"), unless terminated earlier in accordance with the terms hereof. [Add any renewal terms such as the following: At the end of the Initial Term, this Agreement will automatically renew for consecutive _____month terms ("Renewal Terms") unless and until either party provides at least _____ months' prior written notice to the other party to terminate the Agreement.]
4. REGULATORY REQUIREMENTS – This Agreement shall at all times be subject to such changes or modifications by the Commission, as said Commission may, from time to time, direct in the exercise of its jurisdiction. This Agreement is subject to and incorporates by reference all of Utility's applicable tariff schedules as filed from time to time with the Commission, including, but not limited to, Rules 1, 2, 4, 9, 12, 13, 20, 21 and 22.
5. REPRESENTATIVES
 - a. Utility Representative: _____
 - i. Utility designates, and Applicant accepts, the individual named above as Utility's representative for all matters relating to Utility's performance of Compression Services under this Agreement.
 - ii. The actions taken by Utility's representative regarding such performance shall be deemed the acts of Utility. Utility may at any time, upon written notice to Applicant, change the designated representative.
 - b. Applicant Representative: _____
 - i. Applicant designates, and Utility accepts, the individual named above as Applicant's representative for all matters relating to Applicant's obligations under this Agreement.

- ii. The actions taken by Applicant's representative shall be deemed the acts of Applicant. Applicant may at any time, upon written notice to Utility, change the designated representative.

6. NOTICES OR DEMANDS - Any notice, request, demand or other communication required or permitted under this Agreement, shall be in writing and shall be deemed to be properly given by the sender and received by the addressee (1) when personally delivered; (2) as of the date of the signed return receipt if deposited with the U.S. Postal Service by certified or registered mail, postage prepaid, with a return receipt requested; or (3) upon electronic confirmation of successful transmission by the sending fax machine if sent by facsimile, with a hard copy in confirmation sent as provided in clause (2) above. Each party shall endeavor to cause all correspondence from it to the other party to reference the contract number specified on the cover page of this Agreement. Notices shall be addressed as follows to:

- a. [Utility]
- b. [Applicant]

7. INSURANCE

- a. Applicant agree to obtain and maintain at Applicant's sole cost and expense the following types and amounts of insurance coverage for the entire term of this Agreement to insure against any and all liabilities, claims, losses, damages or expenses resulting from Applicant's facilities located at the Site and Applicant's responsibilities under the Tariff and this Agreement:
 - i. Workers' Compensation and Employers' Liability Insurance - In accordance with the laws of California, Applicant shall maintain in force Workers Compensation insurance for all of its employees. Applicant shall also maintain Employers' Liability coverage in an amount of not less than \$__,000,000.00 (___ Million Dollars) per accident and per employee for disease. In lieu of such insurance, Applicant may maintain a self-insurance program meeting the requirements of California along with the required Employers' Liability insurance. Such insurance shall contain a waiver of subrogation in favor of Utility.
 - ii. Commercial or Business Automobile Liability Insurance – Applicant shall maintain an automobile liability policy or policies insuring against liability for damages because of bodily injury, death, or damage to property, (including loss of use thereof), and occurring in any way related to the use by or on behalf of Applicant, including loading or unloading of any of Applicant's automobiles (including owned, non-owned, leased, rented and/or hired vehicles). Such coverage shall be in an amount of not less than \$__,000,000.00 (___ Million Dollars) combined single limit.

- iii. Commercial General Liability Insurance – Applicant shall carry and maintain on an “occurrence” form commercial general liability policy or policies, insuring against liability arising from bodily injury, death, property damage, personal and advertising injury, products/completed operations liability, contractual liability covering all operations of Applicant on the Site which policy shall contain a waiver of subrogation in favor of Utility. There shall be no explosion, collapse or underground exclusion. Such coverage shall be in an amount of not less than \$____,000,000.00 (____ Million Dollars) per occurrence. If the policy maintains a policy aggregate, such aggregate shall not be less than twice the per occurrence limit.
 - iv. Pollution Liability Insurance – Applicant shall maintain pollution liability insurance or insurance policies in an amount not less than \$____,000,000.00 (____ Million Dollars) each claim. If the policy maintains a policy aggregate, such aggregate shall not be less than twice the per occurrence limit.
- b. On or before the effective date of this Agreement, and thereafter during its term, Applicant shall provide Utility with original, current certificates of insurance, and renewal certificates of insurance thereafter, executed by a duly authorized representative of each insurer, or by the insurance agent or broker authorized to do so, as evidence of all insurance policies required under this Section. Utility shall not commence Compression Services until Applicant has obtained all insurance required by this Section and has provided acceptable certificates of insurance to Utility for review and approval. No insurance policy may be canceled, materially revised, or subject to non-renewal without at least thirty (30) calendar days prior written notice being given to Utility, ten (10) days for non-payment of premium. Applicant shall provide Utility with renewal certificates of insurance or binders within five (5) business days prior to or after such expiration. Insurance shall be maintained without lapse in coverage during the term of this Agreement.
 - c. The required policies and any of Applicant’s policies providing coverage in excess of the required policies shall provide that the coverage is primary for all purposes and Applicant shall not seek any contribution from any insurance or self-insurance maintained by Utility. All required policies of insurance shall be written by companies having an A.M. Best rating of “A -, VII” or better, or equivalent. Applicant shall be solely responsible for any deductible or self-insured retention on insurance required hereunder this Agreement.
 - d. Utility, its parent company, and its subsidiaries, affiliates and their respective officers, directors, employees, successors and assigns shall be named as additional insureds for policies listed above, except for Workers’ Compensation. Commercial General Liability insurance shall provide a severability of interest or cross-liability clause. Applicant shall not violate nor knowingly permit to be violated any condition of the policies required under this Section.

8. EXCUSABLE DELAYS

- a. Utility shall notify Applicant in writing immediately of any delay, or anticipated delay in Utility's performance of this Agreement due to the occurrence of events of Force Majeure (as hereinafter defined), including causes or circumstances beyond the reasonable control of Utility, and the reason for and anticipated length of such delay. Applicant will extend the Initial Term or any Renewal Terms for a period equal to the time lost by reason of the Force Majeure delay. Utility and Applicant shall mutually agree on any additional capital contribution of either party due to any such extension of time. Any extension to the term of this Agreement pursuant to this Section 8 shall be documented by a written amendment to this Agreement signed by both parties. For purposes of this Agreement, "Force Majeure" shall mean any occurrence beyond the reasonable control of and without the fault or negligence of the party claiming Force Majeure which causes the party to be unable to perform its obligations, except to make payments as required under this Agreement, which by exercise of due foresight such party could not reasonably have been expected to avoid and which such party is unable to overcome by the exercise of due diligence. Such occurrences may include, but are not limited to, acts of God, acts of terrorism, disruption of natural gas supplies, power outages or disruptions, labor disputes, sudden actions of the elements, actions or inactions by federal, state, and municipal agencies, and actions or inactions of legislative, judicial, or regulatory agencies.
- b. If either party, because of an occurrence of an event of Force Majeure, is unable to perform its obligations in a timely manner under this Agreement, that party shall be excused from whatever performance is affected by the event of Force Majeure to the extent so affected, except as to obligations to make payments as required under this Agreement, provided that:
 - i. The non-performing party, within two weeks after the commencement of the Force Majeure event, gives the other party written notice describing the full particulars of the occurrence.
 - ii. The suspension of performance is of no greater scope and of no longer duration than is required by the event of Force Majeure.
 - iii. The non-performing party shall expeditiously remedy its inability to perform using due diligence until such remedy is complete.
- c. When the non-performing party is able to resume performance of its obligations under this Agreement, that party shall give the other party written notice to that effect. This Section shall not require the settlement of any strike, walkout, lockout or other labor dispute on terms that, in the sole but reasonable judgment of the party involved in the dispute, are contrary to its best interest. Settlement of strikes, walkouts, lockouts or other

labor disputes shall be at the sole but reasonable discretion of the party having the difficulty.

9. TAXES

- a. Utility assumes exclusive liability for and shall pay (or cause to be paid by third parties) before delinquency, all federal, state, regional, municipal and local sales, use, excise, ad valorem and other taxes, charges or contributions imposed on, or with respect to, or measured by the Compression Facilities, Compression Services, materials, supplies or labor furnished hereunder, or the wages, salaries or other remunerations paid or provided to individuals contracted with or employed in connection with, the performance of the Compression Services.
 - b. Without limiting the generality of this Section 9, Utility agrees to comply with all laws and regulations setting forth withholding requirements for federal and state income taxes, Social Security and Medicare taxes, unemployment and disability insurance premiums applicable to its employees (collectively, the "Withholding Requirements"). Utility also agrees to secure the agreement of each of its subcontractors to comply with all Withholding Requirements applicable to such subcontractor's employees.
 - c. Applicant shall be responsible for any increased real property taxes it may be subject to as a result of the Compression Facilities.
10. APPLICANT'S DEFAULT - If Applicant (a) abandons the Site or fails to pay the Service Fee in Section 2 above, or (b) becomes bankrupt or insolvent, or assigns this Agreement, or sublets any part thereof, without the express prior written authorization of Utility, or (c) has a financial change that has or could adversely affect the creditworthiness of the Applicant and fails to provide adequate security acceptable to Utility, or if Applicant does not provide the requested financial information, or (d) violates any of the provisions of this Agreement, and Applicant fails to cure such event of default within seven (7) calendar days after written notice from Utility, Utility may notify Applicant that it will discontinue all or any part of the Compression Services and Applicant shall be obligated to pay a make-whole amount equivalent to all of Utility's unrecovered capital and other ownership costs and including any costs resulting from early termination of Utility's subcontracts ("Termination Payment"). Utility shall be entitled to use any security held on Applicant's account to pay the Termination Payment or reimburse Utility for any costs, expenses or attorneys' fees incurred by Utility as a result of Applicant's default. The remedies herein shall be inclusive, consistent with applicable law, and additional to any other rights or remedies in law or equity, and no action by Utility shall constitute a waiver of any such other rights or remedies. Neither party shall be liable to the other, whether as a result of breach of contract warranty or alleged negligence or other tort, for any special, consequential, incidental or indirect damages including, but not limited to, loss of anticipated profits or revenues, cost of capital, downtime costs and loss of use resulting from either party's performance or nonperformance of its obligations under this Agreement.

11. ASSIGNMENT - No part of this Agreement shall be reassigned and/or sublet by Applicant to any other party without the prior written consent of Utility. Unless specifically provided therein, no such written authorization, however, shall be construed as discharging or releasing Applicant in any way from the performance of or the fulfillment of any obligation of Applicant specified in this Agreement. On no less than thirty (30) days' notice to Applicant (which notice shall provide the legal name of the assignee), Utility may assign any part or all of its right and/or delegate its duties under this Agreement to any third party approved by the Commission without further consent or approval of the Applicant.
12. GOVERNING LAW - The formation, interpretation and performance of this Agreement shall be governed by and enforced under the laws of the State of California, without reference to principles of conflicts of laws.
13. VALIDITY - The invalidity, in whole or in part, of any provisions hereof shall not affect the validity of any other provisions hereof. If any term or provision of this Agreement or the application thereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law. In the event that this Agreement is terminated prior to the expiration date of the term hereof due the invalidity or unenforceability of any term or provision of this Agreement, the parties hereto agree to use good faith efforts to enter into a new agreement or agreements in substantially similar form to this Agreement, correcting or removing the invalid or unenforceable term or provision, in order to carry out the purpose of this Agreement.
14. COUNTERPARTS - This Agreement may be executed in counterparts which, taken together, shall constitute a single instrument.
15. AUTHORITY - Each individual executing this Agreement on behalf of Applicant and Utility represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said party, and that this Agreement is binding upon said party in accordance with its terms and conditions.
16. CAPTIONS - The captions in this Agreement are for convenience and reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.
17. COMPLETE AGREEMENT - This Agreement constitutes the complete and entire agreement between the parties and supersedes any previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. There are no additions to, or deletions from, or changes in, any of the provisions hereof, and no understandings, representations or agreements concerning any of the same, which are not expressed herein, unless stated below. THE PARTIES HEREBY AGREE THAT NO TRADE USAGE, PRIOR COURSE OF DEALING OR COURSE OF PERFORMANCE UNDER THIS AGREEMENT

SHALL BE A PART OF THIS AGREEMENT OR SHALL BE USED IN THE
INTERPRETATION OR CONSTRUCTION OF THIS AGREEMENT.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

SOUTHERN CALIFORNIA GAS COMPANY	APPLICANT
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Exhibit A - Technical Services Scope of Work

a. Mechanical equipment including:

- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

b. Electrical equipment including:

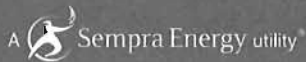
- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

c. Other work including:

- i. _____ ,
- ii. _____ ,
- iii. _____ ,
- iv. _____ ,

Exhibit B – Location of Compression Facilities at Site

Exhibit C – Pricing Assumptions and Credit Requirements



COMPRESSION SERVICES TARIFF CUSTOMER CERTIFICATION

CUSTOMER NAME:

City of Monterey Park

SERVICE ADDRESS:

320 West Newmark Avenue

Street

Monterey Park

City

91754

ZIP Code

CUSTOMER CONTACT:

Name

Telephone

I hereby certify that I have been informed by representatives of Southern California Gas Company (SoCalGas®) that the SoCalGas GO-CMPR Compression Services Tariff is an optional service, that other third-party suppliers may offer similar services and that I have received a copy of the SoCalGas Supplier Directory that lists other third-party suppliers.¹

I understand that whether or not I elect to take service under the SoCalGas GO-CMPR Compression Services Tariff, all SoCalGas services are provided on a nondiscriminatory basis and no preference will be given to SoCalGas GO-CMPR Compression Services customers in the provision of utility services.

Authorized Signature of Customer of Record

Executed this _____ day of _____, _____
Month Year

Print Name

Title

Form 3243 (Rev. 3/4)

¹ <http://www.socalgas.com/documents/natural-gas-vehicles/SupplierDirectory.pdf>



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **Public Hearing
Agenda Item 4-A.**

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
SUBJECT: Agreement with Siemens Public, Inc. for a \$10.5M Energy Performance Contract.

RECOMMENDATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive verbal and documentary evidence;
3. Continue the Public Hearing until September 17, 2014; and
4. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

This public hearing was scheduled to consider an energy savings program and performance agreement with Siemens. Negotiations are still underway regarding the documents, and it is anticipated that the project will be ready for consideration on September 17, 2014. It is recommended that the City Council open the public hearing and continue it until September 17, 2014.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "CTAB", is written over a horizontal line.

Chu Thai
Administrative Services Director

Approved by:

A handwritten signature in black ink, appearing to read "Paul L. Talbot", is written over a horizontal line.

Paul L. Talbot
City Manager

Reviewed by:

A handwritten signature in black ink, appearing to read "Karl H. Berger", is written over a horizontal line.

Karl H. Berger
Assistant City Attorney



City Council Staff Report

DATE: September 3, 2014

AGENDA ITEM NO: **New Business**
Agenda Item 6-A.

TO: The Honorable Mayor and City Council
FROM: Dan Costley, Recreation & Community Services Director
SUBJECT: Proposed New Year's Eve Countdown Event

RECOMMENDATION:

Recommendations: It is recommended that the City Council:

- (1) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with Sing Tao Newspapers Los Angeles Ltd., to co-host a New Year's Eve countdown event on Garvey Avenue between Atlantic and Ynez.
- (2) Either:
 - a) charge Sing Tao Newspapers Los Angeles Ltd. up to \$28,000 for all City services necessary to conduct the event (street closures, building and fire inspections, event security provided by the police department, site emergency management by the fire department, etc.) OR
 - b) waive all fees for necessary services; and
- (3) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Sing Tao Newspapers Los Angeles Ltd. ("Sing Tao") proposed a New Year's Eve countdown event to be held on Garvey Avenue, between Atlantic and Moore. The event would begin at 6:00 p.m. and conclude at approximately 12:30 a.m. Expected attendance would be 20,000 people. Sing Tao asked that the City sponsor this event.

In the proposal, Sing Tao Daily is offering to take on all of the direct expenses for the entertainment, food, and vendor booths, as well as event insurance and advertising, while asking the City to be responsible for the traffic control and street barricades; Police and Fire services for safety and security during the event; and Public Works services to provide dumpsters, trash boxes and street sweeping. The City would also assist with the promotion of the event.

The proposed event would cost the City approximately \$28,000 in in-kind services, according to the estimates provided by the department heads. The City Council has the option to charge Sing Tao Newspaper for these services, or waive the fees. If the Council chooses to charge the fees, a New Year's Eve Committee would be established with the hope to secure the necessary sponsorships to offset the cost of City services.

The benefit to the City would come from additional revenue from sales taxes, business licenses and transient occupancy taxes ("TOT"). Also, downtown merchants should expect an increase in business during the event. It's difficult to provide a precise estimate regarding the amount of additional tax revenue that the City would receive from the Event. However, conducting a large scale event of this type will improve the City's profile as a tourist destination and advance the goodwill towards local businesses.

Once established, a successful event could expect to draw more people from a distance, which would likely increase the TOT and sales tax revenue. Also, it would be easier to secure sponsorship packages, and a higher premium would be paid for an event with a proven track record.

The term of the proposed agreement would be one year.

BACKGROUND:

Sing Tao newspaper has submitted a proposal to co-host (with the City) a New Year's Eve countdown event along Garvey Avenue, between Atlantic Blvd. and Ynez Avenue. See Map - **Attachment A**

Street closures would begin at approximately 10 a.m. and remain in effect until approximately 4 a.m. the following day. The Garvey street closure would be west of Ynez and east of Atlantic, with most of the activities along Garvey Avenue.

The event will begin at 6 p.m. and conclude at approximately 12:30 p.m. on January 1st.

Sing Tao estimates 20,000 people will attend during the six and a half hour event.

The event will be free and feature stage entertainment in English and Chinese. Performances would include acts such as; a magic show, a Michael Jackson impersonator, multicultural performers, and celebrity singers. The event will also feature 70-100 vendor booths offering food and shopping opportunities. Another highlight will be a beer and wine garden to be held on private property - it would be required to follow the same strict guidelines that the Night Market follows – I.D. Checks, security officers in charge, a predetermined number of people allowed in at any one time and no one under 21 allowed within the fenced area.

Other event highlights include face painting, novelty items, etc.

The big finish for the event will be a countdown to midnight, shown on a screen at the stage.

An event of this magnitude would require the coordinated efforts of numerous City staff, volunteers and vendors. The Department heads reviewed the proposed event and have estimated a cost of approximately \$28,000. This would cover the costs for the following:

- Block the streets and driveways (starting at 10:00 a.m.)
- Put up the appropriate detour signage
- Provide for pre-event inspections by Building and Fire
- Post event street cleaning
- It would also include the assignment of Police Department personnel for event security and Fire Department personnel for Site Emergency Management and EMS response. The Police Department noted that it will be difficult to schedule Reserve officers, because of the holiday season. **Attachment B**

Sing Tao would be responsible for:

- Publicity (including street banners),
- Securing entertainment
- Booth rentals
- Health Department permits
- Alcoholic Beverage Control requirements
- Insurance (including rain insurance)
- Event clean up

Sing Tao would receive the revenue generated by the booth rentals.

This event is not in this year's operational budget, so the event Committee would need an alternative funding source – A Committee would be formed to develop a sponsorship program and make the necessary contacts to ensure the necessary funds for operations.

FISCAL IMPACT:

If the Council decides to budget money for operational expenses, staff estimates the cost will be up to \$28,000. If the Council decides to have the event committee raise funds for the event, the City would be responsible for any difference, up to the \$28,000 total.

Respectfully prepared and submitted,



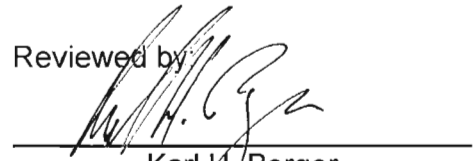
Dan Costley
Recreation and Community
Services Director

Approved By:



Paul L. Talbot
City Manager

Reviewed by:

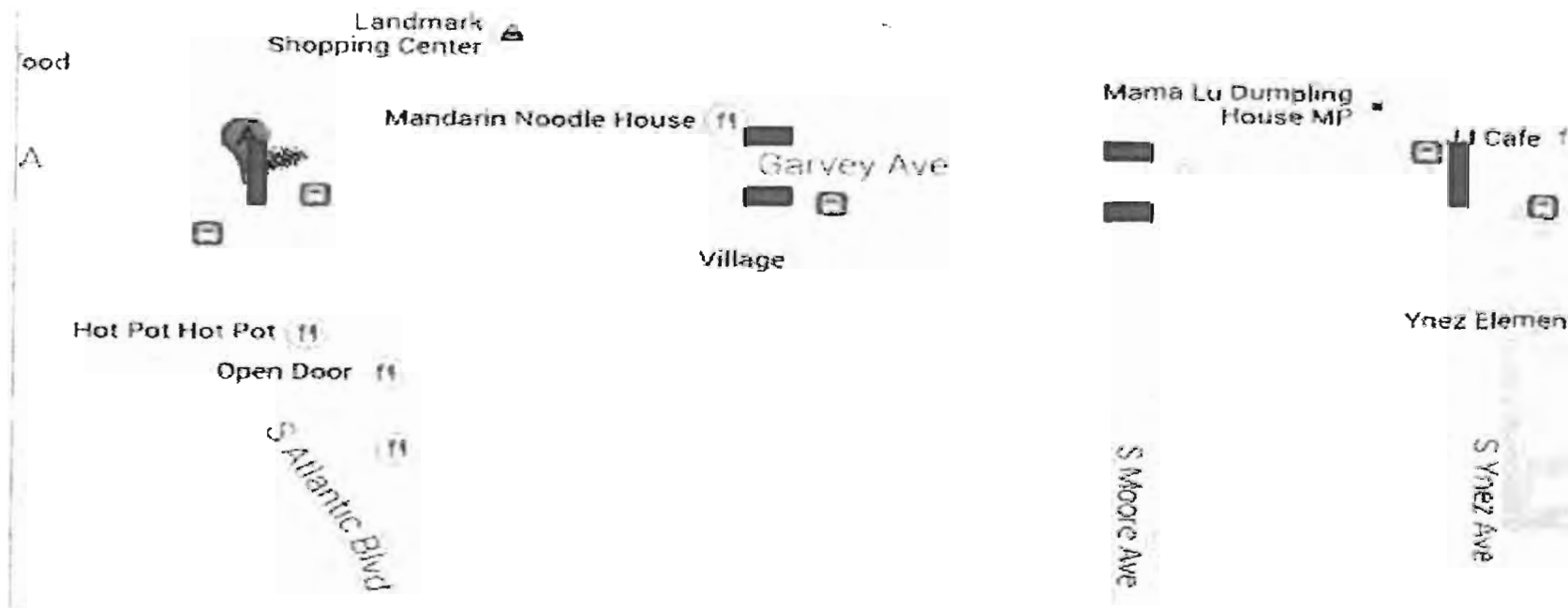


Karl H. Berger
Assistant City Attorney

Attachment A: Map
Attachment B: Cost Estimates
Attachment C: Sing Tao Proposal
Attachment D: Proposed Agreement

ATTACHMENT A - Map

ATTACHMENT A - Map



Street Closures:
Garvey at Atlantic
Garvey at Ynez
Chandler at Garvey
Moore at Garvey

*Additionally –
All of the
driveways into the
Festival area will
be blocked*

ATTACHMENT B: Cost Estimates

New Year's Eve Countdown - In Kind Services	
Department	Amount
<i>Public Works</i>	
Labor	\$4,000
Water Barriers	\$420
Sub Total	\$4,420
<i>Fire Department</i>	
2 Firefighter Paramedics for EMS response	\$1,970
Deputy Fire Marshal	\$367
Fire Captain - Site Emergency Management	\$612
Sub Total	\$2,949
<i>Community & Economic Development</i>	
Building Inspector	\$265
<i>Police Department</i>	
Personnel (16 people)	\$17,622
Total	\$25,256
+10% contingency'	Approximately \$28,000

ATTACHMENT C: Sing Tao Proposal



SING TAO NEWSPAPERS LOS ANGELES LTD.

Date: June 12, 2014
To: Paul Talbot, City Manager

Proposal to the City of Monterey Park 2015 New Year's Eve Countdown Event

Dear Mr. Talbot,

It is with honor and great pleasure that Sing Tao Newspapers LTD (Sing Tao Daily) is presented with the opportunity to work with City of Monterey Park (the City). Enclosed is the proposal for the City to consider co-hosting with Sing Tao Daily on 2015 New Year's Eve Countdown Event (Event) in City of Monterey Park.

Purpose of Event:

- New Year's Eve is a major social holiday, with many people attending special celebrations to celebrate the upcoming New Year. In many cities, large scale public events are held. These often attract a great amount of people. For Year 2015, we would like to host a multiethnic New Year's Eve Countdown Event in Monterey Park. This event will draw thousands of people to Monterey Park's downtown for a celebration of the year-end and the beginning of a new year.

Overview of Event:

An outdoor, open to public and free admission multicultural event:

- Theme: 2015 New Year's Eve Countdown Celebration
- Stage Entertainment: Entertainments to be conducted in bilingual English & Chinese Mandarin. Stage will hold approximately 6 hours of entertainment. Performances include: Opening Ceremony, celebrity singers, Michael Jackson impersonator performance, multicultural performances, and magic show.
- Vender Booths: 50-70 (booths will be set up around the stage and on Garvey Ave.)

17059 Green Drive, City of Industry, CA 91745, U.S.A. General Line: (626) 956-8200 Website: www.singtaousa.com

| HONG KONG | USA Los Angeles San Francisco New York | CANADA Calgary Toronto Vancouver | EUROPE Amsterdam London Paris | AUSTRALIA Sydney |
Member of Sing Tao News Corporation Limited



SING TAO NEWSPAPERS LOS ANGELES LTD.

Location of Event:

- On Garvey Ave., between Atlantic Blvd. and Chandler Ave.

Date and Hours of Event:

- From Wednesday, December 31, 2014, 4:00 p.m. to Thursday, January 1, 2015, 12:00 midnight

Setup and Teardown:

- Setup will start at 7:00 a.m. on Wednesday Dec. 31, 2014
- Teardown will finish at 4:00 a.m. on Thursday Jan. 1, 2015

Responsibilities of co-sponsors of Event

City of Monterey Park is responsible for the followings:

- Block traffic on Garvey Ave., between Atlantic Blvd. and Chandler Ave., from 7:00 a.m. Wednesday Dec. 31, 2014, to 4:00 a.m. Thursday Jan. 1, 2015.
- Contract with Traffic Engineer for Traffic Control Plan and get approval from all necessary agencies. Cover all costs of contracts.
- Contract with LA County Sheriff Department, Fire Department and Public Work for safety and security during the event. Cover all costs of contracts.
- Contract with Trash Company for 2 dumpsters and 80 trash boxes, as well as street sweeping after Event. Cover all costs of contracts.
- Expenses for all City Staffs during Event.
- Allow curb parking on side streets and provide extra parking spaces.
- Display street promotion banners (size: 40' x 3') starting 1 month preceding Event.
- Waive fees to display any promotion banners on streets and light poles.
- Distribute promotional posters to neighborhood 2 weeks preceding Event or announce Event on City's newspapers and website.
- Invite Council members to Event's opening ceremony.
- Provide First Aid supplies for Event's participants for illness or injury during Event.

Sing Tao Daily is responsible for the followings:

- Expenses for booth tents, performances on stage, sound system, tables, chairs, portable toilets, hand wash sinks and electric generators.
- Expenses on street promotional banners (size: 40' x 3') and light pole banners.



SING TAO NEWSPAPERS LOS ANGELES LTD.

- Display light pole banners starting 1 month preceding Event.
- Contract with cleaning company to cleanup during and after Event.
- Health Permits for food vendors issued by LA County Health Department.
- Liability insurance for Event – to be provided upon confirmation of Event date.
- Provide advertisements of Event on Sing Tao Daily Newspapers and magazines as well as other media coverages 2 months prior to Event.
- Provide 5 booths to City of Monterey Park.

This is a preliminary proposal and more details can be added as needed. We sincerely ask the City of Monterey Park to offer any additional suggestions for a successful planning of the Event. Please feel free to contact me or my colleague, Ann Chen. I can be reached at 626-956-8109 (office), 626-347-1265 (cell), or via email at mayli@singtaola.com. Ann Chen can be reached at 626-956-8105, or via email at annchen@singtaola.com. We are also available to meet in person if that's more convenient.

Sincerely,

May Li
Advertising & Marketing Manager
Sing Tao Newspapers Los Angeles LTD.

ATTACHMENT D: Proposed Agreement

**HOLD HARMLESS AGREEMENT BETWEEN
THE CITY OF MONTEREY PARK
AND SING TAO NEWSPAPER**

THIS AGREEMENT, is entered into this third day of September, 2014 by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY") and SING TAO NEWSPAPER ("OWNER").

1. **FACTS.** This Agreement is made with reference to the following facts and objectives:

- a. OWNER will operate an event known as the NEW YEAR EVE COUNTDOWN ("Event").
- b. The Event attracts participants and onlookers from all over California. The City Council determined that it was in the public interest to assist with the Event in order to promote public welfare.
- c. On September 3, 2014, the City Council authorized the City Manager, or designee, to assist with the Event by contributing in-kind services not to exceed \$28,000.

2. **PAYMENTS AND SERVICES.**

- a. CITY agrees to consider OWNER's requests for in-kind services and, at the discretion of the City Manager, or designee, assist the Event with services including, without limitation, traffic control; refuse removal; crowd control, fire building inspections, and EMS response. OWNER understands and agrees that providing such services are solely at the City Manager's, or designee's, discretion.
- b. OWNER further understands and agrees that it may be required to obtain a special events permit in accordance with the Monterey Park Municipal Code that is separate and apart from this Agreement.

3. **HOLD HARMLESS.**

- a. OWNER indemnifies and holds CITY harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance, except for such loss or damage arising from CITY's sole negligence or willful misconduct. Should CITY be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, OWNER will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify CITY for any judgment rendered against it or any sums paid out in settlement or otherwise.

- b. For purposes of this section “CITY” includes CITY’s officers, elected and appointed officials, and employees.

4. **INSURANCE.**

- a. Before commencing performance under this Agreement, and at all other times this Agreement is effective, OWNER will procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$1,000,000
Professional Liability	\$1,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement

- b. Commercial general liability insurance will meet or exceed the requirements of the most recent ISO-CGL Form. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies will be endorsed to name CITY, its officials, and employees as “additional insureds” under said insurance coverage and to state that such insurance will be deemed “primary” such that any other insurance that may be carried by CITY will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance will be on an “occurrence,” not a “claims made,” basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to CITY.
- c. Professional liability coverage will be on an “occurrence basis” if such coverage is available, or on a “claims made” basis if not available. When coverage is provided on a “claims made basis,” OWNER will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover OWNER for all claims made by CITY arising out of any errors or omissions of OWNER, or its officers, employees or agents during the time this Agreement was in effect.
- d. Automobile coverage will be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

- e. OWNER will furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII."
- f. Should OWNER, for any reason, fail to obtain and maintain the insurance required by this Agreement, CITY may obtain such coverage at OWNER's expense and deduct the cost of such insurance from payments due to OWNER under this Agreement or terminate.

5. **ENTIRE AGREEMENT.** This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written. This Agreement will bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

6. **SEVERABILITY.** If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

7. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment. CITY's city manager, or designee, may execute any such amendment on behalf of CITY.

8. **INTERPRETATION; VENUE.** This Hold Harmless Agreement and its performance will be governed, interpreted, construed and regulated by the laws of the State of California. Exclusive venue for any action involving this Hold Harmless Agreement will be in Los Angeles County.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK
a general law city and municipal corporation.

Paul Talbot, City Manager

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:

Karl H. Berger, Assistant City Attorney