

**CITY COUNCIL 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 W. Newmark Avenue, Monterey Park, CA 91754**

**Wednesday
January 20, 2016
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 Police Explorers
ROLL CALL	Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person) While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS - None.

[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

NEW BUSINESS

2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF JANUARY 20, 2016

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 January 20, 2016 totaling \$1,021.06 and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

2-B. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT – DECEMBER 2015

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

- (1) Receive and file the Monthly Investment Report; and
- (2) Take such additional, related, action that may be desirable.

2-C. SUCCESSOR AGENCY (SA) MINUTES

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

- (1) Approve the minutes from the regular and special meeting of December 16, 2015; and
- (2) Take such additional, related, action that may be desirable.

2-D. RESOLUTION ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE AND ADMINISTRATIVE BUDGET FOR JULY 1, 2016 – JUNE 30, 2017

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

- (1) Adopting a resolution approving the Recognized Obligation Payment Schedule for the period between July 1, 2016 – June 30, 2017 (ROPS 16-17A & B) and the Successor Agency Administrative Budgets for July 1, 2016 – June 30, 2017;
Directing staff to post and transmit the ROPS and Administrative Budget to the appropriate public agencies; and
- (2) Taking such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR - None.

[4.] PUBLIC HEARING

4-A. PUBLIC HEARING – ORDINANCE PROHIBITING COMMERCIAL CANNABIS ACTIVITIES, CULTIVATION OF MEDICAL CANNABIS, AND DELIVERY OF MEDICAL CANNABIS IN ALL AREAS OF THE CITY

It is recommended that the City Council consider:

- (1) Opening a public hearing;
- (2) Taking testimonial and documentary evidence;
- (3) Closing the public hearing;
- (4) Adopting an urgency ordinance and introduce and waive first reading of the ordinance and scheduling a second reading and adoption for February 3, 2016; and
- (5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

These ordinances do not have the potential to cause significant effects on the environment and, therefore, they are exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. § 15061(b)(3). These ordinances amend the Monterey Park Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in the City. The ordinances do not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, it can be seen with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

[5.] OLD BUSINESS

5-A. AWARD OF CONTRACT - LABORATORY ANALYSIS SERVICES FOR THE WATER SYSTEM

It is recommended that the City Council consider:

- (1) Awarding a three-year contract to Eurofin Easton Analytical, Inc., for all Title 22 and NPDES water analyses in the amount of \$185,143.20 (\$168,312.00 plus a 10% contingency of \$16,831.20) per year commencing on July 1, 2015;
- (2) Authorizing the City Manager, or his designee, to execute a contract on behalf of the City in a form approved by the City Attorney; and
- (3) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorically Exempt pursuant to the California Environmental Quality Act (CEQA Guidelines § 15301).

**5-B. ADOPTING A RESOLUTION AUTHORIZING APPLYING FOR A GRANT FROM THE
STATE LAND WATER CONSERVATION FUND FOR THE BARNES POOL PROJECT
AFTER REVIEWING THE RESOLUTION**

It is recommended that the City Council consider:

- (1) Adopting a resolution approving the application for Grant Funds from the State Land Water Conservation Fund for the Barnes Pool Project that would include authorization for the City Manager to execute documents and expenditure of up to \$2M from the General Fund Capital Reserve Account as a 50/50 match, if grant funds are received; and
- (2) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

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

[6.] NEW BUSINESS

6-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF JANUARY 20, 2016

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 January 20, 2016 totaling \$805,118.87 specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

6-B. MONTHLY INVESTMENT REPORT – DECEMBER 2015

It is recommended that the City Council:

- (1) Receive and file the monthly investment report; and
- (2) Take such additional, related, action that may be desirable.

6-C. CITY COUNCIL MINUTES

It is recommended that the City Council:

- (1) Approve the minutes from the regular and special meeting of December 16, 2015; and
- (2) Take such additional, related, action that may be desirable.

6-D. DROUGHT UPDATE AND DECLARATION OF STAGE 3 DROUGHT EMERGENCY

It is recommended that the City Council consider:

- (1) Adopting the resolution declaring a Stage 3 Drought Emergency. The resolution would become effective immediately;
- (2) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

This resolution is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, “CEQA”) and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures to clarify existing policies and practices related to water service; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. This resolution is adopted, in part, for protection of the environment. Accordingly, this resolution does not constitute a “project” that requires environmental review (see specifically CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the resolution were a project, it constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

6-E. CONSIDERATION AND POSSIBLE ADOPTION OF A JOINT RESOLUTION APPROVING THE EXCESS BOND EXPENDITURE AGREEMENT REGARDING THE USE OF EXCESS BOND PROCEEDS FROM THE 2002 TAX ALLOCATION BONDS ISSUED BY THE FORMER MONTEREY PARK REDEVELOPMENT AGENCY IN THE ATLANTIC-GARVEY REDEVELOPMENT PROJECT NO. 1

It is recommended that the City Council consider:

- (1) Adopt a joint resolution of the City of Monterey Park (“City”) and Successor Agency to the former Redevelopment Agency (“Successor Agency”) approving a Bond Expenditure Agreement between the City and Successor Agency; or
- (2) Take such additional, related, action that may be desirable.

**6-F. NEIGHBORHOOD PRESERVATION TITLE – GENERAL PENALTIES UPDATE; PUBLIC
NUISANCE UPDATE; AND ADMINISTRATIVE CITATIONS UPDATE**

It is recommended that the City Council consider:

- (1) Introduce and waive first reading of three ordinances that would (a) create a new Title 4 in the Monterey Park Municipal Code (“MPMC”) entitled “Neighborhood Preservation”; (b) update the MPMC’s current regulations regarding general penalties; (c) update the MPMC’s current regulations regarding public nuisances; and (d) update the MPMC’s current regulations regarding Administrative Citations;
- (2) Schedule second reading and possible adoption for February 3, 2016. At that time, the City Council could also consider adopting a new fine schedule to implement Title 4; or
- (3) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

These ordinances are exempt from review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, “CEQA”) and CEQA regulations (14 California Code of Regulations §§ 15000, *et seq.*) because they consist only of revisions and clarifications to existing code enforcement codes and procedures related to such codes. Adoption of this ordinance will not have the effect of deleting or substantially changing any regulatory standards or required findings. These ordinances are actions being taken for enhanced protection of the environment.

**6-G. RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION FOR CAL RECYCLE
PAYMENT PROGRAMS**

It is recommended that the City Council consider:

- (1) Adopting a resolution authorizing the City Manager, or designee, to execute all grant related documents, in a form approved by the City Attorney; and
- (2) Take such additional, related, action that may be desirable.

**6-H. AWARD OF CONTRACT FOR ARCHITECTURAL SERVICES – WLC ARCHITECTS,
INC.**

It is recommended that the City Council consider:

- (1) Awarding the contract for architectural services to WLC Architects, Inc. in an amount not to exceed \$268,000 for Fire Stations 61, 62, and 63 remodel and reconstruction projects;
- (2) Authorize the City Manager, or designee, to execute an agreement, in a form approved by the City Attorney; or
- (3) Take such additional, related, action that may be desirable.

**6-I. MIDYEAR REVIEW REPORT WITH PROPOSED ADJUSTMENTS TO THE ADOPTED
BUDGET 2015-2016**

It is recommended that the City Council:

- (1) Approve budget amendments for additional expenditures as presented in the Midyear Review Report;
- (2) Receive and File the report; and
- (2) Take such additional, related, action that may be desirable.

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

**7-A. DISCUSSION ON CITY'S PAST AND FUTURE PRACTICES REGARDING THE
ISSUANCE OF CITY PROCLAMATIONS - REQUESTED BY COUNCIL MEMBER REAL
SEBASTIAN**

[8.] CLOSED SESSION - None.

ADJOURN

ORAL AND WRITTEN COMMUNICATIONS



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: (SA) New Business
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
January 20, 2016

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 **January 20, 2016 totaling \$1,021.06** 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 **305-306**.

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 **\$1,021.06.**

Respectfully submitted:

Prepared by:

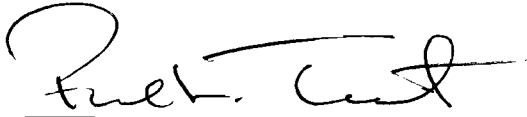


Chu Thai
Director of Management Services



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
20TH DAY OF JANUARY 2016
TOTALING \$1,021.06 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	\$ 1,021.06
Total	<u>\$ 1,021.06</u>

PASSED, APPROVED AND ADOPTED THE 20TH DAY OF JANUARY 2016.

Peter Chan, Mayor
City of Monterey Park, California

ATTEST:

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

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

I hereby certify that this resolution was duly adopted by the
Successor Agency to the Former Community Redevelopment Agency,
at a regular meeting held on the 20th day of January 2016 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 01/20/2016

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0860-801-1203-31600	955.00	LEGAL-SA		305	955.00
NATIONAL CONSTRUCTION RENTALS	0860-801-1203-31100	66.06	FENCE RENTAL		306	66.06
TOTAL FOR REGULAR WARRANTS						1,021.06
	PRINTED	1,021.06				
	E-PAYABLE	0.00				

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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TOTAL FOR PREPAID WARRANTS	0.00
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	1,021.06
TOTAL FOR PRINTED E-PAYABLES	0.00
TOTAL WARRANTS	1,021.06
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	0
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	2
TOTAL E-PAYABLES PRINTED	0
TOTAL CHECKS ISSUED	2

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	0.00	1,021.06	1,021.06
	TOTAL	0.00	1,021.06	1,021.06



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-B.

TO: The Honorable Mayor and City Council

FROM: Annie Yaung, CPFO, Controller

SUBJECT: Successor Agency Monthly Investment Report – December 2015

RECOMMENDATION: It is recommended that the City Council:

- (1) Receive and file the Monthly Investment Report; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

As of December 31, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows:

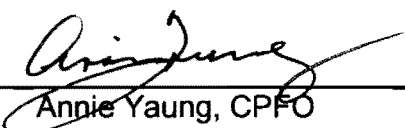
• Successor Agency (SA) Savings	5,637,766.61
• Successor Agency (SA) Checking	<u>163,790.45</u>
Total	<u>\$ 5,801,557.06</u>

BACKGROUND:

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

Respectfully submitted and prepared by:

Approved by:


Annie Yaung, CPFO
Controller


Paul L. Talbot
City Manager



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO:

(SA) New Business
Agenda Item 2-C.

TO: The Honorable Mayor and City Council

FROM: Vincent D. Chang, City Clerk

SUBJECT: Successor Agency (SA) Minutes

RECOMMENDATION:

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

- (1) Approve the minutes from the regular and special meeting of December 16, 2015; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

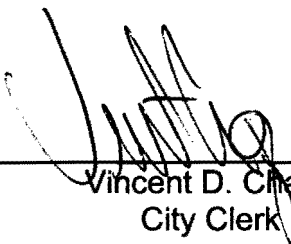
None.

FISCAL IMPACT:

None.

Respectfully submitted,

Prepared by:

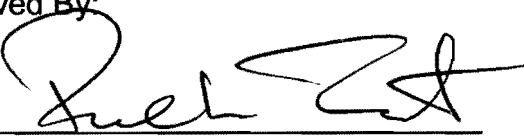


Vincent D. Chang
City Clerk



Helena Cho
Secretary

Approved By:



Paul L. Talbot
City Manager

Attachments: (Regular) December 16, 2015; (Special) December 16, 2015;

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
DECEMBER 16, 2015**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, December 16, 2015 at 6:00 p.m.

CALL TO ORDER:

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

ROLL CALL:

City Manager Paul Talbot called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan

Council Members Absent: None

Also Present: City Manager Paul Talbot, Assistant City Attorney Karl Berger

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL & WRITTEN COMMUNICATIONS

None.

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

1. CONFERENCE LEGAL COUNSEL, EXISTING LITIGATION - GOVERNMENT CODE § 54956.9 (d)(1) Number of Cases: 2

A. *People ex rel Mark D. Hensley v. USTL Import and Export, Inc., et. al.*, LASC Case No. BC577155 (April 1, 2015).

B. *Bedford Freight Lines v. City of Monterey Park*, LASC Case No. BC578550 (April 13, 2015).

2. CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION (Significant exposure to litigation) - GOVERNMENT CODE § 54956.9(d): - 1 matter

Defendant: *Center International Investments, Inc., et al.*

RECONVENE & ADJOURNMENT

The Council reconvened from Closed Session with all Council Members present and the meeting was adjourned at 6:40 p.m.

Action Taken: No reportable action taken during Closed Session.

Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
DECEMBER 16, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, December 16, 2015 at 7:00 p.m.

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

CALL TO ORDER:

Mayor Chan called the meeting to order at 7:02 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan, Mitchell Ing

Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Karl Berger, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Police Chief Jim Smith, Recreation and Community Services Director Dan Costley, Management Services Director Chu Thai, Community and Economic Development Director Michael Huntley, Human Resources Director Tom Cody, City Librarian Norma Arvizu, Controller Annie Yaung, Senior Planner Samantha Tewasart, Economic Development Specialist Donna Ramirez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

Mayor Chan requested to hear Item No. 6H after Item No. 4A.

ORAL AND WRITTEN COMMUNICATIONS

- Evan Lam, a student at Macy Intermediate School, thanked the City Council and the San Gabriel Valley Water District for their support in the creation of a Water Conservation Garden located in front of Macy Intermediate School's main office.
- Marissa Castro-Salvati, Public Affairs representative for Southern California Edison, spoke about Edison's most recent restructure and her reassignment to a new region. She thanked the Council and staff for all their support during her

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

15 years of service to the City. She asked that the city welcome the new Edison representative, Adrian Garcia.

1. PRESENTATION

None.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

NEW BUSINESS

2A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF DECEMBER 2, 2015 AND DECEMBER 16, 2015

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 300-302.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency made a motion to approve Item Nos. 2A – 2D. The City Council approved payment of warrants and adopted Resolution No. SA-107 of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated December 2, 2015 and December 16, 2015 totaling \$82.68 and specifying the funds out of which the same are to be paid.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Liang, motion carried by the following vote:

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

Resolution No. SA-107, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 2ND AND 16TH DAY OF DECEMBER 2015 TOTALING \$82.68 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

2B. SUCCESSOR AGENCY INVESTMENT REPORT AS OF NOVEMBER 2015

As of November 30, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows:

• Successor Agency (SA) Savings	5,636,904.86
• Successor Agency (SA) Checking	90,805.82
• Successor Agency (SA) RORF	<u>115,988.00</u>

Total \$ 5,843,698.68

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency received and filed the monthly investment report. Motion taken with Item No. 2A.

2C. SUCCESSOR AGENCY MINUTES

Approval of Minutes from the regular meeting of October 21, 2015; Town Hall special meeting of October 27, 2015; regular and special meeting of November 4, 2015; regular and special meeting of November 18, 2015 for the Successor Agency to the former Monterey Park Redevelopment Agency.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved the minutes from regular meeting of October 21, 2015; Town Hall special meeting of October 27, 2015; regular and special meeting of November 4, 2015; regular and special meeting of November 18, 2015. Motion taken with Item No. 2A.

2D. AUTHORIZE THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY AND BP INTERNATIONAL, INC.

On August 15, 2013 the Oversight Board approved a Long Range Property Management Plan (LRPMP). One of the two remaining properties of the former Redevelopment Agency detailed in the LRPMP was the vacant commercial parcel located at 540 West Garvey Avenue.

As a component of the winding down of the former Redevelopment Agency activities, the City is required to liquidate all real property assets. Staff was directed to market the property located at 540 W. Garvey Avenue for sale on the open market. Subsequent to marketing the property on Loop Net and posting the property for sale, staff only received one viable offer. There had been a dozen or more inquiries but no additional offer transpired.

Staff had presented the offer to the Successor Agency at which time staff was directed to retain the services of a commercial real estate broker to assist in the marketing and sale of the property. Staff has conducted an RFP and is recommending that the Successor Agency retain the services of BP International, Inc.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency authorized the City Manager to execute a professional service agreement between the Successor Agency and BP International, Inc. in a form approved by the City Attorney. Motion taken with Item No. 2A.

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

Staff Report

***The City of Monterey Park and the
Successor Agency to the Former
Monterey Park Redevelopment Agency***

DATE: January 20, 2016

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-D.

TO: Mayor Chan and the City Council acting on behalf of the Successor Agency to the former Monterey Park Redevelopment Agency

FROM: Donna M. Ramirez, Economic Development Specialist

SUBJECT: Resolution Adopting the Recognized Obligation Payment Schedule and Administrative Budget for July 1, 2016 –June 30, 2017

RECOMMENDATION:

It is recommended that the Successor Agency to the former Redevelopment Agency consider:

- 1) Adopting a resolution approving the Recognized Obligation Payment Schedule for the period between July 1, 2016 – June 30, 2017 (ROPS 16-17A & B) and the Successor Agency Administrative Budgets for July 1, 2016 –June 30, 2017;
- 2) Directing staff to post and transmit the ROPS and Administrative Budget to the appropriate public agencies; and
- 3) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

AB X1 26 requires the Monterey Park Successor Agency ("SA") to formulate Recognized Obligation Payment Schedules ("ROPS") under which the SA makes payments for eligible obligations of the former Redevelopment Agency. The ROPS are considered by the Successor Agency Board, proposed to the Oversight Board ("OB") and, if approved by the OB, provided to the California Department of Finance ("DOF") for review.

On January 1, 2016 the Department of Finance (DOF) changed the form for the ROPS to incorporate an entire 12 months. As a result, staff requests that the City Council, acting on behalf of the Successor Agency for the former Monterey Park Redevelopment Agency, consider and adopt the ROPS 16-17A & B and Administrative Budget for the period covering July 2016 – June 2017.

DISCUSSION:

ROPS 16-17A & B includes a new line item, No. 38, for Excess Bond Proceeds. Prior to using bond proceeds the amount must be placed on the ROPS. The approximate amount of Excess Bond Proceeds is \$5,637,767.

ROPS 16-17A&B requests an amount of \$8,201,638 for the 12 month period of July 1, 2016 through June 30, 2017.

Included in ROPS 16-17 A&B is the Administrative Budget for an amount of \$250,000.

To meet the deadlines for disbursement of funds from the county of Los Angeles both the SA and the OB must approve a ROPS and submit it to the DOF by February 1, 2016.

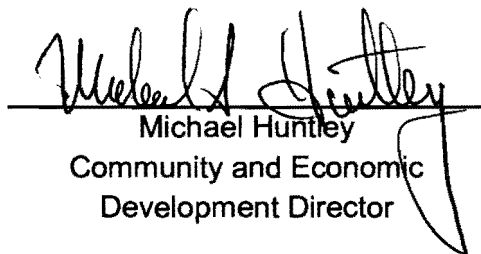
The Oversight Board is scheduled to review the ROPS and Administrative Budget on January 21st at a special meeting.

FISCAL IMPACT:

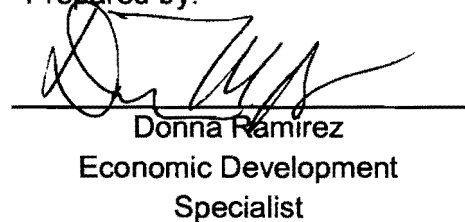
There is no fiscal impact to the general fund. All monies received from the request made on the ROPS go into the account of the Successor Agency for obligations of the former redevelopment agency.

Respectfully submitted,

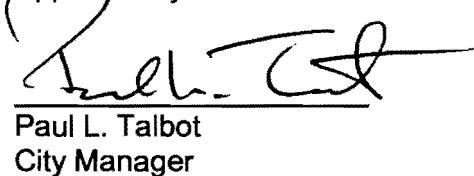
By


Michael Huntley
Community and Economic
Development Director

Prepared by:


Donna Ramirez
Economic Development
Specialist

Approved by:


Paul L. Talbot
City Manager

Reviewed by:

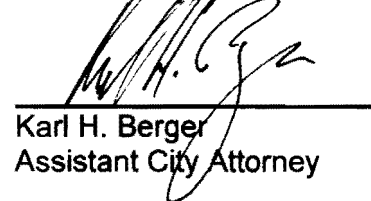

Karl H. Berger
Assistant City Attorney

Exhibit "A": Proposed Resolution
Attachment 1 – ROPS 16-17 A & B for the period of July 1, 2016 through
June 30, 2017
Attachment 2 – Administrative Budget for July 1, 2016 through June 30, 2017

EXHIBIT "A"

**Resolution Approving the ROPS 16-17 A&B
for the period of July 1, 2016 – June 30, 2017**

RESOLUTION NO. SA- ____

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE MONTEREY PARK REDEVELOPMENT AGENCY APPROVING AND ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE 16-17 A&B AND THE SUCCESSOR AGENCY ADMINISTRATIVE BUDGET (FOR THE PERIOD BETWEEN JULY 1, 2016 THROUGH JUNE 30, 2017)

The City Council, acting on behalf of the Successor Agency to the Monterey Park Redevelopment Agency ("Successor Agency"), does resolve as follows:

Section 1. The City Council finds and declares that:

- A. On June 29, 2011, AB 1X 26 and AB 1 X 27 became effective, requiring that each redevelopment agency within California be dissolved unless the community that created it enacts an ordinance committing it to making certain payments;
- B. On December 29, 2011, the California Supreme Court issued a decision in *California Redevelopment Association v. Matosantos* (2011) 53 Cal. 4th 231 largely upholding AB 1 X 26, invalidating AB 1X 27 as unconstitutional, and holding that AB 1X 26 may be severed from AB 1X 27 and enforced independently;
- C. The Supreme Court generally revised the effective dates and deadlines for performance of obligations in Part 1.85 arising before May 1, 2012, to take Effect four months later;
- D. As a result of the Supreme Court's decision, the Monterey Park Redevelopment Agency, created pursuant to the Community Redevelopment Law, was dissolved pursuant to AB 1X 26 on February 1, 2012;
- E. By its Resolution No. 11455 adopted on January 11, 2012, the City Council of the City of Monterey Park made an election to serve as the successor agency for the former Redevelopment Agency (the "Successor Agency"); and
- F. The City Council desires to adopt this Resolution approving and adopting a Recognized Obligation Payment Schedule (designated as ROPS 16-17 A&B by the California Department of Finance) and the Successor Agency Administrative Budget for the period from July 1, 2016 through June 30, 2017.

Section 2. *Approval.* The City Council approves and adopts ROPS 16-17 A&B, attached as Exhibit "A" to this Resolution and incorporated by reference. The City Council also approves and adopts the Administrative Budget attached as Exhibit "B" to this Resolution and incorporated by reference.

Section 3. *Authorization.* The City Manager, or designee, acting on behalf of the Successor Agency is authorized and directed, jointly and severally, to implement this Resolution including, without limitation, providing documents associated with the ROPS 16-17 A&B to the Oversight Board, City Council, Department of Finance, county Controller and (if applicable) State Controller. The City Manager, or designee, is the official whom the Department of Finance may make requests for review in connection with the ROPS 16-17 A&B.

Section 4. *Amendment.* The ROPS may be amended from time-to-time at any public meeting of the City Council acting on behalf of the Successor Agency.

Section 5. *Environmental Determination.* Approval of this Resolution is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 2100, et seq., "CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, et seq.) because it establishes rules and procedures to implement government funding mechanisms; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. Accordingly, approval of this Resolution does not constitute a "project" that requires environmental review (see 14 CCR § 15378(b)(4-5)).

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

Section 7. *Summaries of Information.* All summaries of information in the findings, which precede this Section, are based on the substantial evidence in the record including, without limitation, verbal and documentary evidence submitted to the Successor Agency. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

Section 8. The Secretary is directed to certify the adoption of this Resolution; record this Resolution in the book of the SA's original resolutions; and make a minute of the adoption of the resolution in the Successor Agency's records and the minutes of this meeting.

Section 9. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, APPROVED, AND ADOTPED this 20th day of January, 2016.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

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

By: _____
Karl H. Berger
Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF MONTEREY PARK)

I, Vincent D. Chang, hereby certify that the above foregoing Resolution No. SA - ____ was
Duly passed and adopted by the City Council acting as the Successor Agency to the former
Redevelopment Agency at a regular meeting held on the 20th day of January, 2016 by the
following vote:

AYES:	Council Members:
NOES:	Council Members:
ABSTAIN:	Council Members:
ABSENT:	Council Members:

Dated this 20th day of January, 2016

Vincent D. Chang, City Clerk
City of Monterey Park

Exhibit "A" – ROPS 16-17 A&B

Exhibit "B" – Administrative Budget July 1, 2016 – June 30, 2017

Attachment "1"

ROPS 16-17 A&B

for the period of July 1, 2016 – June 30, 2017

Recognized Obligation Payment Schedule (ROPS 16-17) - Summary

Filed for the July 1, 2016 through June 30, 2017 Period

Successor Agency:

Monterey Park

County:

Los Angeles

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)		16-17A Total	16-17B Total	ROPS 16-17 Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding				
A	Sources (B+C+D):	\$ 5,637,767	\$ -	\$ 5,637,767
B	Bond Proceeds Funding	5,637,767	-	5,637,767
C	Reserve Balance Funding	-	-	-
D	Other Funding	-	-	-
E	Enforceable Obligations Funded with RPTTF Funding (F+G):	\$ 1,278,373	\$ 1,285,498	\$ 2,563,871
F	Non-Administrative Costs	1,153,373	1,160,498	2,313,871
G	Administrative Costs	125,000	125,000	250,000
H	Current Period Enforceable Obligations (A+E):	\$ 6,916,140	\$ 1,285,498	\$ 8,201,638

Certification of Oversight Board Chairman:

Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

Name

Title

/s/

Signature

Date

Monterey Park Recognized Obligation Payment Schedule (ROPS 16-17) - ROPS Detail																						
July 1, 2016 through June 30, 2017																						
(Report Amounts in Whole Dollars)																						
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 16-17 Total	16-17A					16-17A Total	16-17B					16-17B Total
											Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF			Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF		
											Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin		Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	
1	Successor Agency Administration	Admin Costs	1/1/2014	7/12/2034	Successor Agency	Successor Agency Administration	All	\$ 111,091,304	N	\$ 8,201,638	\$ 5,637,767	\$ -	\$ -	\$ 1,153,373	\$ 125,000	\$ 6,916,140	\$ -	\$ -	\$ -	\$ 1,160,498	\$ 125,000	\$ 1,285,498
15	Pension Override to City's Retirement Fund	Miscellaneous	8/20/1946	12/31/2039	City of Monterey Park	Voter mandate for Pension Override Funds allocated as tax increment to be paid to City's pension costs		37,346,622	N	250,000					125,000	125,000					125,000	125,000
16	Los Angeles County Reimbursement Agreement	City/County Loans On or Before 6/27/11	8/27/1987	7/12/2034	County of Los Angeles	Repayment of deferral of prior year pass through payment deferrals	All	46,184,609	N	\$ -						\$ -						\$ -
21	Property Disposition Services	Property Dispositions	7/1/2013	6/30/2015	Various	Costs associated with the disposition of Agency Property	All	90,000	N	\$ 60,000				30,000		\$ 30,000				30,000		\$ 30,000
22	Property Maintenance fees for 540 West Garvey Avenue	Fees	5/12/2011	6/30/2015	Various	Maintenance fees for Agency Property until it is sold	Merged Project Area	484,405	N	\$ 3,190				1,595		\$ 1,595				1,595		\$ 1,595
28	Housing Fund Repayment of SERAF Loan	LMIHF Loans	8/4/2010	6/30/2016	Housing Successor Agency	Housing Fund Repayment of SERAF Loan	All	1,789,031	N	\$ 137,342				68,671		\$ 68,671				68,671		\$ 68,671
29	Repayment of Housing Loan Obligation	City/County Loans On or Before 6/27/11	5/19/1997	6/30/2039	Housing Successor Agency	Housing Fund Repayment for Outstanding Loan			N													
31	Atlantic-Garvey Tax Allocation Refunding Bonds, 2013A	Bonds Issued On or Before 12/31/10	12/24/2013	9/1/2026	US Bank	Bonds issued to advance refund the 2002 Tax Allocation Bonds	Atlantic/Garvey Project Area	12,815,000	N	\$ 1,442,507				722,191		\$ 722,191				720,316		\$ 720,316
32	Trustee Fees for Merged Tax Allocation Refunding Bonds, 2013B	Bonds Issued On or Before 12/31/10	12/24/2013	9/1/2028	US Bank	Fees for Trustee of Refunding Bonds	Merged Project Area	29,250	N	\$ 1,000						\$ -				1,000		\$ 1,000
33	Trustee Fees for Atlantic-Garvey Tax Allocation Refunding Bonds, 2013A	Bonds Issued On or Before 12/31/10	12/24/2013	9/1/2026	US Bank	Fees for Trustee of Refunding Bonds	Atlantic/Garvey Project Area	30,620	N	\$ 1,000						\$ -				1,000		\$ 1,000
34	Arbitrage Rebate Report for Merged Tax Allocation Refunding Bonds, 2013B	Bonds Issued On or Before 12/31/10	12/24/2013	9/1/2028	BLX Group	Bond Arbitrage Rebate Report	Merged Project Area	24,000	N	\$ 3,000						\$ -				3,000		\$ 3,000
35	Arbitrage Rebate Report for Atlantic-Garvey Tax Allocation Refunding Bonds, 2013A	Bonds Issued On or Before 12/31/10	12/24/2013	9/1/2026	BLX Group	Bond Arbitrage Rebate Report	Atlantic/Garvey Project Area	20,000	N	\$ 3,000						\$ -				3,000		\$ 3,000
36	Merged Tax Allocation Refunding Bonds, 2013B	Bonds Issued After 12/31/10	12/24/2013	9/1/2028	US Bank	Bonds issued to advance refund the 1998 Tax Allocation Bonds	Merged Project Area	6,640,000	N	\$ 662,832				330,916		\$ 330,916				331,916		\$ 331,916
38	Excess 2002 Bonds Proceeds	Bonds Issued On or Before 12/31/10	8/22/2002	9/1/2026	Bank of the West Savings	2002 Bonds Proceeds to finance certain land and improvements	Atlantic/Garvey Project Area	5,637,767	N	\$ 5,637,767	5,637,767					\$ 5,637,767						\$ -
39									N	\$ -						\$ -						\$ -
40									N	\$ -						\$ -						\$ -
41									N	\$ -						\$ -						\$ -
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93									N	\$ -						\$ -						\$ -

Monterey Park Recognized Obligation Payment Schedule (ROPS 16-17) - ROPS Detail																						
July 1, 2016 through June 30, 2017																						
(Report Amounts in Whole Dollars)																						
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 16-17 Total	16-17A					16-17A Total	16-17B					16-17B Total
											Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF			Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)			RPTTF		
											Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin		Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	
94									N	\$ -						\$ -						\$ -
95									N	\$ -						\$ -						\$ -
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103									N	\$ -						\$ -						\$ -
104									N	\$ -						\$ -						\$ -
105									N	\$ -						\$ -						\$ -

Monterey Park Recognized Obligation Payment Schedule (ROPS 16-17) - Report of Cash Balances
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [CASH BALANCE TIPS SHEET](#)

A	B	C	D	E	F	G	H	I
	Cash Balance Information by ROPS Period	Fund Sources						Comments
		Bond Proceeds		Reserve Balance		Other	RPTTF	
		Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	
ROPS 15-16A Actuals (07/01/15 - 12/31/15)								
1	Beginning Available Cash Balance (Actual 07/01/15)	5,632,654			410,632		78,250	
2	Revenue/Income (Actual 12/31/15) RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015	5,113					1,239,066	
3	Expenditures for ROPS 15-16A Enforceable Obligations (Actual 12/31/15)				410,632		1,248,475	
4	Retention of Available Cash Balance (Actual 12/31/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						-	
5	ROPS 15-16A RPTTF Balances Remaining	No entry required					68,841	
6	Ending Actual Available Cash Balance C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ 5,637,767	\$ -	\$ -	\$ -	\$ -	\$ -	
ROPS 15-16B Estimate (01/01/16 - 06/30/16)								
7	Beginning Available Cash Balance (Actual 01/01/16) (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ 5,637,767	\$ -	\$ -	\$ -	\$ -	\$ 68,841	
8	Revenue/Income (Estimate 06/30/16) RPTTF amounts should tie to the ROPS 15-16B distribution from the County Auditor-Controller during January 2016	5,500					1,249,335	
9	Expenditures for ROPS 15-16B Enforceable Obligations (Estimate 06/30/16)						631,835	
10	Retention of Available Cash Balance (Estimate 06/30/16) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						617,500	
11	Ending Estimated Available Cash Balance (7 + 8 - 9 -10)	\$ 5,643,267	\$ -	\$ -	\$ -	\$ -	\$ 68,841	

Monterey Park Recognized Obligation Payment Schedule (ROPS 16-17) - Notes July 1, 2016 through June 30, 2017

[illegible]

Attachment "2"

Administrative Budget for the period of July 1, 2016 – June 30, 2017

City of Monterey Park
Successor Agency Administrative Costs
7/1/16 - 6/30/17

			ROPS 16-17 A&B 12 Month Period
Object	ROPS Item #	Name	Total
Successor Agency (Activity 1203)			
11200/	1	Salaries & Benefits	
		Donna Ramirez	35,000
		Terri Tsai	20,000
		Annie Yaung	50,000
		Paul Talbot	65,000
			170,000
11650/12500		General Liability/Insurance/Separation Benefits	10,000
21350		Office Supplies (paper/toners/ink)	1,000
32200		Postage / Messenger Service/Telephone	1,000
31600		Attorney Services	20,000
31800		SA Audit and Annual Financial Statement	15,000
31950		Other Profession Services	8,000
37500		Duplicating Equipment Rental	5,000
38400		Repairs and Maintenance (Space)	20,000
Administration Budget - Total			250,000



City Council Staff Report

DATE: January 20, 2016

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

TO: Honorable Mayor and Members of the City Council

FROM: Michael A. Huntley, Director of Community and Economic Development

SUBJECT: Public Hearing – Ordinance Prohibiting Commercial Cannabis Activities, Cultivation of Medical Cannabis, and Delivery of Medical Cannabis in All Areas of the City.

RECOMMENDATION:

It is recommended that the City Council consider:

- (1) Opening a public hearing;
- (2) Taking testimonial and documentary evidence;
- (3) Closing the public hearing;
- (4) Adopting an urgency ordinance and introduce and waive the first reading of the regular ordinance and scheduling a second reading and adoption for February 3, 2016; and
- (5) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The Monterey Park Municipal Code expressly prohibits medical marijuana dispensaries in the City. Recent legislation signed by Governor Brown expressly authorizes cities to regulate or prohibit the cultivation and delivery of medical cannabis, and commercial cannabis activities, generally. If cities in California do not prohibit the cultivation of medical cannabis by March 1, 2016, the State will become the exclusive licensing authority for medical cannabis cultivation. Although these medical marijuana-related activities are already technically prohibited under the City's permissive zoning scheme (viz. any use that is not expressly permitted is prohibited), staff recommends adoption of an ordinance that expressly prohibits these medical marijuana-related activities in order to avoid any possible ambiguity.

On January 12, 2016, the Planning Commission adopted Resolution No. 01-16 which recommended that the City Council adopt the ordinance. A copy of that Resolution and the Planning Commission staff report are included for reference. Should the City Council decide to introduce the draft ordinance, the second reading and adoption would be scheduled for February 3, 2016.

BACKGROUND:

In 1996, the voters of the State of California approved Proposition 215, also known as the Compassionate Use Act ("CUA") (codified as Health and Safety Code section 11362.2 et seq.). The purpose of the Act was to ensure that seriously ill patients could obtain and use marijuana for medical purposes, even though the use and possession of marijuana remains illegal under the federal Controlled Substances Act. In 2003, the state Legislature enacted SB 420 (the "Medical Marijuana Program Act" or "MMPA"), which provided additional statutory guidance for those involved with medical marijuana use and also allowed local governing bodies to adopt and enforce rules and regulations regarding the operation or establishment of medical marijuana facilities. The CUA and MMPA do not "legalize" marijuana, but rather provide limited defenses to certain categories of individuals with respect to certain conduct and certain state criminal offenses.

Neither the CUA nor the MMPA preempt or limit local zoning regulations on medical marijuana cultivation and distribution. The California Supreme Court has ruled that a city has the power to ban facilities that distribute medical marijuana (*City of Riverside v. Inland Empire Patient's Health & Wellness Center* (2013) 56 Cal.4th 729) and an appellate court has ruled that a City may prohibit all marijuana cultivation. (*Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975 (review denied March 26, 2014))

Monterey Park's zoning ordinance is a "permissive" zoning ordinance, meaning uses that are not specifically permitted are prohibited (MPMC § 21.02.170). No medical marijuana-related uses are permitted or conditionally permitted in any zone. Consequently, they are prohibited under the principles of permissive zoning. Section 21.02.170 of the Municipal Code also provides that the use of any property for purposes prohibited by federal law is a misdemeanor. Since marijuana remains illegal to use, possess or sell under federal law, marijuana-related uses are also prohibited by that section. Likewise, because marijuana use and possession is illegal under federal law, no business license could be issued for any such activity in the City.

On October 9, 2015 Governor Brown signed three bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act ("MMRSA"). MMRSA established a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. MMRSA allows a City to prohibit commercial medical marijuana activities.

MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

The Monterey Park Municipal Code already expressly prohibits medical marijuana dispensaries. Although other medical marijuana-related uses and activities are already technically prohibited in the City pursuant to principles of permissive zoning (and

pursuant to the prohibition of illegal uses in MPMC § 21.02.170), staff nevertheless recommends adoption of an ordinance expressly prohibiting commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis in all zones throughout the City. The ordinance is intended to clarify the City's longstanding prohibition on these medical marijuana-related uses and does not state a new or different rule of law.

The proposed ordinance is consistent with the City's police powers under article XI, section 7 of the California Constitution and promotes the public health and safety. The act of cultivating and furnishing marijuana to another person for medicinal purposes poses several serious risks to the health, safety and welfare of both the individual and the people of the City at large and can cause adverse secondary effects, including, but not limited to, increased crime in the vicinity of collectives and marijuana cultivation operations. Other California cities that have permitted medical marijuana cultivation and distribution activities have experienced an increase in crime, such as burglary, robbery and sale of illegal drugs in areas immediately surrounding these activities. (See, e.g., *White Paper on Marijuana Dispensaries*, California Police Chiefs Association's Task Force on Marijuana Dispensaries, April 22, 2009, pp. v, 8-9 and Richard Winton, *Sheriff Says Pot Dispensaries Have Become Crime Targets*, Los Angeles Times, September 2, 2010)

Marijuana cultivation can also attract crime, lead to fires, expose minors to marijuana, negatively impact neighborhoods, damage buildings, require dangerous electrical alterations and use, and create the nuisance of strong and noxious odors. (*White Paper on Marijuana Dispensaries*, California Police Chiefs Association's Task Force on Marijuana Dispensaries, April 22, 2009, p. 12.) Based on these studies and other evidence, there is a concern that the cultivation and distribution of medical marijuana in the City would result in increased crime and other negative secondary effects like those experienced in other communities throughout California. By clarify existing law to unambiguously prohibit all commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis, the City can further safeguard against the detrimental secondary impacts associated with such activities.

GENERAL PLAN AND ZONING CODE CONSISTENCY:

The proposed amendments to the Zoning Code (Title 21) are consistent with the objectives of the Zoning Code, the General Plan, and the City's development policies. The General Plan's goals, objectives, and policies do not permit or contemplate the establishment or operation of medical marijuana dispensaries or collectives, nor do they contemplate the cultivation or delivery of medical marijuana. The proposed ordinance would not create new law; rather, it would clarify the City's existing prohibitions on the distribution, delivery and cultivation of medical marijuana. The proposed clarifying amendment is also consistent with the purpose of Title 21, which is to serve the public health, safety, and general welfare, and the amendment is necessary to make the prohibition of medical marijuana cultivation and delivery clear and unambiguous. The amendments will ensure that all properties in the City remain free of the deleterious impacts associated with marijuana-related uses as discussed herein.

ENVIRONMENTAL ASSESSMENT:

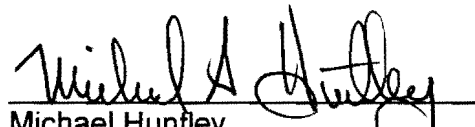
The proposed ordinance does not have the potential to cause significant effects on the environment and, therefore, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. § 15061(b)(3). The ordinance amends the Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in the City. The ordinance does not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, Staff has concluded with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

LEGAL NOTIFICATION:

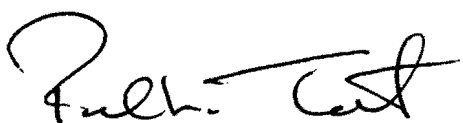
The legal notice of this hearing was posted at the subject site, City Hall, Monterey Park Bruggemeyer Library, and Langley Center on **December 17, 2015** and published in the Wave on **December 24, 2015**, with affidavits of posting on file.

Respectfully submitted:

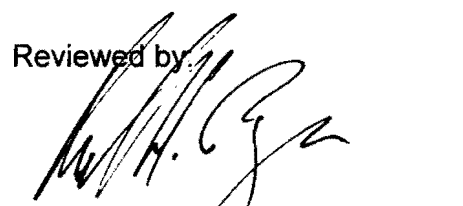
By:


Michael Huntley
Director of Community and
Economic Development

Approved by:


Paul L. Talbot
City Manager

Reviewed by:


Karl H. Berger
Assistant City Attorney

Attachments:

- Exhibit A: Draft Ordinance
- Exhibit B: Planning Commission staff report and resolution

EXHIBIT A

Draft Ordinance

ORDINANCE NO. _____

**AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK ADDING CHAPTER 9.102 TO TITLE 9 AND
CHAPTER 21.46 TO TITLE 21 OF THE MONTEREY PARK MUNICIPAL
CODE TO CLARIFY THAT COMMERCIAL CANNABIS ACTIVITIES,
CULTIVATION OF MEDICAL CANNABIS AND DELIVERY OF MEDICAL
CANNABIS ARE PROHIBITED IN ALL ZONES AND SPECIFIC PLAN
AREAS OF THE CITY**

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

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

A. On November 5, 1996, the voters of the State of California approved Proposition 215, codified as Health and Safety Code Section 11362.5 et seq., and entitled the Compassionate Use Act of 1996 ("CUA"). The CUA exempts qualified patients and their primary caregivers from criminal liability under state law for the possession and cultivation of marijuana for personal medical use.

B. The intent of the CUA was to enable persons in the State of California who are in need of marijuana for medicinal purposes to obtain it and use it under limited, specified circumstances.

C. The State enacted Senate Bill 420 in October 2003, codified as Health and Safety Section 11362.7, et seq., ("Medical Marijuana Program Act," or "MMPA") to clarify the scope of the Compassionate Use Act of 1996 and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420. The MMPA created a state-approved voluntary medical marijuana identification card program and provided for certain additional immunities from state marijuana laws. Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the Medical Marijuana Program to expressly recognize the authority of counties and cities to "[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective" and to civilly and criminally enforce such ordinances.

D. The CUA and MMPA do not "legalize" marijuana, but provide limited defenses to certain categories of individuals with respect to certain conduct and certain state criminal offenses.

E. In *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, the California Supreme Court held that "[n]othing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the use of its land. . . ." Additionally, in *Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975, the Court of Appeal held that "there is no right –

and certainly no constitutional right – to cultivate medical marijuana. . . .” The Court in *Maral* affirmed the ability of a local governmental entity to prohibit the cultivation of marijuana under its land use authority.

F. The Federal Controlled Substances Act, 21 U.S.C. § 801 et seq., classifies marijuana as a Schedule 1 Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United State, and that has not been accepted as safe for use under medical supervision. The Federal Controlled Substances Act makes it unlawful under federal law for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, marijuana. The Federal Controlled Substances Act contains no exemption for medical purposes.

G. On October 9, 2015 Governor Brown signed three bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act (“MMRSA”). MMRSA established a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. MMRSA allows a City to completely prohibit commercial medical marijuana activities.

H. The City Council finds that commercial medical marijuana activities, as well as cultivation for personal medical use as allowed by the CUA and MMP can adversely affect the health, safety, and well-being of City residents. Citywide prohibition is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment, malodorous smells and indoor electrical fire hazards that may result from such activities. Further, as recognized by the Attorney General’s August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, marijuana cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that surrounding homes or businesses may be negatively impacted by nuisance activity such as loitering or crime.

I. The limited immunity from specified state marijuana laws provided by the Compassionate Use Act and Medical Marijuana Program does not confer a land use right or the right to create or maintain a public nuisance.

J. MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

K. Medical marijuana dispensaries are already expressly prohibited by the Monterey Park Municipal Code. While the City Council believes that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis

are already prohibited under the terms of the City's permissive zoning regulations (MPMC § 21.02.170), it desires to enact this ordinance to expressly make clear that all such uses are prohibited in all zones throughout the City. Therefore, this ordinance is intended to clarify the City's longstanding position on medical marijuana cultivation, distribution and delivery does not state a new or different rule of law.

L. The Planning Commission held a duly-noticed public hearing on January 12, 2016, at which time it considered all evidence presented, both written and oral, and voted to adopt a resolution recommending the City Council adopt this Ordinance.

M. The proposed amendments to the MPMC are consistent with the goals, policies and objectives of the General Plan. The General Plan's goals, objectives, and policies do not permit or contemplate the establishment or operation of medical marijuana dispensaries or collectives, nor do they contemplate the cultivation or delivery of medical cannabis, or any other commercial cannabis activities whatsoever. This ordinance does not create new law; rather, it clarifies the City's existing prohibitions on the cultivation, distribution and delivery of medical cannabis.

N. The proposed amendments to the MPMC will not adversely affect any property in the City. The amendments are intended to clarify existing law and to ensure that all properties in the City remain free of the deleterious impacts associated with marijuana-related uses as discussed herein and in the accompanying staff report.

O. The proposed amendments to the MPMC promote the public health, safety, and general welfare and serve the goals and purposes of the MPMC. Clarifying existing law to expressly prohibit commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis will ensure against the deleterious impacts associated with marijuana-related uses as discussed herein and in the accompanying staff report.

P. In accordance with Government Code sections 36934 and 36937(b), the City Council finds that this Ordinance should be adopted on an urgency basis to preserve the public health, safety and welfare. The immediate adoption of this Ordinance is necessary to avoid any possible ambiguity as to the current state of the law and ensure that no State license can be issued for medical marijuana cultivation in the City of Bellflower on or after March 1, 2016 pursuant to Health & Safety Code section 11362.777(c)(4). A complete prohibition on medical marijuana cultivation in the City of Bellflower is necessary to avoid the deleterious secondary effects of such activity as detailed herein. In addition to the negative effects recited above, marijuana cultivation and distribution can attract crime, lead to fires, expose minors to marijuana, negatively impact neighborhoods, damage buildings, require dangerous electrical alterations and use, and create the nuisance of strong and noxious odors. (*White Paper on Marijuana Dispensaries*, California Police Chiefs Association's Task Force on Marijuana Dispensaries, April 22, 2009, p. 12.) Based on these studies and other evidence, there is a concern that the cultivation and distribution of medical marijuana in the City would result in increased crime and other negative secondary effects like those experienced in other communities throughout California. By clarify existing law to

unambiguously prohibit medical marijuana cultivation and distribution, the City can further safeguard against the detrimental secondary impacts associated with such activities.

SECTION 2: Authority. This ordinance is adopted pursuant to the authority granted by the California Constitution and State law, including but not limited to Article XI, Section 7 of the California Constitution, the Compassionate use Act, the Medical Marijuana Program Act, and the Medical Marijuana Regulation and Safety Act.

SECTION 3: A new Chapter 9.102 entitled "Medical Marijuana" is added to Title 9 of the Monterey Park Municipal Code to read as follows:

"Chapter 9.102

MEDICAL MARIJUANA

9.102.010 Medical Marijuana Regulations.

For regulations regarding medical marijuana and medical cannabis cultivation and delivery, see Title 21, Chapter 21.46."

SECTION 4: A new Chapter 21.46 entitled "Medical Cannabis Cultivation and Delivery" is added to Title 21 of the Monterey Park Municipal Code to read as follows:

"Chapter 21.46

MEDICAL CANNABIS CULTIVATION AND DELIVERY

21.46.010 Definitions

21.46.020 Prohibition

21.46.010 Definitions.

"Cannabis" has the same meaning as set forth in Business & Professions Code § 19300.5(f), as the same may be amended from time to time.

"Commercial cannabis activity" has the same meaning as that set forth in Business & Professions Code § 19300.5(k), as the same may be amended from time to time.

"Cultivation" has the same meaning as that set forth in Business & Professions Code § 19300.5(l), as the same may be amended from time to time.

"Delivery" has the same meaning as that set forth in Business & Professions Code § 19300.5(m), as the same may be amended from time to time.

"Medical cannabis," medical cannabis product," or "cannabis product" has the same meaning as set forth in Business & Professions Code § 19300.5(ag), as the same may be amended from time to time.

21.46.020 Prohibition.

Commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are prohibited in all zones and all specific plan areas in the City of Monterey Park. No use permit, variance, building permit, or any other entitlement, license, or permit, whether ministerial or discretionary, can be issued or approved for any commercial cannabis activity, cultivation of medical cannabis or delivery of medical cannabis in the City, and it is unlawful for any person to establish or conduct such activities in the City."

SECTION 5: *Environmental Review.* The City Council finds that this ordinance does not have the potential to cause significant effects on the environment and, therefore, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. § 15061(b)(3). The ordinance amends the Monterey Park Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in the City. The ordinance does not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, it can be seen with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

SECTION 6: *Construction.* This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 7: *Enforceability.* Repeal of any provision of the Monterey Park Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 8: *Severability.* 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 9: 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 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 10: Declaration of Urgency. Based on the findings set forth in Section 1, this is an urgency ordinance adopted for the immediate preservation of the public peace, health, safety and welfare. This Ordinance is adopted by a four-fifths vote and will become effective immediately upon adoption pursuant to Government Code section 36937(b).

PASSED AND ADOPTED this _____ day of _____, 2016

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM
MARK D. HENSLEY, City Attorney

By: _____

Karl H. Berger
Assistant City Attorney

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK ADDING CHAPTER 9.102 TO TITLE 9 AND
CHAPTER 21.46 TO TITLE 21 OF THE MONTEREY PARK
MUNICIPAL CODE TO CLARIFY THAT COMMERCIAL CANNABIS
ACTIVITIES, CULTIVATION OF MEDICAL CANNABIS AND
DELIVERY OF MEDICAL CANNABIS ARE PROHIBITED IN ALL
ZONES AND SPECIFIC PLAN AREAS OF THE CITY**

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

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

A. On November 5, 1996, the voters of the State of California approved Proposition 215, codified as Health and Safety Code Section 11362.5 *et seq.*, and entitled the Compassionate Use Act of 1996 ("CUA"). The CUA exempts qualified patients and their primary caregivers from criminal liability under state law for the possession and cultivation of marijuana for personal medical use.

B. The intent of the CUA was to enable persons in the State of California who are in need of marijuana for medicinal purposes to obtain it and use it under limited, specified circumstances.

C. The State enacted Senate Bill 420 in October 2003, codified as Health and Safety Section 11362.7, *et seq.*, ("Medical Marijuana Program Act," or "MMPA") to clarify the scope of the Compassionate Use Act of 1996 and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420. The MMPA created a state-approved voluntary medical marijuana identification card program and provided for certain additional immunities from state marijuana laws. Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the Medical Marijuana Program to expressly recognize the authority of counties and cities to "[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective" and to civilly and criminally enforce such ordinances.

D. The CUA and MMPA do not "legalize" marijuana, but provide limited defenses to certain categories of individuals with respect to certain conduct and certain state criminal offenses.

E. In *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, the California Supreme Court held that "[n]othing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by its own ordinances, to regulate the use of its land. . . ." Additionally, in *Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975, the Court of Appeal held that "there is no right –

and certainly no constitutional right – to cultivate medical marijuana. . . .” The Court in *Maral* affirmed the ability of a local governmental entity to prohibit the cultivation of marijuana under its land use authority.

F. The Federal Controlled Substances Act, 21 U.S.C. § 801 et seq., classifies marijuana as a Schedule 1 Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United State, and that has not been accepted as safe for use under medical supervision. The Federal Controlled Substances Act makes it unlawful under federal law for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, marijuana. The Federal Controlled Substances Act contains no exemption for medical purposes.

G. On October 9, 2015 Governor Brown signed three bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act (“MMRSA”). MMRSA established a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. MMRSA allows a City to completely prohibit commercial medical marijuana activities.

H. The City Council finds that commercial medical marijuana activities, as well as cultivation for personal medical use as allowed by the CUA and MMP can adversely affect the health, safety, and well-being of City residents. Citywide prohibition is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment, malodorous smells and indoor electrical fire hazards that may result from such activities. Further, as recognized by the Attorney General’s August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, marijuana cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that surrounding homes or businesses may be negatively impacted by nuisance activity such as loitering or crime.

I. The limited immunity from specified state marijuana laws provided by the Compassionate Use Act and Medical Marijuana Program does not confer a land use right or the right to create or maintain a public nuisance.

J. MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

K. Medical marijuana dispensaries are already expressly prohibited by the Monterey Park Municipal Code. While the City Council believes that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis

are already prohibited under the terms of the City's permissive zoning regulations (MPMC § 21.02.170), it desires to enact this ordinance to expressly make clear that all such uses are prohibited in all zones throughout the City. Therefore, this ordinance is intended to clarify the City's longstanding position on medical marijuana cultivation, distribution and delivery does not state a new or different rule of law.

L. The Planning Commission held a duly-noticed public hearing on January 12, 2016, at which time it considered all evidence presented, both written and oral, and voted to adopt a resolution recommending the City Council adopt this Ordinance.

M. The proposed amendments to the Zoning Code are consistent with the goals, policies and objectives of the General Plan. The General Plan's goals, objectives, and policies do not permit or contemplate the establishment or operation of medical marijuana dispensaries or collectives, nor do they contemplate the cultivation or delivery of medical cannabis, or any other commercial cannabis activities whatsoever. This ordinance does not create new law; rather, it clarifies the City's existing prohibitions on the cultivation, distribution and delivery of medical cannabis.

N. The proposed amendments to the Zoning Code will not adversely affect any property in the City. The amendments are intended to clarify existing law and to ensure that all properties in the City remain free of the deleterious impacts associated with marijuana-related uses as discussed herein and in the accompanying staff report.

O. The proposed amendments to the Zoning Code promote the public health, safety, and general welfare and serve the goals and purposes of the Zoning Code. Clarifying existing law to expressly prohibit commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis will ensure against the deleterious impacts associated with marijuana-related uses as discussed herein and in the accompanying staff report.

SECTION 2: Authority. This ordinance is adopted pursuant to the authority granted by the California Constitution and State law, including but not limited to Article XI, Section 7 of the California Constitution, the Compassionate use Act, the Medical Marijuana Program Act, and the Medical Marijuana Regulation and Safety Act.

SECTION 3: A new Chapter 9.102 entitled "Medical Marijuana" is added to Title 9 of the Monterey Park Municipal Code to read as follows:

"Chapter 9.102

MEDICAL MARIJUANA

9.102.010 Medical Marijuana Regulations.

For regulations regarding medical marijuana and medical cannabis cultivation and delivery, see Title 21, Chapter 21.46."

SECTION 4: A new Chapter 21.46 entitled "Medical Cannabis Cultivation and Delivery" is added to Title 21 of the Monterey Park Municipal Code to read as follows:

"Chapter 21.46

MEDICAL CANNABIS CULTIVATION AND DELIVERY

21.46.010 Definitions

21.46.020 Prohibition

21.46.010 Definitions.

"Cannabis" has the same meaning as set forth in Business & Professions Code § 19300.5(f), as the same may be amended from time to time.

"Commercial cannabis activity" has the same meaning as that set forth in Business & Professions Code § 19300.5(k), as the same may be amended from time to time.

"Cultivation" has the same meaning as that set forth in Business & Professions Code § 19300.5(l), as the same may be amended from time to time.

"Delivery" has the same meaning as that set forth in Business & Professions Code § 19300.5(m), as the same may be amended from time to time.

"Medical cannabis," medical cannabis product," or "cannabis product" has the same meaning as set forth in Business & Professions Code § 19300.5(ag), as the same may be amended from time to time.

21.46.020 Prohibition.

Commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are prohibited in all zones and all specific plan areas in the City of Monterey Park. No use permit, variance, building permit, or any other entitlement, license, or permit, whether ministerial or discretionary, can be issued or approved for any commercial cannabis activity, cultivation of medical cannabis or delivery of medical cannabis in the City, and it is unlawful for any person to establish or conduct such activities in the City."

SECTION 5: *Environmental Review.* The City Council finds that this ordinance does not have the potential to cause significant effects on the environment and, therefore, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to 14

Cal. Code Regs. § 15061(b)(3). The ordinance amends the Monterey Park Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in the City. The ordinance does not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, it can be seen with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

SECTION 6: Construction. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 7: Enforceability. Repeal of any provision of the Monterey Park Municipal Code does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 8: Severability. 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 9: 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 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 10: This Ordinance will take effect on the 31st day following its final passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2016

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM
MARK D. HENSLEY, City Attorney

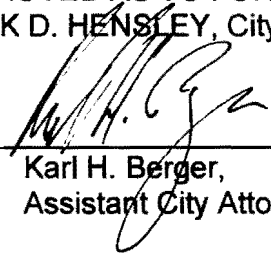
By: _____
Karl H. Berger,
Assistant City Attorney

EXHIBIT B

Planning Commission Action



Planning Commission Staff Report

DATE: January 12, 2016

AGENDA ITEM NO: 3-A

TO: The Planning Commission
FROM: Michael A. Huntley, Community and Economic Development Director
SUBJECT: Public Hearing – Recommend that the City Council Adopt a Zoning Code Amendment Expressly Prohibiting Commercial Cannabis Activities, Cultivation of Medical Cannabis, and Delivery of Medical Cannabis in All Areas of the City

RECOMMENDATION:

It is recommended that the Planning Commission:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Adopt Resolution No. _____ recommending that the City Council adopt an ordinance adding Chapter 9.102 to Title 9 and adding Chapter 21.46 to Title 21 of the Monterey Park Municipal Code to clarify that commercial cannabis activities, cultivation of medical cannabis and delivery of medical cannabis are prohibited in all zones and specific plan areas of the city; and
- (5) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The Monterey Park Municipal Code expressly prohibits medical marijuana dispensaries in the City. Recent legislation signed by Governor Brown expressly authorizes cities to regulate or prohibit the cultivation and delivery of medical cannabis, and commercial cannabis activities, generally. If cities in California do not prohibit the cultivation of medical cannabis by March 1, 2016, the State will become the exclusive licensing authority for medical cannabis cultivation. Although these medical marijuana-related activities are already technically prohibited under the City's permissive zoning scheme (viz. any use that is not expressly permitted is prohibited), staff recommends adoption of an ordinance that expressly prohibits these medical marijuana-related activities in order to avoid any possible ambiguity.

BACKGROUND:

In 1996, the voters of the State of California approved Proposition 215, also known as the Compassionate Use Act ("CUA") (codified as Health and Safety Code section 11362.2 et seq.). The purpose of the Act was to ensure that seriously ill patients could obtain and use marijuana for medical purposes, even though the use and possession of marijuana remains illegal under the federal Controlled Substances Act. In 2003, the

state Legislature enacted SB 420 (the "Medical Marijuana Program Act" or "MMPA"), which provided additional statutory guidance for those involved with medical marijuana use and also allowed local governing bodies to adopt and enforce rules and regulations regarding the operation or establishment of medical marijuana facilities. The CUA and MMPA do not "legalize" marijuana, but rather provide limited defenses to certain categories of individuals with respect to certain conduct and certain state criminal offenses.

Neither the CUA nor the MMPA preempt or limit local zoning regulations on medical marijuana cultivation and distribution. The California Supreme Court has ruled that a city has the power to ban facilities that distribute medical marijuana (*City of Riverside v. Inland Empire Patient's Health & Wellness Center* (2013) 56 Cal.4th 729) and an appellate court has ruled that a City may prohibit all marijuana cultivation. (*Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975 (review denied March 26, 2014))

Monterey Park's zoning ordinance is a "permissive" zoning ordinance, meaning uses that are not specifically permitted are prohibited (MPMC § 21.02.170). No medical marijuana-related uses are permitted or conditionally permitted in any zone. Consequently, they are prohibited under the principles of permissive zoning. Section 21.02.170 of the Municipal Code also provides that the use of any property for purposes prohibited by federal law is a misdemeanor. Since marijuana remains illegal to use, possess or sell under federal law, marijuana-related uses are also prohibited by that section. Likewise, because marijuana use and possession is illegal under federal law, no business license could be issued for any such activity in the City.

On October 9, 2015 Governor Brown signed three bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act ("MMRSA"). MMRSA established a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. MMRSA allows a City to prohibit commercial medical marijuana activities.

MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

The Monterey Park Municipal Code already expressly prohibits medical marijuana dispensaries. Although other medical marijuana-related uses and activities are already technically prohibited in the City pursuant to principles of permissive zoning (and pursuant to the prohibition of illegal uses in MPMC § 21.02.170), staff nevertheless recommends adoption of an ordinance expressly prohibiting commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis in all zones throughout the City. The ordinance is intended to clarify the City's longstanding prohibition on these medical marijuana-related uses and does not state a new or different rule of law.

The proposed ordinance is consistent with the City's police powers under article XI, section 7 of the California Constitution and promotes the public health and safety. The act of cultivating and furnishing marijuana to another person for medicinal purposes poses several serious risks to the health, safety and welfare of both the individual and the people of the City at large and can cause adverse secondary effects, including, but not limited to, increased crime in the vicinity of collectives and marijuana cultivation operations. Other California cities that have permitted medical marijuana cultivation and distribution activities have experienced an increase in crime, such as burglary, robbery and sale of illegal drugs in areas immediately surrounding these activities. (See, e.g., *White Paper on Marijuana Dispensaries*, California Police Chiefs Association's Task Force on Marijuana Dispensaries, April 22, 2009, pp. v, 8-9 and Richard Winton, *Sheriff Says Pot Dispensaries Have Become Crime Targets*, Los Angeles Times, September 2, 2010)

Marijuana cultivation can also attract crime, lead to fires, expose minors to marijuana, negatively impact neighborhoods, damage buildings, require dangerous electrical alterations and use, and create the nuisance of strong and noxious odors. (*White Paper on Marijuana Dispensaries*, California Police Chiefs Association's Task Force on Marijuana Dispensaries, April 22, 2009, p. 12.) Based on these studies and other evidence, there is a concern that the cultivation and distribution of medical marijuana in the City would result in increased crime and other negative secondary effects like those experienced in other communities throughout California. By clarify existing law to unambiguously prohibit all commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis, the City can further safeguard against the detrimental secondary impacts associated with such activities.

GENERAL PLAN AND ZONING CODE CONSISTENCY:

The proposed amendments to the zoning regulations (Title 21) are consistent with the objectives of the zoning regulations, the General Plan, and the City's development policies. The General Plan's goals, objectives, and policies do not permit or contemplate the establishment or operation of medical marijuana dispensaries or collectives, nor do they contemplate the cultivation or delivery of medical marijuana. The proposed ordinance would not create new law; rather, it would clarify the City's existing prohibitions on the distribution, delivery and cultivation of medical marijuana. The proposed clarifying amendment is also consistent with the purpose of Title 21, which is to serve the public health, safety, and general welfare, and the amendment is necessary to make the prohibition of medical marijuana cultivation and delivery clear and unambiguous. The amendments will ensure that all properties in the City remain free of the deleterious impacts associated with marijuana-related uses as discussed herein.

ENVIRONMENTAL ASSESSMENT:

The proposed ordinance does not have the potential to cause significant effects on the environment and, therefore, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. § 15061(b)(3). The ordinance amends the Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in

the City. The ordinance does not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, Staff has concluded with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

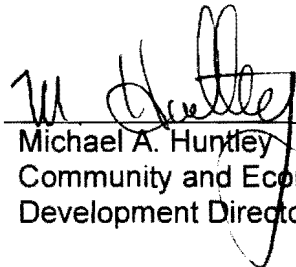
LEGAL NOTIFICATION:

The legal notice of this hearing was posted at the subject site, City Hall, Monterey Park Bruggemeyer Library, and Langley Center on **December 17, 2015** and published in the Wave on **December 24, 2015**, with affidavits of posting on file.

FISCAL IMPACT:

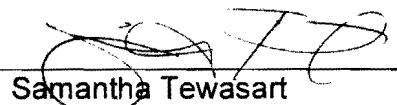
None.

Respectfully submitted by:



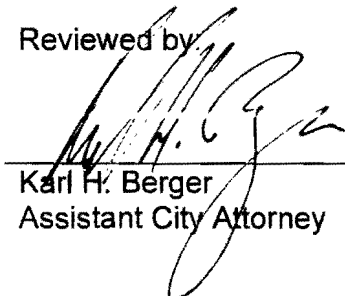
Michael A. Huntley
Community and Economic
Development Director

Prepared by:



Samantha Tewasart
Senior Planner

Reviewed by:



Karl H. Berger
Assistant City Attorney

Attachments:

Exhibit A: Draft Resolution
Exhibit B: Draft Ordinance

RESOLUTION NO. 01-16

A RESOLUTION OF THE MONTEREY PARK PLANNING COMMISSION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE ADDING CHAPTER 9.102 TO TITLE 9 AND ADDING CHAPTER 21.46 TO TITLE 21 OF THE MONTEREY PARK MUNICIPAL CODE TO CLARIFY THAT COMMERCIAL CANNABIS ACTIVITIES, CULTIVATION OF MEDICAL CANNABIS AND DELIVERY OF MEDICAL CANNABIS ARE PROHIBITED IN ALL ZONES AND SPECIFIC PLAN AREAS OF THE CITY (CA-16-01)

The Planning Commission of the City of Monterey Park does resolve as follows:

SECTION 1: The Planning Commission finds and declares that:

A. On November 5, 1996, the voters of the State of California approved Proposition 215, codified as Health and Safety Code Section 11362.5 et seq., and entitled the Compassionate Use Act of 1996 ("CUA"). The CUA exempts qualified patients and their primary caregivers from criminal liability under state law for the possession and cultivation of marijuana for personal medical use.

B. The intent of the CUA was to enable persons in the State of California who are in need of marijuana for medicinal purposes to obtain it and use it under limited, specified circumstances.

C. The State enacted Senate Bill 420 in October 2003, codified a Health and Safety Section 11362.7, et seq., ("Medical Marijuana Program Act," or "MMPA") to clarify the scope of the Compassionate Use Act of 1996 and to allow cities and other governing bodies to adopt and enforce rules and regulations consistent with SB 420. The MMPA created a state-approved voluntary medical marijuana identification card program and provided for certain additional immunities from state marijuana laws. Assembly Bill 2650 (2010) and Assembly Bill 1300 (2011) amended the Medical Marijuana Program to expressly recognize the authority of counties and cities to "[a]dopt local ordinances that regulate the location, operation, or establishment of a medical marijuana cooperative or collective" and to civilly and criminally enforce such ordinances.

D. The CUA and MMPA do not "legalize" marijuana, but provide limited defenses to certain categories of individuals with respect to certain conduct and certain state criminal offenses.

E. In *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, the California Supreme Court held that "[n]othing in the CUA or the MMP expressly or impliedly limits the inherent authority of a local jurisdiction, by

**PLANNING COMMISSION
RESOLUTION NO. 01-16
PAGE 2 OF 4**

its own ordinances, to regulate the use of its land. . . .” Additionally, in *Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975, the Court of Appeal held that “there is no right – and certainly no constitutional right – to cultivate medical marijuana. . . .” The Court in *Maral* affirmed the ability of a local governmental entity to prohibit the cultivation of marijuana under its land use authority.

F. The Federal Controlled Substances Act, 21 U.S.C. § 801 et seq., classifies marijuana as a Schedule 1 Drug, which is defined as a drug or other substance that has a high potential for abuse, that has no currently accepted medical use in treatment in the United State, and that has not been accepted as safe for use under medical supervision. The Federal Controlled Substances Act makes it unlawful under federal law for any person to cultivate, manufacture, distribute or dispense, or possess with intent to manufacture, distribute or dispense, marijuana. The Federal Controlled Substances Act contains no exemption for medical purposes.

G. On October 9, 2015 Governor Brown signed three bills into law (AB 266, AB 243, and SB 643) which collectively are known as the Medical Marijuana Regulation and Safety Act (“MMRSA”). MMRSA established a State licensing scheme for commercial medical marijuana uses while protecting local control by requiring that all such businesses must have a local license or permit to operate in addition to a State license. MMRSA allows a City to completely prohibit commercial medical marijuana activities.

H. The Planning Commission finds that commercial medical marijuana activities, as well as cultivation for personal medical use as allowed by the CUA and MMP can adversely affect the health, safety, and well-being of City residents. Citywide prohibition is proper and necessary to avoid the risks of criminal activity, degradation of the natural environment, malodorous smells and indoor electrical fire hazards that may result from such activities. Further, as recognized by the Attorney General’s August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use, marijuana cultivation or other concentration of marijuana in any location or premises without adequate security increases the risk that surrounding homes or businesses may be negatively impacted by nuisance activity such as loitering or crime.

I. The limited immunity from specified state marijuana laws provided by the Compassionate Use Act and Medical Marijuana Program does not confer a land use right or the right to create or maintain a public nuisance.

J. MMRSA contains language that requires the city to prohibit cultivation uses by March 1, 2016 either expressly or otherwise under the principles of permissive zoning, or the State will become the sole licensing authority. MMRSA also contains language that requires delivery services to be expressly prohibited by local ordinance, if the City wishes to do so. MMRSA is silent as to how the City must prohibit other type of commercial medical marijuana activities.

K. Medical marijuana dispensaries are already expressly prohibited by the Monterey Park Municipal Code. While commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are already technically prohibited under the terms of the City's permissive zoning regulations (MPMC § 21.02.170), the Planning Commission recommends adoption of an ordinance that expressly makes clear that all such uses are prohibited in all zones throughout the City. Therefore, this ordinance is intended to clarify the City's longstanding position on medical marijuana cultivation, distribution and delivery does not state a new or different rule of law.

SECTION 2: General Plan/Zoning Code Findings. Pursuant to MPMC section 21.38.030(B), the Planning Commission finds that the proposed amendments to the Zoning Code (Title 21) are consistent with the objectives of the Zoning Code, the General Plan, and the City's development policies. The General Plan's goals, objectives, and policies do not permit or contemplate the establishment or operation of medical marijuana dispensaries or collectives, nor do they contemplate the cultivation or delivery of medical cannabis. This ordinance does not create new law; rather, it clarifies the City's existing prohibitions on the distribution, delivery and cultivation of medical cannabis. The proposed clarifying amendment is also consistent with the purpose of Title 21, which is to serve the public health, safety, and general welfare, and the amendment is necessary to make the prohibition of medical marijuana cultivation and delivery clear and unambiguous. The amendments will ensure that all properties in the City remain free of the deleterious impacts associated with marijuana-related uses as discussed herein and in the accompanying staff report.

SECTION 3: Recommendation. The Planning Commission recommends that the City Council adopt the ordinance set forth in attached "Exhibit A," which is incorporated into this resolution by reference.

SECTION 4: Environmental Review. The Planning Commission finds that the proposed ordinance does not have the potential to cause significant effects on the environment and, therefore, the project is exempt from the California Environmental Quality Act (CEQA) pursuant to 14 Cal. Code Regs. § 15061(b)(3). The ordinance amends the Municipal Code to make clear that commercial cannabis activities, cultivation of medical cannabis, and delivery of medical cannabis are not permitted in the City. The ordinance does not portend any development or changes to the physical environment. Following an evaluation of possible adverse impacts, it can be seen with certainty that there is no possibility that the ordinance will have a significant effect on the environment. In addition to the foregoing general exemption, the following categorical exemptions apply: 14 Cal. Code Regs. § 15307 (actions taken for protection of natural resources) and § 15308 (actions taken for protection of the environment).

SECTION 5: Reliance on Record. Each and every finding and determination in this Resolution is based on the competent and substantial evidence, both oral and written,

**PLANNING COMMISSION
RESOLUTION NO. 01-16
PAGE 4 OF 4**

contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

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

ADOPTED AND APPROVED this 12th day of January 2016.

Chairperson Ricardo Garcia

I hereby certify that the foregoing Resolution was duly adopted by the Planning Commission of the City of Monterey Park at the regular meeting held on the 12th day of January 2016, by the following vote of the Planning Commission:

AYES: Commissioners Garcia, Choi, Sullivan, Leung, and Lee
NOES: None
ABSTAIN: None
ABSENT: None

Michael A. Huntley, Secretary

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

By: _____
Karl H. Berger,
Assistant City Attorney



City Council Staff Report

DATE: January 20, 2015

AGENDA ITEM NO: **Unfinished Business**
Agenda Item 5-A.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: Award of Contract – Laboratory Analysis Services for the Water System

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a three-year contract to Eurofins Eaton Analytical, Inc., for all Title 22 and NPDES water analyses in the amount of \$185,143.20 (\$168,312.00 plus a 10% contingency of \$16,831.20) per year commencing on July 1, 2015; and
2. Authorizing the City Manager, or his designee, to execute a contract on behalf of the City in a form approved by the City Attorney; and
3. Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Since the proposed work is a minor alteration to an existing public facility, this project is Class 1 Categorical Exempt pursuant to the California Environmental Quality Act (CEQA Guidelines § 15301).

BACKGROUND:

The Water Utility Division issued a Request for Proposal (RFP) for laboratory analysis services for water samples taken from the City's water system. Staff received and reviewed three proposals and is seeking City Council approval for award of a three-year contract beginning with fiscal year 2015-2016.

DISCUSSION:

The Water Utility Division collects water samples from City-owned wells, treatment plants, reservoirs, and the water distribution system for testing at a State Water Resources Control Board (SWRCB) certified laboratory on a mandatory daily, weekly, monthly, quarterly, annual, and as-needed basis for compliance with the State of California Domestic Watery Quality and Monitoring regulations (Title 22 California Code of Regulations Chapter 15) and the City's permit under NPDES. Sample results are

reported to SWRCB via electronic data transfer directly from the laboratory to ensure the City's water quality meets the required regulations and standards.

The City currently has 12 wells, five treatment plants, 11 reservoirs, and two settling tanks. The approximate volume of sampling conducted by the City is 571 samples per month for constituents such as general mineral and general physical, iron and zinc, lead and copper, sulfate, Nitrates and Nitrites, TCE, PCE, 1,2,3 TCP, 1,1 DCA, 1,1 DCE, Cis 1,2 DCE, Perchlorate, and others. The high volume of sampling is primarily due to the treatment plants, which require consistent and frequent sampling to ensure compliance with the City's operating permit with SWRCB.

Due to the high volume of sampling, the Water Utility Division requested pricing for water analyses from qualified area laboratories. Three proposals were received from Eurofins Eaton Analytical Inc., Clinical Laboratory of San Bernardino, and Weck Laboratories.

All of these laboratories meet State and Federal certification requirements as well as the City's requested sampling needs, turn-around times, and reporting guidelines. The laboratories provided prices for individual required tests and total monthly costs.

The monthly cost proposals based on 571 samples are as follows:

<u>Laboratory</u>	<u>Monthly</u>	<u>Annually</u>
Eurofins Eaton Analytical Inc.	\$14,026.00	\$168,312.00
Weck Laboratories	\$19,475.00	\$233,700.00
Clinical Laboratory of San Bernardino	\$20,372.64	\$244,471.68

Eurofins Eaton Analytical Inc., in addition to being the lowest bidder, has expertise in VOC, constituent and CCR Title 22 sampling. It is the preferred contract laboratory for other water agencies and cities within the San Gabriel Basin. It is also an approved laboratory recognized by the State Water Resources Control Board (SWRCB).

In order to ensure compliance with mandated requirements and to minimize the downtime and logistical issues associated with changing laboratories, staff is recommending the award of a three-year contract to Eurofins Eaton Analytical Inc. Eurofins Eaton Analytical has agreed to maintain the stated pricing for the full duration of the three years for all water analyses and related services.

FISCAL IMPACT:

Funding for water sampling and analyses is included in the budget. Expenditures related to the Water Treatment activities are fully reimbursable from the San Gabriel Basin Water Quality Authority and the USEPA.

The remaining 7% of water analyses expenses are directly related to Monterey Park's operations and are not reimbursable but are included in the approved budget. As a

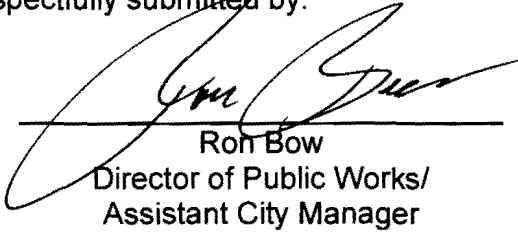
Staff Report – Award of Contract for Laboratory Analysis Services

Page 3 of 3

water purveyor, Monterey Park is required to collect, test, and report on various water samples as stipulated by the SWRCB for compliance.

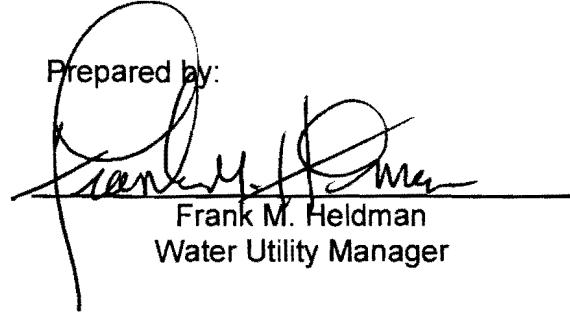
Utilizing Eurofins Eaton Analytical, Inc. will reduce Monterey Park's water analyses expenditures by approximately 30% resulting in a \$76,160 savings per year. The reduction in water analyses expenses will benefit Monterey Park by reducing the cost to the city for un-reimbursable water quality testing required by the SWRCB by approximately 30%.

Respectfully submitted by:



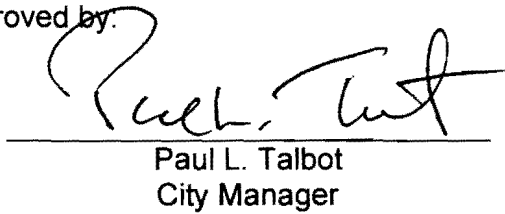
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



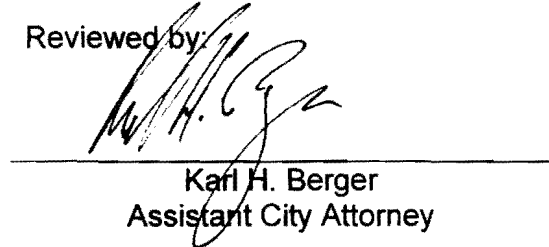
Frank M. Heldman
Water Utility Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

Attachment:

1. Pricing Breakdown

ATTACHMENT 1

Pricing Breakdown

Pricing for the City of Monterey Park - Laboratory Service

Date Monday, January 11, 2016

Project Laboratory Services

Location Distribution & Treatment Plants

LOW Quote **Eurofins Eaton Analytical Inc.**

Requested by **Ralph Martinez** *Rm*

Reviewed by **Frank Heldman** *FH*

Approved by **Ron Bow** *RS*

LOWEST QUOTE

Vendor **Eurofins Eaton Analytical Inc.**

Contact **Rick Zimmer**

Address **750 Royal Oaks Dr.**

Monrovia, CA 91016

Phone **626 386-1100**

Vendor **Weck Lab**

Contact **Marilyn Romero**

Address **14859 E. Clark Ave**

City of Industry, CA 91745

Phone **626 336-2139**

Vendor **Clinical Laboratory of San Bernardino**

Contact **Bob Glaubig**

Address **21881 Barton Road**

Grand Terrace, CA 92313

Phone **909 825-7693**

Item	Description	QTY/Month	Units	Extended Price		Extended Price		Extended Price	
1	524.2 VOC's	189	ea	\$	7,560.00	\$	11,151.00	\$	12,237.75
2	1,2,3 TCP (low level)	41	ea	\$	1,640.00	\$	2,255.00	\$	2,086.08
3	525.2 W/TIC's	1	ea	\$	300.00	\$	50.00	\$	157.25
4	Perchlorate (low level)	19	ea	\$	665.00	\$	1,425.00	\$	351.50
5	Nitrosamine	1	ea	\$	250.00	\$	180.00	\$	342.25
6	1625 NDMA,NDEA,NDPA	1	ea	\$	150.00	\$	180.00	\$	342.25
7	NDMA	3	ea	\$	225.00	\$	100.00	\$	1,026.75
8	1,4 Dioxane	8	ea	\$	600.00	\$	720.00	\$	1,850.00
9	Nitrate as NO3	38	ea	\$	380.00	\$	228.00	\$	281.00
10	Sulfate (SO4)	15	ea	\$	150.00	\$	90.00	\$	111.00
11	Arsenic	22	ea	\$	220.00	\$	198.00	\$	162.80
12	TDS	15	ea	\$	150.00	\$	180.00	\$	104.25
13	EC	11	ea	\$	110.00	\$	55.00	\$	76.45
14	Langlier Index	27	ea	\$	270.00	\$	810.00	\$	187.65
15	Aggressive Index	27	ea	\$	270.00	\$	675.00	\$	187.65
16	9223 MPN (Quantitray)	28	ea	\$	280.00	\$	280.00	\$	181.44
17	9215B HPC	28	ea	\$	224.00	\$	224.00	\$	103.60
18	9223 P/A	97	ea	\$	582.00	\$	674.00	\$	582.97
571				\$	-	\$	-		
Total				Monthly \$	14,026.00	\$	19,475.00	\$	20,372.64
				Annually \$	168,312.00	\$	233,700.00	\$	244,471.68
% Difference							39%		45%



City Council Staff Report

DATE: January 20, 2015

AGENDA ITEM NO: **Unfinished Business
Agenda Item 5-B.**

TO: The Honorable Mayor and City Council
FROM: Dan Costley, Director of Recreation & Community Services Dept.
SUBJECT: Adopting a Resolution Authorizing Applying for a Grant from the State Land Water Conservation Fund for the Barnes Pool Project after reviewing the Resolution.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting a resolution approving the application for Grant Funds from the State Land Water Conservation Fund for the Barnes Pool Project that would include authorization for the City Manager to execute documents and expenditure of up to \$2M from the General Fund Capital Reserve Account as a 50/50 match, if grant funds are received; and
2. Take such additional, related action that may be desirable.

CEQA (California Environmental Quality Act):

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

EXECUTIVE SUMMARY:

At the January 6th City Council meeting, staff recommended the City Council approve the application for Grant Funds from the State Land Water Conservation Fund for the Barnes Park Pool Project. After input by the public and discussion by the Council, the Council voted unanimously to approve the Staff Recommendation – unfortunately, the required Resolution was not attached to the staff report for Council's review. The resolution is now attached, and all other aspects of the report remain the same. Staff is asking the Council approve the application for Grant Funds after reviewing the Resolution.

BACKGROUND:

The Barnes Park Pool is heavily used throughout the year; from morning to evening the pool is the site for lap swimming, water aerobics, high school swimming and water polo, swim lessons, swim development, swim team and seasonal recreation swimming. The pool, which is over 50 years old, has a number of deficiencies, including the need for a recirculation system, new gutters, and improved showering facilities. Redesigning the

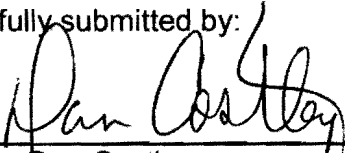
pool would reduce operational costs for water, heating, chlorine and other chemicals. After very preliminary discussions with pool architects, it is estimated the cost to refurbish the pool itself, the mechanical room and the decking will cost approximately \$2,000,000, while a new facility could push the cost of the entire project up to \$4,000,000.

The Land & Water Conservation Fund Grant is competitive, with Barnes Park meeting the qualifying criteria because there is less than three acres of parkland per 1,000 residents within half a mile of the park. It is impossible at this point to estimate how many jurisdictions will apply for this grant.

FISCAL IMPACT:

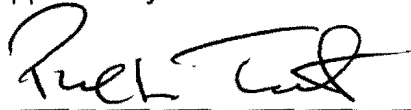
If the grant funding is approved, the project could cost up to \$4,000,000, with 50% of the funding coming from the California Department of Parks & Recreation Land and Water Conservation Fund, and the remaining 50% coming from the City's General Fund Capital Reserve.

Respectfully submitted by:



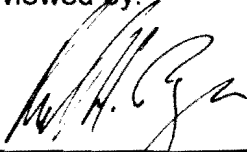
Dan Costley
Director of Recreation and
Community Services Dept.

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Resolution Authorizing applying for a Grant from the State Land Water Conservation Fund for the Barnes Pool Project

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO APPLY FOR AND SUBMIT AN APPLICATION FOR A LAND AND WATER CONSERVATION FUND FOR BARNES POOL PROJECT.

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

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

- A. The United States Congress established a federal Land and Water Conservation Fund Grant-In-Aid program that, in part, provides matching funds to the State of California and its political subdivisions for acquiring lands and developing Facilities for public outdoor recreation purposes;
- B. The California Department of Parks and Recreation is responsible for administration of the program in the State, setting up necessary rules and procedures governing applications by local agencies under the program; and
- C. The City must certify by resolution the approval of the application and the availability of eligible matching funds before submitting the application to the State.

SECTION 2: The City Council takes the following actions:

- A. Approves the filing of an application for Land and Water Conservation Fund assistance for the proposed Barnes Pool Project;
- B. Agrees to abide by 54 USC § 200305(f)(3) (Public Law 88-578, § 6(F)(3)) which states "No property acquired or developed with assistance under this section shall, without the approval of the National Secretary of the Interior, be converted to other than public outdoor recreation uses. The Secretary shall approve such conversion only if he finds it to be in accord with the then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he deems necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location."
- C. Certifies that the City has matching funds from eligible source(s) and can finance 100 percent of the Project, which up to half may be reimbursed.

SECTION 3: The City Manager, or designee, is authorized to submit an application to for any and all payment programs offered.

SECTION 4: The City Manager, or designee, is authorized as Signature Authority to execute any required documents to implement and secure payment.

SECTION 5: The authorization is effective until rescinded by the Signature Authority of this City Council.

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

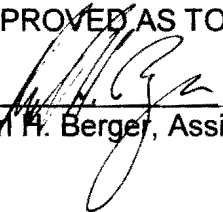
PASSED AND ADOPTED this 20th day of January 2016.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:



Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: **New Business**
Agenda Item 6-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
January 20, 2016

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 **January 20, 2016** totaling **\$805,118.87** 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 **307545-307657** and e-Payables numbered **000160-000170**.

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 \$805,118.87.

Respectfully submitted:

Prepared by:



Chu Thai
Director of Management Services



Annie Young, 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
20TH DAY OF JANUARY 2016
TOTALING \$805,118.87 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	\$ 145,393.97
State Gas Tax Fund	18,559.30
Refuse Fund	487,250.01
City Shop Fund	2,128.54
Technology Internal Service Fund	6,374.67
Payroll Clearing Account	1,262.94
Public Safety Impact Fee	372.34
Special Deposits Fund	7,616.32
Business Improvement Area #1	290.16
Water Fund	45,421.46
Water Treatment Fund	25,063.42
OPA Proposition A	12,209.47
Measure R Fund	5,709.64
Library Tax Fund	853.33
STC Standards/Training/Corrections	69.00
POST	760.37
Recreation Fund	570.00
Asset Forfeiture	316.68
Air Quality Improvement Fund	5,931.00
Maintenance District 93-1	442.03
Used Oil Recycling Block Grant	142.50
Bulletproof Vest police Grant	553.72
Used Oil Competitive Grant	36,003.00
ELAC Instructional Serv Prog	466.87
MTA S Garfield Transit Village	1,358.13
TOTAL	\$ 805,118.87

PASSED, APPROVED AND ADOPTED THE 20TH DAY OF JANUARY 2016.

Peter Chan, Mayor
City of Monterey Park, California

ATTEST

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

RESOLUTION NO.

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

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 20th day of January 2016 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 01/20/2016

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ACCONTEMPS	0010-801-1403-31950	896.00	TEMPORARY STAFFING SERVICES		307545	
	0010-801-1403-31950	896.00	TEMPORARY STAFFING SERVICES		307545	1,792.00
AT & T	0010-801-3112-32050	404.72	PHONE SERVICE		307546	
	0022-801-4206-32050	634.85	PHONE SERVICE		307546	
	0092-801-4222-32050	118.29	PHONE SERVICE		307546	1,157.86
BETTS TRUCK PARTS (DBA)	0060-801-3210-38400	399.15	FIRE TRUCK REPAIR		307553	399.15
CALIFORNIA SOCIETY OF	0010-801-1406-39400	40.00	CSMFO MEETING		307554	40.00
CHARTER COMMUNICATIONS	0010-801-4202-32050	109.98	INTERNET/CABLE SERVICE		307547	
	0010-801-6003-38400	93.60	INTERNET/CABLE SERVICE		307547	
	0010-801-6505-38400	112.10	INTERNET/CABLE SERVICE		307547	315.68
	0010-801-3201-32050	825.18	INTERNET/CABLE SERVICE		307555	
	0010-801-3230-32050	130.00	INTERNET/CABLE SERVICE		307555	955.18
CPFIT	0065-464	540.00	FIRE LTD INSURANCE		307556	540.00
DIVERSIFIED RISK INSURANCE	0075-450-0075-08350	562.14	SPECIAL EVENT INSURANCE (TRUST)		307557	562.14
EPROMOS PROMOTIONAL PRODUCTS, INC	0010-801-1704-34200	430.62	CITY LOGO USB DRIVE		307558	430.62
ESTHER LAM & KAIHONG JIANG	0092-701-0092-07510	793.74	REFUND WATER BILL		307559	793.74
GONZALO GABRIEL	0136-801-3101-33250	500.00	POST TRAINING		307560	500.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
EUGENE HARRIS JR.	0075-450-0075-08360	2,500.00	EE COMPUTER PROGRAM (TRUST)		307548	2,500.00
MCMASTER-CARR SUPPLY CO.	0093-801-4229-23300	405.21-	VOID CHECK	16-0232	127 *	
	0093-801-4230-23300	88.34-	VOID CHECK	16-0232	127 *	
	0093-801-4230-23300	181.23-	VOID CHECK	16-0232	127 *	
	0093-801-4229-23300	236.42	VOID CHECK	16-0232	127 *	
	0093-801-4230-23300	9.69-	VOID CHECK	16-0232	127 *	
	0092-801-4222-23700	232.89-	VOID CHECK	16-0232	127 *	680.94-
	0093-801-4229-23300	405.21	WATER SUPPLIES	16-0232	307561	
	0093-801-4230-23300	88.34	WATER SUPPLIES	16-0232	307561	
	0093-801-4230-23300	181.23	WATER SUPPLIES	16-0232	307561	
	0093-801-4230-23300	9.69	WATER SUPPLIES	16-0232	307561	
	0092-801-4222-23700	232.89	WATER SUPPLIES	16-0232	307561	917.36
MONTEREY PARK PETTY CASH	0010-801-3205-22300	30.52	PETTY CASH-UNIFORM-M OLIVAS		307549	
	0075-450-0075-08530	51.54	PETTY CASH-PAINT (TRUST)		307549	
	0010-801-6505-32200	39.20	PETTY CASH-POSTAGE		307549	
	0010-801-6505-23910	95.98	PETTY CASH-SUPPLIES		307549	
	0010-801-6505-23910	45.65	PETTY CASH-SUPPLIES		307549	
	0092-801-4222-31950	50.00	PETTY CASH-EE OF THE YEAR		307549	
	0010-801-1201-33200	40.00	PETTY CASH-TRAINING		307549	
	0010-801-1101-39400	26.50	PETTY CASH-REFRESHMENTS		307549	
	0010-801-1403-39400	27.60	PETTY CASH-MILEAGE		307549	
	0092-801-4223-22750	29.60	PETTY CASH-REFRESHMENTS		307549	
	0092-801-4223-22750	55.34	PETTY CASH-REFRESHMENTS		307549	
	0075-450-0075-08550	78.61	PETTY CASH-SUPPLIES (TRUST)		307549	
	0075-450-0075-08550	44.53	PETTY CASH-SUPPLIES (TRUST)		307549	
	0010-801-3210-39400	38.88	PETTY CASH-REFRESHMENTS		307549	

* Indicates an E-Payable transaction

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CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0092-801-4223-22750	39.84	PETTY CASH-REFRESHMENTS		307549	693.79
MUNICIPAL AUDITING SERVICES LLC (DE	0010-701-0010-02010	7,539.46	BUSINESS LICENSE AUDITING SVCS	16-0411	307550	
	0010-701-0010-02010	434.00	BUSINESS LICENSE AUDITING SVCS	16-0411	307550	
	0010-701-0010-02010	61.08	BUSINESS LICENSE AUDITING SVCS	16-0411	307550	8,034.54
O'REILLY AUTO PARTS	0060-801-3210-38400	123.41-	VOID CHECK		112 *	123.41-
	0060-801-3210-38400	123.41	FLEET PARTS		307562	123.41
ORANGE COUNTY SHERIFF'S DEPT	0136-801-3101-33250	55.00	POST TRAINING		307563	
	0136-801-3101-33250	110.00	POST TRAINING		307563	165.00
PACIFIC TELEMAGEMENT SERVICES	0010-801-6502-32050	228.00	PHONE SERVICE		307551	228.00
PITNEY BOWES POSTAGE BY PHONE	0010-801-1301-32200	31.18	POSTAGE		307564	
	0010-801-1403-32200	82.10	POSTAGE		307564	
	0010-801-1406-32200	369.10	POSTAGE		307564	
	0010-801-1701-32200	45.57	POSTAGE		307564	
	0010-801-1702-32200	65.53	POSTAGE		307564	
	0010-801-1703-32200	0.48	POSTAGE		307564	
	0010-801-1704-32200	2.42	POSTAGE		307564	
	0010-801-1801-32200	18.76	POSTAGE		307564	
	0010-801-3101-32200	4.36	POSTAGE		307564	
	0010-801-3102-32200	0.35	POSTAGE		307564	
	0010-801-3104-32200	2.91	POSTAGE		307564	
	0010-801-3113-32200	2.44	POSTAGE		307564	
	0010-801-3114-32200	81.58	POSTAGE		307564	

* Indicates an E-Payable transaction

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CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PITNEY BOWES POSTAGE BY PHONE	0010-801-3120-32200	0.92	POSTAGE		307564	
	0010-801-3201-32200	23.89	POSTAGE		307564	
	0010-801-3205-32200	183.30	POSTAGE		307564	
	0010-801-3210-32200	0.97	POSTAGE		307564	
	0010-801-3220-32200	8.54	POSTAGE		307564	
	0010-801-6001-32200	54.39	POSTAGE		307564	
	0010-801-6502-32200	12.87	POSTAGE		307564	
	0043-801-4212-32200	21.53	POSTAGE		307564	
	0075-450-0075-09230	63.25	POSTAGE (TRUST)		307564	
	0092-801-1201-32200	9.63	POSTAGE		307564	
						1,086.07
PUBLIC AGENCY TRAINING COUNCIL	0010-801-3210-39400	295.00	FIRE TRAINING		307565	
						295.00
SAN GABRIEL VALLEY CITY MANAGER'S	0010-801-1201-33200	80.00	SGVCMA MEETING		307566	
						80.00
SCOTT GOODWIN ASSOCIATES	0010-801-3210-39400	825.00-	VOID CHECK		307125	
						825.00-
RICHARD TULLIUS	0349-801-3210-39400	428.86	FIRE-REIMBURSE USAR TRAILER		307567	
						428.86
UNITED PARCEL SERVICE	0010-701-0010-06330	154.19	DELIVERY SERVICES		307568	
	0010-801-1407-32200	138.00	DELIVERY SERVICES		307568	
						292.19
US GREEN LIGHTING, INC.	0010-801-6517-38400	2,686.64	LED FIXTURES		307569	
						2,686.64
VERIZON WIRELESS	0010-801-3220-32050	112.56	WIRELESS VOICE & DATA SERVICE		307552	
	0010-801-3205-32050	79.74	WIRELESS VOICE & DATA SERVICE		307552	
	0010-801-3201-32050	0.22	WIRELESS VOICE & DATA SERVICE		307552	
	0010-801-3210-32050	1.21	WIRELESS VOICE & DATA SERVICE		307552	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERIZON WIRELESS	0349-801-3201-39400	38.01	WIRELESS VOICE & DATA SERVICE		307552	231.74
	0010-801-1408-32050	3.11	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1701-32050	38.01	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1702-32050	10.66	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1703-32050	38.01	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-3112-32050	130.88	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-4209-32050	55.21	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-4212-32050	8.39	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-6517-32050	14.28	WIRELESS VOICE & DATA SERVICE		307570	
	0092-801-4220-32050	0.22	WIRELESS VOICE & DATA SERVICE		307570	
	0092-801-4221-32050	62.64	WIRELESS VOICE & DATA SERVICE		307570	
	0092-801-4222-32050	0.55	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1701-32050	38.01	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1701-32050	0.35	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1703-32050	12.00	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1702-32050	2.44	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1702-32050	1.77	WIRELESS VOICE & DATA SERVICE		307570	
	0010-801-1702-32050	4.33	WIRELESS VOICE & DATA SERVICE		307570	420.86
TOTAL FOR PREPAID WARRANTS						24,040.48
	PRINTED	24,844.83				
	E-PAYABLE	804.35-				

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
A & J PORTABLE RESTROOM INC	0010-801-6508-39860	800.00	FARMERS MARKET RESTROOM		307571	
	0010-801-6508-39860	600.00	FARMERS MARKET RESTROOM		307571	1,400.00
AAA ELECTRICAL SUPPLY, INC.	0176-801-4207-23900	159.14	ELECTRICAL SUPPLIES	16-0419	307572	
	0176-801-4207-23900	42.13	ELECTRICAL SUPPLIES	16-0419	307572	
	0176-801-4207-23900	103.28	ELECTRICAL SUPPLIES	16-0419	307572	
	0176-801-4207-23900	61.53	ELECTRICAL SUPPLIES	16-0419	307572	
	0176-801-4207-23900	75.95	ELECTRICAL SUPPLIES	16-0419	307572	442.03
ACTION DESIGNZ LLC.	0092-801-4221-22310	478.00	WATER UNIFORM		307573	
	0092-801-4222-22310	423.08	WATER UNIFORM		307573	
	0092-801-4223-22310	508.29	WATER UNIFORM		307573	1,409.37
ADLERHORST INTERNATIONAL INC.	0160-801-3103-22800	316.68	POLICE TRAINING		160 *	316.68
ADVANCE PEST TERMITE CONTROL	0010-801-3113-38100	39.00	PEST CONTROL	16-0116	307574	
	0010-801-3210-22750	47.00	PEST CONTROL	16-0180	307574	
	0010-801-3210-22750	35.00	PEST CONTROL	16-0180	307574	
	0010-801-3210-22750	42.00	PEST CONTROL	16-0180	307574	
	0010-801-6505-38250	30.00	PEST CONTROL	16-0142	307574	
	0010-801-6505-38250	47.00	PEST CONTROL	16-0142	307574	
	0010-801-6505-38250	38.00	PEST CONTROL	16-0142	307574	
	0010-801-6505-38250	42.00	PEST CONTROL	16-0142	307574	
	0010-801-6505-38250	53.00	PEST CONTROL	16-0142	307574	373.00
ALHAMBRA FOUNDRY CO., LTD.	0022-801-4202-22400	163.34	STREET TOOLS		307575	
	0022-801-4202-22400	691.62	STREET TOOLS		307575	854.96

* Indicates an E-Payable transaction

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CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ARC IMAGING RESOURCE - CALIFORNIA	0092-801-4212-37500	73.12	ENGINEERING PRINTER	16-0243	307576	
	0092-801-4212-37500	125.42	ENGINEERING PRINTER	16-0243	307576	
	0092-801-4212-37500	163.51	ENGINEERING PRINTER	16-0243	307576	
						362.05
BRENT ARCHIBALD	0136-801-3101-33250	50.37	POST TRAINING		307577	
						50.37
ARROYO BACKGROUND INVESTIGATIONS	0010-801-3104-31950	1,390.00	BACKGROUND INVESTIGATIONS	16-0199	307578	
						1,390.00
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-23300	53.19	PLUMBING SUPPLIES	16-0264	161 *	
	0010-801-4210-23300	129.46	PLUMBING SUPPLIES	16-0264	161 *	
	0010-801-4210-23300	80.54	PLUMBING SUPPLIES	16-0264	161 *	
	0010-801-4210-23300	937.92	PLUMBING SUPPLIES	16-0264	161 *	
						1,201.11
ATHENS SERVICES	0043-801-4208-41200	447,741.68	REFUSE COLLECTION SERVICES		307579	
						447,741.68
AUTO ZONE INC	0010-801-4210-23700	78.47	AUTO SUPPLIES		307580	
						78.47
BEJAR SERGIO	0010-701-0010-03630	86.00	REFUND PARKING CITATION		307581	
						86.00
CAAD LLC	0092-801-4221-32200	1,390.80	WATER BILL MAILING SERVICE		307582	
	0092-801-4221-32200	856.18	WATER BILL MAILING SERVICE		307582	
	0092-801-1406-32200	736.98	WATER BILL MAILING SERVICE		307582	
						2,983.96
CANON FINANCIAL SERVICES, INC.	0010-801-1403-37500	1,520.46	COPIER MACHINE RENTAL	16-0239	307583	
						1,520.46
CANON SOLUTIONS AMERICA, INC	0010-801-1403-38400	589.43	COPIER MAINTENANCE		162 *	
						589.43
PETER CHAN	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		307584	

* Indicates an E-Payable transaction

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CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
PETER CHAN	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		307584	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		307584	200.00
CITATION MANAGEMENT (DBA)	0010-701-0010-03630	3,867.15	PARKING CITATIONS SERVICE		307585	3,867.15
CPRS	0010-801-6508-31950	165.00	MEMBERSHIP DUES		307586	
	0010-801-6508-31950	185.00	MEMBERSHIP DUES		307586	350.00
CUBIC TRANSPORTATION SYSTEM INC.	0109-801-4201-31960	712.36	TAP CARD READER	16-0457	307587	
	0109-801-4201-31960	64.11	TAP CARD READER		307587	776.47
DAY WIRELESS SYSTEMS (DBA)	0071-801-3210-38400	278.60	FIRE RADIO EQUIPMENT PARTS	16-0198	307588	
	0071-801-3210-38400	93.74	FIRE RADIO EQUIPMENT PARTS	16-0198	307588	372.34
DELL MARKETING LP	0010-801-1404-22750	201.91	COMPUTER/SUPPLIES		307589	
	0010-801-1404-22750	289.88	COMPUTER/SUPPLIES		307589	491.79
DITCH WITCH OF CORONA	0092-801-4223-23700	439.92	WATER TOOLS/PARTS		307590	439.92
FRANK DUKE	0136-801-3101-33250	45.00	POST TRAINING		307591	45.00
EMPIRE CLEANING SUPPLY	0010-801-6503-22150	1,005.14	JANITORIAL SUPPLIES	16-0123	163 *	
	0010-801-6503-22150	36.69	JANITORIAL SUPPLIES	16-0123	163 *	1,041.83
FEDERAL EXPRESS CORP.	0010-801-3103-22750	403.04	CARRIER SERVICES		307592	
	0043-801-4212-32200	33.65	CARRIER SERVICES		307592	
	0010-701-0010-06330	42.80	CARRIER SERVICES		307592	
	0010-801-1403-32200	34.27	CARRIER SERVICES		307592	

* Indicates an E-Payable transaction

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CITY OF MONTEREY PARK
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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
FEDERAL EXPRESS CORP.	0043-801-4212-32200	20.04	CARRIER SERVICES		307592	533.80
	0010-801-1704-32200	32.36	CARRIER SERVICES		307593	32.36
FENSCO SERVICES INC	0092-801-6508-39860	3,369.00	INSTALLATION FENCE	16-0174	307594	3,369.00
GANAHL LUMBER COMPANY INC	0022-801-4202-22400	768.38	LUMBER SUPPLIES		307595	768.38
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		307596	
	0010-801-3113-22600	24.00	PHYSICAL		307596	
	0010-801-3113-22600	24.00	PHYSICAL		307596	72.00
GOVCONNECTION INC.	0063-850-5002-99055	128.66	COMPUTER SUPPLIES		307597	
	0063-850-5002-99055	750.65	COMPUTER SUPPLIES		307597	
	0010-801-1404-22750	18.43	COMPUTER SUPPLIES		307597	
	0010-801-1404-22750	35.22	COMPUTER SUPPLIES		307597	
	0010-801-1404-24150	278.40	COMPUTER SUPPLIES		307597	
	0092-801-4220-24150	125.04	COMPUTER SUPPLIES		307597	1,336.40
GRAINGER	0110-801-4202-23600	1,974.76	ELECTRICAL SUPPLIES	16-0299	307598	1,974.76
HACH COMPANY (AKA ELE	0092-801-4222-23700	741.45	WATER ANALYSIS SUPPLIES		307599	
	0092-801-4222-23700	689.22	WATER ANALYSIS SUPPLIES		307599	1,430.67
HANSON AGGREGATES	0110-801-4202-23600	492.21	ASPHALT	16-0280	164 *	
	0110-801-4202-23600	1,508.58	ASPHALT	16-0280	164 *	
	0110-801-4202-23600	493.81	ASPHALT	16-0280	164 *	
	0110-801-4202-23600	1,013.95	ASPHALT	16-0280	164 *	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						3,508.55
HARRINGTON INDUSTRIAL PLASTICS	0092-801-4222-23400	358.67	WATER SUPPLIES	16-0352	165 *	358.67
HENSLEY LAW GROUP	0010-801-1702-31600	122.00	LEGAL-CODE ENFORCEMENT	16-0081	307600	
	0010-701-0010-06700	29.00	LEGAL-CC&R	16-0081	307600	
	0010-801-1601-31600	58.00	LEGAL-BEDFORD	16-0081	307600	
	0010-801-1601-31600	1,827.00	LEGAL-FIRST TRANSIT	16-0081	307600	
	0010-801-1601-31600	19,242.00	LEGAL-GOODVIEW	16-0081	307600	
	0075-450-0075-09204	2,436.00	LEGAL-MARKET PLACE (TRUST)	16-0081	307600	
	0010-801-1601-31600	2,842.00	LEGAL-GENERAL LITIGATION	16-0081	307600	
	0010-801-1601-31600	2,678.80	LEGAL-VILLA GARFIELD	16-0081	307600	
	0043-801-1601-31600	20,000.00	LEGAL-GENERAL SERVICES	16-0086	307600	49,234.80
HI-WAY SAFETY RENTALS, INC.	0022-801-4206-54450	14,575.21	MESSAGE BOARD TRAILER	16-0365	307601	14,575.21
HINDERLITER, DE LLAMAS & ASSOC.	0010-801-1403-31400	1,350.00	CONTRACT SERVICES-SALES TAX	16-0449	307602	
	0010-701-0010-01500	1,976.73	CONTRACT SERVICES-SALES TAX		307602	3,326.73
HOME DEPOT CREDIT SERVICES	0092-801-4222-23400	6.62	HARDWARE SUPPLIES	16-0283	307603	
	0022-801-4202-22400	35.10	HARDWARE SUPPLIES	16-0279	307603	
	0010-801-4210-23400	100.79	HARDWARE SUPPLIES	16-0416	307603	
	0092-801-4210-23050	219.08	HARDWARE SUPPLIES	16-0416	307603	361.59
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	760.33	POOL CHEMICALS	16-0194	307604	760.33
INTERLINE BRANDS INC (DBA) SUPPLYWC	0043-801-4208-22750	472.26	JANITORIAL SUPPLIES		307605	472.26
JOHN L. HUNTER & ASSOC., INC.	0043-801-4203-31950	4,252.50	NPDES SERVICES	16-0480	307606	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
JOHN L. HUNTER & ASSOC., INC.	0184-801-4208-31950	142.50	USED OIL PROGRAM		307606	
	0264-850-5004-96053	26,399.25	USED OIL COMPETITIVE GRANT	90379	307606	
	0264-801-5004-96053	8,178.75	USED OIL COMPETITIVE GRANT	16-0479	307606	
	0264-801-5004-96053	1,425.00	USED OIL COMPETITIVE GRANT	16-0479	307606	40,398.00
ERIC KIM	0010-801-3103-22310	65.56	POLICE UNIFORMS		307607	65.56
KNIGHT COMMUNICATIONS INC	0010-801-1301-38400	497.17	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-1404-38400	464.96	SYSTEM MANAGEMENT SERVICE		307608	
	0043-801-1404-38400	548.29	SYSTEM MANAGEMENT SERVICE		307608	
	0092-801-1404-38400	714.97	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-1701-38400	376.67	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-1702-38400	376.67	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-1703-38400	376.67	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-1801-38400	733.75	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-3115-38400	1,282.50	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-3201-38400	897.50	SYSTEM MANAGEMENT SERVICE		307608	
	0022-801-4202-38400	524.08	SYSTEM MANAGEMENT SERVICE		307608	
	0092-801-4210-38400	386.75	SYSTEM MANAGEMENT SERVICE		307608	
	0060-801-4211-38400	1,716.66	SYSTEM MANAGEMENT SERVICE		307608	
	0043-801-4212-38400	552.92	SYSTEM MANAGEMENT SERVICE		307608	
	0092-801-4220-38400	1,628.33	SYSTEM MANAGEMENT SERVICE		307608	
	0131-801-6001-38400	853.33	SYSTEM MANAGEMENT SERVICE		307608	
	0010-801-6502-38400	1,110.83	SYSTEM MANAGEMENT SERVICE		307608	13,042.05
KNOWLES-MCNIFF	0010-801-1404-31700	783.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0043-801-1404-31700	3,850.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0092-801-1404-31700	3,908.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0010-801-3115-31700	599.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNOWLES-MCNIFF	0010-801-3220-31700	209.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0092-801-4221-31700	989.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4226-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4227-31700	259.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4228-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4229-31700	199.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4231-31700	265.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0093-801-4232-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	
	0010-801-6001-31700	803.00	FINANCE SOFTWARE MAINTENANCE	16-0131	307609	12,500.00
LAW OFFICE OF PANISH SHEA & BOYLE I	0010-701-0010-03610	275.00	LEGAL-PRODUCTION FEE		307610	275.00
LEAGUE OF CALIFORNIA CITIES	0010-801-1110-39300	10,000.00	MEMBERSHIP		307611	
	0043-801-1110-39300	5,000.00	MEMBERSHIP		307611	
	0092-801-1110-39300	4,175.52	MEMBERSHIP		307611	19,175.52
LEXIPOL LLC	0010-801-3201-31950	5,550.00	POLICE POLICY SUBSCRIPTION	16-0066	307612	5,550.00
LIFE-ASSIST INC	0010-801-3220-24200	446.90	FIRE SUPPLIES	16-0064	307613	
	0010-801-3220-24200	68.38	FIRE SUPPLIES	16-0064	307613	
	0010-801-3220-24200	270.81	FIRE SUPPLIES	16-0064	307613	
	0010-801-3220-24200	1,945.28	FIRE SUPPLIES	16-0064	307613	
	0010-801-3220-22350	587.16	FIRE SUPPLIES	16-0064	307613	3,318.53
JANET LIM	0010-701-0010-03630	33.00	REFUND PARKING CITATION		307614	33.00
LOS ANGELES COUNTY DEPT. OF	0043-801-4203-31950	872.14	CATCH BASIN CLEANOUT		307615	872.14

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MAK FIRE PROTECTION ENGINEERING & C	0010-701-0010-06330	3,571.89	FIRE PLAN CHECK	16-0110	307616	3,571.89
MARTIN Z. ZUNIGA (DBA) INDUSTRY PR	0010-801-5002-96082	4,000.00	EL NINO FLEYER	16-0462	307617	
	0010-801-3230-39700	2,600.00	EL NINO FLEYER	16-0462	307617	6,600.00
MCMASTER-CARR SUPPLY CO.	0092-801-4222-23400	138.17	WATER SUPPLIES	16-0232	307618	
	0092-801-4222-23700	374.11	WATER SUPPLIES	16-0232	307618	512.28
MCNEILL SECURITY AND FIRE SYSTEMS	0092-801-4222-31950	644.81	ALARM SERVICES		307619	
	0092-801-4222-31950	1,031.69	ALARM SERVICES		307619	1,676.50
JORGE MEDINA	0092-801-4220-39300	105.00	REIMBURSE WATER CERTIFICATE		307620	105.00
METROPOLITAN TRANSPORTATION	0109-801-6511-41200	2,745.00	LANGLEY TAP CARD	16-0187	307621	2,745.00
MICHAEL BAKER INTERNATIONAL, INC.	0447-801-1701-31950	1,358.13	GARFIELD TRANSIT VILLAGE SVCS	16-0156	307622	1,358.13
MISSION SUPER HARDWARE	0092-801-4222-23700	5.74	HARDWARE SUPPLIES	16-0172	307623	
	0010-801-3210-38400	113.62	HARDWARE SUPPLIES	16-0060	307623	119.36
MONOPRICE, INC	0010-801-3114-21300	153.93	COMPUTER SUPPLIES		307624	153.93
MR. ROOTER PLUMBING (DBA)	0092-801-4210-38100	1,515.00	PLUMBING SERVICES	16-0262	307625	
	0092-801-4210-38100	227.65	PLUMBING SERVICES	16-0262	307625	1,742.65
NADA BUS, INC	0159-801-6507-31930	570.00	RECREATION TRIP		307626	570.00
NEC CORPORATION OF AMERICA	0063-801-5002-99055	5,495.36	VOICEMAIL SYSTEM SERVICES	16-0494	307627	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						5,495.36
O'REILLY AUTO PARTS	0060-801-3210-38400	12.73	FLEET PARTS		307628	12.73
WILLIAM O'SHEA	0132-801-3101-33300	69.00	POLICE TRAINING		307629	69.00
OFFICE DEPOT INC.	0010-801-4209-21350	49.52	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	5.55	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	45.33	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	13.01	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	14.48	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	13.94-	OFFICE SUPPLIES-CREDIT	16-0170	307630	
	0010-801-4209-21350	5.55-	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4209-21350	13.01-	OFFICE SUPPLIES-CREDIT	16-0170	307630	
	0010-801-4209-21350	37.91	OFFICE SUPPLIES	16-0170	307630	
	0010-801-4212-24150	19.60	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	34.86	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	8.25	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	138.78	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	19.61	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	31.61	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	57.74	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	61.48	OFFICE SUPPLIES		307630	
	0010-801-4212-24150	25.60	OFFICE SUPPLIES		307630	
	0010-801-3114-21350	13.23	OFFICE SUPPLIES	16-0072	307630	
	0010-801-3104-38400	165.68	OFFICE SUPPLIES		307630	
	0010-801-3103-38400	56.94	OFFICE SUPPLIES		307630	
	0010-801-1704-21350	152.59	OFFICE SUPPLIES		307630	
	0010-801-6505-21350	40.83-	OFFICE SUPPLIES-CREDIT		307630	
	0010-801-6505-23910	40.83	OFFICE SUPPLIES-CREDIT		307630	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-6505-23910	756.51	OFFICE SUPPLIES		307630	
	0010-801-6505-23910	333.82	OFFICE SUPPLIES		307630	
	0010-801-1408-21250	68.11	OFFICE SUPPLIES		307630	
	0010-801-6502-21350	68.11	OFFICE SUPPLIES		307630	
	0010-801-1801-21350	68.10	OFFICE SUPPLIES		307630	
	0010-801-3210-22750	22.23	OFFICE SUPPLIES	16-0061	307630	
	0010-801-3114-21350	715.33	OFFICE SUPPLIES	16-0072	307630	
	0010-801-3114-21350	83.65	OFFICE SUPPLIES	16-0072	307630	
	0010-801-3114-21350	274.60	OFFICE SUPPLIES	16-0072	307630	
	0010-801-3114-21350	208.74	OFFICE SUPPLIES	16-0072	307630	
	0010-801-6502-21350	69.71	OFFICE SUPPLIES		307630	
						3,588.18
OFFICE SOLUTIONS	0010-801-1403-21250	174.40	OFFICE SUPPLIES	16-0238	166 *	
	0010-801-1403-21350	224.52	OFFICE SUPPLIES	16-0238	166 *	
						398.92
JAMES LEE PADGETT	0010-701-0010-03630	53.00	REFUND PARKING CITATION		307631	
						53.00
PITNEY BOWES GLOBAL FINANCIAL SERV	0092-801-1408-37200	1,107.00	MAIL MACHINES SUPPLIES	16-0097	307632	
						1,107.00
PREMIER TRAILER LEASING, INC.	0010-801-5002-99726	700.00	TRAILER-990 MONTEREY PASS	16-0397	307633	
	0010-801-5002-99726	743.95	TRAILER-990 MONTEREY PASS	16-0397	307633	
						1,443.95
PUMP CHECK	0092-801-4222-23400	2,250.00	WATER METER TESTING		307634	
						2,250.00
RUTH REZENDEZ	0010-701-0010-08025	80.00	REFUND RECREATION CLASS		307635	
						80.00
REVENUE & COST SPECIALIST, LLC	0010-801-1403-31950	3,062.50	DEV. IMPACT FEE SCHEDULE	16-0418	307636	
	0092-801-1403-31950	3,062.50	DEV. IMPACT FEE SCHEDULE	16-0418	307636	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						6,125.00
TATIANA RICHARDSON	0010-701-0010-03630	50.00	REFUND PARKING CITATION		307637	50.00
ROBERTSON'S	0022-801-4202-22400	503.42	CONCRETE	16-0293	307638	
	0022-801-4202-22400	513.42	CONCRETE	16-0293	307638	1,016.84
SAN GABRIEL VALLEY WATER ASSOC	0043-801-4212-39300	25.00	QUARTERLY MEETING		307639	25.00
SHRED-IT US JV LLC	0010-801-3114-38400	235.98	DESTRUCTION SERVICES		307640	
	0010-801-3114-38400	149.04	DESTRUCTION SERVICES		307640	385.02
SIERRA DISPLAY INC	0077-801-1111-31950	290.16	HOLIDAY LIGHT LAMP REPLACEMENT		307641	290.16
SMART & FINAL #321	0010-801-5002-96082	26.12	FIRE CLEANING SUPPLIES		307642	26.12
SMS SYSTEMS MAINTENANCE SERVICES, I	0010-801-1404-31700	6,134.28	SERVER MAINTENANCE	16-0501	167 *	6,134.28
SOUTHERN CALIFORNIA GAS COMPANY	0109-801-5002-96067	5,931.00	CST SERVICE FEE	16-0324	307643	
	0165-801-5004-96067	5,931.00	CST SERVICE FEE	16-0324	307643	
	0109-801-5002-96067	2,757.00	CST MAINTENANCE FEE	16-0324	307643	14,619.00
SOUTHWESTERN BAG CO.	0010-801-5002-96082	1,582.68	DISASTER PREPAREDNESS SUPPLIES	16-0503	168 *	
	0010-801-5002-96082	1,962.00	DISASTER PREPAREDNESS SUPPLIES	16-0503	168 *	
	0010-801-5002-96082	2,153.84	DISASTER PREPAREDNESS SUPPLIES	16-0503	168 *	5,698.52
THE STANDARD INSURANCE CO.	0065-464	722.94	EXECUTIVE PREMIUM		307644	722.94
STATUS ONE MEDICAL INC	0092-801-4222-23700	41.69	FIRST AID SUPPLIES		307645	

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						41.69
SUPERIOR COURT OF CALIFORNIA - COUN	0010-701-0010-03620	9,147.18	CITATION PROCESSING		307646	9,147.18
SWRCB FEES	0093-801-4228-41100	11,734.00	WASTE DISCHARGE FEES		307647	
	0093-801-4226-41100	11,734.00	WASTE DISCHARGE FEES		307647	23,468.00
TOM'S CLOTHING & UNIFORMS INC	0010-801-4209-22310	61.04	UNIFORMS-R QUARTON	16-0169	307648	
	0010-801-4209-22310	194.02	UNIFORMS-A BANUELOS	16-0169	307648	
	0010-801-4209-22310	167.56	UNIFORMS-V BALTIERRA	16-0169	307648	
	0010-801-4209-22310	30.52	UNIFORMS-V VALENZUELA	16-0169	307648	
	0010-801-3103-22310	347.27	UNIFORMS-D ELLIOTT	16-0093	307648	
	0010-801-3103-22310	195.22	UNIFORMS-R ESPARZA	16-0093	307648	
	0010-801-3103-22310	220.72	UNIFORMS-B IGLESIAS	16-0093	307648	
	0010-801-3101-22320	92.21	UNIFORMS-F ACOSTA	16-0093	307648	
	0092-801-4222-22310	249.61	UNIFORMS-T RUGGERI	16-0261	307648	
	0092-801-4222-22310	173.31	UNIFORMS-F FUENTES	16-0261	307648	
	0010-801-3102-22310	128.51	UNIFORMS-R JULIAN	16-0093	307648	
	0010-801-3103-22310	78.48	UNIFORMS-D ELLIOTT	16-0093	307648	
	0010-801-3103-22310	91.23	UNIFORMS-R ESQUIBEL	16-0093	307648	
	0010-801-3101-22320	78.48	UNIFORMS-F ACOSTA	16-0093	307648	
	0010-801-3101-22320	87.31	UNIFORMS-S BERMUDEZ	16-0093	307648	
	0010-801-3210-22310	32.70	UNIFORMS-J WONG	16-0056	307648	
	0010-801-3210-22310	218.00	UNIFORMS-D GOETZ	16-0056	307648	
	0010-801-3210-22310	16.35	UNIFORMS-M SILVESTRO	16-0056	307648	
	0010-801-3210-22310	158.05	UNIFORMS-M OLIVAS	16-0056	307648	
	0010-801-3113-22310	91.73	UNIFORMS-R SEARS	16-0093	307648	
	0010-801-3114-22310	200.00	UNIFORMS-I GOEDERS	16-0093	307648	2,912.32
TRANSTECH	0010-701-0010-06200	3,437.50	MARKETPLACE TRAFFIC		307649	

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TRANSTECH	0010-701-0010-06200	350.00	MARKETPLACE TRAFFIC		307649	
	0010-701-0010-06200	100.00	MARKETPLACE TRAFFIC		307649	
	0010-701-0010-06200	1,600.00	MARKETPLACE TRAFFIC		307649	
	0010-701-0010-06200	100.00	MARKETPLACE TRAFFIC		307649	
	0010-701-0010-06200	1,375.00	MARKETPLACE TRAFFIC		307649	
	0010-701-0010-06200	200.00	MARKETPLACE TRAFFIC		307649	
	0010-801-5004-91738	750.00	BARNES POOL REHABILITATION		307649	
						7,912.50
U S ARMOR CORP	0075-450-0075-08420	1,880.25	POLICE-BULLET PROOF VEST-TRUST		169 *	
	0229-801-3103-22300	553.72	POLICE-BULLET PROOF VEST		169 *	
						2,433.97
UNITED STATES POSTAL SERVICE	0043-801-6509-31880	3,800.00	CASCADES POSTAGE	16-0135	307650	
						3,800.00
UNITED WATER WORKS, INC	0092-801-4223-23300	364.74	WATER SUPPLIES	16-0344	307651	
	0092-801-4223-23300	2,945.82	WATER SUPPLIES	16-0344	307651	
						3,310.56
MARICELA VASQUEZ	0010-801-6506-31150	200.00	DAY CARE SUPPLIES		307652	
						200.00
VULCAN MATERIAL CO	0110-801-4202-23600	226.33	ASPHALT	16-0470	307653	
						226.33
WEST COAST ARBORISTS, INC.	0092-801-4222-38500	420.00	TREE MAINTENANCE SERVICES	16-0485	307654	
						420.00
WESTERN WATER WORKS SUPPLY CO.	0092-801-4223-23350	2,656.27	WATER SUPPLIES	16-0429	307655	
	0092-801-4223-23300	637.22	WATER SUPPLIES	16-0429	307655	
						3,293.49
WITTMAN ENTERPRISES	0010-801-3220-31400	5,543.00	AMBULANCE BILLING SVC.	16-0063	307656	
						5,543.00
XEROX CORPORATION	0092-801-1408-37500	2,169.69	COPIER RENTAL	16-0094	307657	

* Indicates an E-Payable transaction

01/13/2016 11:20:00 AM

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22

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

23

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
XEROX CORPORATION	0092-801-1408-37500	404.90	COPIER RENTAL	16-0095	307657	
	0092-801-1408-37500	1,169.74	COPIER RENTAL	16-0094	307657	
						3,744.33
ZUMAR INDUSTRIES, INC.	0022-801-4206-23800	149.88	STREET SIGNS & SUPPLIES	16-0278	170 *	
						149.88
	TOTAL FOR REGULAR WARRANTS					781,078.39
	PRINTED	759,246.55				
	E-PAYABLE	21,831.84				

* Indicates an E-Payable transaction

01/13/2016 11:20:00 AM

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23

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016

24

TOTAL FOR PREPAID WARRANTS	24,040.48
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	759,246.55
TOTAL FOR PRINTED E-PAYABLES	21,831.84
TOTAL WARRANTS	805,118.87
TOTAL VOID CHECKS	3
TOTAL PREPAID CHECKS	26
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	87
TOTAL E-PAYABLES PRINTED	11
TOTAL CHECKS ISSUED	124

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 01/20/2016
FUND SUMMARY

25

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	16,616.74	128,777.23	145,393.97
0022	STATE GAS TAX FUND	634.85	17,924.45	18,559.30
0043	REFUSE FUND	21.53	487,228.48	487,250.01
0060	CITY SHOP FUND	399.15	1,729.39	2,128.54
0063	TECHNOLOGY INTERNAL SERV FUND	0.00	6,374.67	6,374.67
0065	PAYROLL CLEARING ACCOUNT	540.00	722.94	1,262.94
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	372.34	372.34
0075	SPECIAL DEPOSITS FUND	3,300.07	4,316.25	7,616.32
0077	BUSINESS IMPROVEMENT AREA #1	0.00	290.16	290.16
0092	WATER FUND	1,159.85	44,261.61	45,421.46
0093	WATER TREATMENT FUND	236.42	24,827.00	25,063.42
0109	OPA PROPOSITION A	0.00	12,209.47	12,209.47
0110	MEASURE R FUND	0.00	5,709.64	5,709.64
0131	LIBRARY TAX FUND	0.00	853.33	853.33
0132	STC STANDARDS/TRAINING/CORREC	0.00	69.00	69.00
0136	POST	665.00	95.37	760.37
0159	RECREATION FUND	0.00	570.00	570.00
0160	ASSET FORFEITURE	0.00	316.68	316.68
0165	AIR QUALITY IMPROVEMENT FUND	0.00	5,931.00	5,931.00
0176	MAINTENANCE DISTRICT 93-1	0.00	442.03	442.03
0184	USED OIL RECYCLING BLOCK GRANT	0.00	142.50	142.50
0229	BULLETPROOF VEST POLICE GRANT	0.00	553.72	553.72
0264	USED OIL COMPETITIVE GRANT	0.00	36,003.00	36,003.00
0349	ELAC INSTRUCTIONAL SERV PROG	466.87	0.00	466.87
0447	MTA S GARFIELD TRANSIT VILLAGE	0.00	1,358.13	1,358.13
TOTAL		24,040.48	781,078.39	805,118.87



City Council Staff Report

DATE: January 20, 2016

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

TO: The Honorable Mayor and City Council
FROM: Joseph Leon, City Treasurer
SUBJECT: Monthly Investment Report – December 2015

RECOMMENDATION: It is recommended that the City Council:

- (1) Receive and file the monthly investment report; and
- (2) Take such additional, related, action that may be desirable.

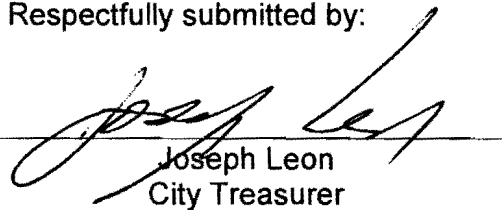
EXECUTIVE SUMMARY:

As of December 31, 2015 invested funds for the City of Monterey Park is \$70,089,109.73.

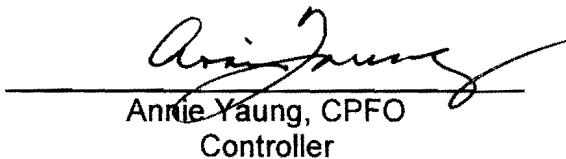
BACKGROUND:

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

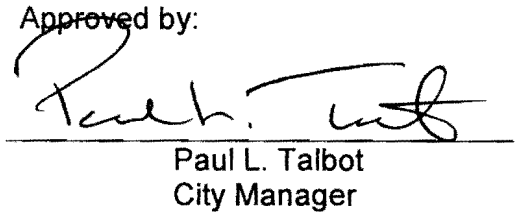
Respectfully submitted by:


Joseph Leon
City Treasurer

Prepared by:


Annie Young, CPFO
Controller

Approved by:


Paul L. Talbot
City Manager


Chu Thai
Director of Management Services

**CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF DECEMBER 31, 2015**

INSTITUTION NAME	PURCHASE DATE	MATURITY DATE	INTEREST RATE	% OF PORTFOLIO	AMOUNT
INVESTMENTS:					
CERTIFICATES OF DEPOSIT					
AMERICAN PLUS BANK	12/02/15	12/02/17	1.15%		240,000.00
ASIAN PACIFIC NATIONAL BANK	03/04/15	03/03/16	1.05%		200,000.00
CATHAY BANK	08/14/15	08/14/16	0.80%		100,000.00
CATHAY BANK	10/07/15	04/07/17	1.20%		150,000.00
EVERTRUST BANK	11/12/15	11/14/16	1.20%		100,000.00
EVERTRUST BANK	10/07/15	10/11/16	0.80%		150,000.00
FIRST CHOICE BANK	08/07/15	08/10/16	0.80%		240,000.00
FIRST GENERAL BANK	08/15/15	08/15/17	1.00%		240,000.00
PREFERRED BANK	06/06/15	06/06/16	1.05%		100,000.00
PREFERRED BANK	03/03/15	03/03/16	0.85%		140,000.00
TOMATO BANK, N.A.	03/04/15	03/04/16	0.90%		100,000.00
TOMATO BANK, N.A.	02/04/15	02/04/16	0.80%		140,000.00
ROYAL BUSINESS BANK	06/24/15	06/23/16	0.80%		250,000.00
GE CAPITAL RETAIL BANK	09/13/13	09/13/16	1.05%		240,000.00
CAPITAL ONE BK USA	01/22/15	01/23/17	0.70%		240,000.00
DISCOVER BANK	05/13/15	05/15/17	0.95%		240,000.00
AMERICAN EXPR CENT BANK	09/19/13	09/19/16	1.10%		240,000.00
BLUE HILLS BANK	05/30/14	05/30/17	0.95%		240,000.00
ALLY BK MIDVALE UTAH	09/17/15	09/18/17	1.25%		245,000.00
COMENITY CAP BK SALT LAKE CITY	09/21/15	09/18/17	1.20%		245,040.27
BMW BK NORTH AMERICA	09/23/15	09/21/18	1.70%		245,000.00
MERRICK BK SOUTH JORDAN UTAH	09/30/15	03/30/17	0.90%		245,000.00
KEY BANK, N.A.	09/30/15	10/02/17	1.15%		245,000.00
SALLIE MAE BANK	10/07/15	10/09/18	1.65%		245,000.00
GOLDMAN SACHS BANK	10/14/15	10/16/17	1.15%		245,000.00
CAPITAL ONE NATL BANK	10/21/15	10/23/17	1.15%		245,000.00
MEDALLION BANK	10/26/15	04/26/18	1.25%		245,000.00
WEBBANK	10/30/15	07/30/18	1.25%		245,000.00
WELLS FARGO BANK	11/12/15	11/13/18	1.40%		245,000.00
BMO HARRIS BANK	11/18/15	11/20/17	1.25%		245,000.00
BANKUNITED NATL ASSN.	11/25/15	05/24/17	0.90%		245,000.00
COMPASS BANK BIRMINGHAM	12/09/15	12/11/17	1.30%		245,000.00
TCF NATL BANK	12/23/15	12/23/16	0.70%		245,000.00
TOTAL CDs (33)		Average	1.071%	10.02%	<u>7,025,040.27</u>
LA COUNTY TREASURY POOL		ON DEMAND	0.750%	89.53%	<u>62,748,051.24</u>
LOCAL AGENCY INVESTMENT FUND		ON DEMAND	0.380%	0.45%	<u>316,018.22</u>
TOTAL INVESTMENTS				100.00%	<u>\$ 70,089,109.73</u>
BANK BALANCE: ⁽¹⁾					<u>\$ 4,600,799.00</u>
AVERAGE MATURITY DAYS					55
AVERAGE INTEREST RATE FOR THE MONTH					0.782%
THE CITY'S INVESTMENT HAS SUFFICIENT LIQUIDITY TO MEET THE CITY'S EXPENDITURE REQUIREMENTS FOR THE NEXT 180 DAYS. THE 180-DAY LIQUIDITY DISCLOSURE IS REQUIRED PER GOVERNMENT CODE 53646.					
INTEREST EARNINGS FOR 1ST QUARTER 2015 (CUMULATIVE)			<u>\$ 183,800.00</u>		
THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.					
CERBT STRATEGY 1 3-YEAR PERFORMANCE RETURN:			6.60%		

(1) Bank balance is maintained to cover outstanding warrants and payroll checks as well as compensated balances.



City Council Staff Report

DATE: January 20, 2016

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

TO: The Honorable Mayor and City Council
FROM: Vincent D. Chang, City Clerk
SUBJECT: City Council Minutes

RECOMMENDATION:

It is recommended that the City Council

- (1) Approve the minutes from the regular and special meeting of December 16, 2015; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

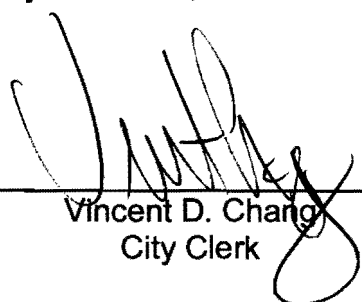
BACKGROUND:

None.

FISCAL IMPACT:

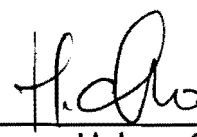
None.

Respectfully submitted,



Vincent D. Chang
City Clerk

Prepared by:



Helena Cho
Secretary

Approved By:



Paul L. Talbot
City Manager

Attachments: (Regular) December 16, 2015; (Special) December 16, 2015

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
DECEMBER 16, 2015**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, December 16, 2015 at 6:00 p.m.

CALL TO ORDER:

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

ROLL CALL:

City Manager Paul Talbot called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan

Council Members Absent: None

Also Present: City Manager Paul Talbot, Assistant City Attorney Karl Berger

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL & WRITTEN COMMUNICATIONS

None.

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

1. CONFERENCE LEGAL COUNSEL, EXISTING LITIGATION - GOVERNMENT CODE § 54956.9 (d)(1) Number of Cases: 2

A. *People ex rel Mark D. Hensley v. USTL Import and Export, Inc., et. al.*, LASC Case No. BC577155 (April 1, 2015).

B. *Bedford Freight Lines v. City of Monterey Park*, LASC Case No. BC578550 (April 13, 2015).

2. CONFERENCE WITH LEGAL COUNSEL - INITIATION OF LITIGATION (Significant exposure to litigation) - GOVERNMENT CODE § 54956.9(d): - 1 matter

Defendant: *Center International Investments, Inc., et al.*

RECONVENE & ADJOURNMENT

The Council reconvened from Closed Session with all Council Members present and the meeting was adjourned at 6:40 p.m.

Action Taken: No reportable action taken during Closed Session.

Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
DECEMBER 16, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, December 16, 2015 at 7:00 p.m.

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

CALL TO ORDER:

Mayor Chan called the meeting to order at 7:02 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Hans Liang, Stephen Lam, Teresa Real Sebastian, Peter Chan, Mitchell Ing

Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Karl Berger, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Police Chief Jim Smith, Recreation and Community Services Director Dan Costley, Management Services Director Chu Thai, Community and Economic Development Director Michael Huntley, Human Resources Director Tom Cody, City Librarian Norma Arvizu, Controller Annie Yaung, Senior Planner Samantha Tewasart, Economic Development Specialist Donna Ramirez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

Mayor Chan requested to hear Item No. 6H after Item No. 4A.

ORAL AND WRITTEN COMMUNICATIONS

- Evan Lam, a student at Macy Intermediate School, thanked the City Council and the San Gabriel Valley Water District for their support in the creation of a Water Conservation Garden located in front of Macy Intermediate School's main office.
- Marissa Castro-Salvati, Public Affairs representative for Southern California Edison, spoke about Edison's most recent restructure and her reassignment to a new region. She thanked the Council and staff for all their support during her

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

15 years of service to the City. She asked that the city welcome the new Edison representative, Adrian Garcia.

1. **PRESENTATION**

None.

2. **SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)**

NEW BUSINESS

2A. **WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF DECEMBER 2, 2015 AND DECEMBER 16, 2015**

See Successor Agency Minutes

2B. **SUCCESSOR AGENCY INVESTMENT REPORT AS OF NOVEMBER 2015**

See Successor Agency Minutes

2C. **SUCCESSOR AGENCY MINUTES**

See Successor Agency Minutes

2D. **AUTHORIZE THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY AND BP INTERNATIONAL, INC.**

See Successor Agency Minutes

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

3. **CITY OF MONTEREY PARK CONSENT CALENDAR**

None.

4. **PUBLIC HEARING**

4A. **APPEAL BY COUNCILMEMBERS TERESA REAL SEBASTIAN AND MITCHELL ING OF PLANNING COMMISSION RESOLUTION NO. 19-15, ADOPTED ON OCTOBER 27, 2015, APPROVING TENTATIVE MAP NO. 073787 (TM-15-08) ALLOWING SUBDIVISION OF AIR-RIGHTS TO ESTABLISH AND MAINTAIN A 2-UNIT RESIDENTIAL DEVELOPMENT - 234 NORTH CHANDLER AVE**

On October 27, 2015, the Planning Commission adopted Resolution No. 19-15 which approves Tentative Map No. 073787 for the subdivision of air rights to

construct a 2-unit condominium development at 234 North Chandler Avenue. On November 2, 2015, two City Council Members appealed the Planning Commission's decision.

Public Speakers:

- Nancy Arcuri spoke about her concerns with the project and her opinion that the developer is not meeting the city guidelines. She urged the City Council to deny the project.
- Larry Sullivan spoke as a resident and stated that he is a City Planning Commissioner. He expressed that the issue is bigger than this particular project. He spoke about how the municipal code needs to be amended by the City Council.

Action Taken: The City Council (1) opened the public hearing to consider the appeal by Councilmember's Real Sebastian and Ing at 7:26 p.m.; (2) took testimonial and documentary evidence; (3) closed the public hearing at 8:12 p.m.; and (4) after considering the evidence, the City Council determined to uphold instead of amending, or overturning the Planning Commission Resolution No. 19-15. The motion was amended to include in the Covenants Conditions and Restrictions (CCR) that the property will not be used as a residential motel.

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

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

5. UNFINISHED BUSINESS

None.

6. NEW BUSINESS

6A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF DECEMBER 2, 2015 AND DECEMBER 16, 2015

It is required that the City Council approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 306936-307276 and e-Payables numbered 000103-000132.

Action Taken: This item was heard after Item No. 6H. The City Council approved payment of warrants and adopted a Resolution No. 11810 allowing certain claims and demands per Warrant Register dated December 2, 2015 and December 16, 2015 totaling \$2,101,700.06 and specifying the funds out of which the same are to be paid.

Motion: Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

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

Resolution No. 11810, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 2ND AND 16TH DAY OF DECEMBER 2015 TOTALING \$2,101,700.06 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

6B. INVESTMENT REPORT AS OF NOVEMBER 2015

As of November 30, 2015 invested funds for the City of Monterey Park is \$67,652,444.17

Action Taken: The City Council received and filed the monthly investment report

Motion: Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

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

6C. CITY COUNCIL MINUTES

Approval of Minutes from the regular meeting of October 21, 2015; Town Hall special meeting of October 27, 2015; regular and special meeting of November 4, 2015; regular and special meeting of November 18, 2015.

Action Taken: The City Council approved the minutes from the regular meeting of October 21, 2015; Town Hall special meeting of October 27, 2015; regular and special meeting of November 4, 2015; regular and special meeting of November 18, 2015 as amended to reflect the correct motion for the regular meeting of November 4, 2015, Item No. 5B.

Motion: Moved by Council Member Liang and seconded by Council Member Real Sebastian, motion carried by the following vote:

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

6D. INTRODUCE AND WAIVE FIRST READING OF AN ORDINANCE ADDING CHAPTER 10.64 ENTITLED "OVERSIZED VEHICLE AND TRAILER PARKING" TO THE MONTEREY PARK MUNICIPAL CODE TO REGULATE THE PARKING OF OVERSIZED VEHICLES AND TRAILERS IN RESIDENTIAL AND BUSINESS AREAS

In recent years, the Police Department has seen an increase in oversized vehicles, such as recreational vehicles (RV), trailers (both attached and unattached), and other types of oversized vehicles parked in residential and commercial areas. Most of these vehicles appear to be stored there and only move to avoid street sweeping and 72-hour parking violation restrictions. The vehicles are only moved a short distance away and then moved back. Some are registered in the City, some are not.

Public Speakers:

- Nancy Arcuri, a resident who resides on Mooney Drive, spoke about the parking conditions on her street. She stated that the new ordinance will help improve the safety of residents and businesses in the city.
- David Diaz, a resident and RV owner, spoke about both the negative and positive impacts of the new ordinance.
- John D. Arroyo, a resident and RV owner stated that he has been parking his RV on the street for the past 28 years with no complaints. He suggested other remedies instead of adopting the new ordinance.

Action Taken: Staff mentioned two typographically errors on the staff report; page 196, section 110A reads "not to exceed five (2)" should read "not to exceed two (2)"; and page 196 section 120C add the word "or" after the semicolon and section 120D removed semicolon and the word "or" and add a period punctuation at the end of the sentence. The City Council introduced and waived first reading of an ordinance adding Chapter 10.64 of the Monterey Park Municipal Code as amended to extend recreational vehicle (RV) parking to 72 hours instead of 48 hours.

Motion: Moved by Council Member Lam, and seconded by Council Member Liang, motion carried by the following vote:

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

RECESSED AND RECONVENED

The City Council recessed at 9:11 p.m. and reconvened with all council members present at 9:19 p.m.

6E. SOLAR ENERGY FOR MUNICIPAL FACILITIES - AUTHORIZATION TO RELEASE RFQ

Staff prepared a request for qualifications (RFQ) for the design and construction of a solar photovoltaic system for municipal facilities and is requesting the City Council's authorization to solicit statements of qualifications from solar companies. Solar panels could be installed at City Hall, Bruggemeyer Library and Langley Senior Center, producing over 750,000 kWh of solar energy, and potentially saving the City \$25,000 to \$45,000 annually in electricity costs. The three city facilities use approximately 2.5 million kWh of electricity per year.

Public Speakers:

- Nancy Arcuri made a suggestion to the Council that they consider using residents who are certified engineers to prepare the qualifications.
- Bunnarith Chhun reminded the Council that they are public servants and to make decisions that are in the best interest of the residents and to be transparent in the entire process.

Action Taken: Mayor Pro Tem Ing recused himself and left the dais due to a potential conflict of interest, as his wife is an Edison employee and his decision on the project could be foreseen as a conflict. The City Council authorized staff to release a Request for Qualification for Design-Build of Solar Photovoltaic System for City Facilities as amended to have the Request for Qualification results be presented at a City Council Meeting for council's determination.

Motion: Moved by Council Member Liang, and seconded by Council Member Lam, motion carried by the following vote:

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

6F ADOPTION OF A RESOLUTION OF CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA FIXING THE SALARY RATES AND BENEFITS FOR EXECUTIVE MANAGEMENT EMPLOYEES

The proposed resolution affects the eight (8) non-representative executive employees and sets the salary scale and benefits for the executive employees of the City as of January 1, 2016.

Action Taken: The City Council (1) adopted Resolution No. 11811 fixing the salary rates and benefits for the Executive Management Employees; and (2) authorized the expenditure of \$17,826 for the 2015-2016 fiscal year, amending the 2015-2016 Budget accordingly.

Motion: Moved by Council Member Liang, and seconded by Council Member Lam, motion carried by the following vote:

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

Resolution No. 11811, entitled:

A RESOLUTION FIXING THE SALARY RATES AND BENEFITS FOR EXECUTIVE MANAGEMENT EMPLOYEES

6G. AWARD OF BID - 3/4 TON UTILITY TRUCK

In the Fiscal Year 2015-2016 budget, the Fire Department is scheduled for replacement of a staff car, a 2000 Ford Crown Victoria. At the City Council meeting of October 21, 2015, the City Council approved upgrading the sedan to a utility truck for disaster and El Niño preparedness and response. A Notice of Inviting Bids was conducted and staff seeks City Council approval to award the bid.

Action Taken: The City Council authorized the City Manager to execute an agreement, in a form approved by the City Attorney, with Bob Wondries Ford for an amount of \$36,355.89. Funds have been budgeted in Fiscal Year 2015-2016 in the amount of \$30,000 and Council recently approved \$10,000 in Account Number 0010-801-5002-96082.

Motion: Moved by Council Member Liang, and seconded by Council Member Lam, motion carried by the following vote:

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

6H. CONSIDER AUTHORIZING THE CITY MANAGER TO EXECUTE A WAIVER OF THE CITY'S RIGHT OF FIRST REFUSAL RELATED TO PROPERTY OWNED BY MERCI

The proposed waiver would affect only the proposed transaction between MERCI and its affiliate MERCI Chandler Group, a nonprofit public benefit corporation; the City would retain its rights for any subsequent real property transaction.

On December 3, 2015, the City received a request from MERCI regarding its plan to refinance various bonds through the New Market Tax Credits program. As part of its plan, MERCI created a separate entity called MERCI Chandler Group which is a nonprofit corporation. MERCI Chandler's only purpose is to own the real property located at 523-525 N. Chandler Avenue for refinancing purposes. It would lease the properties back to MERCI for the purposes set forth in the

attached Agreement containing covenants affecting real property dated May 9, 2013.

In order to complete its financial transaction, MERCI requested that the City waive its right of first refusal on the property for this transaction. In reviewing the plan, there does not appear to be any downside to the City and it would retain its right to first refusal for any subsequent real property transaction. The City Attorney's office made minor clarifications to the draft waiver provided by MERCI to ensure that the City's rights are protected.

Public Speakers:

- Marta Escanuelas, Executive Director of MERCI, spoke briefly about the history of the rehabilitation project at MERCI and the partnership with the city.

Action Taken: This Item was heard after Item No. 4A. The City Council authorized the City Manager to execute a waiver, in a form approved by the City Attorney, for MERCI in connection with the City's right of first refusal on real property located at 523-525 N. Chandler Avenue.

Motion: Moved by Council Member Liang, and seconded by Council Member Lam, motion carried by the following vote:

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

7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Council Member Liang announced his attendance to Assembly Member Ed Chau's Holiday Toy Drive on December 7th; Congresswomen Judy Chu's and Los Angeles Community College District Board of Trustee Mike Eng's Toy Drive on December 13th; and Chiao Hsin Chinese Language School Christmas Program on December 13th. He wished his father a Happy Birthday.

Council Member Lam spoke about his recent delegation to Hong Kong, China.

Council Member Real Sebastian spoke about her attendance to Senator Ed Hernandez's Community Holiday Reception; MERCI's annual Trees of Enchantment; Montebello Unified School District's Swearing In Ceremony of the new board; Macy Intermediate School's Water Conservation Landscape Project dedication with Mayor Chan; and the El Nino presentation held in the Council Chambers with Mayor Pro Tem Ing. She thanked everyone who participated in the Holiday Snow Village and wished everyone a wonderful Holiday season.

Mayor Pro Tem Ing wished the community a Happy Holidays.

Mayor Chan also spoke about his recent delegation to Hong Kong, China and informed the public that at the next City Council meeting he will have a brief presentation of his trip. He wished everyone a Happy Christmas and New Year.

8. CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 11:40 p.m.

Vincent D. Chang
City Clerk



City Council Staff Report

DATE: January 20, 2016

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

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: Declaring a Stage 3 Drought Emergency

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting the resolution declaring a Stage 3 Drought Emergency. The resolution would become effective immediately;
2. Taking such additional, related, action that may be desirable.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

This resolution is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures to clarify existing policies and practices related to water service; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. This resolution is adopted, in part, for protection of the environment. Accordingly, this resolution does not constitute a "project" that requires environmental review (see specifically CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the resolution were a project, it constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

EXECUTIVE SUMMARY:

Ordinance **2121** was adopted on July 1, 2015. During this time, council declared a Stage 2 Drought Emergency by resolution. The objective of the Stage 2 was to comply with the mandatory conservation of 20% for the City of Monterey Park. Since the mandatory conservation was implemented by the State Water Resources Board, staff has been diligently monitoring the conservation progress. As of December 2015, the City of Monterey Park has achieved the monthly 20% conservation target 2 of the last 7 months. As a direct result, the cumulative conservation percentage and total water saved has steadily decreased.

Each month the conservation goal is not achieved, the deficit is carried over to the next month. Through the first five months (June to October) the city was able to save a

minimum of 17%. However, in November and December the percentages dropped to 13.3% and 13.9% respectively. Staff evaluation demonstrated that as of January 11, 2016 the conservation has dropped to 11.5% or 8.3 Million Gallons (MG) for the month.

In order to increase the cumulative percentage up to the mandated goal of 20%, the city would need to save 81.3 MG or 40.3% for the month of January. The initial reporting period was set to end on February 29, 2016 leaving only approximately 45 days to make up for the deficit. On January 6, 2016, the Governor has released the 4th of a series of Executive Orders. This most recent action by the Governor will direct the State Water Resources Board to extend the mandatory conservation through the end of October 2016.

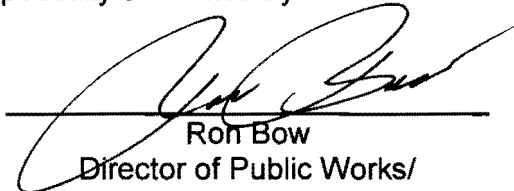
Declaring a Stage 3 drought emergency is designed to save 25% to 35% of water demands. Increasing from Stage 2 to Stage 3 will assist the staff as well as water consumers to lower the water usage by limiting outside watering to one time a week (Monday). It will also limit filling of pools and similar fixtures to once a week (Monday). The other two differences are that Stage 3 limits fire hydrant use and prohibits the washing of cars and other motorized and on motorized equipment.

Staff is confident that by increasing to Stage 3 is warranted and will demonstrate a proactive approach of controlling water usage in the event the Water Resources Control Board (SWRCB) performs an audit. Depending on each water purveyor's performance which is determined by the cumulative percentage, SWRCB will impose various responses to agencies that have not met their mandatory conservation goal. Part of the audit is to determine what steps the water agency took to minimize water waste and encourage conservation.

FISCAL IMPACT

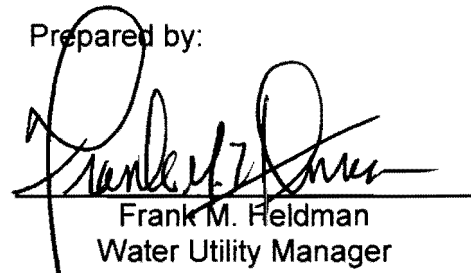
The fiscal impact will affect the City's water enterprise fund and possibly impact future capital improvement project work.

Respectfully submitted by:



Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



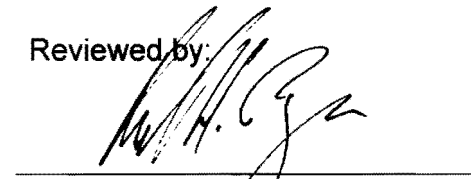
Frank M. Feldman
Water Utility Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

- 1) Regular Ordinance 2121
- 2) Proposed Resolution declaring a Stage 3 Drought Emergency

ATTACHMENT 1

Ordinance 2121

ORDINANCE NO. 2121

AN ORDINANCE ENACTING WATER CONSERVATION MEASURES AND REQUIREMENTS IN ACCORDANCE WITH EMERGENCY REGULATIONS PROMULGATED BY THE CALIFORNIA STATE WATER RESOURCES CONTROL BOARD.

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

SECTION 1: The City Council finds as follows:

- A. On January 17, 2014, the Governor issued a proclamation of a state of emergency under the California Emergency Services Act based on drought conditions;
- B. On April 25, 2014, the Governor issued a proclamation of a continued state of emergency under the California Emergency Services Act based on continued drought conditions;
- C. On April 1, 2015, the Governor issued an Executive Order that, in part, directs the State Water Resources Control Board (the "Board") to impose restrictions on water suppliers to achieve a statewide 25 percent reduction in potable urban usage through February 2016; require commercial, industrial, and institutional users to implement water efficiency measures; prohibit irrigation with potable water of ornamental turf in public street medians; and prohibit irrigation with potable water outside newly constructed homes and buildings that is not delivered by drip or microspray systems;
- D. In response to the Governor's Executive Order, the Board on May 18, 2015 enacted emergency regulations amending 23 California Code of Regulations §§ 863, 864, 865, and 866 ("Emergency Regulations"). Absent additional action taken by the Board, the Emergency Regulations will expire February 13, 2016;
- E. The drought conditions that formed the basis of the Governor's emergency proclamations continue to exist;
- F. The present year is critically dry and has been immediately preceded by two or more consecutive below normal, dry, or critically dry years;
- G. The drought conditions will likely continue for the foreseeable future and additional action by both the State Water Resources Control Board and local water suppliers will likely be necessary to prevent waste and unreasonable use of water and to further promote

conservation;

- H. Recent court decisions have reduced the amount of water supplied through the State Water Project;
- I. Rainfall in southern California is below last year's levels and annual averages;
- J. Reservoir levels statewide are well below average and below capacity;
- K. Water conservation is crucial to the continued delivery of clean, safe water to Monterey Park residents and customers;
- L. The City will continue to offer educational materials, to promote best practices for water conservation, and to support the use of water conserving household fixtures to its users and customers in efforts of encouraging water use efficiency practices and preventing the waste of available water resources. This Ordinance sets forth water use efficiency practices and water conservation measures that will be implemented and followed by all applicable users within the service boundaries of the City;
- M. Article XI, § 7 of the California Constitution empowers the City to enact and enforce ordinances regulating conditions that may be public nuisances or health hazards, or that promote social, economic, or aesthetic considerations;
- N. In accordance with Water Code § 375, the Council finds it is in the public interest to adopt this Ordinance for water conservation purposes; and

SECTION 2: In accordance with the Emergency Regulations and other applicable law, the City Council adopts the following regulations to achieve the conservation standards established by the Board:

H20 1.020 Title.

This Ordinance may be referred to as the "Monterey Park Emergency Water Conservation Regulations."

H20 1.030 Purpose.

This Ordinance is adopted in accordance with Article XI, § 7 of the California Constitution and Water Code § 375 for the purpose of

complying with 23 California Code of Regulations §§ 863, 864, 865, and 866 as amended May 18, 2015.

H20 1.040 Monterey Park Municipal Code Chapter 14.08.

This Ordinance is intended to supplement and enhance Chapter 14.08 of the Monterey Park Municipal Code ("MPMC") and must be used in conjunction with the regulations set forth in the MPMC for all activities associated with potable water within the City's jurisdiction. Any regulation contained in this Ordinance that imposes a more stringent requirement than set forth in the MPMC will prevail.

H20 1.050 General Prohibition and Enforcement.

- A. It is unlawful for any person to violate, or fail to comply with, any provision of Ordinance. Unless otherwise provided, violations of this Ordinance constitute an infraction.
- B. Every person violating this Ordinance is guilty of a separate offense for each and every day during any portion of which any violation of any provision of this Ordinance is committed, continued, or permitted by such person.
- C. In addition to these penalties, any condition caused or permitted to exist in violation of any of the provisions of this Ordinance is a public nuisance and may be abated in accordance with applicable law including, without limitation, the Monterey Park Municipal Code.
- D. This Ordinance may also be enforced with administrative citations in accordance with MPMC Chapter 1.09.

H20 1.060 Penalties.

- A. Each infraction is punishable as follows:
 - 1. A fine not exceeding \$100.00 for the first violation;
 - 2. A fine not exceeding \$200.00 for a second violation of the same provision within one (1) year;
 - 3. A fine not exceeding \$500.00 for each additional violation of the same provision within one (1) year of the first violation.
- B. If a person violates the same provision a fourth time within one (1)

year of the first violation, the City Attorney may, but is not required to, prosecute the violation as a misdemeanor in accordance with applicable law.

- C. Following a duly noticed public hearing, the City Council may, by resolution, adopt additional penalties in accordance with applicable law for violations of this Ordinance.

H20 1.070 Exception; defense.

- A. This Ordinance does not apply when an action is needed to address an immediate threat to health and safety or to comply with a term or condition in a permit issued by a State or federal agency.
- B. A person may assert such exception as a defense for violations of this Ordinance.

H20 1.080 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this Ordinance. Words and phrases not defined by this Ordinance have the meaning set forth in the MPMC, the Water Code, or regulations promulgated by the State Water Resources Control Board in accordance with applicable law.

"Water superintendent" means the City Manager, or designee.

H20 1.090 Service permits – Application.

Should the City Council declare a Stage 4 Drought Emergency in accordance with this Ordinance, it may also direct the water superintendent not to accept any applications for new water service.

H20 1.100 Consumer supplying water.

It is unlawful for any consumer to allow, maintain, or permit leaks or waste of water. When a consumer's interior water pipes, those water pipes on the customer's side of the water meter, leak to an extent that water is being wasted and the customer does not repair said leaks, the water superintendent may, except in a Drought Emergency, give the customer thirty days' notice to make such repairs to eliminate said wastage of water. If said repairs are not completed within the thirty days' notice, the water service to the

property may be shut off. To have water service restored after such a shutoff, it will be necessary for the customer to furnish proof of said repairs, apply for service to be reinstated, and pay a reconnection fee established by city council resolution. In a Drought Emergency, the water superintendent may provide less time for compliance as required in accordance with applicable law. Customers must be provided with at least 24 hours to repair.

H20 1.110 Regulations – Generally.

- A. **Multiple Parcels.** It is unlawful for water to be served to two or more parcels of property separately owned through a common service pipe, unless there is no main contiguous to said premises from which service may be had, and further unless the consumer first in order of service from the main provides a written guarantee to pay water rates for all parcels of property so served. Except in a Drought Emergency, the water superintendent must give thirty days' notice in writing to all consumers served through such service before enforcing MPMC Chapter 14.08 or Chapter 14.12 by discontinuing water service in accordance with this code and Public Utilities Code Sections 10001, *et seq.* In a Drought Emergency, the water superintendent may provide less time for compliance.
- B. **Hosing Down.** To, among other things, comply with the city's national pollutant discharge elimination system ("NPDES") permit requirements, it is unlawful for any person to hose water or wash down any sidewalk, walkway, driveway, parking area or other paved surface, except as is required for the benefit of public health and safety.
- C. **Lawn/Landscape Watering.** To, among other things, comply with the City's NPDES permit requirements:
 - 1. It is unlawful for any person to water or cause to be watered any lawn or landscaping between the hours of 9:00 a.m. and 5:00 p.m. of any one day.
 - 2. It is unlawful for any person to water or cause to be watered any lawn or landscaping more than once a day.
 - 3. It is unlawful for any person to water or cause to be watered any lawn or landscaping within 48 hours after measurable precipitation.
 - 4. It is unlawful for any person to water or cause to be watered

any lawn or landscaping to such an extent that runoff into any adjoining street, parking lot or alley occurs due to incorrectly directed or maintained sprinklers or excessive watering.

5. It is the duty of all persons to inspect all hoses, faucets and sprinkling systems for leaks, and to cause all leaks to be repaired as soon as is reasonably practicable.
- D. **Indoor Plumbing and Fixtures.** It is the duty of all persons to inspect all accessible indoor plumbing and faucets for leaks, and to cause all leaks to be repaired as soon as is reasonably practicable, but not later than seven days after receiving a notice of violation from the water superintendent.
- E. **Washing Vehicles.** It is unlawful for any person to wash any motor vehicle, boat, trailer, or other type of mobile equipment unless such vehicle is washed:
 1. At a commercial carwash;
 2. Using only reclaimed water; or
 3. By using a hand-held bucket or a water hose equipped with an automatic shutoff nozzle.
- F. **Running Hose Prohibited.** It is unlawful for any person to leave a water hose running while washing a vehicle or at any other time.
- G. **Public Eating Places.** It is unlawful for any restaurant, hotel, cafeteria, café, or other public place where food is sold or served to serve drinking water to any customer unless specifically requested to do so by such customer.
- H. **Linen Services.** Commercial lodging establishments, including hotels and motels, must offer guests the option of declining daily bed linen and towel laundry services. Each commercial lodging establishment must prominently display notice of this option in each room.
- I. **Decorative Fountains.** It is unlawful for any person to use water to clean, fill, or maintain levels in any decorative fountain, pond, lake, or other similar aesthetic structure unless such water flows through a recycling system.

- J. It is unlawful to install non re-circulating water systems at new commercial car washes and new commercial laundromat facilities.
- K. Single Pass Cooling Systems. It is unlawful to install single pass cooling systems in new commercial buildings requesting new water utility service.
- L. A written warning must be provided to persons upon the first violation of this section.

H20 1.120 Determination of Drought Emergency.

The water superintendent must monitor and evaluate projected available water supplies and estimated water demand of the city's users. Upon the water superintendent determining, whether through an independent evaluation or as directed by the State Water Resources Control Board, that a Drought Emergency exists, the City Council must consider declaring a Stage 1, Stage 2, Stage 3 or Stage 4 Drought Emergency by resolution.

H20 1.130 Stage 1 Drought Emergency.

- A. Declaring a Stage 1 Drought Emergency demonstrates the need to reduce the City's water demand by a maximum of 10%.
- B. The resolution declaring a Stage 1 Drought Emergency must direct the water superintendent to provide public notice regarding appropriate voluntary water use restrictions including, without limitation:
 - 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system should be limited to three (3) times per week. Residents may water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday, Wednesday, and Friday.

H20 1.140 Stage 2 Drought Emergency.

- A. Declaring a Stage 2 Drought Emergency demonstrates the need to reduce the City's water demand between 10% and 25%.
- B. The resolution declaring a Stage 2 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use

restrictions:

1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system is limited to two (2) times per week. Residents may water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday and Thursday.
2. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
3. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.

H20 1.150 Stage 3 Drought Emergency.

- A. Declaring a Stage 3 Drought Emergency demonstrates the need to reduce the City's water demand between 25% and 35%.
- B. The resolution declaring a Stage 3 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use restrictions:
 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system is limited to one (1) time per week. Residents are permitted to water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday.
 2. Filling swimming pools, spas, hot tubs, Jacuzzis, or children's wading pools is limited to not more than one (1) time per week on Mondays.
 3. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.

4. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.
5. It is unlawful to wash any motorized vehicle or non-motorized equipment including, without limitation, automobiles, trucks, vans, buses, motorcycles, boats, or other motorized and non-motorized equipment unless performed at commercial car wash facilities.
6. Using potable water from fire hydrants is limited to firefighting and emergency related activities and/or other activities necessary to maintain public health, safety, and welfare including, without limitation, flushing utility distribution pipelines; constructing water distribution and production facilities; and maintaining street sweeping services. If there is a need for acquiring fire hydrant and flow testing services, the applicant is required to have the test completed by the water superintendent through the water system computer model in-lieu of having an actual real-time field test completed. The expense incurred by the City for completion of a fire hydrant and flow test using the City water system computer model will be paid by the applicant.

H20 1.160 Stage 4 Drought Emergency.

- A. Declaring a Stage 4 Drought Emergency demonstrates the need to reduce the City's water demand between 35% and 50%, or more.
- B. The resolution declaring a Stage 4 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following mandatory water use restrictions:
 1. All watering without a drip irrigation or micro-spray system is prohibited.
 2. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
 3. It is unlawful to use potable water to irrigate ornamental turf

on public street medians within the City's service boundaries.

4. It is unlawful to fill swimming pools, spas, hot tubs, and/or jacuzzis of any kind whether in-ground or above-ground structures, including children's wading pools.
5. It is unlawful to wash any motorized vehicle or non-motorized equipment including, without limitation, automobiles, trucks, vans, buses, motorcycles, boats, or other motorized and non-motorized equipment unless performed at commercial car wash facilities.
6. Using potable water from fire hydrants is limited to firefighting and emergency related activities and/or other activities necessary to maintain public health, safety, and welfare including, without limitation, flushing utility distribution pipelines; constructing water distribution and production facilities; and maintaining street sweeping services. If there is a need for acquiring fire hydrant and flow testing services, the applicant is required to have the test completed by the water superintendent through the water system computer model in-lieu of having an actual real-time field test completed. The expense incurred by the City for completion of a fire hydrant and flow test using the City water system computer model will be paid by the applicant.

- C. In addition, the resolution declaring a Stage 4 Drought Emergency may direct the water superintendent not to issue new water utility service connections for any development.

H20 1.170 Sunset Clause.

This Ordinance is repealed and will become ineffective on February 13, 2016, unless the City Council takes additional action to extend the effectiveness of this Ordinance or adopts new water conservation regulations in accordance with applicable law.

SECTION 3: Environmental Review. This ordinance is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures to clarify existing policies and practices related to water service; does not involve any commitment to a specific project which could result in a potentially significant physical impact on the environment; and constitutes an organizational or

administrative activity that will not result in direct or indirect physical changes in the environment. This Ordinance is adopted, in part, for protection of the environment. Accordingly, this Ordinance does not constitute a "project" that requires environmental review (*see specifically* CEQA Guidelines § 15378(b)(2, 5)). Moreover, even if the Ordinance were a project, it constitutes a specific action needed to mitigate an emergency in accordance with CEQA Guidelines § 15269(c) and would be categorically exempt from additional environmental review.

SECTION 4: The City Manager is authorized to promulgate administrative policies and procedures in order to implement the purpose and goals set forth in this Ordinance.

SECTION 5: Construction. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 6: Enforceability. Repeal or supersession of any provision of the MPMC does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed or superseded part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

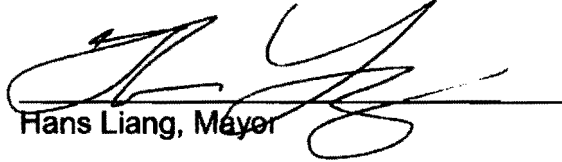
SECTION 7: Validity of Previous Code Sections. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the MPMC or other ordinance by this Ordinance will be rendered void and cause such previous MPMC provision or other the city ordinance to remain in full force and effect for all purposes.

SECTION 8: Severability. 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.

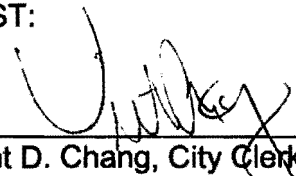
SECTION 9: Publication. The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Monterey Park's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 10: Effective Date. This Ordinance will become effective on the thirty-first (31st) day after its adoption.

PASSED AND ADOPTED this 1st day of July, 2015.

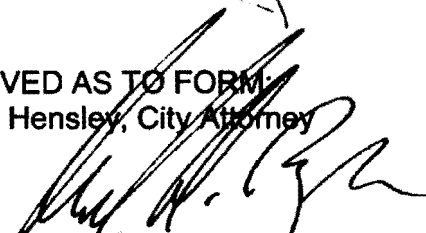

Hans Liang, Mayor

ATTEST:



Vincent D. Chang, City Clerk

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

By: 

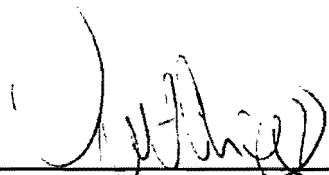
Karl H. Berger,
Assistant City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF MONTEREY PARK)

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Ordinance No. 2121 was introduced, and placed upon its first reading at a regular meeting of the City Council of the City of Monterey Park, held on the 17th day of June, 2015. That thereafter on the 1st day of July 2015, said Ordinance was duly passed, approved and adopted by the following vote:

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

Dated this 1st day of July, 2015



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

ATTACHMENT 2
Resolution Declaring
Stage 3 Drought Emergency

RESOLUTION NO. _____

A RESOLUTION DECLARING A STAGE 3 DROUGHT EMERGENCY AND DIRECTING THE WATER SUPERINTENDENT TO IMPLEMENT WATER CONSERVATION RESTRICTIONS IN ACCORDANCE WITH SECTION H20 1.070 OF THE MONTEREY PARK EMERGENCY WATER CONSERVATION REGULATIONS.

The City Council of the City of Monterey Park resolves as follows:

SECTION 1: The City Council finds as follows:

- A. In response to the Governor's April 1, 2015 Executive Order, the California State Water Resources Control Board (the "Board") adopted emergency regulations amending 23 California Code of Regulations §§ 863, 864, 865, and 866 ("Emergency Regulations");
- B. To comply with the Emergency Regulations, the City Council adopted Ordinance No. 2121 on July 1, 2015 which takes effect immediately;
- C. Ordinance No. 2121 enacts the Monterey Park Emergency Water Conservation Regulations which establish the means by which the City Council may declare a Drought Emergency; and
- D. This Resolution is adopted in accordance with Section H20 1.080 of the Monterey Park Emergency Water Conservation Regulations to declare a Stage 3 Drought Emergency.

SECTION 2: **Stage 3 Drought Emergency.**

- A. Declaring a Stage 3 drought emergency demonstrates the need to reduce the City's water demand between 25% and 35%.
- B. The resolution declaring a Stage 3 Drought Emergency must, in addition to the general prohibitions of this Ordinance, direct the water superintendent to impose the following water use restrictions:
 - 1. Watering outdoors for the purposes of irrigating landscape, lawns, vegetated areas, and plant material without the use of a drip irrigation or micro-spray system is limited to one (1) time per week. Residents may water and/or irrigate landscape, lawns, vegetated areas, and plant material on Monday.

2. Filling swimming pools, spas, hot tubs, Jacuzzis, or children's wading pools is limited to not more than one (1) time per week on Mondays.
3. Installing non drip irrigation or micro-spray systems used in watering outdoors for purposes of irrigating landscape, lawns, vegetated areas, and plant material in new commercial and residential developments requesting new water utility service is unlawful.
4. It is unlawful to use potable water to irrigate ornamental turf on public street medians within the City's service boundaries.
5. It is unlawful to wash any motorized vehicle or non-motorized equipment including, without limitation, automobiles, trucks, vans, buses, motorcycles, boats, or other motorized and non-motorized equipment unless performed at commercial car wash facilities.
6. Using potable water from fire hydrants is limited to firefighting and emergency related activities and/or other activities necessary to maintain public health, safety, and welfare including without limitation, flushing utility distribution pipelines; construction water distribution and production facilities; and maintaining street sweeping services. If there is a need for acquiring fire hydrant and flow testing services, the applicant is required to have the test completed by the water superintendent through the water system computer model in-lieu of having an actual real-time field test completed. The expense incurred by the City for the completion of a fire hydrant and flow test modeling using the City water system computer model will be paid for by the applicant.

SECTION 3: The City Manager is authorized to promulgate administrative policies and procedures in order to implement the purpose and goals set forth in this Resolution.

SECTION 4: This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

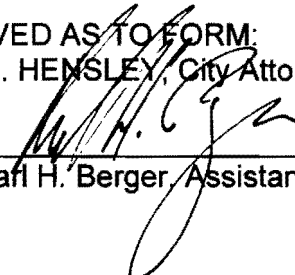
PASSED AND ADOPTED this 20th day of January, 2016.

Peter Chan,
Mayor

ATTEST:

Vincent D. Chang,
City Clerk

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

By: 

Karl H. Berger, Assistant City Attorney

Staff Report

***The City of Monterey Park and the
Successor Agency to the Former
Monterey Park Redevelopment Agency***

DATE: January 20, 2016

AGENDA ITEM NO: New Business
Agenda Item 6-E.

TO: Mayor Chan and the City Council acting on behalf of the City and the
Successor Agency to the former Redevelopment Agency

FROM: Donna M. Ramirez, Economic Development Specialist

SUBJECT: Consideration and possible adoption of a joint resolution approving the
Excess Bond Expenditure Agreement regarding the use of excess bond
proceeds from the 2002 Tax Allocation Bonds issued by the former Monterey
Park Redevelopment Agency in the Atlantic-Garvey Redevelopment Project
No. 1.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopt a joint resolution of the City of Monterey Park ("City") and Successor Agency to the former Redevelopment Agency ("Successor Agency") approving a Bond Expenditure Agreement between the City and Successor Agency; or
2. Take such additional, related action that may be desirable.

EXECUTIVE SUMMARY:

In June 2011, ABx1 26 dissolved California redevelopment agencies and prohibited the spending of any outstanding unspent bond proceeds ("Dissolution Law"). AB 1484 subsequently amended the Dissolution Law and provided a mechanism to allow successor agencies to spend unspent bond proceeds from bonds issued prior to January 1, 2011. Upon obtaining a Finding of Completion ("FOC"), successor agencies are allowed to spend unspent bond proceeds from pre-2011 bonds. An FOC is required to be issued upon California Department of Finance ("DOF") acceptance of required reports and payment of available cash balances. The Successor Agency completed all required steps and received its FOC on March 29, 2013.

Currently, the Successor Agency may only pay obligations approved on a Recognized Obligation Payment Schedule ("ROPS") which, as of January 1, 2016, is to be submitted to the Oversight Board and DOF once a year. The ROPS are required to be submitted several

months prior to the effective date which creates timing problems in terms of entering into obligations related to projects funded by unspent bond proceeds.

As a result, the DOF has advised the Successor Agency and City may enter into an agreement to transfer unspent bond proceeds to the City to complete projects and activities consistent with the original bond requirements, including spending the proceeds within the project areas. The proposed agreement was drafted based on information from DOF staff and is modeled upon similar agreements DOF has approved. Under the agreement, only the initial transfer of the excess bond proceeds is required to be included on an approved ROPS.

The 2002 Tax Allocation Bonds for the Atlantic-Garvey Redevelopment Project No. 1 ("Bonds") were issued for the purpose of financing improvements within the Atlantic-Garvey Redevelopment Project No. 1 area (Project Area), refinancing certain outstanding obligations of the former Redevelopment Agency, funding a Reserve Account for the Bonds, and paying the costs of issuing the Bonds. The specific area of the Atlantic-Garvey Redevelopment Project area where the bonds were intended to be used is along Potrero Grande, in close proximity to the Market Place project.

The development of the Market Place power center creates the need to improve the streets leading into the project, both the infrastructure and the aesthetics. Proceeds of the Bonds must be used to finance various improvements within the Project Area, including acquisition of property and rights-of-way, street improvements, landscaping, parking facilities, retaining walls, utility improvements and general public infrastructure.

DISCUSSION:

The current amount of excess bond proceeds available is approximately \$5,637,766.61. The bond proceeds are held by Bank of the West, the Agency's fiscal agent. These funds would be drawn down from the fiscal agent, to be held by the City in a separate capital projects account. The agreement obligates the Successor Agency to contribute the bond proceeds and the City to spend the proceeds according to the bond requirements, allowing the item to be listed as an obligation of the Successor Agency on ROPS 16-17A.

The excess bond proceeds amount listed in the agreement as "Current Excess Bond Proceeds" is \$5,637,766.61, the current amount as of January 5, 2016.

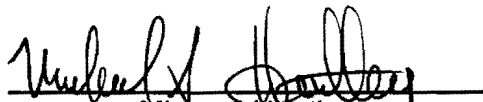
If approved by the Oversight Board, City staff will forward the Agreement to DOF for final approval. Upon DOF approval, the City will then have the authority to enter into contracts to carry out the projects and activities authorized in the bond documents.

FISCAL IMPACT:

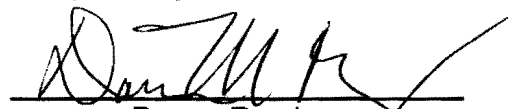
The \$5,637,766.61 amount is funded by the proceeds from the Bonds.

Respectfully submitted,

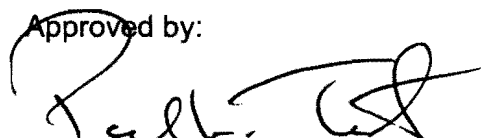
By


Michael Huntley
Community and Economic
Development Director

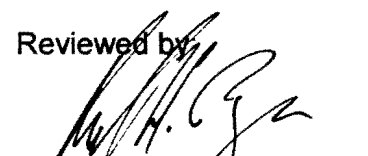
Prepared by:


Donna Ramirez
Economic Development
Specialist

Approved by:


Paul L. Talbot
City Manager

Reviewed by:


Karl H. Berger
Assistant City Attorney

Attachment No. 1: Map of the area.

Attachment No. 2: Resolution approving the Bond Expenditure Agreement
Exhibit "A": Bond Expenditure Agreement

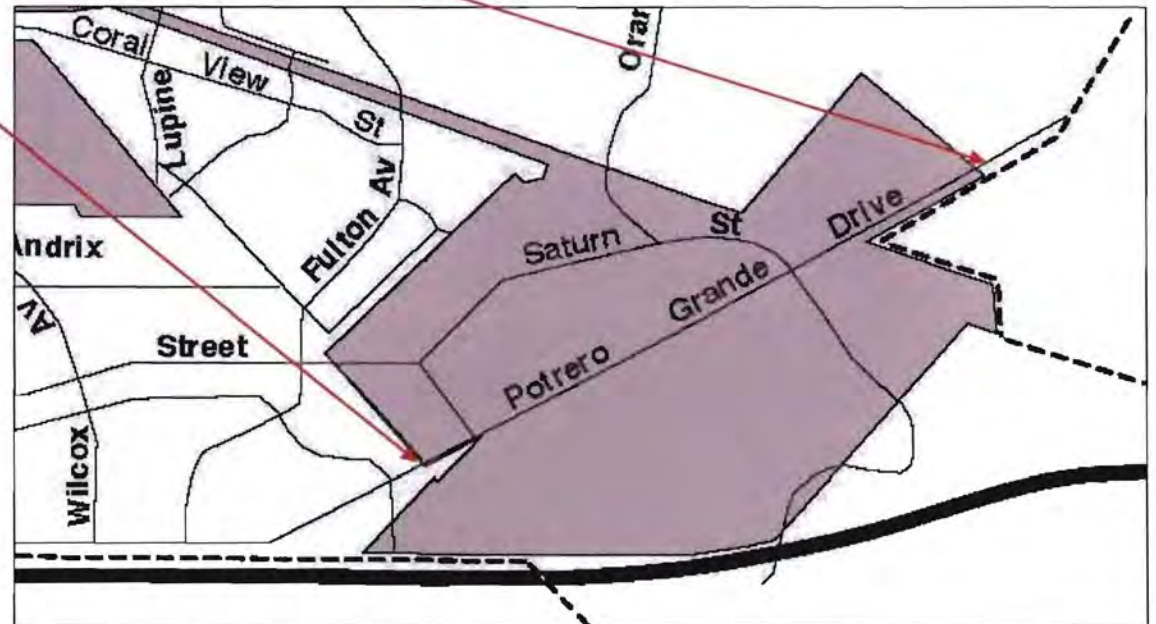
ATTACHMENT “1”

MAP OF AREA

Atlantic-Garvey Redevelopment Project No. 1

(Area along Potrero Grande Boulevard)

ATLANTIC/GARVEY PROJECT AREA



ATTACHMENT "2"

RESOLUTION APPROVING THE BOND EXPENDITURE AGREEMENT

RESOLUTION NO. ____

A JOINT RESOLUTION OF THE CITY COUNCIL ACTING ON BEHALF OF THE CITY OF MONTEREY PARK AND THE SUCCESSOR AGENCY TO THE FORMER MONTEREY PARK REDEVELOPMENT AGENCY APPROVING A BOND EXPENDITURE AGREEMENT BETWEEN THE CITY AND THE SUCCESSOR AGENCY AND DIRECTING STAFF TO SUBMIT THE SAME TO THE STATE OF CALIFORNIA, DEPARTMENT OF FINANCE

The City Council for the City of Monterey Park acting on behalf of the City of Monterey Park ("City") and the Successor Agency to the former Monterey Park Redevelopment Agency ("Successor Agency") does resolve as follows:

SECTION 1. *Approval.* Pursuant to applicable law, the City and the Successor Agency approve the Bond Expenditure Agreement between the Successor Agency to the former Redevelopment Agency of the City of Monterey Park and the City of Monterey Park, in substantially the same form as the copy attached as Exhibit "A," and in a form approved by the City Attorney.

SECTION 2. *Authorization.* The Mayor is authorized to sign the agreement on behalf of the Successor Agency and the City Manager is authorized to sign the agreement on behalf of the City. Further, the officers and staff of the City or Successor Agency are authorized and directed, jointly and severally, to do any and all things which they may deem necessary or advisable to effectuate this Resolution, including submitting Amendment No. 1 to the Department of Finance for approval.

SECTION 3. *Environmental Assessment.* This action is exempt from the requirements of CEQA because it can be seen with certainty that there is no possibility that the activity in question may have a significant impact on the environment (CEQA Guidelines § 15061(b)(3)). This action pertains to approval of an amendment to the LRPMP that pertains to an existing developed property, and there is no possibility that adopting the Amendment or the transfer of the property will have a significant impact on the environment.

SECTION 4. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution, or any part hereof, is held invalid or unconstitutional, such decision shall not affect the validity of the remaining sections or portions of this Resolution. The City Council declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase in this Resolution irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases may be declared invalid or unconstitutional.

SECTION 3. The City Clerk is directed to certify the adoption of this Resolution; record this Resolution in the book of the City and the Successor Agency's original resolutions, respectively; and make a minute of the adoption of the Resolution in the City's and the Successor Agency's records and the minutes of this meeting.

SECTION 5. This Resolution will become effective immediately upon adoption and will remain effective unless repealed or superseded.

PASSED, APPROVED, AND ADOPTED this 20th day of January, 2016.

Peter Chan, Mayor

ATTEST:

Vincent Chang
City Clerk

I HEREBY CERTIFY that the above and foregoing Resolution was duly passed and adopted by the City of Monterey Park and the Successor Agency to the former Monterey Park Redevelopment Agency at its regular meeting held on the 20th day of January 20, 2016, by the following vote, to wit:

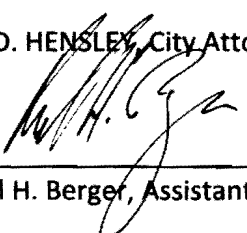
AYES:

NOES:

ABSENT:

APPROVED AS TO FORM:

MARK D. HENSLEY, City Attorney

By: 

Karl H. Berger, Assistant City Attorney

Exhibit "A": Bond Expenditure Agreement

EXHIBIT "A"

BOND EXPENDITURE AGREEMENT

(2002 Tax Allocation Bonds)

**BOND EXPENDITURE AGREEMENT BY AND BETWEEN
THE CITY OF MONTEREY PARK AND THE SUCCESSOR AGENCY TO THE FORMER
REDEVELOPMENT AGENCY OF THE CITY OF MONTEREY PARK**

This Bond Expenditure Agreement ("Agreement") is entered into on January 20, 2016, by and between the City of Monterey Park, a municipal corporation and general law city ("City"), and the Successor Agency to the former Redevelopment Agency of the City of Monterey Park ("Successor Agency").

Recitals

A. The Successor Agency received its Finding of Completion under Health and Safety Code §34179.7 from the California Department of Finance on March 29, 2013.

B. Health and Safety Code §34191.4(c) allows a successor agency that has received a finding of completion to use bond proceeds from bonds issued prior to 2011 for purposes for which the bonds were sold, provides that such proceeds in excess of amounts needed to satisfy approved enforceable obligations must be expended in a manner consistent with the original bond covenants, and further provides that such expenditures must constitute "excess bond proceeds obligations" that are be listed separately on the successor agency's Recognized Obligation Payment Schedule ("ROPS").

C. The Successor Agency has and will have "excess bond proceeds," and wishes to use such proceeds for redevelopment purposes consistent with applicable bond covenants.

D. The California Community Redevelopment Law (Health and Safety Code §§ 33000, *et seq.*) provides for a cooperative relationship between cities and their redevelopment agencies, as well as their successor agencies who have assumed the duties and obligations of the former redevelopment agencies, under Health and Safety Code § 33220, a city may aid and cooperate in the planning, undertaking, construction, or operation of redevelopment projects. Health and Safety Code §33220(e) specifically authorizes a city to enter into an agreement with its redevelopment agency or any other public entity to further redevelopment purposes. Health and Safety Code §34178 allows a successor agency and its sponsoring city to enter into agreements with the approval of the oversight board.

E. The Successor Agency desires to provide excess bond proceeds to the City to enable the City to use such funds, in a manner consistent with the original bond covenants; to undertake projects and programs that were not previously funded and obligated by the Successor Agency or the City. The City Council has found that the use of excess bond proceeds to fund projects that involve City-owned public buildings, facilities, structures, or other improvements is in accordance with Health and Safety Code §§33445, 33445.1, and 33679, and other applicable law.

F. In order to facilitate the use of excess bond proceeds consistent with the bond covenants, the Successor Agency and the City have negotiated this Agreement requiring the transfer of current and future excess bond proceeds from the Successor Agency to the City, and the City's use of such proceeds consistent with applicable bond covenants and all applicable laws. The parties intend that this Agreement constitutes an excess bond proceeds obligation within the meaning of the Health and Safety Code §34191.4(c)(2)(A) to be paid from excess bond proceeds. With Oversight Board approval, the Successor Agency has listed this Agreement, and the requirement to transfer excess bond proceeds herein, on its Recognized Obligation Payment Schedule ("ROPS") for July 1, 2016 through December 31, 2016 ("ROPS 16-17A") as an obligation to be funded with excess bond proceeds.

NOW, THEREFORE, the parties mutually agree as follows:

1. RECITALS

The recitals above are an integral part of this Agreement and set forth the intentions of the parties and the premises on which the parties have decided to enter into this Agreement.

2. DEFINITIONS

For purposes of this Agreement, the following terms have the indicated meaning:

- 2.1 "Dissolution Law" means Parts 1.8 and 1.85 of Division 24 of the Health and Safety Code, commencing with Section 34170, and other statutes governing the dissolution of redevelopment agencies and the wind-down of redevelopment activities.
- 2.2 "Bond Proceeds" mean (1) proceeds from tax allocation bonds issued on or before December 31, 2010, (2) rents, sale proceeds and other revenues generated by properties acquired and/or improved with proceeds from tax allocation bonds issued on or before December 31, 2010, (3) interest and principal paid on loans funded by proceeds from tax allocation bonds issued on or before December 31, 2010, and (4) other income or revenues generated from assets acquired or funded with proceeds from tax allocation bonds issued on or before December 31, 2010.
- 2.3 "Excess Bond Proceeds" mean Bond Proceeds that are not needed to satisfy Enforceable Obligations approved on the ROPS.
- 2.4 "Enforceable Obligations" mean enforceable obligations, other than Excess Bond Proceeds obligations, as defined under the Dissolution Law.

3. THE SUCCESSOR AGENCY'S OBLIGATIONS

The Successor Agency has the following obligations under this Agreement:

3.1 CURRENT EXCESS BOND PROCEEDS. The Successor Agency must transfer to the City, upon oversight board and Department of Finance approval, Excess Bond Proceeds in the amount of \$5,637,766.61, plus all interest accrued thereon up to the date of such transfer. Said transfer must include Excess Bond Proceeds from the Monterey Park Redevelopment Agency 2002 Tax Allocation Bonds.

3.2 FUTURE EXCESS BOND PROCEEDS. The Successor Agency must transfer to the City all future Excess Bond Proceeds held or received by the Successor Agency. Such future Excess Bond Proceeds must include, without limitation: (1) Bond Proceeds previously obligated to a project or other Enforceable Obligation that become unobligated for any reason, (2) Bond Proceeds that become available in the form of rents, sale proceeds, loan repayments, or other revenues that are generated by properties or other assets acquired and/or improved with Bond Proceeds and that are not otherwise obligated to a project or other Enforceable Obligation, and (3) any other funds held by the Successor Agency that qualify as Excess Bond proceeds under this Agreement.

The parties intend that payments of future Excess Bond Proceeds be made to the City as soon as possible after such Excess Bond proceeds become available. The transfer of future Excess Bond Proceeds must be made pursuant to an approved ROPS within 30 days of the commencement of the relevant ROPS period. The Successor Agency is responsible for ensuring that payments of future Excess Bond Proceeds, as such funds become available, are included on the next possible ROPS.

3.3 PROJECTS FUNDED BY EXCESS BOND PROCEEDS. The Successor Agency assigns to the City all responsibilities and contracts, if any, related to the administration of any projects or programs funded by Excess Bond proceeds.

4. THE CITY'S OBLIGATIONS

The City has the following obligations under this Agreement:

4.1. RETENTION OF EXCESS BOND PROCEEDS. The City must accept, hold, and disburse Excess Bond proceeds transferred to the City pursuant to this Agreement, including current Excess Bond Proceeds and future Excess Bond Proceeds. The City must retain any Excess Bond Proceeds that it receives, such as revenue generated from properties acquired or improved with Excess Bond Proceeds or payments on loans funded from Excess Bond Proceeds, without any obligation to return such funds to the Successor Agency, and must use such funds for uses consistent with applicable bond covenants.

4.2. USE OF EXCESS BOND PROCEEDS. The City may spend Excess Bond proceeds received or retained under this Agreement on any project, program, or activity authorized by the City Council of the City. However, the City must spend Excess Bond Proceeds consistent with the original bond covenants applicable to the particular Excess Bond Proceeds, and must

comply with all requirements of federal tax law and all applicable requirements of the California community Redevelopment Law as to the use of such funds.

The City must be solely responsible for ensuring that Excess Bond Proceeds are maintained and spent in accordance with bond covenants and other applicable laws. The City may transfer funds between approved projects, programs and activities, as long as the transfer is within a single project area if applicable bond covenants restrict such funds to a particular project area.

The City agrees to indemnify and defend the Successor Agency, and its officers and agents, against, and hold the Successor Agency, and its officers and agents, harmless from, any claims, causes of action, or liabilities arising from the misuse of Excess Bond Proceeds by the City or the failure of the City to ensure that Excess Bond Proceeds are used in accordance with bond covenants, federal tax law, and the California Community Redevelopment Law.

The City assumes all contracts, if any, entered into by the Successor Agency or the former Redevelopment Agency related to activities to be funded by Excess Bond Proceeds, with the exception of those contracts retained by the Successor Agency relating to Enforceable Obligations. The City will perform its obligations hereunder, and under such assumed contract, in accordance with the applicable provisions of federal, state and local laws, including the obligation comply with environmental laws such as CEQA, and will timely complete the work required for each project.

5. ENTIRE AGREEMENT; WAIVERS; AND AMENDMENTS

5.1. This Agreement constitutes the entire understanding and agreement of the parties with respect to the transfer and use of Excess Bond Proceeds. This Agreement integrates all of the terms and conditions mentioned herein or incidentals hereto, and supersedes all negotiations or previous agreements between the parties with respect to the subject matter of this Agreement.

5.2. This Agreement is intended solely for the benefit of the City and the Successor Agency. Notwithstanding any reference in this Agreement to persons or entities other than the City and the Successor Agency, there are no third party beneficiaries under this Agreement.

5.3. All waivers of the provisions of this Agreement and all amendments to this Agreement must be in writing and signed by the authorized representatives of the parties.

6. SEVERABILITY

If any term, provisions, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions will continue in full force and effect unless the rights and obligations of the parties have been materially altered or abridged by such invalidation, voiding or unenforceability. In addition, the parties must cooperate in good faith in an effort to amend or modify this Agreement in a manner such that

the purpose of any invalidated or voided provision, covenant, or condition can be accomplished to the maximum extent legally permissible.

7. DEFAULT

If either party fails to perform or adequately perform an obligation required by this Agreement within thirty (30) calendar days of receiving written notice from the non-defaulting party, the party failing to perform will be in default hereunder. In the event of default, the non-defaulting party will have all the rights and remedies available to it at law or in equity to enforce the provisions of this contract, including without limitation the right to sue for damages for breach of contract or to seek specific performance. The rights and remedies of the non-defaulting party enumerated in this paragraph are cumulative and must not limit the non-defaulting party's rights under any other provision of this Agreement, or otherwise waive or deny any right or remedy, at law or in equity, existing as of the date of the Agreement or hereinafter enacted or established, that may be available to the non-defaulting party against the defaulting party.

8. BINDING ON SUCCESSORS

This Agreement is be binding on and inures to the benefit of all successors and assigns of the parties, whether by agreement or operation of law.

9. FURTHER ASSURANCES

Each party agrees to execute, acknowledge and deliver all additional documents and instruments, and to take such other actions as may be reasonably necessary to carry out the intent of this Agreement.

10. EFFECTIVE DATE

This Agreement is not effective unless and until it is approved by the Successor Agency's Oversight Board and the State Department of Finance.

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

THE CITY OF MONTEREY PARK,
a general law city and municipal corporation

By: _____
Paul Talbot, City Manager

APPROVED AS TO FORM:

By: _____
Mark D. Hensley, City Attorney

THE SUCCESSOR AGENCY TO THE FORMER
REDEVELOPMENT AGENCY OF THE CITY OF MONTEREY PARK

By: _____
Peter Chan, Mayor



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: New Business
Agenda Item 6-F.

TO: Honorable Mayor, Mayor pro tem, and City Council

FROM: Karl H. Berger, Assistant City Attorney

SUBJECT: Neighborhood Preservation Title – General Penalties update; Public Nuisance update; and Administrative Citations update

RECOMMENDATION:

1. Introduce and waive first reading of three ordinances that would (a) create a new Title 4 in the Monterey Park Municipal Code ("MPMC") entitled "Neighborhood Preservation"; (b) update the MPMC's current regulations regarding general penalties; (c) update the MPMC's current regulations regarding public nuisances; and (d) update the MPMC's current regulations regarding Administrative Citations;
2. Schedule second reading and possible adoption for February 3, 2016. At that time, the City Council could also consider adopting a new fine schedule to implement Title 4; or
3. Take such additional, related, action that may be desirable.

CEQA

These ordinances are exempt from review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA regulations (14 California Code of Regulations §§ 15000, *et seq.*) because they consist only of revisions and clarifications to existing code enforcement codes and procedures related to such codes. Adoption of this ordinance will not have the effect of deleting or substantially changing any regulatory standards or required findings. These ordinances are actions being taken for enhanced protection of the environment.

EXECUTIVE SUMMARY:

In January 2015, the City Attorney's office assumed responsibility for assisting code enforcement actions and prosecutions. During the past year, the City Attorney's office reviewed the effectiveness of the current regulations within the Monterey Park Municipal Code ("MPMC") as to code enforcement resources. After consulting with the Police, Fire, and Community and Economic Development Departments (which is primarily responsible for code enforcement), we recommend that the City Council consider updating the City's current regulations. Part of that update includes moving current code enforcement

regulations into one title of the MPMC so that staff – and the public – can more easily identify the enforcement regulations. The three ordinances proposed as part of this staff report are the first of several that will help improve the MPMC's effectiveness as to code enforcement. If adopted, the ordinances would (a) move current regulations into a new Title 4 entitled "Neighborhood Preservation"; (b) update existing regulations as to general penalties, public nuisances, and administrative citations to make them more efficient; (c) allow the City to recover (in most instances) code enforcement costs including attorney's fees; and (d) give greater flexibility to code enforcement personnel to help abate nuisances.

BACKGROUND:

Most are aware of the legal premise that "ignorance of the law does not excuse one from the consequences of the law." It is sometimes difficult to reconcile this rule, however, with the number of requirements adopted by the MPMC. If (as is often the case) persons violate the MPMC out of ignorance, the City strives to accomplish voluntary compliance. Not only is this the least contentious enforcement method, but it the most cost-effective from the standpoint of City resources. As long as the person is cooperative, and meets reasonable goals to achieve compliance, additional enforcement action is usually unnecessary.

Progressive enforcement is, however, occasionally needed to achieve compliance with the MPMC. Additionally, in some instances, the City must act immediately in order to preserve public health and safety. The most recent example of the City acting in such circumstances is the current enforcement efforts on the real property located at 1600 West Garvey. There, the property owner is acting in accordance with a court order requiring it to take certain actions in anticipation of the El Niño storm systems. The recommended updates to the MPMC would allow the City to act even more swiftly in the future should the need arise.

➤ Ordinance regarding General Penalties Update

The first ordinance would update the MPMC as to General Penalties. As may be seen from the attachment (a comparison of current regulations versus the proposed language), the proposed ordinance primarily undertakes "house-keeping" items as to language. Of greater substance, however, is clarification regarding the prosecutorial duties of the City Attorney; clarification of the penalties for infraction violations; and an update to the consequences of misdemeanor violations. As to the City Attorney's duties, attorneys from our office were questioned on at least two occasions by courts regarding the ability to file misdemeanor complaints. Clarifying this authority within the municipal code is the best means of satisfying a court regarding the City Attorney's authority to file criminal complaints.

The draft ordinance does propose some changes to existing infraction regulations within the MPMC. Infractions are violations of the MPMC that are punishable only by fines, not incarceration; persons charged with infractions are not entitled to an attorney. Under the MPMC, code enforcement officers may issue infraction citations. The proposed ordinance

would also make it apparent that the City Attorney has prosecutorial discretion to reduce misdemeanors to infractions.

There are particular provisions of the existing MPMC that the City Council previously determined should be prosecuted as infractions rather than misdemeanors. After researching these citations, it appears that a number no longer exist within the MPMC. For example, citations to the California Fire Code are all outdated. As a result, our recommendation is to remove those sections from the MPMC. Other parts of the MPMC that can be identified – and are currently designated as infractions – are included in the draft ordinance.

Ultimately, most violations of the MPMC are misdemeanor offenses that are each punishable by up to \$1,000 and six (6) months in jail. The draft ordinance clarifies that the City Attorney's office is the only office that may file misdemeanor charges for violating provisions of the MPMC. Criminal charges are reserved for the most grievous of violations or for those persistent violators who consistently violate the MPMC.

Should the City Council decide to introduce the proposed ordinance, staff will propose a new fine schedule for the second reading of the ordinance. The fine schedule will provide specified fines for various violations of the MPMC. If adopted, it would become effective concurrently with the draft ordinance.

➤ *Ordinance regarding Administrative Citations*

A review of the existing regulations in the MPMC affecting administrative citations also shows some need for updating. Administrative citations may be issued by code enforcement officers as an alternative to issuing infraction citations; these citations may be used for any violation of the MPMC. An administrative citation imposes a fine upon individuals violating the MPMC, the amount of which is determined by City Council resolution. The citee can pay the fine or request administrative review to contest the citation within twenty days of receiving the citation.

If a person wishes to appeal the administrative review, he/she must file a request for an administrative hearing and either deposit with the City an amount equal to his/her fine or request a hardship waiver. A hearing officer appointed by the city manager will conduct a hearing during which the violator and code enforcement officer may present evidence in support of their respective positions. After the hearing, the hearing officer will uphold or vacate the administrative citation. His/her decision constitutes the City's final decision.

Should the hearing officer uphold the administrative citation, the violator has twenty days to pay the fine or appeal the hearing officer's decision to the Court. If the hearing officer vacates the citation, the person is not required to pay the fine and the City refunds the deposit.

There are a number of advantages to using administrative citations including, without limitation, the City's ability to retain all fine amounts imposed by such citations; these are substantially similar to issuing parking citations. Additionally, code enforcement cases are

not “lost” in the court system. The City retains control over any administrative citation case from the date of issuance until, and if, a citation is appealed to the court.

➤ *Ordinance regarding Public Nuisances*

On at least two occasions within the past year (illegal fireworks and the Garvey Avenue matter), we have advised staff regarding the best means for abating public nuisances. An examination of the MPMC at those times demonstrated that the regulations should be updated to help facilitate code enforcement efforts.

Government Code §§ 38771, *et seq.* provide that a city’s legislative body may declare what constitutes a public nuisance, have nuisances abated, and lien properties for abatement costs. When informal enforcement actions are ineffective, cities may abate a public nuisance summarily or administratively. The proposed ordinance updates current procedures for abating nuisances within the City’s jurisdiction in accordance with the Government Code. These notice and hearing procedures will help provide due process to persons identified as creating or maintaining public nuisances.

In addition, the proposed ordinance revises procedures for nuisance abatement hearings including a provision that hearings will be conducted by a hearing officer. The officer will accept evidence and testimony and make a decision as soon as practicable. If the hearing officer determines that a public nuisance exists, the responsible party will be given a reasonable time to abate the nuisance. The hearing officer’s decision may not be appealed to the City Council. It may, however, be reviewed by the courts pursuant to Code of Civil Procedure § 1094.6.

Perhaps the most important addition to the MPMC that is proposed by the draft ordinance is adding an attorney’s fees provision. This would allow the City to try recovering all abatement costs including, without limitation, attorney’s fees.

Attorney’s fees may be collected when authorized by contract, statute or law.¹ Such authorization may be established by city ordinance.² This ability is somewhat restricted in that the ordinance must provide that the prevailing party, rather than just the City, can recover attorney’s fees.³ We believe that the risk of being unsuccessful in a nuisance abatement case is relatively low; the benefit of being able to recover attorney’s fees in such actions seems to outweigh that risk.

CONCLUSION:

These three ordinances are the first of several that will be brought to the City Council for consideration. In addition to updating existing regulations, the ordinances will move most

¹ Code of Civil Procedure § 1033.5(a)(10); see also Code of Civil Procedure § 685.040.

² *City of Santa Paula v. Narula* (2003) 114 Cal.App.4th 485, 492; *City of Los Angeles v. Belridge Oil Co.* (1954) 42 Cal.2d 823, 833-34 (courts have interpreted “statute” to include “municipal ordinances”); *Segundo v. Rancho Mirage City* (9th Cir. 1989) 873 F.2d 1277, 1278-1279 (a city ordinance may authorize an award of attorney’s fees).

³ Civil Code § 38773.5.

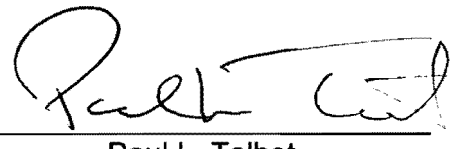
code enforcement procedures into one area within the MPMC, entitled "Neighborhood Preservation." We believe that the recommended actions will assist the City Council in its goals for helping protect the Monterey Park community.

Respectfully submitted and prepared by:



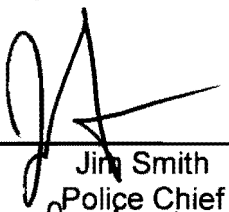
Karl H. Berger
Assistant City Attorney

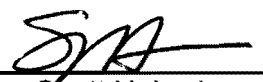
Reviewed By:

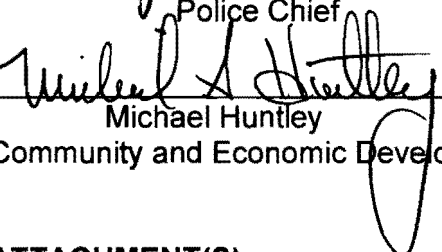


Paul L. Talbot
City Manager

Reviewed by:



Jim Smith
Police Chief

Scott Haberle
Fire Chief

Michael Huntley
Community and Economic Development Director

ATTACHMENT(S):

Three draft ordinances; and
Comparison of existing regulations versus proposed regulations in legislative format.

ATTACHMENT

Three draft ordinance; and
Comparison of existing regulations versus
proposed regulations in legislative format

ORDINANCE NO. ____

**AN ORDINANCE ADDING A NEW TITLE 4 ENTITLED
“NEIGHBORHOOD PRESERVATION” TO THE MONTEREY
PARK MUNICIPAL CODE (“MPMC”) AND ADDING A NEW
CHAPTER 4.10 TO THE MPMC ESTABLISHING GENERAL
PENALTIES FOR VIOLATING THE MONTEREY PARK
MUNICIPAL CODE; PROCEDURES FOR ISSUING CITATIONS;
AND AUTHORIZING PROSECUTIONS.**

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

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

- A. Since the City’s incorporation, the community has expanded both in population and development;
- B. The City’s role in protecting public health and safety becomes more complex as the community’s expansion leads to greater a greater population, more structures, and aging infrastructure;
- C. To help ensure that the public is informed regarding the City’s health and safety regulations, and to assist with the City’s compliance efforts, it is vital that the Monterey Park Municipal Code (“MPMC”) be both clear and comprehensive;
- D. It is in the public interest to consolidate code enforcement regulations into a single title within the MPMC so that the public, and City staff, can easily refer to the various means by which the City can obtain compliance with the MPMC;
- E. The Council believes that voluntarily compliance with the MPMC is a hallmark of good citizenship and helps protect public health, safety, and welfare. It also recognizes, however, that there are instances where compliance must be obtained through civil proceedings or criminal prosecution;
- F. This Ordinance will help implement the City’s goals in protecting public health, safety, and welfare by consolidating various enforcement options into one Title; clarifying the processes by which such enforcement may be conducted; and establishing sufficient safeguards to ensure fair and equitable treatment.

SECTION 2: A new Title 4 entitled “Neighborhood Preservation” is added to the Monterey Park Municipal Code (“MPMC”).

SECTION 3: MPMC Chapter 1.08, entitled “*Penalty Provisions*” is repealed in its entirety.

SECTION 4: All provisions of this code referring to Chapter 1.08, or sections in that Chapter, are changed to refer to “Chapter 4.10 of this Code.”

SECTION 5: A new Chapter 4.10, entitled “*General Penalties*” and containing §§ 4.10.010 to 4.10.110, is added to Title 4 of the MPMC to read as follows:

“CHAPTER 4.10

GENERAL PENALTIES

4.10.020	GENERAL PROHIBITION.
4.10.030	GENERAL PENALTY.
4.10.040	DESIGNATED INFRACTIONS; EXCEPTIONS.
4.10.050	PENALTIES FOR INFRACTIONS.
4.10.060	CODE ENFORCEMENT.
4.10.070	CITATION PROCEDURE FOR VIOLATIONS.
4.10.080	FAILURE TO APPEAR.
4.10.090	PROSECUTORIAL DUTIES OF THE CITY ATTORNEY.
4.10.100	ADMINISTRATIVE PROVISIONS VIOLATION.
4.10.110	CITY JAIL ESTABLISHED.

4.10.020 GENERAL PROHIBITION.

- A. It is unlawful for any person to violate, or fail to comply with, any provision of the Monterey Park Municipal Code. Each and every violation of any part of this Code including, without limitation, any franchise or permit issued pursuant to this Code, is a misdemeanor unless otherwise specified.
- B. Every person violating the Code is guilty of a separate offense for each and every day during any portion of which any violation of any provision of this Code is committed, continued, or permitted by such person.
- C. In addition to these criminal penalties, any condition caused or permitted to exist in violation of any of the provisions of this Code is a public nuisance and may be abated in accordance with this Code.

4.10.030 GENERAL PENALTY.

Persons convicted of a misdemeanor, the penalty for which is not otherwise prescribed, will be punished by a fine not to exceed one thousand dollars (\$1,000.00); by imprisonment for not more than six (6) months; or by both a fine and imprisonment for each violation of this Code.

4.10.040 DESIGNATED INFRACTIONS; EXCEPTIONS.

- A. Unless otherwise provided, persons violating the following provisions of this code are guilty an infraction:
 - 1. Any person who stops, stands or parks a vehicle upon any roadway, parkway, or upon any public or private property in violation of any section of this code, or any ordinance, resolution or regulation;
 - 2. Section 6.20.030;
 - 3. Unless otherwise provided, any section of Chapter 8.03;
 - 4. Any section of Chapter 9.64;
 - 5. Unless otherwise provided, Section 14.08.100;
 - 6. Any section of Chapter 19.08; and
 - 7. Unless otherwise provided, any section of Title 21 regulating residential zoning standards.
- B. Notwithstanding the infraction designation set forth above, should a person violate the same code section three or more times within any twelve consecutive month period, the city attorney may file a subsequent violation as a misdemeanor in accordance with this code.
- C. Notwithstanding any other provision of this code, when a person under the age of eighteen years is charged with a violation of this code, and a peace officer issues a notice to appear in superior court to that minor, the charge is deemed an infraction unless the minor requests that a petition be filed under Welfare and Institutions Code §§ 601 or 602. The amount of the fine imposed will be set by the court.

4.10.050 PENALTIES FOR INFRACTIONS.

Each infraction is punishable as follows:

- A. A fine not exceeding \$100.00 for the first violation;
- B. A fine not exceeding \$200.00 for a second violation of the same provision within one (1) year; and
- C. A fine not exceeding \$500.00 for each additional violation of the same provision

within one (1) year of the first violation.

4.10.060 CODE ENFORCEMENT.

- A. Authorization. The Police Department, Fire Department, Building Official, and other persons designated by the City Manager are authorized to enforce the various provisions of this Code under their respective authority or as is specifically assigned to them by the City Manager or City Council.
- B. Powers of Arrest. Officials and employees designated to enforce provisions of this Code have authority to arrest persons pursuant to Penal Code § 836.5 for purposes of issuing citations for violations of provisions of this Code. Police officers have full authority to arrest persons for violations of the provision of this Code pursuant to any applicable provision of the Penal Code.

4.10.070 CITATION PROCEDURE FOR VIOLATIONS.

- A. Any city officer or employee arresting any person for a violation of any provision of this Code, who does not immediately take such arrested person before a magistrate, as prescribed in the Penal Code, must prepare in duplicate a written notice to appear in court.
- B. The notice must contain:
 - 1. The name and address of the person arrested;
 - 2. The offense charged, the time and place of the alleged violation;
 - 3. Where and when such person must appear in court. The time specified in the notice for appearance must be at least ten (10) days after such arrest. The place specified in the notice to appear and the notice must conform with all applicable provisions of the Penal Code.
 - 4. The arresting city officer or employee must deliver one copy of the notice to appear to the alleged violator. In order to secure immediate release, the violator must give a written promise to appear in court at the time and place indicated on the notice by signing the duplicate notice. That signed copy must be retained by the city officer or employee. Thereafter, the arresting city officer and employee must release the alleged violator from custody. The duplicate copy of the notice to appear must be filed in the manner prescribed in the Penal Code.

4.10.080 FAILURE TO APPEAR.

Any person who willfully violates a written promise to appear in court by failing to appear at the time and place stated is guilty of a misdemeanor regardless of the disposition of the charge upon which the person was originally arrested.

4.10.090 PROSECUTORIAL DUTIES OF THE CITY ATTORNEY.

- A. In addition to any other general functions, powers, and duties given to the City Attorney by this Code or California law, the City Attorney will:
 - 1. Prosecute on behalf of the people all criminal and civil cases for violations of this Code; any franchises or permits issued pursuant to this Code; city ordinances; and any state misdemeanors that the city council elects to enforce.
 - 2. Draft complaints for such cases and prosecute all recognizances and bail bonds forfeited arising from or resulting from the commission of such offenses.
 - 3. Prosecute all actions for the recovery of fines, penalties, forfeitures, and other money accruing to the City under this Code or otherwise.
 - 4. Represent the City in all appeals arising as a consequence of the City Attorney's prosecutions.
- B. Notwithstanding any other provision of this Code, the City Attorney is the only officer that may file misdemeanor charges in accordance with this Code. The city attorney may, in his or her discretion, prosecute misdemeanor violations of this Code as infractions.
- C. Nothing contained in this section will interfere with the authority of public safety officials to arrest persons pursuant to any applicable provision of this Code and/or the California Penal Code.

4.10.100 ADMINISTRATIVE PROVISIONS VIOLATION.

The violation of any administrative provisions of this code by any officer or employee of the city may be deemed a failure to perform the duties under, or observe the rules and regulations of, the department, office or board within the meaning of the civil service ordinances and rules and regulations of the city."

SECTION 6: Repeal or amendment of any provision of the MPMC 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 7: 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 8: 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.

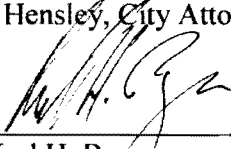
SECTION 9: This Ordinance will become effective thirty days following its passage and adoption.

PASSED AND ADOPTED this ____ day of February, 2016.

Peter Chan, Mayor

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, do hereby certify that the foregoing Ordinance No. ____ was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the ____ day of _____, 20___. That thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council on the ____ day of _____, 20__, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Vincent D. Chang,
City Clerk

Chapter 1.08 PENALTY PROVISIONS

1.08.010 Violation—Penalties—Declaration of nuisance.

~~—(a) Unless otherwise provided,~~

4.10.010 GENERAL PROHIBITION.

A. ~~It is unlawful for any person who violate~~to violate, or fail to comply with, any provision of ~~this code or requirement of this code, or any permit, license or exception granted~~the Monterey Park Municipal Code. Each and every violation of any part of this Code including, without limitation, any ~~franchise or permit issued~~ pursuant to this ~~code~~Code, is ~~guilty of a misdemeanor except when such~~ unless otherwise specified.

B. ~~Every person violating the Code is guilty of a separate offense is specifically identified as an infraction by the California Vehicle Code, this code or any ordinance of the city; or the city attorney or city prosecutor files a complaint charging the offense as an infraction. Further, for each and every day during any person who violates~~portion of which any violation of any provision of this Code is committed, continued, or permitted by such person.

C. ~~In addition to these criminal penalties, any condition caused or permitted to exist in violation of any of the provisions of this Code is a public nuisance and may be abated in accordance with this Code.~~

4.10.020 GENERAL PENALTY.

~~Persons convicted of a misdemeanor, the penalty for which is not otherwise prescribed, will be punished by a fine not to exceed one thousand dollars (\$1,000.00); by imprisonment for not more than six (6) months; or by both a fine and imprisonment for each violation of this Code.~~

4.10.030 DESIGNATED INFRACTIONS; EXCEPTIONS.

A. ~~Unless otherwise provided, persons violating the following provisions of th~~this code ~~is~~are guilty unless ~~provided otherwise of~~ an infraction:

~~—(1)—~~Any person who stops, stands or parks a vehicle upon any roadway, parkway, or upon any public or private property in violation of any section of this code, or any ordinance, resolution or regulation;

~~—(2)—~~Any. Section 6.20.030;

3. ~~Unless otherwise provided, any~~ section of Chapter 8.03;

~~—(3)—~~Any section of Chapter 9.03;

~~—(4.—~~Any section of Chapter 9.64;}

5. ~~Unless otherwise provided, Section 14.08.100;~~

6. ~~Any section of Chapter 19.08; and~~

~~—(5)—~~Any

7. Unless otherwise provided, any section of Title 21 ~~applicable to~~regulating residential zoning standards;

~~—(6) Any~~

B. Notwithstanding the infraction designation set forth above, should a person violate the same code section of Chapter 2.78;

~~—(7) The following sections of the Uniform Fire Code adopted pursuant to Section 17.40.010: 10.203, 10.205(b), 10.206, 10.207(k), 10.208, 10.503, 10.505(a), 10.507, 11.101, 11.013, 11.104, 11.201, 11.206, 11.403(three or more times within any twelve consecutive month period, the city attorney may file a), 11.410(b), 11.502, 11.503, 11.617, 12.104(d), 12.104(e), 12.106(d), 12.113(a), 12.114(a), 13.105, 24.109, 29.104(c), 30.103(b), 31.103(c), 30.103(d), 32.115(a), 34.103, 34.107, 45.103, 45.104, 45.204(c), 45.209(b), 45.210, 45.306, 45.307(a), 45.308(e), 45.403(b), 45.404, 45.606, 45.706, 45.106, 46.107, 74.104, 74.107, 74.108, 775.501(d), 75.602, 75.602(a)3, 76.103(e), 79.201(c), 79.902(h), 79.1109, 79.1205, 79.1408, 79.1410, 79.1514, 79.1608, 79.1609, 79.1816, 79.1817, 82.110, 82.111, 83.103, and 85.106;~~

~~—(8) subsequent~~Any section of Chapter 9.64;

~~—(9) Section 6.20.010;~~

~~—(10) Section 14.08.100.~~

~~—(b) Every violation of this code determined to be as a misdemeanor is punishable by a fine of not more than one thousand dollars, or by, imprisonment in the city or county jail for a period not exceeding six months, or by both such fine and imprisonment.~~

~~—(c) Every violation of the provisions of~~accordance with this code determined to be an infraction is punishable by:

~~—(1) A fine not exceeding one hundred dollars for a first violation;~~

~~—(2) A fine not exceeding two hundred dollars for a second violation of the same provision within one year; and~~

~~—(3) A fine not exceeding five hundred dollars for each additional violation of the same provision within one year.~~

~~—(d) Each person guilty of a misdemeanor or infraction shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of this code is committed, continued, or permitted by such person and shall be punishable accordingly.~~

~~—(e) In addition to the penalties hereinabove provided, any condition caused or permitted to exist in violation of any of the provisions of this code shall be deemed a public nuisance and may be, by the city, abated as such in any manner authorized by law.~~

~~—(f)~~

C. Notwithstanding any other provision of this code, when a person under the age of eighteen years is charged with a violation of this code, and a peace officer issues a notice to appear in superior court to that minor, the charge shall be deemed an infraction unless the minor requests that a petition be filed under Section 601 or 602 of the Welfare and Institutions Code of the State of California §§ 601 or 602. The amount of the fine imposed shall~~will~~ be set by the court.

~~—(g) Civil Action. The city attorney by and at the request of the city council may institute an action in any court of competent jurisdiction to restrain, enjoin or abate the condition(s) found to be in violation of the provisions of this code, as provided by law.~~

~~—(h) Administrative Citation. Upon a finding by the city official vested with the authority to enforce the various provisions of this code that a violation exists, he or she may issue an administrative citation under the provisions of Chapter 1.09 of this code.~~

~~1.08.020 Labor upon public works.~~

~~—Persons confined in the city jail under a final judgment of imprisonment for violation of any ordinance may be required by the chief of police to perform labor on the streets or other public property or works within the city.~~

~~—The phrase, “streets or other public property or works within the city” as used in this section shall include, among other things, clerical and menial labor in the city jail, or in any camp maintained for the labor of such persons on the streets or other public property, or works within the city.~~

~~—The city council may prescribe and enforce the rules and regulations under which such labor is to be performed; and may provide clothing of such distinctive character for such persons as such city council in its discretion, may deem proper. For each month the prisoner appears, by the record, to have given cheerful and willing obedience to the rules and regulations, and that his or her conduct is reported by the officer in charge of the jail to be positively good, five days shall, with the consent of the city council, be deducted from his or her term of sentence.~~

~~1.08.030 Administrative provisions violation.~~

4.10.040 PENALTIES FOR INFRACTIONS.

Each infraction is punishable as follows:

A. A fine not exceeding \$100.00 for the first violation;

B. A fine not exceeding \$200.00 for a second violation of the same provision within one (1) year; and

C. A fine not exceeding \$500.00 for each additional violation of the same provision within one (1) year of the first violation.

4.10.050 CODE ENFORCEMENT.

A. Authorization. The Police Department, Fire Department, Building Official, and other persons designated by the City Manager are authorized to enforce the various provisions of this Code under their respective authority or as is specifically assigned to them by the City Manager or City Council.

B. Powers of Arrest. Officials and employees designated to enforce provisions of this Code have authority to arrest persons pursuant to Penal Code § 836.5 for purposes of issuing citations for violations of provisions of this Code. Police officers have full authority to arrest persons for violations of the provision of this Code pursuant to any applicable provision of the Penal Code.

4.10.060 CITATION PROCEDURE FOR VIOLATIONS.

A. Any city officer or employee arresting any person for a violation of any provision of this Code, who does not immediately take such arrested person before a magistrate, as prescribed in the Penal Code, must prepare in duplicate a written notice to appear in court.

B. The notice must contain:

1. The name and address of the person arrested;

2. The offense charged, the time and place of the alleged violation;

3. Where and when such person must appear in court. The time specified in the notice for appearance must be at least ten (10) days after such arrest. The place specified in the notice to appear and the notice must conform with all applicable provisions of the Penal Code.

4. The arresting city officer or employee must deliver one copy of the notice to appear to the alleged violator. In order to secure immediate release, the violator must give a written promise to appear in court at the time and place indicated on the notice by signing the duplicate notice. That signed copy must be retained by the city officer or employee. Thereafter, the arresting city officer and employee must release the alleged violator from custody. The duplicate copy of the notice to appear must be filed in the manner prescribed in the Penal Code.

4.10.070 FAILURE TO APPEAR.

Any person who willfully violates a written promise to appear in court by failing to appear at the time and place stated is guilty of a misdemeanor regardless of the disposition of the charge upon which the person was originally arrested.

4.10.080 PROSECUTORIAL DUTIES OF THE CITY ATTORNEY.

A. In addition to any other general functions, powers, and duties given to the City Attorney by this Code or California law, the City Attorney will:

1. Prosecute on behalf of the people all criminal and civil cases for violations of this Code; any franchises or permits issued pursuant to this Code; city ordinances; and any state misdemeanors that the city council elects to enforce.

2. Draft complaints for such cases and prosecute all recognizances and bail bonds forfeited arising from or resulting from the commission of such offenses.

3. Prosecute all actions for the recovery of fines, penalties, forfeitures, and other money accruing to the City under this Code or otherwise.

4. Represent the City in all appeals arising as a consequence of the City Attorney's prosecutions.

B. Notwithstanding any other provision of this Code, the City Attorney is the only officer that may file misdemeanor charges in accordance with this Code. The city attorney may, in his or her discretion, prosecute misdemeanor violations of this Code as infractions.

C. Nothing contained in this section will interfere with the authority of public safety officials to arrest persons pursuant to any applicable provision of this Code and/or the California Penal Code.

4.10.090 ADMINISTRATIVE PROVISIONS VIOLATION.

The violation of any administrative provisions of this code by any officer or employee of the city may be deemed a failure to perform the duties under, or observe the rules and regulations of, the department, office or board within the meaning of the civil service ordinances and rules and regulations of the city.

~~1.08.040 City jail established.~~

~~—That portion of the fire and police station building located at 300 West Newmark Avenue in the city, which is designated as quarters and accommodations for prisoners is established as the city jail and is declared to have been the city jail since September 1, 1950.~~

~~1.08.050 Arrest—Notice to appear.~~

~~—If any person is arrested for the violation of any section of this code and such person is not immediately taken before a magistrate, as is more fully set forth in the Penal Code of the state, the arresting officer shall prepare, in duplicate, a written notice to appear in court, containing the name and address of such person, the offense charged, and the time and place where such person shall appear in court.~~

~~1.08.060 Appearance—Time limitation.~~

~~—The time specified in the notice to appear shall be not less than five days after such arrest. (Prior code § 1205)~~

~~1.08.070 Appearance—Place.~~

~~—The place specified in the notice to appear shall be either:~~

~~—(1) Before a judge of a justice court or a municipal court judge within the county who has jurisdiction of the offense and who is nearest and most accessible with reference to the place where the arrest is made; or~~

~~—(2) Upon the demand of the person arrested, before a judge of the municipal court of the Los Angeles judicial district, or before a judge of a justice court or a municipal court to the judicial district in which the offense is alleged to have been committed; or~~

~~—(3) Before an officer authorized to receive a deposit of bail. (Prior code § 1206)~~

~~1.08.080 Appearance—Promise.~~

~~—The officer shall deliver one copy of the notice to appear to the arrested person, and the arrested person, in order to secure a release, must give his or her written promise so to appear in court by signing the duplicate notice which shall be retained by the officer. Thereupon, the arresting officer shall forthwith release the person arrested from custody. (Prior code § 1207)~~

~~1.08.090 Notice—Filing—Bail depositing.~~

~~—The officer shall, as soon as practicable, file a duplicate notice with the magistrate specified in such notice. The defendant may, prior to the date upon which he or she promised to appear in court, deposit with the magistrate the amount of bail set by such magistrate. Thereafter, at the time when the case is called for arraignment before the magistrate, if the defendant does not appear either in person or by counsel, the magistrate may declare the bail forfeited and may at his discretion order that no further proceedings shall be had in such case. Upon the making of such order that no further proceedings be had, all sums deposited as bail shall forthwith be paid into the treasury of the county for distribution in the manner provided by law. (Prior code § 1208)~~

~~1.08.100 Appearance—Failure—Warrant.~~

~~—A warrant shall not issue on such charge for the arrest of a person who, pursuant to the provisions of this chapter, has given such written promise to appear in court unless and until he or she has violated such promise or has failed to deposit bail, to appear for arraignment, trial or judgment, or to comply with the terms and provisions of the judgment as required by law. (Prior code § 1209)~~

~~1.08.110 Appearance—Failure—Misdemeanor.~~

~~—Every person wilfully violating his or her written promise to appear in court is guilty of a misdemeanor, regardless of the disposition of the charge upon which he or she was originally arrested. (Prior code § 1210)~~

~~1.08.120 Warrant—Issuance.~~

~~—When a person signs a written promise to appear at the time and place specified in the written promise to appear and has not posted bail as provided in Section 1.08.090, the magistrate shall issue~~

and have delivered for execution a warrant for his or her arrest within twenty days after his or her failure to appear as promised. If a person promises to appear before an officer authorized to accept bail other than a magistrate and fails to do so on or before the date which he or she promised to appear, then within twenty days after the delivery of such written promise to appear by the officer to a magistrate having jurisdiction over the offense, such magistrate shall issue and have delivered for execution a warrant for his or her arrest. When such person violates his or her promise to appear before an officer authorized to receive bail other than a magistrate, the officer shall immediately deliver to the magistrate having jurisdiction over the offense charged the written promise to appear and the complaint, if any, filed by the arresting officer. (Prior code § 1211)

~~1.08.130 Authority of authorized city employees to arrest without warrant.~~

~~— (a) — City officers or employees, when designated in accordance with Section 2.08.070(16), may arrest persons without a warrant whenever they have reasonable cause to believe that a misdemeanor or infraction which is a violation of any ordinance of the city has been committed by such persons in the presence of the officer or employee making such arrest.~~

~~— (b) — City officers or employees shall have the power to make arrests under this section only when performing their duties pursuant to Section 2.08.070(16), and shall not otherwise be authorized to make arrests by this section or California Penal Code Section 836.5.~~

~~— (c) — Where any person arrested pursuant to this section does not demand to be taken before a magistrate, the officer or employee making the arrest shall prepare a written notice to appear in accordance with this chapter and release the person on his or her promise to appear. (Ord. 1695 § 2, 1987)."~~

ORDINANCE NO. _____

**AN ORDINANCE REPEALING CHAPTER 1.09 OF THE MONTEREY
PARK MUNICIPAL CODE (“MPMC”) AND ADDING A NEW CHAPTER
4.20 REGARDING ADMINISTRATIVE CITATIONS.**

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

SECTION 1: Monterey Park Municipal Code (“MPMC”) Chapter 1.09 is repealed in its entirety.

SECTION 2: A new Chapter 4.20 is added to Title 4 of the MPMC to read as follows:

“Chapter 4.20 ADMINISTRATIVE CITATIONS

- 4.20.010 Purpose.**
- 4.20.020 Applicability.**
- 4.20.030 Definitions.**
- 4.20.040 Administrative Citations.**
- 4.20.050 Notice/Service Procedures.**
- 4.20.060 Fines.**
- 4.20.070 Delinquent Administrative Fines—Penalties and Interest.**
- 4.20.080 Satisfaction of Administrative Citation.**
- 4.20.090 Issuance of Permits.**
- 4.20.100 Notice of Violation/Compliance Order.**
- 4.20.110 Correction of Violation.**
- 4.20.120 Appeal of Administrative Citation.**
- 4.20.130 Hearing Officer.**
- 4.20.140 Hearing Date.**
- 4.20.150 Conduct of Hearings.**
- 4.20.160 Hearing Officer’s Decision.**
- 4.20.170 Dismissal of Citation.**
- 4.20.180 Failure to Pay Fines.**
- 4.20.190 Right to Judicial Review.**

4.20.010 Purpose.

The city council finds that there is a need for an alternative method of enforcement for violations of the municipal code and applicable state codes. This chapter is adopted pursuant to the city’s police powers and Government Code § 53069.4 for the purpose of making any violation of the Monterey Park Municipal Code subject to an administrative fine and to set forth the procedures for the imposition and collection of such fines.

4.20.020 Applicability.

This chapter authorizes use of administrative citations that are in addition to all other legal remedies, criminal or civil, that the city may pursue to address any violation of this code or applicable state codes. Each and every day a violation of this code or applicable state code exists constitutes a separate and distinct offense. Use of this chapter is at the sole discretion of the city officer or employee enforcing this code. Issuing an administrative citation is not a waiver of any other civil or criminal remedy authorized by law.

4.20.030 Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter. Words and phrases not defined by this chapter have the meaning set forth in applicable law including, without limitation, this code.

“Enforcement officer” means any Monterey Park police officer and any city employee or agent of the city designated by the city manager or by the director of any city department who has the authority and responsibility to enforce the provisions of this code or applicable state codes.

“Responsible person” means any of the following:

- A. A person who causes a code violation to occur;
- B. A person who maintains or allows a code violation to continue, by his or her action or failure to act;
- C. The parent or the legal guardian of any person under the age of eighteen years, who causes or maintains a code violation;
- D. A person whose agent, employee, or independent contractor causes a code violation by its action or failure to act;
- E. A person who is the owner or occupant of real property where a property-related code violation occurs;
- F. The owner or authorized agent of any business, company, or entity;
- G. A person who is the on-site manager of a business who normally works daily at the site when the business is open and is responsible for the activities on such premises.

For the purposes of this definition, “person” means and includes a natural person or legal entity and the owners, majority stockholders, corporate officers, trustees, and general partners of a legal entity.

4.20.040 Administrative Citations.

- A. Except as otherwise provided in this chapter, any person violating any provision of this code or applicable state code may be issued an administrative citation by an enforcement officer. A violation of this code includes, without limitation, all violations of this code and the failure to comply with any condition imposed by any entitlement, permit, agreement, or environmental document issued or approved under the provisions of this code.
- B. Contents of administrative citation. Each administrative citation must contain the following information:
 - 1. Date, approximate time, and address or definite description of the location where the violation was observed;
 - 2. The code sections or conditions violated and a description of the violation;
 - 3. The amount of the administrative fine for the violation;
 - 4. A description of the fine payment process, including a description of the time within which, and the place where, the fine must be paid;
 - 5. A description of the appeal process, including the time within which the citation may be appealed and the manner in which an appeal may be taken; and
 - 6. The name of the enforcement officer and a signature line for the responsible person to acknowledge receipt.

4.20.050 Notice/Service Procedures.

Unless otherwise provided, all notices and citations issued pursuant to this chapter must be served on the responsible person via personal service or first-class mail, postage prepaid, to the responsible person's last known address. Service is effective when personally served or when deposited into the United States mail. If the responsible person served refuses or fails to sign the administrative citation, the failure or refusal to sign does not affect the validity of the administrative citation or of subsequent proceedings. Failure to receive any notice specified in this chapter does not affect the validity of proceedings conducted hereunder.

4.20.060 Fines.

Fines for administrative citations issued pursuant to this chapter may be established by city council resolution. Unless otherwise provided by city council resolution, the fines are as follows:

- A. A violation that would otherwise be an infraction is punishable by:

1. A fine not exceeding one hundred dollars for the first violation;
 2. A fine not exceeding two hundred dollars for a second violation of the same ordinance or permit within one year; and
 3. A fine not exceeding five hundred dollars for each additional violation of the same ordinance or permit within one year.
- B. A violation of local building and safety codes that would otherwise be an infraction is punishable by:
1. A fine not exceeding one hundred dollars for the first violation;
 2. A fine not exceeding five hundred dollars for a second violation of the same regulation within one year from the date of the first violation; and
 3. A fine not exceeding one thousand dollars for each additional violation of the same regulations within one year from the date of the first violation.
- C. All other violations are punishable by:
1. A fine not exceeding one hundred dollars for the first violation;
 2. A fine not exceeding two hundred fifty dollars for a second violation of the same regulation or permit within one year from the date of the first violation;
 3. A fine not exceeding five hundred dollars for a third violation of the same regulation or permit within one year from the date of the last violation; and
 4. A fine not to exceed one thousand dollars for each additional violation of the same regulation or permit within one year from the date of the last violation.

4.20.070 Delinquent Administrative Fines—Penalties and Interest.

- A. A penalty of ten percent is added on any delinquent fines on the last day of each month after the due date. The penalty cannot exceed fifty percent of the fine.
- B. In addition to the penalties provided by this section, delinquent fines accrue interest at the rate of one percent per month, exclusive of penalties, from the due date.

4.20.080 Satisfaction of Administrative Citation.

- A. Upon receipt of a citation, the responsible person must do one of the following:
1. Pay the Fine. Pay the fine to the city within thirty days from the date of the citation. All fines assessed are payable to the city of Monterey Park. Payment of a fine does not excuse or discharge a failure to correct continuing violations nor does it prevent additional, or alternative, enforcement action by the city. Payment of the fine, in the absence of a timely request for a hearing pursuant to this chapter, waives the responsible person's right to the administrative hearing and appeal process;
 2. File an Appeal. File an appeal pursuant to this chapter including, without limitation, the time limits;
- B. Should the responsible person fail or refuse to select and satisfy any of the alternatives set forth above, the penalty is immediately due and owing to the city and may be collected in any manner allowed by law for collection of a debt. Commencement of an action to collect the delinquent penalty does not preclude the city from taking additional, or alternative, enforcement action against the responsible person should the violation persist.

4.20.090 Issuance of Permits.

Should an enforcement officer issue a citation because the responsible person lacks a required permit and the fine is delinquent, the city will not issue a permit until the delinquent fine, and any applicable penalties and interest, is paid.

4.20.100 Notice of Violation/Compliance Order.

- A. Before issuing an administrative citation for a violation of a building, plumbing, electrical, mechanical or zoning regulation that does not present an immediate danger to health or safety, the enforcement officer must first issue a written notice of violation/compliance order to the responsible person. The notice of violation/compliance order must contain all of the following:
1. The date on which, and geographic location where, the violation was observed;
 2. The code section violated;
 3. A description of the conditions causing the code violation;
 4. A description of the action required to correct the violation;
 5. A reasonable time period for the correction of the violation;

6. Notice that if the violation is not corrected by the date specified in the notice of violation/compliance order, that an administrative citation may be issued and administrative fines imposed for failure to correct violations by the date specified.

- B. This section does not apply for a second or subsequent violation of the same regulation within one year of the first violation.

4.20.110 Correction of Violation.

No further action is required if the enforcement officer determines that all violations in the notice of violation/compliance order were cured. If the enforcement officer determines that all violations were not corrected within the time specified, an administrative citation may be issued to each person named in the notice of violation/compliance order as a responsible person.

4.20.120 Appeal of Administrative Citation.

Any recipient of an administrative citation may contest the citation by completing a request for hearing form and returning it to the city within fifteen days from the date the administrative citation is issued, together with an advance deposit of the fine. Any fine that has been deposited will be refunded if it is determined, after a hearing, that the person cited was not responsible for the violation or that there was no violation as charged in the administrative citation.

4.20.130 Hearing Officer.

The city manager must designate the hearing officer for the administrative citation hearing. The hearing officer cannot be a city employee. The employment, performance evaluation, compensation and benefits of the hearing officer, if any, cannot be directly or indirectly conditioned upon the amount of administrative citation fines upheld by the hearing officer.

4.20.140 Hearing Date.

After receiving a timely hearing request and deposit of the fine amount, an administrative hearing will be set on a date that is not less than fifteen and not more than sixty days from the date that the request for hearing is filed. Written notice of the date, time and location of the administrative hearing must be provided to the person requesting the hearing at least ten days before the date of the hearing. The appellant may waive the time limitations set forth in this section in writing.

4.20.150 Conduct of Hearings.

- A. Evidentiary Rules. The administrative citation is prima facie evidence of the

respective facts contained in the citation. Both the citee and enforcement officer have the opportunity to testify and present additional evidence concerning the administrative citation. Evidence may include, without limitation, witness testimony, documents, or other similar evidence. Formal rules of evidence do not apply. Any evidence proffered, however, must be relevant and material to the issues of whether the violation alleged in the citation occurred or whether the person cited was responsible for the violation.

- B. **Waiver of Personal Appearance at Hearing.** In lieu of personally appearing at an administrative hearing, the citee may request that the hearing officer decide the matter based on the citation itself and any other documentary evidence submitted by the citee or enforcement officer before the hearing date.
- C. **Failure to Appear at Hearing.** Failure of a citee to appear at the hearing is deemed a waiver of the right to be personally present at the hearing. The hearing officer must then decide the matter based upon the citation itself, any documentary evidence previously submitted, and any additional evidence that may be presented at the hearing by the enforcement officer.
- D. **Attendance of Enforcement Officer.** The enforcement officer who issued the administrative citation may, but is not required to, attend the administrative hearing. If the enforcement officer does not attend, the enforcement officer may, before the hearing date, submit reports, photos or other documentation regarding the violation to the hearing officer for consideration at the hearing.
- E. **Continuation of Hearings.** The hearing officer may continue any hearing and request additional information from the enforcement officer or citee before issuing a written decision.

4.20.160 Hearing Officer's Decision.

- A. After considering all of the testimony and evidence submitted at the hearing, the hearing officer must issue a written decision within ten days of the hearing to uphold or vacate the administrative citation and set forth the reasons for that decision. The decision must also notify the citee of the right to appeal the decision in Superior Court. The decision of the hearing officer is final as of the date of the decision. The appellant may waive the time limitations set forth in this section in writing.
- B. If the hearing officer determines that the administrative citation should be upheld, then the fine amount on deposit with the city will be retained by the city.
- C. If the hearing officer determines that the administrative citation should be vacated, the city must promptly refund the amount of the deposited fine.
- D. The recipient of the administrative citation must be served with a copy of the

hearing officer's written decision by first class mail.

4.20.170 Dismissal of Citation.

The city manager, or designee, may dismiss an administrative citation at any time if it is determined to have been issued in error, in which event any deposit made must be refunded.

4.20.180 Failure to Pay Fines.

The failure of any person to pay the civil fines assessed by an administrative citation may result in the matter being referred to the city treasurer to file a claim with the small claims court. Alternatively, the city may pursue any other legal remedy to collect the civil fines. The city may also recover its collection costs according to proof.

4.20.190 Right to Judicial Review.

Any person aggrieved by an administrative decision of a hearing officer on an administrative citation may obtain judicial review of the administrative decision by filing a petition for review with the Los Angeles Superior Court pursuant to Government Code § 53069.4 within 20 days from the service of the hearing officer's decision."

SECTION 3: Environmental Review. This ordinance is exempt from additional environmental 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 consists only of minor revisions and clarifications to existing regulations and specification of procedures related thereto. This ordinance, therefore, does not have the potential to cause significant effects on the environment. Consequently, it is exempt from CEQA review under 14 Cal. Code Regs. § 15061(b)(3).

SECTION 4: Construction. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 5: Enforceability. Repeal of any provision of the MPMC does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 6: Validity of Previous Code Sections. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the MPMC or other city ordinance by this Ordinance will be rendered void and cause such previous MPMC

provision or other the city ordinance to remain in full force and effect for all purposes.

SECTION 7: Severability. 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 8: 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 days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 9: This Ordinance will take effect on the 31st day following its final passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2016

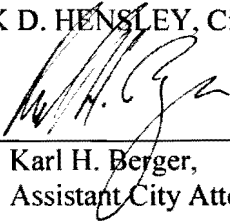
Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM
MARK D. HENSLEY, City Attorney

By: _____


Karl H. Berger,
Assistant City Attorney

4.20.010 Purpose.

~~—(a)—~~ The city council ~~hereby~~ finds that there is a need for an alternative method of enforcement for violations of the municipal code and applicable state codes. ~~The city council further finds that an appropriate method of enforcement for violations is an administrative citation program as authorized by Government Code Section 53069.4~~ This chapter is adopted pursuant to the city's police powers and Government Code § 53069.4 for the purpose of making any violation of the Monterey Park Municipal Code subject to an administrative fine and to set forth the procedures for the imposition and collection of such fines.

~~—(b)—~~ The procedures established in this

4.20.020 Applicability.

This chapter ~~shall be~~ authorizes use of administrative citations that are in addition to all other legal remedies, criminal, or civil or any other legal remedy established by law, which, that the city may be pursued to address ~~violations~~ any violation of ~~the municipal~~ this code or applicable state codes.

~~—(c)—~~ Each and every day a violation of this code or applicable state code exists constitutes a separate and distinct offense. Use of this chapter ~~shall be~~ is at the sole discretion of the city officer or employee enforcing this code. Issuing an administrative citation is not a waiver of any other civil or criminal remedy authorized by law.

1.09.020

4.20.030 Definitions.

~~—As used in this chapter:~~

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter. Words and phrases not defined by this chapter have the meaning set forth in applicable law including, without limitation, this code.

"Enforcement officer" means any ~~officer or employee with~~ Monterey Park police officer and any city employee or agent of the city designated by the city manager or by the director of any city department who has the authority and responsibility to enforce the provisions of this code or applicable state codes ~~as provided in Chapter 1.08.~~

"Responsible person" means any ~~individual who is the owner or occupant of real property, owner or authorized agent of any business, company, or entity, or the~~ of the following:

A. A person who causes a code violation to occur;

B. A person who maintains or allows a code violation to continue, by his or her action or failure to act;

C. The parent or the legal guardian of any person under the age of eighteen years, who causes or maintains a code violation ~~of this code or applicable state code.~~;

1.09.030 Authority.

—{

D. A person whose agent, employee, or independent contractor causes a) ~~Any code violation by~~ its action or failure to act;

E. A person who is the owner or occupant of real property where a property-related code violation occurs;

F. The owner or authorized agent of any business, company, or entity;

G. A person who is the on-site manager of a business who normally works daily at the site when the business is open and is responsible for the activities on such premises.

For the purposes of this definition, "person" means and includes a natural person or legal entity and the owners, majority stockholders, corporate officers, trustees, and general partners of a legal entity.

4.20.040 Administrative Citations.

A. Except as otherwise provided in this chapter, any person violating any provision of this code or applicable state code may be issued a notice of violation by an enforcement officer, and if the violation is not corrected within the time period set forth therein, an enforcement officer may then issue an administrative citation as provided in this chapter. Failure to remedy the violation following the issuance of an administrative citation and within the time prescribed therein may result in additional administrative citations being issued as set forth in this chapter by an enforcement officer. A violation of

this code includes, ~~but is not limited to~~without limitation, all violations of ~~the municipal code, codes adopted by reference by the city, failing this code and the failure~~ to comply with any condition imposed by any entitlement, permit, agreement, or environmental document issued or approved under the provisions of this code.

~~—(b) Notwithstanding subsection (a)~~

~~B. Contents of this section, an enforcement officer may issue an~~ administrative citation concurrently with a notice of violation where:

~~—(1) The enforcement officer reasonably determines that the violation is a public nuisance or is a hazard to the public health, safety, or welfare; or~~

~~—(2) The notice of violation is issued to a repeat offender of the same offense within a twelve-month period.~~

~~—(c) Each and every day a violation of this code or applicable state code exists constitutes a separate and distinct offense.~~

~~—(d) A civil fine shall be assessed by means of an administrative citation issued by the enforcement officer and shall be payable directly to the Monterey Park city treasurer's office. must contain the following information:~~

~~—(e) Fines shall be assessed in the amounts specified in Section 1.09.140.~~

~~1.09.040 Service procedures:~~

~~—An~~

~~1. Date, approximate time, and address or definite description of the location where the violation was observed;~~

~~2. The code sections or conditions violated and a description of the violation;~~

~~3. The amount of the administrative fine for the violation;~~

~~4. A description of the fine payment process, including a description of the time within which, and the place where, the fine must be paid;~~

~~5. A description of the appeal process, including the time within which the citation on a form approved by the city manager may be issued to appealed and the manner in which an appeal may be taken; and~~

6. The name of the enforcement officer and a signature line for the responsible person by an enforcement officer for violations of to acknowledge receipt.

4.20.050 Notice/Service Procedures.

Unless otherwise provided, all notices and citations issued pursuant to this code or applicable state code in the following manner:

- (a) Personal Service. In any case where an administrative citation is issued:
 - (1) The enforcement officer shall attempt to locate and personally serve the responsible person and attempt to obtain the signature of the responsible person on the administrative citation;
 - (2) chapter must be served on the responsible person via personal service or first-class mail, postage prepaid, to the responsible person's last known address. Service is effective when personally served or when deposited into the United States mail. If the responsible person served refuses or fails to sign the administrative citation, the failure or refusal to sign shalldoes not affect the validity of the administrative citation or of subsequent proceedings;. Failure to receive any notice specified in this chapter does not affect the validity of proceedings conducted hereunder.

4.20.060 Fines.

Fines for administrative citations issued pursuant to this chapter may be established by city council resolution. Unless otherwise provided by city council resolution, the fines are as follows:

A. A violation that would otherwise be an infraction is punishable by:

- 1. A fine not exceeding one hundred dollars for the first violation; —(b) Service of Citation by Mail and Posting. If the enforcement officer is unable to locate the responsible person, the administrative citation shall be mailed to the responsible person by certified mail, postage prepaid with a requested return receipt, and by first class mail. The enforcement officer shall post the administrative citation on the subject real property within the city in which the city has knowledge that the responsible person has a legal interest. Service shall be effective upon mailing or posting, whichever is later.

1.09.050 Contents of notice.

- (a) Each administrative citation shall contain the following information:
 - (1) Date, approximate time, and address or definite description of the location where the violation(s) was observed;

- ~~—(2) The code sections or conditions violated and a description of the violation(s);~~
- ~~—(3) An order to the responsible person to correct the violations within the time specified, and an explanation of the consequences of failure to correct the violation(s);~~
- ~~—(4) The amount of the fine for the violation(s);~~
- ~~—(5) An explanation of how the fine shall be paid and~~

2. A fine not exceeding two hundred dollars for a second violation of the same ordinance or permit within one year; and

3. A fine not exceeding five hundred dollars for each additional violation of the same ordinance or permit within one year.

B. A violation of local building and safety codes that would otherwise be an infraction is punishable by:

1. A fine not exceeding one hundred dollars for the first violation;

2. A fine not exceeding five hundred dollars for a second violation of the same regulation within one year from the date of the first violation; and

3. A fine not exceeding one thousand dollars for each additional violation of the same regulations within one year from the date of the first violation.

C. All other violations are punishable by:

1. A fine not exceeding one hundred dollars for the first violation;

2. A fine not exceeding two hundred fifty dollars for a second violation of the same regulation or permit within one year from the date of the first violation;

3. A fine not exceeding five hundred dollars for a third violation of the same regulation or permit within one year from the date of the last violation; and

4. A fine not to exceed one thousand dollars for each additional violation of the same regulation or permit within one year from the date of the last violation.

4.20.070 Delinquent Administrative Fines—Penalties and Interest.

A. A penalty of ten percent is added on any delinquent fines on the last day of each month after the due date. The penalty cannot exceed fifty percent of the fine.

B. In addition to the penalties provided by this section, delinquent fines accrue interest at the rate of one percent per month, exclusive of penalties, from the due date.

4.20.080 Satisfaction of Administrative Citation.

A. Upon receipt of a citation, the responsible person must do one of the following:

1. Pay the Fine. Pay the fine to the city within thirty days from the date of the citation. All fines assessed are payable to the city of Monterey Park. Payment of a fine does not excuse or discharge a failure to correct continuing violations nor does it prevent additional, or alternative, enforcement action by the city. Payment of the fine, in the absence of a timely request for a hearing pursuant to this chapter, waives the responsible person's right to the administrative hearing and appeal process;

2. File an Appeal. File an appeal pursuant to this chapter including, without limitation, the time limits;

B. Should the responsible person fail or refuse to select and satisfy any of the alternatives set forth above, the penalty is immediately due and owing to the city and may be collected in any manner allowed by law for collection of a debt. Commencement of an action to collect the delinquent penalty does not preclude the city from taking additional, or alternative, enforcement action against the responsible person should the violation persist.

4.20.090 Issuance of Permits.

Should an enforcement officer issue a citation because the responsible person lacks a required permit and the fine is delinquent, the city will not issue a permit until the delinquent fine, and any applicable penalties and interest, is paid.

4.20.100 Notice of Violation/Compliance Order.

A. Before issuing an administrative citation for a violation of a building, plumbing, electrical, mechanical or zoning regulation that does not present an immediate danger to health or safety, the enforcement officer must first issue a written notice of violation/compliance order to the responsible person. The notice of violation/compliance order must contain all of the following:

1. The date on which, and geographic location where, the violation was observed;

2. The code section violated;

3. A description of the conditions causing the code violation;

4. A description of the action required to correct the violation;

5. A reasonable time period for the correction of the violation;

6. Notice that if the violation is not corrected by the date specified in the notice of violation/compliance order, that an administrative citation may be issued and administrative fines imposed for failure to correct violations by the date specified.

B. This section does not apply for a second or subsequent violation of the same regulation within one year of the first violation.

4.20.110 Correction of Violation.

No further action is required if the enforcement officer determines that all violations in the notice of violation/compliance order were cured. If the enforcement officer determines that all violations were not corrected within the time period which it shall be paid;

~~—(6)— Identification of rights of appeal, including the time within which the citation may be contested and the place to obtain a request for hearing form to contest the administrative citation; and~~

~~—(7)— The name and signature of the enforcement officer and if possible the signature of the responsible person.~~

~~1.09.060 Satisfaction of administrative citation.~~

~~— Upon receipt of a citation, the responsible person must do the following:~~

~~—(a)— Pay the fine to the city within fifteen days from the date the specified, an administrative citation is issued. All fines assessed shall may be payable to the Monterey Park City Treasurer. Payment of a fine shall not excuse or discharge the failure to correct the violation(s) nor shall it bar further enforcement action by the city.~~

~~—(b)— Remedy the violation(s), if the violation is of such a nature that it can be remedied. If the issued to each person named in the notice of violation/compliance order as a responsible person fails to correct the violation(s), subsequent administrative citation(s) may be issued for the same violation(s). The amount of the fine for failure to correct the violation(s) shall increase at a rate specified in this chapter or by resolution of the city council. If issued an administrative citation for a repeat offense, the person shall not be granted fifteen days to correct the violation without imposing the fine but shall be subject to the fine and must pay within fifteen days, subject to right of appeal.~~

~~1.09.070~~

4.20.120 ~~Appeal of administrative citation~~Administrative Citation.

Any recipient of an administrative citation may contest ~~that there was a violation of this code or that he or she is the responsible person~~the citation by completing a request for hearing form and returning it to the city within fifteen days from the date the administrative citation is issued, together with an ~~advanced~~advance deposit of the fine. Any ~~administrative citation fine, which that~~ has been deposited, ~~shall will~~ be refunded if it is determined, after a hearing, that the person ~~charged in the administrative citation cited~~ was not responsible for the violation(s) or that there was no violation(s) as charged in the administrative citation.

~~1.09.080~~

4.20.130 ~~Hearing officer~~Officer.

The ~~Monterey Park~~ city manager ~~shall must~~ designate the hearing officer for the administrative citation hearing. The hearing officer ~~shall not cannot~~ be a city employee. The employment, performance evaluation, compensation and benefits of the hearing officer, if any, ~~shall not cannot~~ be directly or indirectly conditioned upon the amount of administrative citation fines upheld by the hearing officer.

1.09.090

4.20.140 Hearing ~~procedure~~ Date.

—(f)

After receiving a) ~~No timely hearing to contest request and deposit of the fine amount, an administrative citation before a hearing officer shall be held unless and until a request for hearing form has been completed and submitted, and, the fine has been deposited in advance.~~

—(b) ~~A hearing before the hearing officer shall will be set for on a date that is not less than fifteen and not more than sixty days from the date that the request for hearing is filed in accordance with the provisions. Written notice of this chapter. The the date, time and location of the administrative hearing must be provided to the person requesting the hearing shall be notified of the time and place set for the hearing at least ten days prior to before the date of the hearing. The appellant may waive the time limitations set forth in this section in writing.~~

—(c)

4.20.150 Conduct of Hearings.

A. Evidentiary Rules. The administrative citation is prima facie evidence of the respective facts contained in the citation. Both the citee and enforcement hearing officer shall only consider evidence that is have the opportunity to testify and present additional evidence concerning the administrative citation. Evidence may include, without limitation, witness testimony, documents, or other similar evidence. Formal rules of evidence do not apply. Any evidence proffered, however, must be relevant to and material to the issues of whether the violation(s) alleged in the citation occurred and/or whether the person cited was responsible person has caused or maintained for the violation(s).

B. Waiver of this code or other applicable state code Personal Appearance at Hearing. In lieu of personally appearing at an administrative hearing, the citee may request that the hearing officer decide the matter based on the date(s) specified in the administrative citation. citation itself and any other documentary evidence submitted by the citee or enforcement officer before the hearing date.

—(d) ~~The person contesting the administrative citation shall be given the opportunity~~

C. Failure to testify and present witnesses and evidence concerning the administrative citation.

—(e) ~~The failure~~ Appear at Hearing. Failure of any recipient of an administrative citation a citee to appear at the administrative citation hearing shall constitute a forfeiture of the fine and is deemed a failure waiver of the right to exhaust their administrative remedies.

—(f) ~~The administrative citation be personally present at the hearing. The hearing officer must then decide the matter based upon the citation itself, any documentary evidence previously submitted, and any additional documents submitted evidence that may be presented at the hearing by the enforcement officer shall constitute prima facie evidence of the respective facts contained in those documents.~~

—(g)

D. Attendance of Enforcement Officer. The enforcement officer who issued the administrative citation may, but is not required to, attend the administrative hearing. If the enforcement officer submits an additional written report concerning the administrative citation does not attend, the enforcement officer may, before the hearing date, submit reports, photos or other documentation regarding the violation to the hearing officer for consideration at the hearing, then a copy of this report also shall be served by mail on the person requesting the hearing at least five days prior to the date of the hearing.

—(h) ~~At least ten days prior to the hearing, the recipient of an administrative citation shall be provided with copies of the citations, reports and other documents submitted or relied upon by the enforcement officer. No other discovery is permitted. Formal rules of evidence shall not apply.~~

—(i)

E. Continuation of Hearings. The hearing officer may continue ~~the any~~ hearing and request additional information from the enforcement officer or ~~the recipient of the administrative citation prior to citee before~~ issuing a written decision.

1.09.100

4.20.160 ~~Hearing officer's decision~~ Officer's Decision.

—(a)

A. After considering all of the testimony and evidence submitted at the hearing, the hearing officer shall must issue a written decision within ten days of the hearing to uphold or ~~deny~~ vacate the administrative citation and shall list in the decision set forth the reasons for that decision. The decision must also notify the citee of the right to appeal the decision in Superior Court. The decision of the hearing officer ~~shall be~~ final as of the date of the decision. The appellant may waive the time limitations set forth in this section in writing.

—(b)

B. If the hearing officer determines that the administrative citation should be upheld, then the fine amount on deposit with the city shall will be retained by the city.

—(c)

C. If the hearing officer determines that the administrative citation should be ~~canceled and the fine was deposited with~~ vacated, the city, then the city shall must promptly refund the amount of the deposited fine.

—(d)

D. The recipient of the administrative citation shall must be served with a copy of the hearing officer's written decision by ~~certified mail, return receipt requested and by~~ first class mail.

1.09.110

4.20.170 Dismissal of Citation.

The city manager, or designee, may dismiss an administrative citation at any time if it is determined to have been issued in error, in which event any deposit made must be refunded.

4.20.180 Failure to ~~pay fines~~ Pay Fines.

The failure of any person to pay the civil fines assessed by an administrative citation may result in the matter being referred to the city treasurer to file a claim with the small claims court. Alternatively, the city may pursue any other legal remedy to collect the civil fines. The city may also recover its collection costs according to proof.

1.09.120

4.20.190 Right to ~~judicial review~~ Judicial Review.

Any person aggrieved by an administrative decision of a hearing officer on an administrative citation may obtain judicial review of the administrative ~~Decision decision~~ by filing a petition for review with the Los Angeles ~~Municipal~~ Superior Court ~~Alhambra Judicial District in accordance with the timeliness and provisions as set forth in California~~ pursuant to Government Code ~~Section~~ § 53069.4.

1.09.130 Notices.

- ~~—(a) The administrative citation and all notices to be given by this chapter shall be served on the responsible person in accordance with the provisions of this chapter.~~
- ~~—(b) Failure to receive any notice specified in this chapter does not affect the validity of proceedings conducted hereunder.~~

1.09.140 Fines.

- ~~—Fines for administrative citations issued pursuant to this chapter shall be as follows:~~
- ~~—(a) A fine not exceeding one hundred dollars for the first violation;~~
- ~~—(b) A fine not exceeding two hundred fifty dollars for a second violation of the same ordinance or permit within one year 20 days from the date ~~service~~ of the first violation; and~~
- ~~—(c) A fine not exceeding five hundred dollars for a third violation of the same ordinance or permit within one year from the date of the last violation.~~
- ~~—(d) A fine not to exceed one thousand dollars for each additional violation of the same ordinance or permit within one year from the date of the last violation hearing officer's decision.~~

ORDINANCE NO. _____

AN ORDINANCE ADDING A NEW CHAPTER 4.30 TO THE MONTEREY PARK MUNICIPAL CODE ENTITLED "PUBLIC NUISANCES."

The city council of the city of Monterey Park does ordain as follows:

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

- A. Article XI, § 7 of the California Constitution empowers the City to enact and enforce ordinances regulating conditions that may be public nuisances or health hazards, or that promote social, economic, or aesthetic considerations;
- B. Government Code §38771 authorizes the city council to declare what constitutes a nuisance by ordinance;
- C. The City's ability to abate public nuisances through its police powers is well-established (see, e.g., Civil Code §§ 3479, 3480; *People ex rel. Gallo v. Acuna* (1997) 14 Cal.4th 1090; *People v. Greene* (1968) 264 Cal.App.2d 774);
- D. The City's ability to recover its nuisance abatement costs through local regulations including, without limitation, reasonable attorney's fees, is also recognized (see *City of Santa Paula v. Narula* (2003) 114 Cal.App.4th 485, *reh'g. den.* 2004; *City of Flagstaff v. Atchison, Topeka and Santa Fe Railway Co.* (9th Cir. 1983) 719 F.2d 322, 324);
- E. Code of Civil Procedure § 731 permits civil actions to be brought in the name of the people of the state of California to abate public nuisances;
- F. It is in the public interest for the City to take appropriate actions to protect citizens and their property from conditions that threaten public health, safety, and welfare including, without limitation, matters that devalue real property;
- G. Unless the city requires the matters set forth in this chapter to reduce public nuisances identified by this chapter, the property value and social and economic standards of this community will be substantially depreciated. Abating the public nuisances identified in this chapter will enhance the environment of the residents of the city;
- H. Failure to maintain existing properties in the manner required by this

chapter constitute public nuisances;

- I. Requiring fencing, irrigation and landscaping is reasonably related to reducing crime and alleviating blight associated with existing vacant lots and ensuring that the property value of adjacent properties are not adversely affected; and
- J. A review of the Monterey Park Municipal Code ("MPMC") shows that it is desirable to update nuisance regulations including, without limitation, provisions prohibiting and abating graffiti and provisions prohibiting unruly gatherings, and to reorganize the provisions of the code concerning nuisances in order to make it easier to understand.

SECTION 2: A new Chapter 4.30 entitled "Public Nuisances," consisting of §§ 4.30.010 to 4.30.190, is added to the MPMC.

SECTION 3: MPMC § 9.54.005 is renumbered as MPMC § 4.30.010.

SECTION 4: MPMC § 9.54.035 is renumbered as MPMC § 4.30.060.

SECTION 5: Chapter 9.54 of the MPMC, titled "Property Maintenance," is repealed. All provisions of the MPMC referring to Chapter 9.54 are changed to refer to Chapter 4.30.

SECTION 6: Sections 4.30.020 to 4.30.050 are added to Chapter 4.30 to read as follows:

4.30.020 Purpose.

- A. In order to further the stated goals of the city of Monterey Park and to protect its citizens and their property from conditions which are offensive or annoying to the senses, detrimental to property values and community appearance, or hazardous or injurious to the health, safety, or welfare of the general public, the city council has determined that this chapter pertaining to nuisance abatement is necessary to effectively abate or prevent the development of such conditions in the city of Monterey Park.
- B. It is the intention of the city council, in adopting this chapter, to set forth regulations to determine what conditions constitute a public nuisance; to establish a method for giving notice of the conditions and an opportunity to correct them; and finally in the event the public nuisance is not abated or corrected, to provide a procedure for a hearing and determination of the facts and manner in which the conditions is corrected or removed.

- C. It is the purpose of this chapter to provide a just, equitable, and practical method, in addition to any other remedy available at law or equity, whereby lands or buildings which are dilapidated, unsafe, dangerous, unsanitary, or cluttered with weeds and/or debris, abandoned vehicles, machinery or equipment, which are a menace, or hazard to life, limb, safety, health, morals, property values, aesthetic standards, or the general welfare of the city of Monterey Park, may be required to be repaired, renovated, vacated, demolished, made safe, or cleaned up by removal of offensive conditions.
- D. In addition to these abatement procedures, this chapter declares certain conditions to be public nuisances, and that maintenance of such conditions violate this chapter.
- E. This chapter is not intended to enforce conditions, covenants, and restrictions (CC&Rs) on property, nor to supersede them. This chapter will be enforced uniformly within the city regardless of CC&Rs. Therefore, this chapter does not abrogate the right of any homeowner's association or private citizen to take action, legal or as otherwise provided in the CC&Rs, to force compliance with the CC&Rs applicable to their tract or association even though the CC&R provisions may be the same, more restrictive, or may not be covered by this chapter.
- F. Nothing in this chapter may be construed as requiring the city to enforce the prohibitions in this chapter against any or all properties, which may violate the chapter. Nothing in this section or the absence of any similar provision from any other city law may be construed to impose a duty on the city to enforce such other provision or law.

4.30.030 Owner Responsibility.

The owners of any premises within the city have the primary responsibility for keeping said premises free of public nuisances. Tenants and occupants of the premises, for the purposes of this chapter, are deemed to be the agents of the owner. For purposes of this chapter, owners, tenants and occupants are referred to as Responsible Persons.

4.30.040 Public Nuisance – Generally.

Anything which is injurious to health, or is indecent, or offensive to the senses, or any obstruction to the free use of property so as to interfere with the comfortable enjoyment of life or property, or unlawfully obstructs the free passage or use in the customary manner of any public park,

square, street or highway, is a nuisance.

4.30.050 Public Nuisances – Designated.

It is unlawful and it is declared to be a public nuisance for any person owning, leasing, occupying, or having charge or possession of any residential, agricultural, commercial, industrial, business park, office, educational, religious, vacant, or other premises within the city, to maintain such premises in such a manner that any of the following conditions are found to exist thereon:

- A. A violation of any regulations adopted by reference by the Monterey Park Municipal Code;
- B. Any land, the topography, geology, or configuration of which, whether in a natural state or as a result of grading operations, excavations, fill, or other alteration, interferes with the established drainage pattern over the property or from adjoining or other properties which does or may result in erosion, subsidence, or surface water drainage problems of such magnitude as to be injurious to public health, safety and welfare or to neighboring properties;
- C. Any building or structure which is partially destroyed, damaged, abandoned, boarded up, dilapidated, or permitted to remain in a state of partial construction;
- D. The failure to secure and maintain against public access all doorways, windows, and other openings into vacant or abandoned buildings or structures;
- E. Painted buildings and walls, retaining walls, fences or structures that require repainting, or buildings, walls, fences, or structures upon which the condition of the paint has become so deteriorated as to permit decay, excessive checking, cracking, peeling, chalking, dry rot, warping or termite infestation;
- F. Any premises, building or structure, wall, fence, pavement, or walkway which is painted in a garish manner or is out of harmony or conformity with the standards of adjacent properties;
- G. Any building or structure, wall, fence, pavement, or walkway upon which any graffiti, including paint, ink, chalk, dye, or other similar marking substances, is allowed to remain for more than twenty-four (24)

consecutive hours;

- H. Any wall, fence, gate, or hedge that is damaged, broken, dilapidated or a hazard or is maintained in violation of this code;
- I. Any wall, fence, gate, or hedge that is covered by or constructed of, whether totally or partially:
 - 1. Bamboo or other similar reed material, whether natural or artificial;
 - 2. Tarpaulin materials, whether natural or man-made;
 - 3. Plastic materials; or
 - 4. Broken windows.
- J. Any overgrown, dead, decayed, diseased or hazardous tree, weeds, vegetation, or debris which:
 - 1. May harbor rats, vermin, or other disease carriers;
 - 2. Is maintained so as to cause an obstruction to the vision of motorists or a hazardous condition to pedestrians or vehicle traffic;
 - 3. Constitutes an unsightly appearance;
 - 4. Creates a danger or attractive nuisance to the public;
 - 5. Causes detriment to neighboring properties or property values; or
 - 6. Constitutes a fire hazard.

Notwithstanding the above, a brown lawn will not constitute a nuisance during a period for which the Governor or City Council has issued a proclamation of a state of emergency based on drought conditions.
- K. Building exteriors, roofs, landscaping, grounds, walls, retaining and crib walls, fences, driveways, parking lots, planters, sidewalks, or walkways which are maintained in such condition so as to become defective, unsightly, cracked or no longer viable;
- L. The accumulation of dirt, litter, trash, junk, feces, or debris in doorways,

adjoining sidewalks, walkways, courtyards, patios, parking lots, planters, landscaped or other areas;

- M. Any premises upon which there is or is permitted to be:
1. Lumber, building materials, rubble, broken asphalt or concrete, containers, or other similar materials, except where construction is occurring under a valid permit;
 2. Junk, solid waste, vegetation, salvage materials, scrap metals, hazardous waste, broken or neglected machinery, dirt or fill material deposited or stored contrary to any law, automobile parts, except within a commercial business lawfully engaged in retail sales;
 3. Rocks, except in their natural state and location;
 4. Sinks, fixtures or equipment, appliances or furniture, except lawn furniture in residential yards and new or used furniture lawfully stored or displayed in connection with a valid business engaged in the sale or purchase of the same; or
 5. Inoperative vehicles, except where permitted by zoning regulations.
- N. Deteriorated driveways and parking lots, including those containing pot holes, or cracks;
- O. Abandoned, broken, unused, neglected or unprotected equipment and machinery, ponds, reservoirs and pools, whether or not the same contains any water or liquid, excavations, abandoned wells, shafts, basements, foundations, or other holes, abandoned refrigerators or other appliances, abandoned motor vehicles, any unsound structure, skateboard ramps, or accumulated lumber, solid waste, junk, or vegetation which may reasonably attract children to such abandoned or neglected conditions;
- P. Construction equipment, buses, tow trucks, dump trucks, flatbed trucks, grading equipment, tractors, tractor trailers, truck trailers, or any other commercial vehicle over twenty-five (25) feet long or eight (8) feet in height or ninety (90) inches wide, supplies, materials, or machinery of any type or description, parked or stored upon any street or property within a residential zone, except where permitted by this code or state law. "Commercial vehicle," for the purposes of this section, is defined as any motorized or nonmotorized vehicle used or maintained to transport

property or goods for profit, or persons for hire or compensation;

- Q. Temporary service bins or construction debris storage bins stored on a public street or on private property, except where permitted by this code;
- R. Any garbage can, solid waste container, solid waste, packing box or junk placed or maintained so as to be visible from neighboring properties or the public right-of-way, except for those times scheduled for collection, in accordance with this code;
- S. Any property with accumulations of grease, oil, or other hazardous material on paved or unpaved surfaces, driveways, buildings, walls, or fences, or from which any such material flows or seeps on to any public street or other public or private property, or which is likely to seep or migrate into the underground water table;
- T. Any front yard, parkway, or landscaped setback area which lacks turf, other planted material, decorative rock, bark, or planted ground cover or covering, so as to cause excessive dust or allow the accumulation of debris;
- U. Any condition of vegetation overgrowth which encroaches into, over, or upon any public right-of-way including, but not limited to, streets, alleys, or sidewalks, so as to constitute either a danger to the public safety or property or any impediment to public travel;
- V. Animals, livestock, poultry, or bees kept, bred, or maintained for any purpose and in violation of this code;
- W. A premises, building, habitation, or structure where debris, filth, rubbish, stagnant water or other offensive matter is permitted to accumulate so that it is unsanitary or likely to produce disease or otherwise endanger the public, health or safety;
- X. Any property, or any building or structure thereon, maintained in such condition so that it is defective, unsightly or in such condition of deterioration or disrepair that it causes or will cause an ascertainable diminution of the property values of surrounding properties or be otherwise materially detrimental to adjacent and nearby properties and improvements;
- Y. Except where construction is occurring under a valid permit and pursuant to said permit, the dumping or deposit of any waste matter in or upon any

public or private highway or road, including any portion of the right-of-way thereof, or in or upon any private property into or upon which the public is admitted by easement or license, or upon any private property without the consent of the owner, or in or upon any public park or any public property other than property designated or set aside for that purpose by the governing board or body having charge of that property;

- Z. Except where construction is occurring under a valid permit and pursuant to said permit, any placing, depositing, or dumping of any rocks or dirt in or upon any private highway or road, including any portion of the right-of-way thereof, or any private property, without the consent of the owner, or in or upon any public work or other public property, without the consent of the state or local agency having jurisdiction over the highway, road, or property;
- AA. The parking of vehicles on private property in violation of the applicable zoning regulations for the property on which such vehicles are parked;
- BB. Rooftop storage (except as allowed pursuant to a valid permit issued by the city);
- CC. Any building, use or structure wherein one or more persons engage, or have engaged, in two or more acts which are prohibited by applicable law including, without limitation:
 - 1. Unlawful possession or use of controlled substances;
 - 2. Prostitution;
 - 3. Gambling; or
 - 4. Solicitation for any unlawful conduct.
- DD. Swimming pools not securely fenced or swimming pools, ponds, or other bodies of water that create an unhealthy or unsafe condition due to neglectful or improper supervision, treatment or filtration. The intent of this prohibition is to prevent or avoid the growth of harmful or unhealthy organisms or vegetation in the water, and also to protect public health and safety;
- EE. Maintaining, placing, or otherwise displaying upon any fence, wall, balcony, porch, tree, bush, or any other structure or portion thereof, any linens, rugs, fabrics, nylon, or any other item of clothing or similar items

except upon a recognized clothes line facility. For the purpose of this subsection, the placement of clothes line(s) is prohibited within any front yard areas.

- FF. Unruly gatherings as defined by this code.
- GG. Graffiti as defined by this code.
- HH. Any building or portion thereof maintained in a manner which constitutes a substandard building pursuant to applicable law.
- II. This section is not the exclusive definition or designation of what constitutes a nuisance within this city. It supplements and is in addition to other applicable law as it now exists or may be enacted.

SECTION 7: Sections 4.30.070 to 4.30.190 are added to Chapter 4.30 to read as follows:

4.30.070 Abatement of Nuisance.

All or any part of a use or the condition of any property, including, without limitation, any use, or improvement, found to constitute a public nuisance, will be abated by rehabilitation, demolition, repair, cessation of use or a combination thereof, or in such other manner as designated in a nuisance abatement order, which is reasonably required to abate the public nuisance, pursuant to the procedures set forth in this chapter.

4.30.080 Voluntary Abatement of Public Nuisances.

The Responsible Person having charge of any building, structure, or property alleged to be a public nuisance as set forth above, may abate said nuisance at any time within the abatement period by clean-up, rehabilitation, repair, removal, or demolition. The manager/designee will be advised of the abatement and must inspect the premises to ensure that the nuisance has in fact been abated.

4.30.090 Initiation of Abatement Proceedings.

Whenever the city manager, or designee, reasonably believes a public nuisance exists, the city manager, or designee, may commence abatement proceedings under this article.

4.30.100 Notice of Hearing for Nuisance Abatement.

- A. Notices. To initiate abatement proceedings, the city manager, or designee, will cause written notice to be mailed and conspicuously posted on the property containing a nuisance. Notice will be titled in letters at least one inch in height and read substantially as follows:

Notice of Public Nuisance Hearing

On _____, 20____, the City of Monterey Park will determine whether this property known and designated as _____, constitutes a public nuisance. If this property is found to constitute a public nuisance as defined by the Monterey Park Municipal Code ("MPMC"), and if the public nuisance is not promptly abated by the Responsible Person as ordered by the hearing officer, then the City will abate the nuisance. If the City abates the nuisance, the cost of these proceedings, all previous code enforcement efforts concerning this condition of the property, and the cleaning, clearing, rehabilitation, repair, or demolition by the City will constitute a special assessment and a Nuisance Abatement Lien upon such land until paid. The City may foreclose on any such lien in order to reimburse the City for these costs.

The alleged violations consist of the following:

The methods of abatement available are:

All persons having any objection to, or interest in, said matters should attend a hearing to be conducted by the City Manager or designee, to be held at _____ on _____, _____ at the hour of _____ .m., when their testimony and evidence will be heard and given due consideration.

Dated:

Department Officer

- B. Mailing/posting. Notice of the hearing will be served by posting the subject property and by registered or certified mail (postage fully prepaid) addressed to the owner of the property at the address appearing on the last equalized assessment roll or the supplemental roll, whichever is more current before the hearing notice is mailed. The notice will be posted on the property and mailed at least ten days before the hearing date. Proof of posting and mailing will be by declaration. Failure of any person to receive the notice will not affect the validity of any set forth in this chapter.

4.30.110 Hearing Procedure.

- A. The hearing must be conducted by a hearing officer selected by the city manager. At the time set for such hearing, the hearing officer will conduct a hearing to determine, based upon the evidence presented, whether a public nuisance exists on the subject property. At the hearing, the hearing officer will accept reliable evidence from any person if such evidence bears on the issue of whether a public nuisance exists on the subject property. The hearing officer is authorized to take testimony and is authorized to administer oaths or affirmations under the Code of Civil Procedure § 2093(a). Based upon the evidence submitted including, without limitation, any written staff reports regarding the alleged nuisance, the hearing officer will determine whether or not a public nuisance exists on the subject property.
- B. As soon as is practicable following the close of such hearing, the hearing officer will render a decision on the matter. If a public nuisance is found to exist, the hearing officer will issue an order requiring the abatement of the public nuisance in a reasonable time and manner as set forth in the order.
- C. If a public nuisance is found to exist, the Responsible Person is responsible for all costs of abatement, including reasonable attorneys' fees. The prevailing party in a nuisance abatement hearing is entitled to attorneys' fees, but is limited by the amount of attorneys' fees claimed by the city.
- D. The hearing officer will promptly give written notice to the Responsible Person and any other interested person who requests, in writing, notice of such decision, including, a copy of the order. The order issued by the hearing officer will be deemed a final order and may be judicially reviewed pursuant to Code of Civil Procedure § 1094.6. There is no right to a city council appeal.

4.30.120 Compliance with Abatement Order.

At no cost to the city, the Responsible Person will comply with all of the provisions of an abatement order. If the Responsible Person fails, for any reason, to comply with an abatement order within the time required in the order, the city manager, or designee, will cause the nuisance described in the abatement order to be abated by city forces or by private contractor. The city attorney is authorized to take such action as needed to gain entry upon the property where the public nuisance exists for purposes of

abating a public nuisance.

4.30.130 City Expenses: Record of Costs.

The department director or designee will keep an account of the costs, including incidental expenses, of abating nuisance on each separate lot or parcel of land where the work is done.

4.30.140 Hearing on the Cost of Abatement.

- A. The department director or designee will give notice of the cost of abatement by registered or certified mail (postage fully prepaid) addressed to the owner of the property at the address appearing on the last equalized assessment roll or the supplemental roll, whichever is more current before mailing of the cost notice. The cost notice will include a statement of the hearing rights of the property owner concerning the cost of abatement. Upon written request for a hearing by the property owner received by the city manager within ten (10) days after mailing the cost notice, a hearing will be held by the city manager, or designee, on the question of the cost of the abatement.
- B. Notice of the hearing will be mailed at least ten (10) days before the hearing by registered or certified mail, to the owner of the land. The city manager or designee will either confirm the cost of abatement or modify such amount. The decision of the city manager or designee is final. The city manager or designee will give notice of the decision on the cost of abatement by registered or certified mail to the property owner.

4.30.150 Nuisance Abatement Lien and Special Assessment Procedures.

- A. Lien. Pursuant to Government Code §§ 38773, 38773.1, and 38773.5, and any successor statutes, persons failing to abate a public nuisance as ordered pursuant to this Part, will be obligated to pay all city expenses of abating the nuisance and all administrative costs associated therewith. A nuisance abatement lien in favor of the city for such expenses of the city will be created and recorded, pursuant to this section, against the property on which the nuisance is maintained. The lien will specify the amount of the lien, the name of the city, the date of the abatement order, the street address, legal description and assessor's parcel number of the parcel on which the lien is imposed, and the name and address of the recorded owner of the parcel.
- B. Notice of proposed recordings. Notice will be sent by certified mail at least

ten (10) days before recording the lien, an itemized notice of the lien amount and proposed recording will be sent by certified mail to the property owner of record of the parcel of land on which the nuisance was abated by the city, based on the last equalized assessment roll or the supplemental roll, whichever is more current before recordation of the lien. The notice will be served in the same manner as a summons in a civil action in accordance with Code of Civil Procedure §§ 415.10, et seq. If the owner of record, after diligent search, cannot be found, the notice may be served by posting a copy thereof in a conspicuous place upon the property for a period of ten (10) days, and publication thereof in a newspaper of general circulation published in the county in which the property is located.

- C. Recording. The city's nuisance abatement lien will then be recorded in the Los Angeles County Recorder's Office, and from the date of recording, will have the force, effect, and priority of a judgment lien.
- D. Special Assessment. The city's total costs described in this Part may also be collected as a special assessment against the lot or parcel on which the nuisance existed. After recordation of the nuisance abatement lien the city may provide a copy of the notice of proposed recordation, proof of service, and the recorded lien to the tax collector and the tax collector will add the described special assessment payments to the next regular tax bill levied against the respective lots or parcels and the amounts will be collected and subject to the same penalties and the same procedure under foreclosure and sale as in the case of tax delinquencies. However, if any real property to which the cost of abatement relates has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attached thereon, before the date on which the first installment of the taxes would become delinquent, then the cost of abatement will not result in a lien against the real property but instead will be transferred to the unsecured roll for collection.
- E. Satisfaction. In the event that the lien or special assessment is discharged, released, or satisfied, either through payment or foreclosure, a notice of the discharge containing the information specified in the lien will be recorded by the city.
- F. Fees. Any fees incurred by the city for processing, recording of the lien and providing notice to the property owner may be recovered by the city as part of its foreclosure action to enforce the lien.

4.30.160 Order for Treble Costs of Abatement.

Upon entry of a second or subsequent civil or criminal judgment within a two (2) year period finding that an owner of property is responsible for a condition that may be abated in accordance with this article, except conditions abated pursuant to Health and Safety Code § 17980, the court may order the owner to pay treble the costs of the abatement.

4.30.170 Judicial Remedies.

- A. Nothing in this chapter will be deemed to prevent the city attorney from:
 - 1. Commencing a civil action in the superior court to enforce all or any of the provisions of any abatement order;
 - 2. Commencing a civil action to abate a public nuisance as an alternative to or in conjunction with an administrative proceeding pursuant to this chapter;
 - 3. Filing a civil action to recover the amount of a confirmed accounting from an owner or occupant of the lot to which it relates; or
 - 4. Filing a criminal action to enforce this Code.
- B. Where a civil action is filed, the prevailing party is entitled to reasonable attorneys' fees, but is limited by the amount of attorneys' fees claimed by the city. If the court issues an order or a judgment which finds a public nuisance to exist, and orders or approves the abatement of the public nuisance, or where the court validates an accounting, the court will also award the city its actual costs of abatement, including, without limitation, reasonable attorneys' fees incurred by the city in such judicial proceeding.

4.30.180 Urgency Abatement.

Notwithstanding any other provision of this code, whenever the city manager, or designee, determines that a public nuisance, as defined in this chapter, or in any other applicable law, exists upon a lot, and that such public nuisance constitutes an immediate threat or hazard or danger to persons or property, the city manager, without observing procedures set forth in this chapter with reference to public nuisance abatement, will forthwith immediately cause the abatement of such public nuisance in such manner as the city manager, or designee, determines is reasonably required. If the city manager, or designee, deems it feasible, the city manager, or designee, will attempt to give the owner and occupant, verbal

notice of the existence of the public nuisance, and the proposed timing and method of abatement thereof. The city manager will, forthwith, report such circumstances to the city council. Where such abatement is ordered by the city manager, person abating such nuisance will, after completing the abatement of the public nuisance, comply with the provisions of this chapter.

4.30.190 Personal Service of Notice.

The city may, at its option, substitute personal service for the mailing of any notices required by this chapter. In such event the person affecting the service shall prepare a written proof of service stating the date, time and location of the service and the identity of the person served."

SECTION 8: *Environmental Review.* 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 consists only of revisions and clarifications to existing public nuisance codes and procedures related to such codes. Adoption of this ordinance will not have the effect of deleting or substantially changing any regulatory standards or required findings. This ordinance is an action being taken for enhanced protection of the environment.

SECTION 9: Repeal of any provision of the MPMC, or any other City resolution or ordinance 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 10: 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 11: 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 12: This Ordinance will take effect on the 31st day following its final passage and adoption.

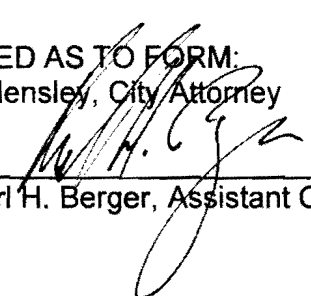
PASSED AND ADOPTED this ____ day of February, 2016.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

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

By: 

Karl H. Berger, Assistant City Attorney

9.54.0054.30.010 Findings.

The city council of the city of Monterey Park finds as follows:

- (a) That the city historically requires well-kept properties and strict enforcement of property maintenance, building regulations and zoning restrictions; that the property value and general welfare of this community are founded, in part, upon the appearance and maintenance of properties;
- (b) Failure to maintain existing properties in the manner required by this chapter constitute public nuisances;
- (c) Unless the city requires the matters set forth in this chapter to reduce public nuisances identified by this chapter, the property value and social and economic standards of this community will be substantially depreciated. Abating the public nuisances identified in this chapter will enhance the environment of the residents of the city;
- (d) Requiring fencing, irrigation and landscaping is reasonably related to reducing crime and alleviating blight associated with existing vacant lots and ensuring that the property value of adjacent properties are not adversely affected; and
- (e) The abatement procedures set forth in this chapter are reasonable and afford a maximum of due process and procedures to affected property owners.

9.54.010

4.30.020 Purpose.

~~—(a)~~

A. In order to further the stated goals of the city of Monterey Park and to protect its citizens and their property from conditions which are offensive or annoying to the senses, detrimental to property values and community appearance, or hazardous or injurious to the health, safety, or welfare of the general public, the city council has determined that this chapter pertaining to nuisance abatement is necessary to effectively abate or prevent the development of such conditions in the city of Monterey Park.

~~—(b)~~

B. It is the intention of the city council, in adopting ~~the~~this chapter ~~codified herein~~, to set forth ~~guidelines for determining regulations to determine~~ what conditions constitute a public nuisance; to establish a method for giving notice of the conditions and an opportunity to correct them; and finally in the event the public nuisance is not abated or corrected, to provide a procedure for a hearing and determination of the facts and manner in which the conditions ~~shall be~~is corrected or removed.

~~—(c)~~

C. It is the purpose of this chapter to provide a just, equitable, and practical method, in addition to any other remedy available at law or equity, whereby lands or buildings which are dilapidated, unsafe, dangerous, unsanitary, or cluttered with weeds and/or debris, abandoned vehicles, machinery or equipment, which are a menace, or hazard to life, limb, safety, health, morals, property values, aesthetic standards, or the general welfare of the city of Monterey Park, may be required to be repaired, renovated, vacated, demolished, made safe, or cleaned up by removal of offensive conditions.

~~—(d)~~

D. In addition to ~~these~~ abatement procedures ~~provided herein~~, this chapter declares certain conditions to be public nuisances, and that maintenance of such conditions ~~shall be a violation of~~ violate this chapter.

—(e)

E. This chapter is not intended to enforce conditions, covenants, and restrictions (CC&Rs) on property, nor to supersede them. This chapter will be enforced uniformly within the city regardless of CC&Rs. Therefore, this chapter does not abrogate the right of any homeowner's association or private citizen to take action, legal or as otherwise provided in the CC&Rs, to force compliance with the CC&Rs applicable to their tract or association even though the CC&R provisions may be the same, more restrictive, or may not be covered by this chapter.

—(f)

F. Nothing in this chapter ~~shall may~~ be construed as requiring the city to enforce the prohibitions in this chapter against any or all properties, which may violate the chapter. Nothing in this section or the absence of any similar provision from any other city law ~~shall may~~ be construed to impose a duty on the city to enforce such other provision or law.

9.54.020

4.30.030 Owner ~~responsibility~~ Responsibility.

The ~~owne~~owners of any premises within the city ~~has have~~ the primary responsibility for keeping said premises free of public nuisances. Tenants and occupants of the premises, for the purposes of this chapter, ~~shall be are~~ deemed to be the agents of the owner. For purposes of this chapter, owners, tenants and occupants are referred to as Responsible Persons.

9.54.030

4.30.040 Public ~~nuisances designated~~ Nuisance – Generally.

Anything which is injurious to health, or is indecent, or offensive to the senses, or any obstruction to the free use of property so as to interfere with the comfortable enjoyment of life or property, or unlawfully obstructs the free passage or use in the customary manner of any public park, square, street or highway, is a nuisance.

4.30.050 Public Nuisances – Designated.

It ~~shall be is~~ unlawful, and it is ~~hereby~~ declared to be a public nuisance, for any person owning, leasing, occupying, or having charge or possession of any residential, agricultural, commercial, industrial, business park, office, educational, religious, vacant, or other ~~property premises~~ within the city of Monterey Park, to maintain such ~~property premises~~ in such a manner that any of the following conditions are found to exist thereon:

—(a) ~~Violation~~

A. A violation of any ~~county of Los Angeles ordinances~~ regulations adopted by ~~this code~~ reference by the Monterey Park Municipal Code;

—(b) ~~Land~~

B. Any land, the topography, geology, or configuration of which, ~~whether in any man-made a~~ natural state, ~~whether or~~ as a result of grading operations, excavations, fill, or other alteration, interferes with the established drainage pattern over the property or from adjoining or other properties which does or may result in erosion, subsidence, or surface water drainage problems of such magnitude as to be injurious to public health, safety, and welfare or to neighboring properties;

~~—(c) Maintenance of drainage facilities, such as terrace drains, clown drains and catch basins, in such a condition so as to cause the damming or leaking of the drainage facilities and consequent interference with the disposal of storm water;~~

~~—(d) Ponding of surface water at or near the top of a slope so as to cause saturation of the ground and subsequent weakening of the slope;~~

~~—(e) The spilling of storm water over the top of a slope;~~

~~—(f) The disposal of water from swimming pools, ornamental ponds, waterfalls and similar facilities over the top of a slope, either directly onto the ground or into any terrace drain facility, or into any public right-of-way;~~

~~—(g) Maintenance of slope vegetation in such a condition as to cause erosion or failure of a slope; or the lack of slope vegetation necessary to prevent slope erosion or failure;~~

~~—(h) Rodent burrows in and near the top of a slope which, because of their depth and number, cause saturation and weakening of the slope and area near the top of the slope;~~

~~—(i) Unsafe buildings, structures or~~

C. Any building service equipment as defined in the Administrative Code as adopted and in force within the city;

~~—(j) Building or structure in a condition such that it would constitute a "dangerous building" as defined in the Code for the Abatement of Dangerous Buildings as adopted and in force within the city;~~

~~—(k) Building, facility, equipment, device, or structure in a condition that would constitute a substandard building as defined in the State Housing Law as adopted and in force within the city;~~

~~—(l) Buildings or structures which are is partially destroyed, damaged or, abandoned, or buildings or structures boarded up, dilapidated, or permitted to remain in a state of partial construction for more than six months after the issuance of a building permit, or any extension thereof;~~

~~—(m)~~

D. The failure to secure and maintain against public access all doorways, windows, and other openings into vacant or abandoned buildings or structures;

~~—(n)~~

E. Painted buildings and walls, retaining walls, fences or structures that require re-painting repainting, or buildings, walls, fences, or structures or commercial signs upon which the condition of the paint has become so deteriorated as to permit decay, excessive checking, cracking, peeling, chalking, dry rot, warping, or termite infestation;

~~—(o)~~

F. Any premises, building or structure, wall, fence, pavement, or walkway which is painted in a garish manner or is out of harmony or conformity with the standards of adjacent properties;

G. Any building or structure, wall, fence, pavement, or walkway upon which any graffiti, including paint, ink, chalk, dye, or other similar marking substances, is allowed to remain for more than twenty-four (24) consecutive hours;

~~—(p)~~

H. Any wall, fence, gate, or hedge that is damaged, broken, dilapidated or a hazard or is maintained in violation of this code;

I. Any wall, fence, gate, or hedge that is covered by or constructed of, whether totally or partially:

1. Bamboo or other similar reed material, whether natural or artificial;

2. Tarpaulin materials, whether natural or man-made;

3. Plastic materials; or

4. Broken windows;

~~—(q) Overgrown~~

J. Any overgrown, dead, decayed, diseased or hazardous tree, weeds, vegetation, or debris which:

~~—(1) May harbor rats, vermin, or other disease carriers;~~

~~—(2) Is maintained so as to cause an obstruction to the vision of motorists or a hazardous condition to pedestrians or vehicle traffic;~~

~~—(3) Constitutes an unsightly appearance, or;~~

~~—(4) Creates a danger or attractive nuisance to the public;~~

~~—(r)~~

5. Causes detriment to neighboring properties or property values; or

6. Constitutes a fire hazard.

Notwithstanding the above, a brown lawn will not constitute a nuisance during a period for which the Governor or City Council has issued a proclamation of a state of emergency based on drought conditions.

K. Building exteriors, roofs, landscaping, grounds, walls, retaining and crib walls, fences, gates, driveways, parking lots, planters, sidewalks, or walkways which are maintained in such condition so as to become defective, unsightly, cracked or no longer viable;

~~—(s)~~

L. The accumulation of dirt, litter, trash, junk, feces, or debris in doorways, adjoining sidewalks, walkways, courtyards, patios, parking lots, planters, landscaped or other areas;

~~—(t) Except~~

M. Any premises upon which there is or is permitted to be:

1. Lumber, building materials, rubble, broken asphalt or concrete, containers, or other similar materials, except where construction is occurring under a valid permit, lumber, junk, trash, garbage;

2. Junk, solid waste, vegetation, salvage materials, rubbish, scrap metals, hazardous waste, refuse, rubble, broken asphalt or concrete, containers, broken or neglected machinery, furniture, appliances, sinks, dirt or fill material deposited or stored contrary to any law, automobile parts, except within a commercial business lawfully engaged in retail sales;

3. Rocks, except in their natural state and location;

4. Sinks, fixtures or equipment, scrap metals, machinery parts, or other such material stored or deposited on property such that they are visible from a public street, alley or neighboring property; appliances or furniture, except lawn furniture in residential yards and new or used furniture lawfully stored or displayed in connection with a valid business engaged in the sale or purchase of the same; or

~~—(u)~~

5. Inoperative vehicles, except where permitted by zoning regulations.

N. Deteriorated driveways and parking lots, including those containing pot holes, or cracks;

~~—(v) Broken, or~~

O. Abandoned, broken, unused, neglected or unprotected equipment, and machinery, pools, spas, ponds, reservoirs and pools, whether or not the same contains any water or liquid, excavations, abandoned wells, shafts, basements, foundations, or other holes, abandoned refrigerators, or other appliances, abandoned motor vehicles, any unsound structure or, skateboard ramps, or accumulated lumber, trash, garbage, debris solid waste, junk, or vegetation which may reasonably attract children to such abandoned or neglected conditions;

~~—(w)(1) Except where construction is occurring under a valid permit and pursuant to said permit, construction~~

P. Construction equipment, buses, tow trucks, dump trucks, flatbed trucks, grading equipment, tractors, tractor trailers, truck trailers, or any other commercial vehicle over twenty-five (25) feet long or eight (8) feet in height or ninety (90) inches wide or, supplies, materials, or machinery of any type or description, parked or stored upon any street within a residential zone or a upon any or property within a residential zone if visible from a public street, except where permitted by this code or state law.

"Commercial vehicle," for the purposes of this section, is defined as any motorized or alley nonmotorized vehicle used or maintained to transport property or goods for profit, or persons for hire or compensation;

~~—(2) "Commercial vehicle," for the purposes of this section, shall be as defined in California Vehicle Code Section 260, as amended.~~

~~—(x) Garbage, trash~~

Q. Temporary service bins or recycling containers construction debris storage bins stored in front yards and on a public street or on private property, except where permitted by this code;

R. Any garbage can, solid waste container, solid waste, packing box or junk placed or maintained so as to be visible from neighboring properties or the public right-of-way, except when in places or for those times scheduled for collection and at times permitted by Chapter 6.08 of, in accordance with this code. Where the property is a corner lot, this subsection shall apply to storage of containers within those side-yard setbacks, which are adjacent to the street;

~~—(y)~~

S. Any property with accumulations of grease, oil, or other hazardous material on paved or unpaved surfaces, driveways, buildings, walls, or fences, or from which any such material flows or seeps on to any public street or other public or private property, or which is likely to seep or migrate into the underground water table;

~~—(z)~~

T. Any front yard, parkway, or landscaped setback area which lacks turf, other planted material, decorative rock, bark, or planted ground cover or covering, or hardscape, so as to cause excessive dust

or allow the accumulation of debris ~~for the purpose of this subsection, parkway areas shall be maintained in conformity with adopted city standards;~~

~~—(aa)~~

U. Any condition of vegetation overgrowth which encroaches into, over, or upon any public right-of-way including, but not limited to, streets, alleys, or sidewalks, so as to constitute either a danger to the public safety or property or any impediment to public travel;

~~—(bb)~~

V. Animals, livestock, poultry, or bees kept, bred, or maintained for any purpose and in violation of this code ~~or any regulation adopted by this city;~~

~~—(cc)(1)~~

W. A premises, building, habitation, or structure where debris, filth, rubbish, stagnant water or other offensive matter is permitted to accumulate so that it is unsanitary or likely to produce disease or otherwise endanger the public, health or safety;

X. Any property, or any building or structure thereon, maintained in such condition so that it is defective, unsightly or in such condition of deterioration or disrepair that it causes or will cause an ascertainable diminution of the property values of surrounding properties or be otherwise materially detrimental to adjacent and nearby properties and improvements;

Y. Except where construction is occurring under a valid permit and pursuant to said permit, the dumping or deposit of any waste matter in or upon any public or private highway or road, including any portion of the right-of-way thereof, or in or upon any private property into or upon which the public is admitted by easement or license, or upon any private property without the consent of the owner, or in or upon any public park or any public property other than property designated or set aside for that purpose by the governing board or body having charge of that property;

~~—(2)~~

Z. Except where construction is occurring under a valid permit and pursuant to said permit, any placing, depositing, or dumping of any rocks or dirt in or upon any private highway or road, including any portion of the right-of-way thereof, or any private property, without the consent of the owner, or in or upon any public work or other public property, without the consent of the state or local agency having jurisdiction over the highway, road, or property;

~~—(dd) Any other condition declared by any state, county, or city statute, code, or regulation to be a public nuisance;~~

~~—(ee)~~

AA. The parking of vehicles on private property in violation of the applicable zoning regulations for the property on which such vehicles are parked;

~~—(ff)~~

BB. Rooftop storage (except as allowed pursuant to a valid permit issued by the city);

~~—(gg)~~

CC. Any building, use or structure wherein one or more persons engage, or have engaged, in two or more acts which are prohibited pursuant to the laws of the state of California, the provisions of this code or any other penal ordinance of this city, including, but not limited to the following acts: by applicable law including, without limitation:

~~—(1) Unlawful possession or use of controlled substances; or~~

~~—(2) Prostitution; or~~

~~—(3)—~~ Gambling; or

~~—(4)—~~ Solicitation for any unlawful conduct.

~~—(hh)—~~

DD. Swimming pools not securely fenced or swimming pools, ponds, or other bodies of water that create an unhealthy or unsafe condition due to neglectful or improper supervision, treatment or filtration. The intent of this prohibition is to prevent or avoid the growth of harmful or unhealthy organisms or vegetation in the water, and also to protect public health and safety; ~~and~~

~~—(ii)—~~ Maintain, place

EE. Maintaining, placing, or otherwise ~~displaydisplaying~~ upon any fence, wall, balcony, porch, tree, bush, or any other structure or portion thereof, any linens, rugs, fabrics, nylon, or any other item of clothing or similar items except upon a recognized clothes line facility. For the purpose of this subsection, the placement of clothes line(s) ~~shall be~~ prohibited within any front yard areas.

9.54.035

FF. Unruly gatherings as defined by this code.

GG. Graffiti as defined by this code.

HH. Any building or portion thereof maintained in a manner which constitutes a substandard building pursuant to applicable law.

II. This section is not the exclusive definition or designation of what constitutes a nuisance within this city. It supplements and is in addition to other applicable law as it now exists or may be enacted.

4.30.060 Vacant lots.

(a) For purposes of this section, a vacant lot means any property that is either:

(1) Undeveloped; or

(2) Has an existing on-site building or structure that is either abandoned, vacant and/or unleased by the property owner for more than thirty days.

(b) Unimproved Vacant Lot Types. Persons owning or maintaining lots that were never developed or became vacant after pre-existing buildings,

structures or impervious surfaces were removed, must provide a vacant lot landscape and irrigation plan to the community development director, for approval.

(c) Maintenance for Lots Less than One Acre. Upon approval of a landscape and irrigation plan, vacant lots less than one acre in size must be improved and maintained at all times in accordance with the approved plan and the following provisions:

(1) A minimum five-foot wide landscaped area must be maintained on all perimeters of a vacant lot located adjacent to all streets, alleys, or other public rights-of-way.

(2) Landscaped areas must be planted with natural, drought-tolerant vegetation consisting of a combination of trees, shrubs, and groundcover, subject to approval of the community development

director. Such landscape materials must maintain a minimum height of two feet. Durable, high quality, synthetic turf may also be used as an alternative.

(3) A four-foot high white vinyl rail fence must be located behind all required perimeter landscaping. All barriers must be provided with a gate to allow access to the vacant lot for emergency access.

(4) The vacant lot must be improved with an operable automatic irrigation system for the ground cover which must be installed and maintained in good condition by the property owner at all times.

(5) The vacant lot must be maintained free of litter, weeds, graffiti, debris, and the stockpiling of any material at all times. The property owner, or designee, must inspect the property at reasonable intervals and taking other steps to reasonably ensure that no litter, weeds, graffiti, debris or materials stockpiling collects or is maintained on the lot.

(6) Any dead or dying vegetation as well as any broken, malfunctioning irrigation components on the lot must be replaced by the property owner, or designee, within seventy-two hours of discovery or notification by the city. The property owner, or designee, must inspect the property at reasonable intervals and take other steps to reasonably ensure that there is no dead or dying vegetation nor any broken, malfunctioning irrigation components on the lot.

(7) All perimeter barriers must be maintained in good condition at all times by the property owner. Any on-site graffiti must be removed by the property owner, or designee, within twenty-four hours of discovery or notification by the city. The property owner, or designee, must inspect the property at reasonable intervals for any on-site graffiti and take other steps to reasonably ensure that there is no on-site graffiti.

(d) Maintenance for Lots Greater than One Acre. Upon approval of a landscape and irrigation plan, vacant lots greater than one acre in size must be improved and maintained at all times in the same manner as set forth in subsection (c) of this section except that a minimum ten-foot wide landscape area must be maintained on all perimeters of a vacant lot located adjacent to all streets, alleys or other public rights-of-way.

(e) Improved Vacant Lot Types. Vacant lots improved with existing on-site buildings or structures that are vacant, abandoned, or unleased for thirty days or more as determined by the community development director, must be improved and maintained at all times in the same manner as set forth in subsection (c) of this section. In addition, such lots must be maintained as follows:

(1) All existing on-site landscaping and irrigation must be maintained in good condition at all times and in accordance with the provisions contained in Chapter 9.54 of this code, including, without limitation, any conditions of approval applied to the site as part of the approved vacant lot landscape and irrigation plan.

(2) All on-site structures must be maintained in good condition at all times. Damage to any on-site buildings or structures must be abated within ten days by the property owner, or designee, upon discovery or upon city notification. An alternative abatement period may be granted if deemed necessary by the community development director, if the property owner demonstrates that physical improvements towards remedying the site or building reasonably require more than ten days and only

after a written request is received by the property owner justifying additional time for good cause shown.

(3) The vacant lot must be adequately secured at all times to prevent illegal dumping, criminal activity, vandalism, graffiti, on-site loitering and any and all other attractive nuisances to the satisfaction of the community development director.

(f) Vacant Lot Landscape and Irrigation Plan. Before the city issues a demolition permit on any vacant lot in which the construction of a new building, structure, parking lot, or impervious surface is not scheduled to commence within thirty days after demolition, the property owner, or designee, must submit a vacant lot landscape and irrigation plan for review and approval by the community development director (with the appropriate plan check fees). The community development director, may impose any reasonable conditions of approval on the vacant lot landscape and irrigation plan to ensure that the lot will be adequately maintained during the time that it is vacant. Upon approval of the plan, the landscape and irrigation improvements to the vacant lot, as specified on the plan, must be completed to the satisfaction of the community development director, within thirty days after approval of the plans.

(g) Implementation. All vacant lots, regardless of how they became vacant, that are existing at the time this section becomes effective must comply with this section within sixty days of receiving notice from the city alerting the property owner or operator of the requirements of this section. A reasonable extension of time may be granted by the community development director for good cause as determined by the community development director. For purposes of this section only, receipt of notice is deemed to have been provided five days after such notice is mailed by first class mail to the property owner(s) shown on the last assessment roll of the county. The failure of any person to receive this notice does not affect the validity of any proceedings under this chapter.

(h) Noncompliance Declared Nuisance. Failure to comply with any of the applicable requirements in this section constitute public nuisances and abatement proceedings may proceed to gain compliance in accordance with the provisions of this chapter.

(i) Exemption. Any vacant lot that is undergoing construction or any vacant lot for which a building permit has been issued and has not expired is exempt from the requirements of this section. This exemption does not apply to any extensions, modifications or changes to a building permit that extend the building permit beyond the initial expiration period provided by this code.

9.54.040 Commencement

4.30.070 Abatement of Nuisance.

All or any part of a use or the condition of any property, including, without limitation, any use, or improvement, found to constitute a public nuisance, will be abated by rehabilitation, demolition, repair, cessation of use or a combination thereof, or in such other manner as designated in a nuisance abatement proceedings order, which is reasonably required to abate the public nuisance, pursuant to the procedures set forth in this chapter.

~~—Whenever the city's code enforcement manager (hereinafter "manager") or his/her duly authorized agent or representative reasonably believes a public nuisance exists, he/she may commence abatement proceedings. The manager shall have responsibility for abating such nuisances on any private property and shall cause a written notice to be issued to abate such nuisance.~~

~~—(a) The notice shall contain a description of the property in general terms reasonably sufficient to identify the location of the property. It shall refer to this chapter and the violation(s) of the municipal code at issue, and shall direct compliance by removal or correction of the condition, which is in violation of the provisions of this code within a minimum of seven calendar days and a maximum of thirty calendar days from the date of the notice. The notice shall further describe the consequences of failure to comply as prescribed in this section.~~

~~—(b) The notice shall be served on the owner or his/her agent and the person in possession of the property by first class mail, postage prepaid, and posting the property. The address of owners shown on the assessment roll of the county shall be deemed conclusive as the proper address for the owner. Service shall be deemed complete at the time notice is posted or deposited in the mail.~~

~~—(c) Failure of any person to receive a notice shall not affect the validity of any proceedings under this chapter.~~

9.54.050

4.30.080 Voluntary ~~abatement~~Abatement of public nuisances.Public Nuisances.

The ~~owner, lease holder, tenant, or occupant~~ Responsible Person having charge of any building, structure, or property alleged to be a public nuisance as set forth above, may abate said nuisance at any time within the abatement period by clean-up, rehabilitation, repair, removal, or demolition. The manager/designee ~~shall be~~will be advised of the abatement and ~~shall~~must inspect the premises to ensure that the nuisance has in fact been abated.

9.54.060 ~~Involuntary abatement.~~

~~—If the city desires, in its own discretion, to abate the nuisance with its own personal or under private contract, it shall follow the procedures in Sections 9.54.040 through 9.54.140, inclusive. Upon failure of the owner or his/her agent or the person in possession of the property to remove or correct the conditions described in the notice by the date specified, the manager shall cause a hearing to be held to confirm that said building, structure, or property is still being maintained in such a manner so as to constitute a public nuisance and to request an order of abatement. The manager shall give not less than seven days written notice of the hearing to the owner(s) of the affected properties as shown on the latest equalized tax assessment roll by mailing the same to the addresses as indicated thereon, to any persons holding permits to the applicable property, building, or structure, and further, within the same time period, by conspicuously posting on the affected property, building, or structure a copy of the notice. Notice may also be served on the holder of any mortgage or deed of trust or other lien or encumbrance of record; the owner or holder of any lease of record; and the holder of any other legal interest of record of the building or structure, or the land on which it is located.~~

~~—(a) The notice shall indicate the nature of the alleged public nuisance, a description of the property involved, and the designation of the time and place of the hearing to confirm that the public nuisance still exists, and the manner of the proposed abatement of the same.~~

~~—(b) The notice shall be served on every party by first class mail, postage prepaid. Service shall be deemed complete at the time notice is deposited in the mail.~~

~~—(c) The failure of any person to receive this notice shall not affect the validity of any proceedings under this chapter.~~

~~—(d)— Nothing hereby shall prevent any property owner or other interested person from abating the nuisance prior to the time of the hearing and notifying the city of the same. Upon confirmation by the city that the nuisance has been abated, the need for the hearing shall be deemed terminated.~~

~~9.54.070 Form of notice:~~

~~—The notice given shall be provided in substantially the following format:~~

~~NOTICE OF HEARING ON~~

~~ABATEMENT OF PUBLIC NUISANCE~~

~~A hearing will be held at City Hall, 320 W. Newmark Avenue, Monterey Park, before the City of Monterey Park Director of Community Development or his designee, hereinafter referred to as "Director" on the _____ day of _____ at _____ a.m./p.m. to confirm that the conditions on or at the premises at _____ still exist so as to constitute a public nuisance.~~

~~The conditions asserted to constitute a public nuisance include the following:~~

~~A hearing may be avoided if the following corrections are made at least two (2) calendar days before the date set for the hearing:~~

~~If the Director determines that the conditions on the property still exist so as to constitute a public nuisance, the following abatement action may be taken by the City if the owner has not taken corrective action within the time as directed by the Director's determination:~~

~~If abatement action is taken by the City, all costs of the abatement will be assessed against the property and will attach as a lien against the property until paid. All persons having an interest in this matter may attend the hearing and give testimony and evidence, which will be given due consideration by the Director. Call (626) 307-1415 for questions regarding this notice.~~

~~9.54.080 Hearing by director.~~

~~—(a)— The hearing to determine whether a public nuisance still exists shall be conducted by the director of community development or a person designated in writing by the director of community development, hereinafter referred to as "director." The director is authorized to take testimony and in the course of so doing, is authorized to administer oaths or affirmations pursuant to California Code of Civil Procedure Section 2093(a).~~

~~—(b) The hearing shall not be conducted according to the formal rules of evidence. The director shall consider all relevant evidence, including but not limited to applicable staff reports. He/she shall give any interested person the reasonable opportunity to be heard in conjunction therewith. Based upon the evidence so presented, the director shall determine whether the public nuisance still exists within the meaning of this chapter and issue an order of abatement accordingly.~~

~~9.54.090 Order of abatement.~~

~~—(a) The decision of the director shall be final and conclusive in the absence of appeal as provided in this chapter.~~

~~—(b) The director shall, within five working days after the conclusion of the hearing, mail a copy of the written notice of decision by certified or registered mail to the owner, and by regular first-class mail to the owner, all other persons and entities who received notice of the original hearing, and to any other person requesting the same. The notice shall contain an order of abatement, if the public nuisance is determined to still exist and shall set forth the nature of the nuisance, its location, and the time and manner for its abatement. The notice shall state that failure to file a timely appeal constitutes failure to exhaust administrative remedies, and shall act as a bar to any legal proceeding challenging city abatement of the public nuisance.~~

~~—(c) Where an appeal is filed as provided in this chapter, the order of abatement shall be suspended pending the review of the determination in the manner set forth in this chapter.~~

~~9.54.100 Designated hearing officer.~~

~~—The city manager shall designate a hearing officer for appeals of the director. The hearing officer shall not be a city employee. The employment, performance evaluation, compensation and benefits of the hearing officer, if any, shall not be directly or indirectly conditioned upon any decision rendered by the hearing officer.~~

~~9.54.110 Appeal to hearing officer.~~

~~—(a) Any person entitled to notice of hearing, who has participated in that hearing and who is dissatisfied by the order of the director, may appeal that order to the hearing officer by filing an appeal with the city clerk within seven days of the date of the order and by paying the appeal fee set by resolution of the city council. The notice of appeal shall specify:~~

~~—(1) A description of the property;~~

~~—(2) The abatement proceedings appealed;~~

~~—(3) The owner or appealing party's legal or equitable interest in the property;~~

~~—(4) A statement of disputed and undisputed facts;~~

~~—(5) A statement specifying which portion of the proceedings are being appealed, together with any evidentiary or supporting materials that would support the appeal;~~

~~—(6) A verification of the truth of all matters asserted; and~~

~~—(7) The signatures of all parties named as appellants and their official mailing addresses.~~

~~—(b) Upon the timely filing of a notice of appeal in the proper form, the city clerk shall schedule the appeal with the hearing officer where the matter may lawfully be heard; however, in no case shall the appeal hearing be less than ten days after said appeal is received, giving due consideration to the time requirements for notice.~~

~~—(c) At least seven days prior to the hearing, the city clerk shall provide written notice of the appeal. The notice shall include the time, place and date of the hearing on the appeal. It shall be sent to the appellant and any other person to whom notice of the director's order was sent, and it shall be sent in the same manner as notice of the director's order was sent.~~

~~—(d) The hearing officer may limit the issues on appeal to those raised in the notice of appeal or may expand the scope of the hearing to include any issue or remedial measure considered by the hearing officer to be appropriate. The hearing officer may affirm, modify or reverse the decision of the director. The decision shall be in writing and shall be sent in the same manner as notice of the hearing officer's order was sent.~~

~~—(e) The decision of the hearing officer shall be final and conclusive. The decision shall include notification that pursuant to CCP Section 1094.6, any action to review the decision shall be commenced not later than the ninetieth day after the date the order is issued.~~

~~9.54.120 Abatement of nuisance by city.~~

~~—If the nuisance is not completely abated by the date specified in the director's order, or in the formal hearing officer's determination, as appropriate, the city may immediately cause the same to be abated by city personnel or under private contract. The director and/or hearing officer are authorized to grant reasonable extensions on the time period for abatement based on a proper showing by the property owner of extenuating circumstances, if made before the date of city abatement. The hearing officer may, but shall not be required to, grant an extension of time to abate a nuisance sufficient to allow the hearing officer to consider an extension request. The hearing officer decision shall be based on sufficient evidence of extenuating circumstances and shall be final when made. The owner of the premises shall be liable to the city for all costs of such abatement.~~

~~9.54.130 Cost accounting—Notification.~~

~~—City personnel, or any private contractor authorized to abate the nuisance, shall keep an account of the cost, including incidental expenses, of all abatement work performed on each separate lot or parcel of land where work is done and shall render an itemized report in writing to the city council showing the total cost of abatement by clean-up, rehabilitation, demolition, or repair of the property, buildings, or structure, including any salvage value relating thereto. A copy of the report along with notice of the time and date that the council will hear and pass upon the report shall be mailed to the property owner at least five days before it is considered by the city council. The notice shall contain a description of the property and shall specify that the council will hear any objections or protests. The term "incidental expenses" includes but is not limited to the actual expenses and costs of the city in preparation of notices, specifications and contracts, inspection of the work, and the cost of printing and mailings required under this chapter, and any attorney fees expended in the abatement of the nuisance, through civil action or otherwise. The city attorney or city prosecutor shall be responsible for keeping an accounting of attorney fees and costs and transmitting the same to the manager.~~

9.54.140 Assessment lien.

—The total cost for abatement of the nuisance, as confirmed by the city council, shall constitute a special assessment against the lot or parcel of land to which it relates and, upon recordation in the office of the county recorder of the county of Los Angeles of a notice of lien, shall constitute a lien on the property for the amount of the assessment.

—After confirmation and recordation, a copy of the notice of lien may be turned over to the tax collector to add the amounts of the assessments to the next regular tax bill levied against the respective lots and parcels of land. Thereafter the assessment amounts shall be collected at the same time and in the same manner as ordinary property taxes are collected and shall be subject to the same penalties and interest and the same procedure for foreclosure and sale in case of delinquency as provided for ordinary property taxes. After recordation, the lien may be foreclosed by judicial or other sale in the manner and means provided by law. The notice of lien for recordation shall be in a form substantially as follows:

NOTICE OF LIEN

Claim of the City of Monterey Park

Pursuant to the authority vested by Chapter 9.54 of the Monterey Park Municipal Code, the City of Monterey Park's hearing officer did on or about the _____ day of _____, 20____, cause the property hereinafter described to be declared a public nuisance and order the same abated. The City Council of the City of Monterey Park, did on the _____ day of _____, assess the cost of such abatement upon the property and the same has not been paid nor any part thereof. The City of Monterey Park does hereby claim a lien for such abatement in the amount of the assessment, to wit: the sum of \$ _____, and the same shall be a lien upon the real property until paid in full and discharged of record.

The real property herein above mentioned, and upon which a lien is claimed, is that certain parcel of land lying and being entirely with the City of Monterey Park, County of Los Angeles, State of California, particularly described as follows:

(Legal Description)

Dated: this _____ day of _____, _____.

City Manager

City of Monterey Park

9.54.150 Summary abatement.

~~—(a) When a condition of property in the city that constitutes a public nuisance pursuant to Section 9.54.030 of this chapter is brought to the attention of the city manager, and it is clear the condition poses an immediate danger to persons or property, or constitutes an unsafe condition or hazard, the city manager or designee may proceed as follows:~~

~~—(1) He/she shall first make a reasonable attempt to contact the owner or occupant of the property and give such person notification of the unsafe, dangerous or hazardous condition.~~

~~—(2) If such attempt is unsuccessful or the person notified fails to take immediate action to secure the property, then the city manager or his designated representative may immediately take steps to secure the condition so as to mitigate or eliminate the potential for injury to persons or property.~~

~~—(b) After compliance with subsection (a) of this section, the costs of the steps taken pursuant to this subsection shall be assessed as a lien against the property as set forth in Section 9.54.140.~~

9.54.160 Alternate actions.

~~—Nothing in this chapter shall be deemed to prevent the city from commencing a civil or criminal proceeding to abate a public nuisance or from pursuing any other means or remedies available to it under provisions of applicable ordinances, state law, or equity to correct hazards or deficiencies in real property in addition to, or as alternatives to the proceedings set forth herein.~~

9.54.170

4.30.090 Initiation of Abatement Proceedings.

Whenever the city manager, or designee, reasonably believes a public nuisance exists, the city manager, or designee, may commence abatement proceedings under this article.

4.30.100 Notice of Hearing for Nuisance Abatement.

A. Notices. To initiate abatement proceedings, the city manager, or designee, will cause written notice to be mailed and conspicuously posted on the property containing a nuisance. Notice will be titled in letters at least one inch in height and read substantially as follows:

Notice of Public Nuisance Hearing

On _____, 20____, the City of Monterey Park will determine whether this property known and designated as _____, constitutes a public nuisance. If this property is found to constitute a public nuisance as defined by the Monterey Park Municipal Code ("MPMC"), and if the public nuisance is not promptly abated by the Responsible Person as ordered by the hearing officer, then the City will abate the nuisance. If the City abates the nuisance, the cost of these proceedings, all previous code enforcement efforts concerning this condition of the property, and the cleaning, clearing, rehabilitation, repair, or demolition by the City will constitute a special assessment and a Nuisance Abatement Lien upon such land until paid. The City may foreclose on any such lien in order to reimburse the City for these costs.

The alleged violations consist of the following:

The methods of abatement available are:

All persons having any objection to, or interest in, said matters should attend a hearing to be conducted by the City Manager or designee, to be held at _____ on _____, _____ at the hour of _____ .m., when their testimony and evidence will be heard and given due consideration.

Dated:

Department Officer

B. Mailing/posting. Notice of the hearing will be served by posting the subject property and by registered or certified mail (postage fully prepaid) addressed to the owner of the property at the address appearing on the last equalized assessment roll or the supplemental roll, whichever is more current before the hearing notice is mailed. The notice will be posted on the property and mailed at least ten days before the hearing date. Proof of posting and mailing will be by declaration. Failure of any person to receive the notice will not affect the validity of any set forth in this chapter.

4.30.110 Hearing Procedure.

A. The hearing must be conducted by a hearing officer selected by the city manager. At the time set for such hearing, the hearing officer will conduct a hearing to determine, based upon the evidence presented, whether a public nuisance exists on the subject property. At the hearing, the hearing officer will accept reliable evidence from any person if such evidence bears on the issue of whether a public nuisance exists on the subject property. The hearing officer is authorized to take testimony and is authorized to administer oaths or affirmations under the Code of Civil Procedure § 2093(a). Based upon the evidence submitted including, without limitation, any written staff reports regarding the alleged nuisance, the hearing officer will determine whether or not a public nuisance exists on the subject property.

B. As soon as is practicable following the close of such hearing, the hearing officer will render a decision on the matter. If a public nuisance is found to exist, the hearing officer will issue an order requiring the abatement of the public nuisance in a reasonable time and manner as set forth in the order.

C. If a public nuisance is found to exist, the Responsible Person is responsible for all costs of abatement, including reasonable attorneys' fees. The prevailing party in a nuisance abatement hearing is entitled to attorneys' fees, but is limited by the amount of attorneys' fees claimed by the city.

D. The hearing officer will promptly give written notice to the Responsible Person and any other interested person who requests, in writing, notice of such decision, including, a copy of the order. The order issued by the hearing officer will be deemed a final order and may be judicially reviewed pursuant to Code of Civil Procedure § 1094.6. There is no right to a city council appeal.

4.30.120 Compliance with Abatement Order.

At no cost to the city, the Responsible Person will comply with all of the provisions of an abatement order. If the Responsible Person fails, for any reason, to comply with an abatement order within the time required in the order, the city manager, or designee, will cause the nuisance described in the abatement order to be abated by city forces or by private contractor. The city attorney is authorized to take such action as needed to gain entry upon the property where the public nuisance exists for purposes of abating a public nuisance.

4.30.130 City Expenses: Record of Costs.

The department director or designee will keep an account of the costs, including incidental expenses, of abating nuisance on each separate lot or parcel of land where the work is done.

4.30.140 Hearing on the Cost of Abatement.

A. The department director or designee will give notice of the cost of abatement by registered or certified mail (postage fully prepaid) addressed to the owner of the property at the address appearing on the last equalized assessment roll or the supplemental roll, whichever is more current before mailing of the cost notice. The cost notice will include a statement of the hearing rights of the property owner concerning the cost of abatement. Upon written request for a hearing by the property owner received by the city manager within ten (10) days after mailing the cost notice, a hearing will be held by the city manager, or designee, on the question of the cost of the abatement.

B. Notice of the hearing will be mailed at least ten (10) days before the hearing by registered or certified mail, to the owner of the land. The city manager or designee will either confirm the cost of abatement or modify such amount. The decision of the city manager or designee is final. The city manager or designee will give notice of the decision on the cost of abatement by registered or certified mail to the property owner.

4.30.150 Nuisance Abatement Lien and Special Assessment Procedures.

A. Lien. Pursuant to Government Code §§ 38773, 38773.1, and 38773.5, and any successor statutes, persons failing to abate a public nuisance as ordered pursuant to this Part, will be obligated to pay all city expenses of abating the nuisance and all administrative costs associated therewith. A nuisance abatement lien in favor of the city for such expenses of the city will be created and recorded, pursuant to this section, against the property on which the nuisance is maintained. The lien will specify the amount of the lien, the name of the city, the date of the abatement order, the street address, legal description and assessor's parcel number of the parcel on which the lien is imposed, and the name and address of the recorded owner of the parcel.

B. Notice of proposed recordings. Notice will be sent by certified mail at least ten (10) days before recording the lien, an itemized notice of the lien amount and proposed recording will be sent by certified mail to the property owner of record of the parcel of land on which the nuisance was abated by the city, based on the last equalized assessment roll or the supplemental roll, whichever is more current before recordation of the lien. The notice will be served in the same manner as a summons in a civil action in accordance with Code of Civil Procedure §§ 415.10, et seq. If the owner of record, after diligent search, cannot be found, the notice may be served by posting a copy thereof in a conspicuous place upon the property for a period of ten (10) days, and publication thereof in a newspaper of general circulation published in the county in which the property is located.

C. Recording. The city's nuisance abatement lien will then be recorded in the Los Angeles County Recorder's Office, and from the date of recording, will have the force, effect, and priority of a judgment lien.

D. Special Assessment. The city's total costs described in this Part may also be collected as a special assessment against the lot or parcel on which the nuisance existed. After recordation of the nuisance abatement lien the city may provide a copy of the notice of proposed recordation, proof of service, and the recorded lien to the tax collector and the tax collector will add the described special assessment payments to the next regular tax bill levied against the respective lots or parcels and the amounts will be collected and subject to the same penalties and the same procedure under foreclosure and sale as in the case of tax delinquencies. However, if any real property to which the cost of abatement relates has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attached thereon, before the date on which the first installment of the taxes would become delinquent, then the cost of abatement will not result in a lien against the real property but instead will be transferred to the unsecured roll for collection.

E. Satisfaction. In the event that the lien or special assessment is discharged, released, or satisfied, either through payment or foreclosure, a notice of the discharge containing the information specified in the lien will be recorded by the city.

F. Fees. Any fees incurred by the city for processing, recording of the lien and providing notice to the property owner may be recovered by the city as part of its foreclosure action to enforce the lien.

4.30.160 Order for Treble Costs of Abatement.

Upon entry of a second or subsequent civil or criminal judgment within a two (2) year period finding that an owner of property is responsible for a condition that may be abated in accordance with this article, except conditions abated pursuant to Health and Safety Code § 17980, the court may order the owner to pay treble the costs of the abatement.

4.30.170 Judicial Remedies.

A. Nothing in this chapter will be deemed to prevent the city attorney from:

1. Commencing a civil action in the superior court to enforce all or any of the provisions of any abatement order;

2. Commencing a civil action to abate a public nuisance as an alternative to or in conjunction with an administrative proceeding pursuant to this chapter;

3. Filing a civil action to recover the amount of a confirmed accounting from an owner or occupant of the lot to which it relates; or

4. Filing a criminal action to enforce this Code.

B. Where a civil action is filed, the prevailing party is entitled to reasonable attorneys' fees, but is limited by the amount of attorneys' fees claimed by the city. If the court issues an order or a

judgment which finds a public nuisance to exist, and orders or approves the abatement of the public nuisance, or where the court validates an accounting, the court will also award the city its actual costs of abatement, including, without limitation, reasonable attorneys' fees incurred by the city in such judicial proceeding.

4.30.180 Urgency Abatement.

Notwithstanding any other provision of this code, whenever the city manager, or designee, determines that a public nuisance, as defined in this chapter, or in any other applicable law, exists upon a lot, and that such public nuisance constitutes an immediate threat or hazard or danger to persons or property, the city manager, without observing procedures set forth in this chapter with reference to public nuisance abatement, will forthwith immediately cause the abatement of such public nuisance in such manner as the city manager, or designee, determines is reasonably required. If the city manager, or designee, deems it feasible, the city manager, or designee, will attempt to give the owner and occupant, verbal notice of the existence of the public nuisance, and the proposed timing and method of abatement thereof. The city manager will, forthwith, report such circumstances to the city council. Where such abatement is ordered by the city manager, person abating such nuisance will, after completing the abatement of the public nuisance, comply with the provisions of this chapter.

4.30.190 Personal ~~service~~Service of ~~notices~~Notice.

The city may, at its option, substitute personal service for the mailing of any notices required by this chapter. In such event the person affecting the service shall prepare a written proof of service stating the date, time and location of the service and the identity of the person served.



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: New Business
Agenda Item 6-G.

TO: Paul L. Talbot, City Manager
FROM: Ron Bow, Director of Public Works/ Assistant City Manager
SUBJECT: Resolution Authorizing Submittal of Application for Cal Recycle Payment Programs

RECOMMENDATION:

It is recommended that the City Council consider:

- (1) Adopting Resolution authorizing the City Manager, or designee, to execute all grant related documents, in a form approved by the City Attorney; and
- (2) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

CalRecycle requires all jurisdictions to adopt a resolution that authorizes the City to submit applications to payment programs. The City receives approximately \$16,000 annually from the State for projects and programs related to beverage container recycling.

BACKGROUND:

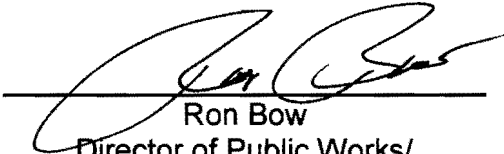
Pursuant to Public Resources Code Section 14581(a)(4)(A) of the California Beverage Container Recycling and Litter Reduction Act, the Department of Resources Recycling and Recovery (CalRecycle) distributes \$10,500,000 to eligible cities and counties specifically for beverage container recycling and litter cleanup activities. Beginning with the fiscal year 2015-16 funding cycle, all jurisdictions will be required to adopt a resolution no later than the funding request due date that is expected to be early Spring 2016.

The Resolution authorizes the City to submit applications to CalRecycle payment programs and designates the City Manager as *Signature Authority* to execute all documents related to the program.

FISCAL IMPACT:

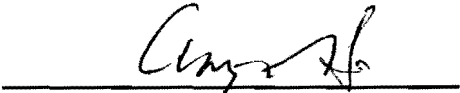
The adoption of the resolution will allow the City to continue to receive its annual appropriation of CalRecycle Beverage Container Recycling grant funding. The City receives approximately \$16,000 annually; FY2015 disbursement was \$16,042.

Respectfully submitted,

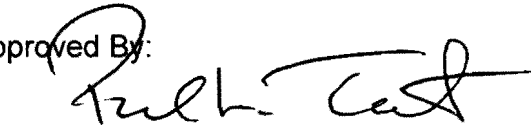


Ron Bow
Director of Public Works/
Assistant City Manager

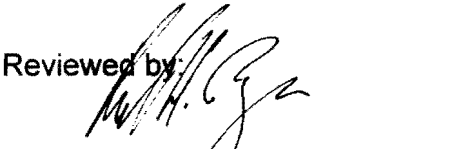
Prepared by:



Amy Ho
Principal Management Analyst

Approved By:


Paul L. Talbot
City Manager

Reviewed by:


Karl H. Berger
Assistant City Attorney

Attachment: Resolution

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO APPLY FOR, SUBMIT APPLICATIONS, RECEIVE, AND APPROPRIATE PAYMENT PROGRAM FUNDS FROM THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY.

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

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

- A. Pursuant to California Public Resources Code section 4800 et seq. the California Department of Resources Recycling and Recovery ("CalRecycle") has established various payment programs to make payments to qualifying jurisdictions;
- B. In furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs;
- C. CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

SECTION 2: The City Manager, or designee, is authorized to submit an application to CalRecycle for any and all payment programs offered.

SECTION 3: The City Manager, or designee, is authorized as Signature Authority to execute any required documents to implement and secure payment.

SECTION 4: The authorization is effective until rescinded by the Signature Authority of this Governing Body.

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

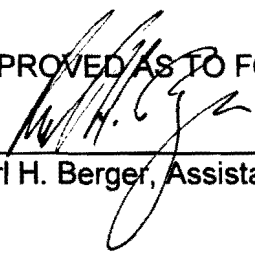
PASSED AND ADOPTED this 20th day of January 2016.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:


Karl H. Berger, Assistant City Attorney



City Council Staff Report

DATE: JANUARY 20, 2015

AGENDA ITEM NO: New Business
Agenda Item 6-H.

TO: The HONORABLE MAYOR AND CITY COUNCIL
FROM: SCOTT HABERLE, FIRE CHIEF
SUBJECT: AWARD OF CONTRACT FOR ARCHITECTURAL SERVICES – WLC ARCHITECTS, INC.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding the contract for architectural services to WLC Architects, Inc. in an amount not to exceed \$268,000 for Fire Stations 61, 62, and 63 remodel and reconstruction projects;
2. Authorize the City Manager, or designee, to execute an agreement, in a form approved by the City Attorney; or
3. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On November 16, 2015, a Request for Proposals ("RFP") was issued to obtain architectural design services for Fire Stations 61, 62, and 63 remodel, reconstruction and evaluation assistance. Proposals were due on December 14, 2015. Staff seeks City Council consideration to award the contract to WLC Architects, Inc. in an amount not to exceed \$268,000.

BACKGROUND:

Monterey Park has three fire stations serving a community of more than 60,000 residents and an increased daytime population of more than 40,000 due to the local community college student population and people coming to work in Monterey Park. While Monterey Park's population has grown since the 1950's, with the exception of Fire Station No. 61, the other fire stations have not. Fire personnel have responded to the growth in emergency calls and services with exceptional performance from stations built in the 1940's, 1950's, and 1980's. To begin addressing these issues, the City Council approved funding in the Fiscal Year 2015-2016 budget to remodel Fire Station No. 61 and to obtain design services for Fire Station No. 62 reconstruction. Staff recommends using a portion of the Station 62 project to conduct an evaluation and prepare a conceptual design for Station No. 63 in order to determine deficiencies and budget forecasting.

In general, each project is to address space needs, gender accommodation, increased staffing and program services and compliance with any applicable Federal, State, local and National Fire Protection Association fire station standards. Each project is to be designed to address these issues while encouraging sustainable architecture and environmental considerations (use of materials, energy efficiency) where possible within the budget constraints and station facilities' footprint/square footage.

The following outlines current conditions, preliminary scope of work, and fiscal budget:

1. Fire Station No. 61 – For more than 15 years, the Fire Department has contemplated remodel of the dorms and living quarters of the station to accommodate the number of personnel, gender, office space, storage for equipment, restrooms, showers, and dorm space for the personnel. Staff is requesting an evaluation of the facilities and a design to address these needs, and construction management once it commences.

The City Council approved a total budget of \$500,000 in Fiscal Year 2015-2016 to remodel the station. The estimated cost for WLC is \$68,000, which will be derived from the construction budget and will cover conceptual design services, basic architectural services during construction, and a hazardous materials assessment. Approved funding is in Account Number No. 0071-801-5002-99728.

2. Fire Station No. 62 – For more than 20 years, staff has pursued re-building the fire station. Built in the late 1940's, it is outdated and insufficient for the number of apparatus, equipment, and personnel being housed in the station. Staff seeks reconstruction of Fire Station No. 62 utilizing the current two lots located at 2001 S. Garfield and 2000 S. Isabella Avenue. The design will take into account current and forecasted future needs of the Fire Department.

The City Council approved \$200,000 for design services in the Fiscal Year 2015-2016 budget, Account Number 0071-801-5002-99730. Costs are to cover the evaluation, three different conceptual plans as previously directed by the City Council, and attendance at neighborhood and community meetings, as well as Council meetings. Once conceptual designs are completed staff will bring these options before Council for approval. Any remaining funds will be used for site assessment surveys and reports that are required for construction projects (geotechnical report, topographical and boundary surveys, water quality management plan and report, storm water pollution prevention plan, etc). Funding for the construction will be proposed in the upcoming Fiscal Year 2016-2017 budget proposal.

3. Fire Station No. 63 - staff is requesting an evaluation of the living quarters and captain dormitory to obtain recommendations to improve efficiencies, address space needs, gender accommodation and ensure compliance with current laws and standards. This is an evaluation only to determine what deficiencies exist and to forecast budget needs. The proposed cost not to exceed \$10,000 covers the evaluation and conceptual design, and if necessary, a hazardous materials assessment. Staff would like authorization to conduct this evaluation with funds from the Fire Station No. 62 Design Services budget.

With the facilitation of funding by the City Council, a Request for Proposal ("RFP") was issued to solicit architectural design services. The RFP was issued on November 16, 2015 with the deadline to receive proposals December 14, 2015.

The RFP was sent to the following firms:

- WLC Architects, Inc. – proposal received
- RRM Design Group – no response to RFP, previously indicated size of projects are not beneficial to the firm
- Tyler Gonzalez Architects, Inc. – declined due to timing of RFP and current project load
- David Hidalgo Architects, Inc. – no response
- RJC Architects – declined RFP, projects are too small
- ArchiLogix – declined RFP, projects are too small and they are too far (Santa Rosa)

Staff has reviewed the proposal (Attachment A) received by WLC Architects, Inc. ("WLC") and recommends award of contract.

WLC has more than 40 years experience in providing architectural services, urban and regional planning and interior design. WLC is well versed in the field of essential service facilities, which require more stringent building and construction guidelines, 22 members of the firm are Leadership in Energy & Environmental Design ("LEED") certified, and the firm has been able to complete projects on time and within budget. The firm has also demonstrated the capability of ensuring projects meet agency master plans and the surrounding community environments. The firm has completed 100 public safety projects, including 81 fire station construction projects, 11 fire station remodel projects, and three police and fire station facilities. Several of these projects achieved "LEED" certification, a known global premier mark of achievement in green building. WLC has worked on large scale fire station projects of 17,000 square feet to small scale projects such as 8,658 square feet.

The proposal does not provide estimated project totals but a preliminary fee proposal for each project due to the number of variables and the broad scope of work to be addressed. The fee proposal was broken into three areas: Conceptual Design Fees, Basic Architectural Fee, and Site Specific Fees. The Basic Architectural Fee covers: schematic design 15%, design development 15%, construction drawings 50%, bidding assistance 5%, and construction administration 20%.

If awarded the contract, WLC is ready to commence work immediately, which is critical for completion of projects that are to be done this fiscal year and to ensure project proposals are submitted for inclusion in the upcoming Fiscal Year 2016-2017 budget proposal.

FISCAL IMPACT:

If awarded, the City's Fiscal Year 2015-2016 budget has available funds in the following accounts:

1. Fire Station No. 61 - \$500,000 for construction, design services, site reports from 0071-801-5002-99728. Up to \$68,000 is to be used for design services, hazardous materials assessment, and project management;

2. Fire Station No. 62 – \$200,000 from 0071-801-5002-99730;
3. Fire Station No. 63 – If Council approves, expend no more than \$10,000 from 007-801-5002-99730.

Respectfully submitted by:



Scott Haberle
Fire Chief

Approved by:

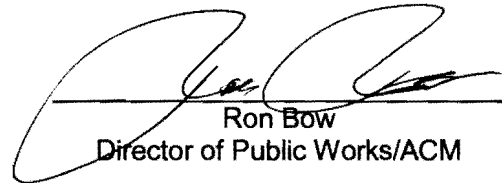


Paul Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



Ron Bow
Director of Public Works/ACM

ATTACHMENT

1. WLC Architect, Inc. Proposal

ATTACHMENT 1
Proposal Submitted by WLC

WLC

Fire Station Design
City of Monterey Park
PROPOSAL FOR ARCHITECTURAL DESIGN SERVICES







December 14, 2015

Mr. Scott Haberle, Fire Chief
Monterey Park Fire Department
320 West Newmark Avenue
Monterey Park, CA 91754

Re: Proposal for Architectural Design Services
Fire Stations 61, 62, 63
City of Monterey Park

Dear Chief Haberle,

On behalf of WLC Architects and our entire consulting team, thank you for the opportunity to submit our proposal for the City of Monterey Park's new fire station projects. As you may already be aware, our firm specializes in the design of public safety and essential service facilities. We have designed over 100 fire stations, each of which is specifically tailored to the unique requirements of the Fire Department and the communities they serve. We are currently working on a number of similar projects throughout California including facilities in Ontario, Los Angeles, San Diego, Carlsbad, and Fontana. As you can imagine, we believe our experience makes us uniquely qualified for a project of this type.

Chief Haberle, thank you again for this opportunity. If you should have any questions or require any additional information, please do not hesitate to contact me at any time. I look forward to hearing from you.

Very truly yours,

KELLEY NEEDHAM
Architect, AIA
Principal





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Organization

ESTABLISHED IN 1974 | BASED IN RANCHO CUCAMONGA, CA



A. INTRODUCTION TO WLC

WLC Architects, Inc. is an 86 person architectural firm located in Rancho Cucamonga, California. The firm was started in 1974 and was originally known as Wolff/Lang/Christopher Architects. Over time, the firm came to be known simply as WLC. There are currently nine principals in the firm and we now have additional offices in Folsom, Berkeley, and Carlsbad, California. Our work is divided for the most part into educational and public works projects. Since we completed our first public safety facility over 30 years ago, we have strived to become experts in the areas of

fire, police, and essential service facilities. We have designed over 100 public safety facilities, each of which is specifically tailored to the unique requirements of the Fire Department and the communities they serve. As department needs have changed, so has WLC. We have expanded our expertise to include drill towers and training facilities, vehicle maintenance, dispatch centers, and emergency operations centers. WLC is proud to be considered one of the leaders in the design of essential service facilities.

B. FIRM PROFILE

Our staff consists of nine Principal Architects and 18 registered staff Architects along with related project managers, resource coordinators, and support staff. Currently, the annual workload of the firm represents an annual gross of over \$37.0 million in fees which represents over \$500 million of construction. The following summary provides a brief overview of our resources.

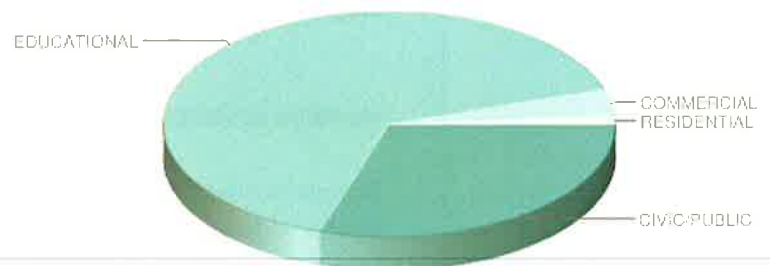




CALIFORNIA REGISTRATION NUMBERS OF SENIOR PRINCIPALS

PRINCIPAL	LICENSE	EXPIRATION
George Wiens	C14546	08.31.2017
Robert Hensley	C17256	04.30.2017
James P. DiCamillo	C15937	11.30.2017
Max Medina	C24882	06.30.2017
Kelley Needham	C19064	03.31.2017
Kevin MacQuarrie	C25998	01.31.2017

TYPE OF CURRENT PROJECTS (COMBINED)



CIVIC/PUBLIC 30%
COMMERCIAL 4%

EDUCATIONAL 65%
RESIDENTIAL 1%

PRESENT FIRM SIZE | 86 PERSONNEL

CATEGORY	MALE	FEMALE
Project Architect	9	0
Registered Staff Architect	13	5
Architectural Project Manager	18	4
Educational Resources	0	1
Technician/Designer	11	4
Technical Support/Accounting	5	14
DSA Coordinator	0	1
Quality Assurance/SpecCoordinator	1	0

RANCHO CUCAMONGA

8163 Rochester Avenue, Suite 100
Rancho Cucamonga, CA 91730
909.987.0909

BERKELEY

2600 Tenth Street, Suite 500
Berkeley, CA 94710
510.450.1999

FOLSOM

1110 Iron Point Road, Suite 200
Folsom, CA 95630
916.355.9922

CARLSBAD

1917 Palomar Oaks Way, Suite 110
Carlsbad, CA 92008
760.607.3400

LEGAL NAME OF FIRM

WLC Architects, Inc.

TYPE OF OWNERSHIP

California Corporation

YEAR ESTABLISHED

1974

CAD TYPE

AutoCAD

PRIMARY DISCIPLINE, RESOURCE AND SERVICES

WLC Architects provides complete architectural services, urban and regional planning, and interior design. Structural, civil, electrical, mechanical, acoustical engineering, and landscape architecture are all provided by retention of appropriate consultants highly experienced within the desired disciplines.

CURRENT WORKLOAD

The current workload of the staff listed in this Proposal is such that we are in an excellent position to begin your project immediately. The entire project team will remain with your project through completion. Work will be performed in our main office in Rancho Cucamonga.

FINANCIAL REFERENCES

Mr. Keith Matthews, Citizens Business Bank. 909.483.4303
Mr. Scott Maxwell, Swenson Corporation. 909.989.5867
Joan S. Calnon, Dealey, Renton & Associates. 626.844.3070

INSURANCE

A general liability insurance policy with a minimum coverage limit of \$2.0 million is carried by the firm as standard coverage. A professional liability insurance and errors and omissions with minimum coverage limits of \$2.0 million is carried by the firm as standard coverage. WLC shall provide verification of all required insurances.



Experience

With over 40 years of experience, WLC Architects, Inc. is a leader in the field of essential service facilities. Our work has been recognized at state and national levels by the American Institute of Architects, International Association of Fire Chiefs, International Association of Police Chiefs, California Energy Commission, the Environmental Protection Agency, and the California Parks and Recreation Society. We are currently designing or have completed the following projects:

A. PUBLIC SAFETY EXPERIENCE

FIRE STATIONS

- Newport Beach Fire Station 5
- Eastvale Fire Station 31
- Sendero Ranch Fire Station 56
- Fontana Fire Station 73
- Los Angeles Fire Station 15
- Malibu Fire Station 71
- San Diego Fire Station 45
- Ontario Fire Station 9
- Vernon Fire Station 4
- Tustin Fire Station 37
- Los Angeles Fire Station 39
- Los Angeles Fire Station 7
- Carlsbad Fire Station 3
- Bonsall Fire Station 5
- Hesperia Fire Station 301
- Mecca Fire Station 40
- Simi Valley Fire Station 47
- Fontana Fire Station 71
- Rialto Fire Station 202
- Cypress Fire Station 17
- Chino Fire Station 1
- Chino Fire Station 7
- Scottsdale Fire Station 8
- San Mateo Fire Station 23
- Stanton Fire Station 46
- Scottsdale Fire Station 1
- LAX - ARFF Station 80
- San Jose Fire Station 2
- Fremont Fire Station 11
- Escondido Fire & Police HQ
- Hesperia Fire Station 305
- Fremont Fire Station 2
- Culver City Fire Station 3
- Los Angeles Fire Station 81
- Thousand Palms Fire Station 35
- Indio Fire Station 5
- Fremont Fire Station 6
- Escondido Fire Station 7
- Escondido Fire Station 6
- Yucaipa Fire Station 3
- Cabazon Fire Station 24
- Escondido Fire Station 3
- Carlsbad Fire Station 6
- Houston Fire Station 8
- San Marcos Fire Station 4
- Anaheim Fire Station 11
- Lake Forest Fire Station 19
- American Canyon Fire & Police
- Atwater Fire Station 2/Police
- Fremont Fire Station 8
- Chino Fire Station 63
- Dana Point Fire Station 29
- Fairbanks Headquarters Fire Station
- San Marcos Fire Station 2
- Merced Fire Station 55
- Rancho Cucamonga Fire Station 173
- San Bernardino Fire Station 232
- Norco Fire Station 22
- Gilroy Fire Station 3
- La Quinta Fire Station 93
- Avalon Fire Station 1
- Rancho Cucamonga Fire Station 6
- Temescal Public Safety Facility
- Clovis Police and Fire Facility
- Santa Monica Fire Station 2
- Anchorage Headquarters Fire Station 1
- Fontana Fire Station 78
- San Marcos Fire Station 1
- Chino Hills Fire Station 62
- Burbank Fire and Police Facility
- Temecula Fire Station 84
- Riverside Fire Station 12
- Arcadia Fire Station 2
- Fontana Fire Station 77
- Culver City Headquarters Fire Station 1
- Fontana Fire Station 74
- Rancho Cucamonga Fire Station 5
- Glendale Fire Station 25
- Brea Fire Station 3
- Grand Terrace Fire Station 23
- Rialto Headquarters Fire Station 1

ARFF STATIONS

- Los Angeles International Airport, ARFF Station 80
- John Wayne Airport, ARFF Station 33
- Portland International Airport, ARFF Station 89

TRAINING FACILITIES

- Culver City Training Center
- Dinuba Public Safety Training Facility
- Fremont Tactical Training Center
- Chino Training Facility
- Thousand Palms Training Center
- Los Angeles Valley Recruit Training Center
- Poway Fire Training Facility
- San Marcos Emergency Services Training Facility
- Rancho Cucamonga Training Center

REMODELS/REHABILITATION

- Pasadena Fire Station 39
- Pasadena Fire Station 32
- North Net Fire Training Center
- Anaheim Fire Station 8
- El Cajon Fire Station 7
- Norco Fire Station 21
- Ontario Fire Stations 2, 3, 4, and 5
- Hesperia Fire Station 304
- Los Angeles Fire Station 89
- Rancho Cucamonga Fire Stations 1, 2, 4, and 5
- Rancho Cucamonga Maintenance Facility

LAW ENFORCEMENT

- Clovis Police and Fire Facility
- Burbank Police and Fire Facility
- Manhattan Beach Police and Fire Facility
- San Marcos Sheriff Facility
- Oceanside Police and Records Facility
- Ontario Fire and Police Administrative Facilities
- Ontario Precom and Emergency Operations Center
- County of San Bernardino Trona Sheriff's Substation
- Upland Police Facility
- Monrovia Police Facility



B. SUSTAINABLE DESIGN

We believe that sustainable design opportunities abound within the design of your projects. Sustainable architecture and environmental design applications can achieve greater energy efficiency, create rewarding support environments, achieve optimum indoor air quality, and result in premium experiences that respond to the expectations and preferences of today's fire departments.

The impact of past, present, and future developments on the environment, and how they will dramatically affect our future quality of life is a major concern and offers many challenges and opportunities. WLC has completed a variety of demonstration, educational, and interpretive projects that involve the preservation of natural habitats, have become models for energy efficiency, and pioneer recycled building concepts through modernization and adaptive reuse. Along with this experience, WLC brings a stellar team of qualified sustainable design professionals.

Greening the development of public and commercial facilities is not a solution by itself, but it represents tremendous potential. Meaningful accomplishments in energy efficiency, environmental design, and sustainable architecture reward client organizations who see valuable, healthy, and high performing environments. It is our responsibility to identify possible strategies, develop facility concepts, and propose the best alternatives.

WLC is a member of the United States Green Building Council (USGBC), and has participated with the USGBC's Leadership in Energy and Environmental Design (LEED) program on a variety of projects. Twenty-two members of the firm are LEED Certified Green Building Professionals.

In addition to the LEED program, WLC has extensive experience in incorporating the requirements of the California CALGreen Building Code.

PROJECT NAME	LEED LEVEL
Eastvale Fire Station No. 31	Silver
Los Angeles Fire Station No. 7	Silver
Los Angeles Fire Station No. 39	Silver
Cathedral City Fire Station 411	Silver
Chino Fire Station 1	Silver
Chino Training Center	Silver
Chino Fire Station 7	Silver
CSU San Marcos Public Safety Building	Gold
Fontana Fire Station 71	Silver
Fremont Fire Station 2	Silver
Fremont Fire Station 6	Certified
Fremont Fire Station 11	Gold
LAX ARFF Station 80	Gold
Napa County Sheriff	Gold
North Hollywood Fire Station 89	Certified
San Diego Fire Station 45	Silver
San Marcos Fire Station 4	Gold
San Mateo Fire Station 23	Silver
Scottsdale Fire Station 1	Platinum
Scottsdale Fire Station 8	Platinum
Tustin Fire Station 37	Certified
Valley Recruit Training and Fire Station 81	Silver

C. RECENTLY COMPLETED PROJECTS

The following pages provide some additional information on specific projects recently completed by our firm.

FIRE STATION 37

Tustin, CA



Fire Station No. 37 is a new facility built by the City of Tustin for the Orange County Fire Authority. The corner site is located in the northeast portion of the city in a predominantly residential area. The station is designed to accommodate eight fire fighters in an individual dormitory setting. Other station features include a two-bay, double-deep apparatus bay, administrative offices, kitchen, dining room, day room, physical training room, and the various support spaces required for a facility of this type. The design of the facility utilizes the administrative areas of the station as a buffer between the areas of the station more typically accessible to the public and those areas dedicated to the day-to-day living activities of the fire fighters. Site features include drive-through access, secured fire fighter parking, hose tower, sand pit, and an above ground fuel station. The station was designed using a combination of plaster and stone veneer in keeping with the architectural style of the area. Sloped roof forms are used in conjunction with parapet areas designed to screen mechanical equipment. The station achieved a Silver LEED rating in keeping with the sustainable goals of the City of Tustin.

Scope of Work
9,667 SF

Construction Cost
\$4,192,000

Completed
March 2014

WLC Team
Kelley Needham, AIA, Principal-in-Charge
Shih-Jing Yen, Project Architect
Bernhard Wassink, Sustainability Coordinator

Contact
Mr. Chris Decoursey, Construction Manager
Orange County Fire Authority
(714) 573-6473
chrisdecoursey@ocfa.org

Mr. Steve Chambers, Property Manager
Orange County Fire Authority
(714) 573-6471
stevechambers@ocfa.org

FIRE STATION 71

Fontana, CA



Fire Station No. 71 is the newest facility built by the City of Fontana for the San Bernardino County Fire Department. One of the unique aspects of the project was that the new station had to be built around and incorporate the original station, which was built in 1921 and had suffered through a number of additions. The site is located adjacent to City Hall and is part of a number of improvements to the overall Civic Center. The new station is designed to accommodate twelve fire fighters in an individual dormitory setting. Other station features include a four-bay, double-deep apparatus room, administrative offices, kitchen, dining room, day room, physical training room, locker room, and the various support spaces required for a facility of this type. The existing station was brought up to current code requirements and was scaled back to the original station layout. The existing station has been redesigned to be operated as a small museum for the City and the Fire Department. Site features for the project include secure fire fighter parking, above ground fuel station, and a covered patio area. The station was designed using a number of details from the original station as well as the overall design objectives of the new Civic Center. The station achieved a Silver LEED rating in keeping with the sustainable goals of the City of Fontana.

Scope of Work

Fire Station- 15,838 SF
Museum- 2304 SF
Storage Building- 160 SF

Construction Cost

\$6,186,272

Completed

January 2012

WLC Team

Kelley Needham, AIA, Principal-in-Charge
Simon Chang, Project Architect
Shih-Jing Yen, Project Manager
Bernhard Wassink, Sustainability Coordinator

Contact

Mr. Noel Castillo, Senior Engineer
City of Fontana
(909)350-7632
ncastillo@fontana.org

Mr. Terry Welsh, Division Chief (Retired)
San Bernardino County Fire Department
(760) 954-7779
tnkwelsh@verizon.net

FIRE STATION 46

Stanton, CA



Fire Station No. 46 is a new fire station built by the City of Stanton for the Orange County Fire Authority. The corner site is located in an area of mixed residential and commercial use. The station is designed to accommodate nine fire fighters in an individual dormitory setting. Other station features include a two-bay, double-deep apparatus room, administrative offices, kitchen, dining room, day room, physical training room, shop, and the various support spaces required for a facility of this type. Due to the limited size and unusual configuration of the site, circulation within the station is designed around core work and living spaces in order to maximize daylight opportunities for more traditionally occupied areas. Considerable effort was made to minimize the wasted space which typically occurs in an angular floor plan arrangement. While visitor parking is provided on-site, fire fighter parking is achieved by means of a separate secured area adjacent to the new station. The station was designed using a combination of simulated wood siding and stone veneer in keeping with the architectural style of the adjacent homes. Sloped roof forms are used in conjunction with parapet areas designed to screen mechanical equipment.

Scope of Work

8,658 SF

Construction Cost

\$ 3,750,000

Completed

September 2011

WLC Team

Kelley Needham, Principal-in-Charge
Simon Chang, Project Architect
Jeremy Chou, Project Manager

Contact

Mr. Chris Decoursey, Construction Manager
Orange County Fire Authority
(714) 573-6473
chrisdecoursey@ocfa.org

Mr. Steve Chambers, Property Manager
Orange County Fire Authority
(714) 573-6471
stevechambers@ocfa.org

FIRE STATION 1

Chino, CA



A new fire station and training center for the City of Chino and the Chino Valley Independent Fire District. The project is located on 4 acres in an industrial portion of the City. In addition to a 5-bay, 13,230 SF Fire Station, the project includes a 6,630 SF Classroom/Administration Building and a 3,953 SF, 5-story, pre-manufactured training tower. The Classroom/Administration Building includes administrative offices, shower and locker facilities, break room, and multiple classrooms. The classrooms include both tiered and flat floor layouts for maximum flexibility. State of the art audio/visual systems are integrated throughout the project.

The training tower features a brick veneer exterior, multiple roof configurations, gas-fired simulators, Class A burn areas, and integrated confined space rescue.

Site features include a drafting pit, trench rescue, residential and commercial vent props, vehicle extraction, gas-fired vehicle prop, debris pile, utility pole prop, covered training area, and connections for driving simulators. The site also includes an extensive subterranean confined space prop which is internally lit and terminates in the main room of the training tower.

Scope of Work

Fire Station - 13,230 SF
Classroom/Administration Building - 6,630 SF
Training Tower - 3,953 SF

Construction Cost

\$ 7,905,727

Completed

October 2011

WLC Team

Kelley Needham, AIA, Principal-in-Charge
Shih-Jing Yen, Project Architect
Bernhard Wassink, Sustainability Coordinator

Contact

Mr. Michael A. Kolling, Project Manager
City of Chino
(909) 334-3412
mkolling@cityofchino.org

Mr. Tim Stewart, Battalion Chief
Chino Valley Independent Fire District
(949) 533-3849
tstewart@chofire.org

USC FIRE STATION 15

Los Angeles, CA



In the fall of 2011, the University of Southern California found itself in the unusual position of having to build a replacement for Fire Station 15 in the City of Los Angeles. The new station is located on a one acre parcel at the southwest corner of West 30th Street and Hoover Street. The station is two-story and is designed to meet the requirements of the Los Angeles Fire Bond Program. The site is adjacent to McAlister Field which is the home of USC's NCAA women's soccer and lacrosse teams. Site features include a visitor parking area, secured fire fighter parking, emergency generator, above grade fueling and a hose drying tower. A new restroom facility for McAlister Field was also included in the project.

The building includes apparatus areas for both light and heavy duty fire vehicles, Administrative Offices, Kitchen, Dayroom, Weight Training Room, racquetball court, dormitories, and the various support spaces required for a fire station of this type. The station can accommodate a staff of 17 with specific areas designed for both men and women.

The building exterior has been designed using a combination of brick veneer, plaster, and precast concrete elements. Stylistically, the new station is in keeping with the Romanesque style of the University.

The station achieved a Silver LEED rating in keeping with the sustainable goals of the University and the City of Los Angeles.

Scope of Work
17,000 SF

Construction Cost
\$12,000,000

Completed
April 2015

WLC Team
Kelley Needham, AIA, Principal-in-Charge
Simon Chang, Architect, Designer
Bernhard Wassink, Sustainability Coordinator

Contact
Mr. Joe McIntyre, Executive Director
USC
(213) 905-2629
jmcintyre@usc.edu

Key Personnel

The staff which we propose for the Project Team is highly experienced and well qualified in the planning and design of public safety facilities. Our team members are skilled professionals having extensive experience in the assessment of space needs, site and building analysis, programming, interior design, and organizational management.

KELLEY NEEDHAM, Principal-In-Charge

Mr. Needham is a Principal of the firm and will serve as the Project Architect for all phases of the project.

Mr. Needham will be the main project contact and shall provide the special expertise related to Fire Station design.

Mr. Needham will be working closely with the City and Fire Department staff, as well as coordinating the efforts required of our consulting team.

SHIH-JING YEN, Project Manager

Mr. Yen will serve as Project Manager and will be primarily responsible for the layout and design of the station.

Mr. Yen will also be responsible to ensure all programmatic and code requirements are met. During the design phase, Mr. Yen will be responsible for producing design presentations and other visual communication materials.

Mr. Yen will coordinate the preparation of the final construction documents and provide administrative support throughout the entire construction process.

BERNHARD WASSINK, Sustainability Coordinator

Mr. Wassink will serve as our Sustainability Coordinator for the project. Mr. Wassink has extensive experience with a number of sustainability tracking programs including LEED, CHPS, and the new CALGreen code requirements. During the initial phases of the project, Mr. Wassink will evaluate the project's sustainable potential, establish sustainable goals, and develop a path toward the desired point level. Mr. Wassink will also ensure that the sustainability requirements are incorporated into the construction documents during all design phases.

DON RICE, Quality/Cost Assurance

Mr. Rice has been with the firm since 1988 and serves as our Quality Assurance Coordinator. Mr. Rice oversees the entire office's work in the areas of specifications, cost and quality control. He stays abreast of all recent governmental changes and product updates. Most importantly he updates WLC's Contract Document Checklist. This comprehensive document is used by the design team and our consultants to ensure a thorough review of your project prior to the start of construction.





Kelley Needham, AIA

Architect, Principal

Mr. Needham joined WLC Architects, Inc. in April 1986. He has brought to the firm a wide variety of experience and expertise in project design and construction document preparation. His architectural education was taught with a strong emphasis on human needs and how to integrate them into the built environment. This emphasis was combined with a methodical and logical design process geared toward the achievement of appropriate design solutions. He has experience in a wide variety of project types but has specialized in the design of both public and essential service facilities.

EDUCATION

California Polytechnic University, Pomona
Bachelor of Architecture, 1985

REGISTRATION

Architect, California - 19064

PROFESSIONAL AFFILIATIONS

Los Angeles Chapter
American Institute of Architects

FIRE STATIONS

- Newport Beach Fire Station 5
- Eastvale Fire Station 31
- Sendero Ranch Fire Station 56
- Fontana Fire Station 73
- Los Angeles Fire Station 15
- Malibu Fire Station 71
- Carlsbad Fire Station 3
- Los Angeles Fire Station 7
- Los Angeles Fire Station 39
- San Diego Fire Station 45
- Bonsall Fire Station 5
- Ontario Fire Station 9
- Vernon Fire Station 4
- Fontana Fire Station 71
- Rialto Fire Station 2
- Scottsdale Fire Station 1
- Scottsdale Fire Station 8
- Stanton Fire Station 46
- Mecca Fire Station 40
- Fremont Fire Station 11
- Simi Valley Fire Station 47
- Cypress Fire Station 17
- Chino Fire Station 7
- Hesperia Fire Station 301
- Hesperia Fire Station 305
- Fremont Fire Station 2
- Escondido Fire and Police
- Indio Fire Station 5
- Culver City Fire Station 3
- Fremont Fire Station 6
- Escondido Fire Station 7
- Escondido Fire Station 6
- Yucaipa Fire Station 3
- Cabazon Fire Station 24
- Escondido Fire Station 3
- Carlsbad Fire Station 6
- Houston Fire Station 8
- San Marcos Fire Station 4
- Lake Forest Fire Station 19
- Fremont Fire Station 8
- Chino Fire Station 63
- Dana Point Fire Station 29
- Fairbanks Headquarters Fire Station
- San Marcos Fire Station 2
- Rancho Cucamonga FS 173
- San Bernardino Fire Station 232
- Norco Fire Station 22
- Temescal Public Safety Facility
- Santa Monica Fire Station 2
- La Quinta Fire Station 93
- Rancho Cucamonga Fire Station 176
- Anchorage Headquarters Fire Station 1
- Fontana Fire Station 78
- San Marcos Fire Station 1
- Chino Hills Fire Station 62
- Burbank Fire and Police Facility
- Temecula Fire Station 84
- Riverside Fire Station 12
- Fontana Fire Station 77
- Fontana Fire Station 74

ARFF STATIONS

- LAX - ARFF Station 80
- John Wayne Airport - ARFF Station 33
- Portland International Airport - ARFF 89

TRAINING FACILITIES

- Fremont Tactical Training Center
- Chino Training Facility/Fire Station 1
- Los Angeles Valley Recruit Training Center



Shih-Jing Yen

Architect, Project Manager

Shih-Jing Yen joined WLC in 2005. In his role as a Project Architect, Mr. Yen is responsible for the complete delivery of the project from Concept through Occupancy. WLC's Project Architects are intimately involved in all stages of project delivery and actively participate with both the WLC Project Team and the consulting engineers. The Project Architect reports directly to the Principal-in-Charge and works in close coordination with the Project Manager and Design Team members on a daily basis. Mr. Yen is also responsible for overseeing and updating the Project Budget, Schedule, and Scope. Our Project Architects can often be the first line of communication between our Client and the firm.

EDUCATION

National Taiwan University, Taipei, Taiwan
Master of Science
University of Michigan, Ann Arbor, Michigan
Master of Architecture

REGISTRATION

LEED™ AP BD+C

FIRE STATIONS

- Eastvale Fire Station 31
- Fontana Fire Station 73
- Bonsall Fire Station 5
- Ontario Fire Station 9
- Sendero Ranch Fire Station 56
- Tustin Fire Station 37
- Hesperia Fire Station 301
- Hesperia Fire Station 305
- Chino Fire Station 1 and Training Center
- Chino Fire Station 7
- Fontana Fire Station 71
- Rialto Fire Station 202
- Mecca Fire Station 40
- Hesperia Fire Station 304
- Malibu Fire Station 71
- Carlsbad Fire Station 3

REFERENCES

Mr. Noel Castillo
City of Fontana
(909) 350-7632
ncastillo@fontana.org

Mr. Chris DeCoursey, Construction Manager
Orange County Fire Authority
(714) 573-6473
chrisdecoursey@ocfa.org

Mr. Michael A. Kolling, Project Manager
City of Chino
(909) 334-3412
mkolling@cityofchino.org



Bernhard Wassink

LEED AP, Sustainability Coordinator

Mr. Wassink joined WLC Architects in 2000 as our Sustainable Design Coordinator.

He has been involved in a variety of projects focusing on project design, design development and construction documents. Mr. Wassink has managed a number of LEED projects and is responsible for LEED training within the firm. His knowledge of LEED is grounded in practical experience that has given him the ability to accurately evaluate a project's potential, establish sustainability goals, fulfill and document program requirements, manage other members of the design team, and guide a LEED application through the process until final certification.

EDUCATION

Taylor University Upland, IN
Bachelor of Science, Business Systems,
Concentrations in Finance & Art, 1998
California Polytechnic University,
Pomona, CA
Master of Architecture
Concentration Historic Preservation
2004

PROFESSIONAL AFFILIATIONS

LEED AP

FIRE STATIONS

- Eastvale Fire Station 31
- Fontana Fire Station 73
- Tustin Fire Station 37
- Sendero Ranch Fire Station 56
- Los Angeles Fire Station 81
- Los Angeles Fire Station 89
- Ontario Fire Station 9
- Cabazon Fire Station 24
- Yucaipa Fire Station 9
- Escondido Fire Station 3
- Escondido Fire Station 6
- Escondido Fire Station 7
- Houston Fire Station 1
- Anaheim Fire Station 11
- San Diego Fire Station 45
- San Marcos Fire Station 4
- Culver City Fire Station 3
- Fremont Fire Station 6
- Carlsbad Fire Station 6
- Lake Forest Fire Station 19
- Dana Point Fire Station 29
- Fairbanks Headquarters FS
- San Marcos Fire Station 2
- Norco Fire Station 22
- La Quinta Fire Station 93

ARFF STATIONS

- LAX ARFF Station No. 80

TRAINING FACILITIES

- Dinuba Public Safety Training Facility
- Fremont Tactical Training Center
- Chino Training Facility
- Roy Wilson Training Center
- Los Angeles Valley Recruit Training Center
- Poway Fire Training Facility
- South Central Recruit Training Center

REFERENCES

Mr. Greg Woolf, Division Chief (R)
San Marcos Fire Department
(760) 594-4705
gwoolf1950@cox.net

Ms. Kathryn Ferrell, CEQA Coordinator
San Diego Unified School District
(760) 622-6193
kferrell@sandi.net

Mr. Terry Welsh, Division Chief (R)
San Bernardino County Fire Department
(760) 954-7779
tnkwelsh@verizon.net

Consultant Team

We have selected our proposed consulting team based upon their combined technical expertise and capabilities for performing necessary consulting services on facilities of similar size and scope. Our consultants are not specialty consultants brought in to make up for our own lack of specific project experience. In most cases, we have a long history and close working relationship with each firm. All of our consultants utilize computer-aided design and management systems to interface with our own CAD systems. Specifically, our consulting team will be able to provide services in the following areas:

A. CONSULTING TEAM

CIVIL ENGINEERING

MSL Engineering, Inc.
402 West Arrow Highway, Suite 4
San Dimas, CA 91773
(909) 305-2395

MSL Engineering is a nine employee firm specializing in civil engineering, environmental planning, and land surveying. Established in 1996, MSL Engineering has been responsible for most of the civil engineering design on fire facilities completed by WLC. Mark Lamoureux, President of MSL Engineering, has been working with our firm since 1985.

MECHANICAL ENGINEERING

Pocock Design Solutions
14451 Chambers Road #210
Irvine, CA 92780
(949) 417-3903

Pocock Design Solutions is a full-service mechanical, plumbing, and fire protection engineering firm that has completed a diverse portfolio of projects that are varied in size and complexity. Their work includes aviation, colleges, universities, primary schools, laboratories, hospitals, municipal/federal facilities, commercial developments, retail, and entertainment venues. Tim Pocock, President of Pocock Design Solutions, has been working with our firm since 1986.

STRUCTURAL ENGINEERING

R.M. Byrd and Associates, Inc.
1047 West Sixth Street, Suite A
Ontario, CA 91762
(909) 983-5599

R.M. Byrd and Associates, Inc. is a 14 employee firm specializing in structural engineering and analysis. Established in 1992, R.M. Byrd and Associates has substantial experience in essential service facilities and a long history with WLC. Rick Byrd, President of R.M. Byrd and Associates, Inc. has been working with our firm since 1986.

ELECTRICAL ENGINEERING

A&F Engineering Group, Inc.
9320 Baseline Road, Suite C
Alta Loma, CA 91701
(909) 941-3008

A&F Engineering Group is an electrical engineering firm specializing in power distribution, lighting, fire alarm systems, security, communications systems, controls and emergency power systems. Their experience includes public safety facilities, dispatch centers, emergency operations centers, and educational facilities. A&F Engineering Group has been working with our firm since 2001.

LANDSCAPE ARCHITECTURE

RJM Design Group, Inc.
31591 Camino Capistrano
San Juan Capistrano, CA 92675
(949) 493-2600

RJM Design Group is a twenty employee firm specializing in landscape architecture and urban planning. Established in 1987, RJM Design Group has been responsible for the landscape design on most of the fire facilities completed by WLC. RJM Design Group has been working with our firm since 1987.

GEOTECHNICAL

Leighton Consulting, Inc.
17781 Cowan
Irvine, CA 92614
(949) 681-4255

Leighton Consulting, Inc. has provided innovative design solutions and field support for construction projects for more than four decades. Their several hundred employees are strategically located throughout Southern California. Leighton Consulting has been working with our firm since 1989.

TRAFFIC ENGINEERING

KOA Corporation
2141 West Orangewood Avenue, Suite A
Orange, CA 92868
(714) 573-0317

Founded in 1987, KOA is one of the leading traffic engineering and transportation planning and design firms in California. KOA provides consulting services to both public and private sectors with six offices in Southern California. KOA has been working with our firm since 2000.

ENVIRONMENTAL

Masek Consulting
23478 Sandstone Street
Mission Viejo, CA 92692
(949) 581-8503

Masek consulting is an environmental consulting company which specializes in toxic material assessment, testing, and remediation. Founded in 1992, they have both the equipment and staff necessary for a wide variety of environmental conditions. Masek consulting has been working with our firm since 2003.

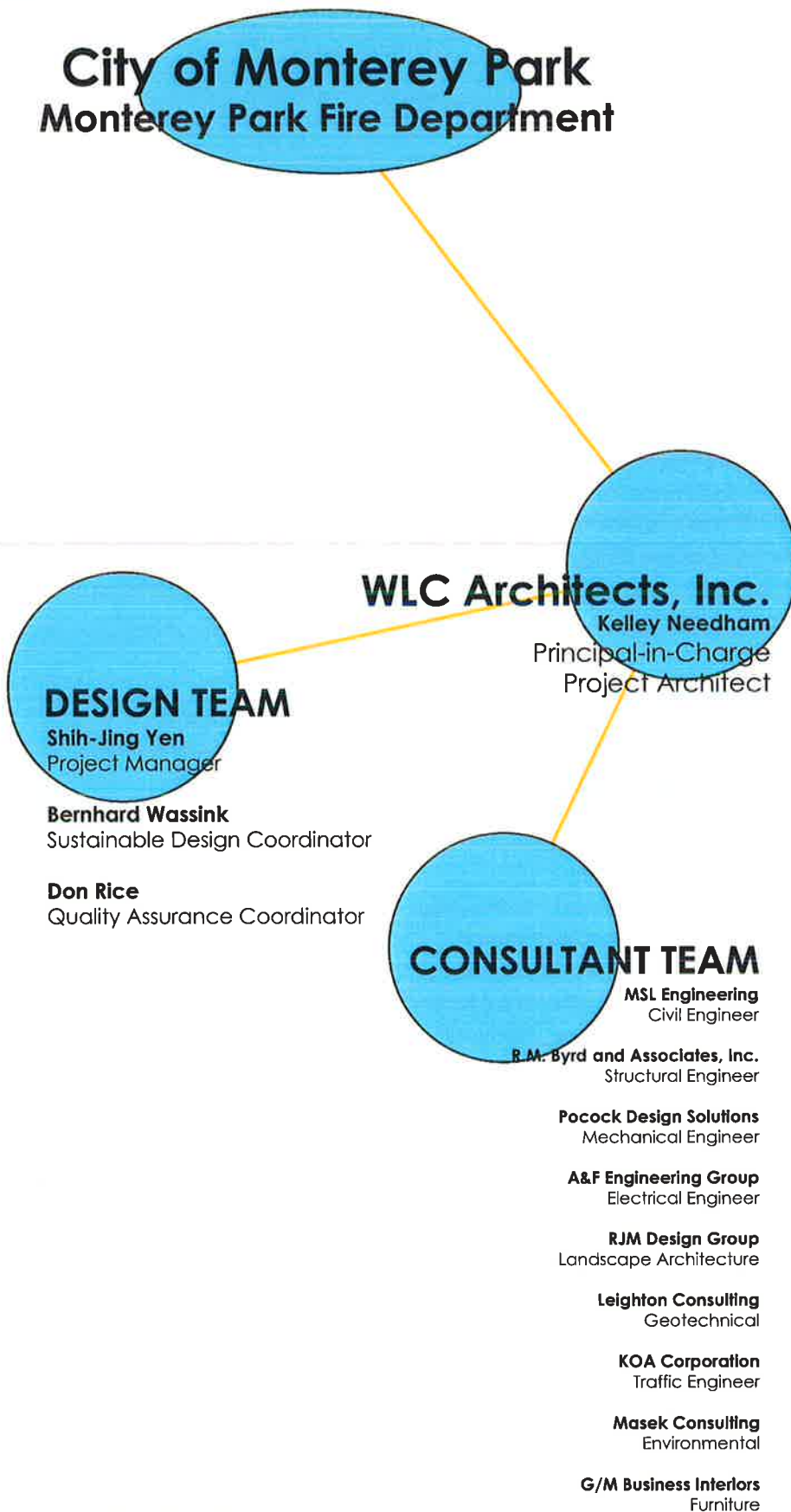
FURNITURE

G/M Business Interiors
1099 West La Cadena Drive
Riverside, CA 92501
(800) 686-6583

G/M Business Interiors has been serving the California furniture market since 1944. G/M is a vertically integrated, full service dealership, specializing in office furniture planning, specification, procurement, project management, delivery, installation, reconfiguration services and complete asset management. All services are performed by G/M trained personnel.



B. ORGANIZATIONAL CHART





Mark S. Lamoureux

President, MSL Engineering

Mr. Lamoureux is the President and Principal Engineer for MSL Engineering since its establishment in January 1996. MSL Engineering is a civil engineering and land surveying firm specializing in site development for essential service facilities.

Mr. Lamoureux has played an active role in the majority of projects designed by WLC Architects acting as the principal engineer, principal surveyor and project manager. Mr. Lamoureux has extensive experience in the areas of site engineering including grading, drainage, utility design, and CEQA documentation.

FIRE STATIONS

- Hesperia Fire Station 305
- Bonsall Fire Station 5
- Ontario Fire Station 9
- Vernon Fire Station 4
- Fontana Fire Station 71
- Simi Valley Fire Station 47
- Hesperia Fire Station 301
- Mecca Fire Station 40
- Anaheim Fire Station 11
- Culver City Fire Station 3
- San Marcos Fire Station 4
- Fremont Fire Station 2
- Carlsbad Fire Station 6
- Fremont Fire Station 6
- Fremont Fire Station 8
- San Diego Fire Station 45
- Chino Fire Station 63
- Dana Point Fire Station 29
- Lake Forest Fire Station 19
- San Marcos Fire Station 2
- JWA - ARFF 33
- Norco Fire Station 22
- La Quinta Fire Station 93
- Corona Public Safety Facility
- Santa Monica Fire Station 2
- Fontana Fire Station 78
- Chino Hills Fire Station 62
- Burbank Fire and Police Facility
- Chino Fire Station 1
- Chino Fire Station 7
- Fontana Fire Station 73
- Malibu Fire Station 71

TRAINING FACILITIES

- Dinuba Public Safety Training Facility
- Fremont Tactical Training Center
- Chino Training Facility
- Roy Wilson Training Center
- Los Angeles Valley Recruit Training Center
- Poway Fire Training Facility
- San Marcos Emergency Training Facility
- South Central Recruit Training Center

REFERENCES

Mr. David R. Burkett, Project Manager
City of Hesperia
(760) 947-1202
dburkett@cityofhesperia.us

Mr. Terry Smith, Senior Engineer
City of Carlsbad
(760) 602-2765
terry.smith@carlsbadca.gov

Mr. John Puente, Project Manager
In-N-Out Burger, Inc.
(626) 813-8289
jpueente@innout.com

EDUCATION

California Polytechnic University, Pomona
Bachelor of Science in Civil Engineering, 1981
Graduated Magna Cum Laude

REGISTRATIONS

State of California Registered Civil Engineer
No. 38382, 1984
State of California Professional Land Surveyor
No. 5794, 1987

PROFESSIONAL AFFILIATIONS

Life Member, Tau Beta Pi, National
Engineering Honor Society
Member, The American Society of
Civil Engineers
Corporate Member, The California Land
Surveyor's Association
Member, American Congress on
Surveying and Mapping, NSPS



Richard M. Byrd President, R.M. Byrd and Associates

R.M. Byrd and Associates, Inc. was founded in 1992 on fundamental principles designed to provide quality consulting engineering services. The Principals, Associates, and employees of R.M. Byrd and Associates, Inc. recognize that in a service oriented industry, commitment to specific principles provides clear distinction between mediocrity and excellence. The primary dedication of their firm begins with the understanding that they are to protect the interests, property, and safety of the general public. R.M. Byrd and Associates maintains the highest level of professional integrity. It is the goal of their firm to obtain creative solutions to difficult problems and strive to implement creativity without sacrificing project economy.

EDUCATION

California Polytechnic State University
San Luis Obispo

Bachelor of Science, Architectural
Engineering, 1984

REGISTRATIONS

California Civil Engineer No. CE411857

California Structural Engineer No. SE3350

Alaska Professional Engineer No. 11952

Arizona Professional Engineer No. 29251

Colorado Professional Engineer No. 34824

Florida Professional Engineer No. 53077

Georgia Professional Engineer No. 26484

Illinois Professional Engineer No. 062-052532

Indiana Professional Engineer No. 10000055

Minnesota Professional Engineer No. 40451

North Carolina Professional Engineer
No. 024194

Texas Professional Engineer No. 84360

Virginia Professional Engineer No. 0402-035429

Washington Professional Engineer No. 33441

PROFESSIONAL AFFILIATIONS

Structural Engineers Association of California

Consulting Engineers Association of California

International Conference of Building Officials

American Institute of Steel Construction

Office of Emergency Services - Disaster
Preparedness Program

FIRE STATIONS

- Carlsbad Fire Station 6
- Escondido Police and Fire Facility
- San Marcos Fire Station 4
- College Park Fire Station
- Rancho Santa Fe Fire Station
- Rancho Cielo Fire Station
- Indio Fire Station 5
- Upland Fire Station
- Hesperia Fire Station 301
- Hesperia Fire Station 305
- San Marcos Fire Station 2
- Chino Fire Station 63
- Santa Monica Fire Station 2
- San Marcos Fire Station 1
- Towngate Fire Station
- Menifee Fire Station
- Winchester Fire Station
- North Bermuda Dunes Fire Station
- Lakeland Village Fire Station
- Elsinore Fire Station
- Moreno Valley Fire Station
- Mesa Fire Station
- Redlands Fire Station
- Cathedral City Fire Station 411
- Fontana Fire Station 71
- Rialto Fire Station 202
- Rubidoux Fire Station
- Temecula Roripaugh Fire Station

ARFF STATIONS

- LAX - ARFF Station 80

TRAINING FACILITIES

- Dinuba Public Safety Training Facility
- Fremont Tactical Training Center
- Chino Training Facility
- Roy Wilson Training Center
- Los Angeles Valley Recruit Training Center
- Poway Fire Training Facility
- San Marcos Emergency Training Facility
- South Central Recruit Training Center

REFERENCES

Mr. Dave Atchley
Environmental Systems Research Institute
(951) 538-9921
datchley@esri.com

Mr. Dale Etter
Victor Elementary School District
(760) 245-1691
deter@vesd.net

Mr. Jim Christl
Azusa Pacific University
(626) 815-4591
jchristl@apu.edu



Tim Pocock

Principal, Pocock Design Solutions

Mr. Pocock has over 29 years of experience in the design of a wide variety of project types including educational, institutional, industrial, municipal, parking structures, and healthcare facilities. With a construction oriented background, Mr. Pocock is well versed in all aspects of project delivery.

As managing principal of Pocock Design Solutions, Mr. Pocock is responsible for the overall operations of the company. Mr. Pocock will be involved with all aspects of the project, from the schematic design phase through construction phase and closeout.

FIRE STATIONS

- Airport Fire Station No. 5
- Anaheim Fire Station No. 11
- Atwater Fire Station No. 2
- Bonsall Fire Station No. 5
- Butterfield Fire Station
- Carlsbad Fire Station No. 6
- Chino Fire Station No. 1
- Chino Fire Station No. 7
- Chino Valley Fire Station No. 63
- Chula Vista Fire Station No. 2
- Chula Vista Fire Station No. 4
- City of San Jose Fire Station No. 2
- Culver City Fire Station No. 3
- Erringer Fire Station No. 47
- Norco Fire Station No. 22
- Fontana Fire Station No. 78
- Fremont Fire Station No. 11
- Fremont Fire Station No. 2
- Fullerton Fire Station No. 41
- Gilroy Fire Station No. 3
- Hollister Fire Station No. 1
- Merced Fire Station No. 55
- Nervino Fire Station
- Norco Fire Station No. 21
- Norco Fire Station No. 3
- Ontario Fire Station No. 9
- Ontario Fire Station No. 5
- Orange County Fire Station No. 17
- Pasadena Fire Station No. 32
- Rancho Cucamonga FS No. 173

REFERENCES

- Kasey Shay, Senior Project Manager
Bomel Construction Company, Inc.
(714) 279-3252
kshay@bomelconstruction.com
- Ken Jones Jr., M.O.T. Supervisor
Cucamonga School District
(909) 987-8942
kjones2@cuca.k12.ca.us
- Ronald A. Kuehl, COO
Neff Construction, Inc.
(909) 947-3768
ron@neffcon.com

EDUCATION

University of California Los Angeles, Extension
California Sequential Program in Plumbing
System Design

REGISTRATIONS

University of California Los Angeles, Extension
California Sequential Program in Plumbing
System Design Certification

PROFESSIONAL AFFILIATIONS

American Society of Plumbing Engineers
National Fire Protection Association (NFPA)



Rolando E. Sotelo

Principal, A&F Engineering Group

As a principal of the firm, Mr. Sotelo serves as the Chief Engineer for A&F Engineering Group, Inc. ventures. Mr. Sotelo has over twenty years of experience and has completed projects throughout Southern California. His expertise has been an integral part of large and small projects that include civic centers, educational facilities, medical centers, office buildings, commercial centers and industrial plants.

Institutional projects form a major part of Mr. Sotelo's experience. These projects include new construction and remodel of fire and police stations; new construction and modernization of high schools, middle schools and elementary schools; building additions and remodel of university and college campuses; and medical facility remodels.

FIRE STATIONS

- Ontario Fire Station 4
- Yucaipa Fire Station 3
- Culver City Fire Station 3
- San Jose Fire Station 2
- Avalon City Hall and Fire Station
- Terra Lago Fire Station 5
- Simi Valley Fire Station 47
- Fremont Fire Station 2
- Pomona Fire Station 183
- El Cajon Fire Station 7
- Hesperia Fire Station 304
- Anaheim Fire Station 8
- Hesperia Fire Station 305
- Hesperia Fire Station 301
- Chino Fire Station 7
- Chino Training Facility
- Mecca Fire Station 40

REFERENCES

Steve Stanton, Project Manager
City of Montclair
(909) 625-9444
sstanton@ci.montclair.ca.us

Eric DeMott, AIA
Haynes + Oakley Architects
(626) 836-5820
ericd@haynesandoakley.com

Aaron Mayoral, Owner
Fulmin Electrical Corporation
(909) 218-4528
fulminelectricalcorp@gmail.com

LIBRARIES

- Pocket Greenhaven Library
- Grand Terrace High School Library
- Oak Hills High School Library
- Tiefert View Library
- Del E. Webb Memorial Library
- Thomas Rivera Library

EDUCATION

B.S., Electrical Engineering,
California State University, Long Beach

REGISTRATIONS

California License E17229

Arizona License E48795

PROFESSIONAL AFFILIATIONS

National Society of Professional Engineers
(NSPE)

California Society of Professional Engineers
(CSPE)

Institute of Electrical and Electronic Engineers
(IEEE)



Larry P. Ryan

Principal, RJM Design Group

Larry Ryan is a founding principal of RJM Design Group, Inc. During his 20 years of experience Mr. Ryan has been involved with a wide variety of planning and landscape architectural projects that range from master planned communities to neighborhood parks. His project involvement encompasses all phases of site development, including concept formulation, agency processing, design development, and construction implementation. Mr. Ryan is RJM Design Group's designated expert on Americans with Disabilities Act compliance and is responsible for in-house training. He has worked with numerous communities in the evaluation of accessibility issues and design of appropriate cost effective solutions. Mr. Ryan's approach to project management is based upon the firm's commitment to provide all clients with the highest quality of service possible.

FIRE STATIONS

- Sendero Ranch FS 56
- Carlsbad Fire Stations
- Anaheim Fire Station 11
- Culver City Fire Station 3
- San Marcos Fire Station 4
- Carlsbad Fire Station 6
- Chino Fire Station 63
- Dana Point Fire Station 29
- Lake Forest Fire Station 19
- San Marcos Fire Station 2
- San Bernardino Fire Station 232
- Rancho Cucamonga FS 173
- La Quinta Fire Station 93
- Rancho Cucamonga FS 176
- Corona Public Safety Facility
- Santa Monica Fire Station 2
- Fontana Fire Station 78
- San Marcos Fire Station 1
- Chino Hills Fire Station 62
- Temecula Fire Station 84
- Riverside Fire Station 12
- Arcadia Fire Station 2
- Fontana Fire Station 77
- Fontana Fire Station 74
- Rancho Cucamonga FS 175
- Rancho Cucamonga FS 174
- Tustin Fire Station 37

TRAINING FACILITIES

- Dinuba Public Safety Training Facility
- Chino Training Facility
- Poway Fire Training Facility
- San Marcos Emergency Training Facility
- South Central Recruit Training Center

ARFF STATIONS

- JWA ARFF Station 33

REFERENCES

Mr. Keith Rattay, Assistant City Manager
City of Mission Viejo
(949) 470-3018
krattay@cityofmissionviejo.org

Gary Magill, Dir. of Community Services
City of Lake Forest
(949) 461-3413
gmagill@lakeforestca.gov

Brent Arnold, Director of Community Dev.
City of Chino
(909) 591-9812 x208
barnold@cityofchino.org

EDUCATION

B.S. in Landscape Architecture, California
Polytechnic State University, Pomona 1981

REGISTRATION

Landscape Architect License No. 2502
State of California, 1983
Landscape Architect License No. 25241
State of Arizona, 1991

PROFESSIONAL AFFILIATIONS

American Society of Landscape Architects

Project Approach

A. DESIGN TEAM METHODOLOGY

Our firm consistently utilizes a Design Team approach for establishing project delivery and control during all phases of planning and design. The primary contact will be our Principal-in-Charge, Kelley Needham, AIA. The Principal-in-Charge will be responsible for coordinating our in-house architectural team and our consultant team. The Team remains with the project from concept through completion. Therefore, continuity of the project participants and of the process is achieved. The Design Team shall produce all necessary reports, studies, drawings, models, renderings, and cost estimates, and shall perform all necessary administrative, management, and coordination services throughout the entire course of the project.

Our organization reflects a commitment towards planning and design in a team approach rather than on an individual basis. We feel that the final product can be substantially improved by a process which reflects many more design alternatives and ideas available for consideration and input. We believe that the success of the project depends upon involving all appropriate parties early on and throughout the planning and design process. It is important that the Fire Department and City Staff provide review and input early on in the conceptual Design Phase of the project. With our Fire Station design experience, it is our job to explore options and alternatives that meet the needs of the program, and to provide design schemes that can be depended upon to be the best possible solutions.

B. PROJECT COMMITTEE

Our approach to your project depends upon a participatory process with key City and Fire Department staff who are involved within a given consideration of each of the project areas. We recommend that a Project Committee be established with a specific review process to enhance project communications. The exchange of information is critical to the process of planning, design, and construction. Periodic progress and review meetings will be established with milestone presentations and periods for comprehensive review during the entire project process. Beneficial and informal design workshops are also envisioned to explore options and alternatives likely to be discovered in the planning and design process.





C. KEY OBJECTIVES

Because of the factors that will influence the overall design of the facility, it is necessary that the Project Team have appropriate resources, expertise, and knowledge to provide the correct methodology to resolve project requirements. More importantly, we perceive that many opportunities and challenges exist in the design of this project. Our approach to the design of your project establishes a well crafted set of work tasks, responsibilities, and products to provide thoughtful solutions that innovate the best possible responses to the Fire Department needs, opportunities, and available resources. We will seek to explore the following objectives in your project:

1. Creation of an efficient, functional, and interactive facility responsive to the service objectives of the Fire Department.
2. Consolidation of building and site elements to minimize development impacts and to maximize continuity of structural, mechanical, electrical, telecommunications, and site infrastructure components.
3. Achievement of a compact plan to establish clear, public, staff, and departmental areas in order to maximize functional efficiency, privacy, and security.
4. Explore opportunities to use combined passive and active technologies for energy conservation.
5. Consider and select appropriate environmental systems, materials, and finishes that achieve work and

living environments while producing a durable, low maintenance facility.

6. Prepare alternative design concepts and recognize that value, performance, and image characteristics make significant contributions to team building, retention, and recruitment of valuable personnel.
7. Create forward thinking environments that are flexible to ever-changing technologies and that anticipate future change and expansion.
8. A community oriented, inviting, and friendly design that initiates public confidence and support while reinforcing the caliber of professionalism and camaraderie within the Fire Department.
9. A personalized setting to promote gender privacy is essential to eliminating stress and to respond to the individual housing needs of both male and female fire fighters.

**MAINTAIN
OPEN & CLEAR
COMMUNICATION**

wlc unifying principle No. 4

References

The following are some specific references for our firm. WLC takes great pride in not only the facilities we help create but the relationships that develop with many County, City, and Fire Department representatives.

ORANGE COUNTY FIRE AUTHORITY

Mr. Steve Chambers, Property Manager
Orange County Fire Authority
Phone: (714) 573-6471
Email: stevechambers@ocfa.org

Mr. Chris DeCoursey, Construction Mgr.
Orange County Fire Authority
Phone: (714) 573-6473
Email: chrisdecoursey@ocfa.org

CITY OF SAN MARCOS

Mr. Todd Newman, Fire Chief (R)
San Marcos Fire Department
Phone: (760) 594-4704
Email: newman62@aol.com

Mr. Brett Vanwey, Fire Chief
San Marcos Fire Department
Phone: (760) 594-4700
Email: bvanwey@san-marcos.net

Mr. Greg Woolf, Division Chief (R)
San Marcos Fire Department
Phone: (760) 594-4705
Email: gwoolf1950@cox.net

CHINO VALLEY FIRE DISTRICT

Mr. Tim Stewart, Battalion Chief
Chino Valley Independent Fire District
Phone: (949) 533-3849
Email: tstewart@chofire.org

Mr. Luke Nurre, Fire Fighter (R)
Chino Valley Independent Fire District
Phone: (909) 907-0166
Email: lnurre@charter.net

CITY OF ESCONDIDO

Mr. Mike Lowry, Fire Chief
Escondido Fire Department
Phone: (760) 839-5402
Email: mlowry@escondido.org

Ms. Joyce Masterson, Project Manager
City of Escondido
Phone: (760) 839-4621
Email: jmasterson@escondido.org

FREMONT FIRE DEPARTMENT

Mr. Mike Avila, Fire Captain
Fremont Fire Department
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Email: mavila1727@yahoo.com

POWAY FIRE DEPARTMENT

Mr. Jon Canavan, Division Chief
Poway Fire Department
Phone: (858) 668-4485
Email: jcanavan@ci.poway.ca.us

CITY OF FONTANA

Mr. Noel Castillo, Senior Engineer
City of Fontana
Phone: (909) 350-7632
Email: ncastillo@fontana.org

Mr. Richard Oaxaca, Assistant Engineer
City of Fontana
Phone: (909) 350-7600
Email: roaxaca@fontana.org

SAN BERNARDINO COUNTY FIRE

Mr. Terry Welsh, Division Chief (R)
San Bernardino County Fire Department
Phone: (760) 954-7779
Email: tnkwelsh@verizon.net

Mr. Rick McClintock, Battalion Chief (R)
San Bernardino County Fire Department
Phone: (919) 518-7914
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CITY OF CARLSBAD

Mr. Terry L. Smith, Senior Civil Engineer
City of Carlsbad
Phone: (760) 602-2720
Email: terry.smith@carlsbadca.gov

CITY OF HESPERIA

Mr. David R. Burkett, Project Manager
City of Hesperia
Phone: (760) 947-1202
Email: dburkett@cityofhesperia.us

Mr. Scott Priestler, Development Director
City of Hesperia
Phone: (760) 947-1901
Email: spriester@cityofhesperia.us

COUNTY OF RIVERSIDE

Ms. Anna E. Rodriguez, Project Manager
County of Riverside, EDA
Phone: (760) 863-2537
Email: aarodriguez@rivcoeda.org

Ms. Leah Rodriguez, Project Manager
County of Riverside, EDA
Phone: (760) 863-2534
Email: lmrodriguez@rivcoeda.org

CITY OF CHINO

Mr. Michael A. Kolling, Project Manager
City of Chino
Phone: (909) 464-0768
Email: mkolling@cityofchino.org

CITY OF PASADENA

Mr. Dale Torstenbo, Project Manager
City of Pasadena
Phone: (626) 744-3971
Email: dtorstenbo@cityofpasadena.net

NORTH COUNTY FIRE PROTECTION DISTRICT

Mr. Steve Marovich, Battalion Commander
North County Fire Protection District
Phone: (760) 497-2215
Email: smarovich@ncfire.org

ONTARIO FIRE DEPARTMENT

Mr. Jim Schiller, Battalion Chief
Ontario Fire Department
Phone: (760) 954-8635
Email: jschille@ci.ontario.ca.us

Mr. Michael Pelletier, Deputy Chief
Ontario Fire Department
Phone: (909) 229-3333
Email: mpelleti@ci.ontario.ca.us

CARLSBAD FIRE DEPARTMENT

Mr. Mike Lopez, Battalion Chief
Carlsbad Fire Department
Phone: (760) 212-2569
Email: mike.lopez@carlsbadca.gov

Mr. Chris Lawrence, Captain
Carlsbad Fire Department
Phone: (760) 415-4679
Email: christopher.lawrence@carlsbadca.gov

GARDEN GROVE

Mr. David Barlag, Public Safety Officer
City of Garden Grove
Phone: (714) 741-5994
Email: davidba@ci.garden-grove.ca.us

NEWPORT BEACH

Mr. Jim Boland, Captain
Newport Beach Fire Department
Phone: (714) 915-4896
Email: jboland@nbfed.net

Mr. Mark Vukojevic, Public Works Director
City of Newport Beach
Phone: (949) 644-3319
Email: mvukojevic@newportbeachca.gov

COSTA MESA

Mr. Tim Vasin, Battalion Chief
Costa Mesa Fire Department
Phone: (714) 754-5204
Email: timothy.vasin@costamesaca.gov

CITY OF ANAHEIM

Mr. Jeff Alario, Deputy Chief
Anaheim Fire & Police
Phone: (714) 240-3419
Email: jalario@anaheim.net

Mr. Richard Aguirre, Project Manager
City of Anaheim
Phone: (714) 765-5052
Email: raguirre@anaheim.net

UNIVERSITY OF SOUTHERN CALIFORNIA

Mr. Joe McIntyre, Executive Director
USC
Phone: (213) 905-2629
Email: jmcintyre@usc.edu

CITY OF LOS ANGELES

Mr. Allan Kawaguchi, Bond Program Manager
City of Los Angeles
Phone: (213) 580-9917
Email: Allan.Kawaguchi@lacity.org

Mr. Curt Klaffa, Battalion Chief
Los Angeles Fire Department
Phone: (213) 216-4099
Email: curt.klaffa@lacity.org

CONTRACTORS

Mr. Nathan Complin, Project Manager
Erickson-Hall Construction Co.
Phone: (760) 801-4284
Email: ncomplin@ericksonhall.com

Mr. Robert Kelley
Keeton Construction
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Email: robert@keetonconstruction.com

Ms. Yvonne Burkhart, Project Manager
Patterson Builders
Phone: (714) 336-9411
Email: yvonne@pattersonbuilders.com



NORTH COUNTY FIRE PROTECTION DISTRICT

www.ncfireprotectiondistrict.org

330 S. Main Avenue

Fallbrook, California 92028-2938

Phone: (760) 723-2005

Fax: (760) 723-2072

BOARD OF DIRECTORS

RUTH HARRIS
WAYNE HOOPER
KENNETH E. MUNSON
PAUL SCHADEN
KATHLEEN THUNER

WILLIAM R. METCALF - Fire Chief/CEO
wmetcal@ncfire.org
ROBERT H. JAMES - Counsel
LOREN A. STEPHEN-PORTER - Board Secretary
lstephen@ncfire.org

May 28, 2015

To Whom It May Concern:

In 2010, the North County Fire Protection District embarked upon building a new fire station for the first time in 35 years. As a protection district with limited funds, the fire department depends upon paid professionals to assist in unique projects of this type. One of the key components the fire department identified was selecting a strong architect who would assist us in the entire process. After a thorough review of many firms, the fire department selected WLC Architects and the journey began.

The fire department then began the extremely long process of receiving county approval, which in itself was an enormous feat but with the help of WLC, and a few years later, the construction began. WLC assisted in prequalifying contractors, which helped tremendously in streamlining the time frame. WLC Architects was very professional and possesses all the necessary resources to handle the complicated San Diego County procedures. The fire station plan fulfilled not only all our wants and needs, but also surpassed our expectations.

I took over as the project manager for the last two years of the construction process. WLC Architects designed a station that allowed me to keep us completely on budget. WLC and their consultant team answered any and all questions that came up. My job was quite easy thanks to them. During the walk through process, each member of WLC's team spent countless hours keeping the contractor on track to complete the project according to the specifications.

The one person who stood out over everyone else was Kelley Needham, the project architect. Three things are worth mentioning about Kelley. First of all, Kelley is not only a professional but also a true advocate for the fire department. Kelley was the one person I could count on for advice and most uniquely, he was available 24/7. He took the time as if it was his own station! Second, Kelley's knowledge, skills, and abilities are unmatched. Kelley assisted me throughout the process and knew every aspect of the project. Last, but definitely not least, is Kelley's attention to detail. Every meeting was thoroughly documented. This information proved invaluable as the project was closed out with the contractor. Kelley's attention to detail throughout the final walk through was extremely valuable.

The overall process to construct North County Fire Protection District's Station No. 5 took over 5 years. It was a long process with San Diego County and was very labor intensive. The true silver lining in the process was WLC Architects, Kelley Needham, and all the consultants who made the construction of our fire station a complete success. For all these reasons, I highly recommend their services for your future needs. Please feel free to contact me with any questions.

Regards,



Steven Marovich



PROUDLY SERVING THE COMMUNITIES OF FALLBROOK, BONSALE AND RAINBOW

August 6, 2015

Re: Letter of Recommendation
WLC Architects, Inc.

In the fall of 2011, the University of Southern California found itself in the unusual position of having to build a replacement for Fire Station 15 in the City of Los Angeles. After receiving recommendations from various agencies, including both the City of Los Angeles and the Los Angeles Fire Department, we retained WLC Architects. The project was extremely complex. In addition to our own design requirements, the requirements of the various city agencies, as well as those of the fire department, had to be constantly addressed and incorporated. To make matters worse, the project had a shortened timeframe, and the schedule of a much larger university project depended heavily on the completion of the station. WLC's knowledge, experience, and ability to manage multiple client interests were instrumental in making the project successful. They were always responsive and never lost sight of the best interests of the project and the University. They are a unique combination of professionalism and common sense.

In summary, I would not hesitate to recommend WLC Architects and I look forward to the opportunity to work with them in the future.

Sincerely,



JOE MCINTYRE
Program Director Capital Construction Development
University of Southern California



ORANGE COUNTY FIRE AUTHORITY

P.O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Jeff Bowman, Fire Chief

(714) 573-6000

www.ocfa.org

August 20, 2015

WLC Architects
8163 Rochester Avenue
Suite 100
Rancho Cucamonga, CA 91730
Attn: Kelley Needham

Re: Orange County Fire Station 56, Sendero Ranch

Dear Kelly:

This letter is sent to express my sincere appreciation for the effort and results provided by your team in the design and construction of Orange County Fire Station 56, Sendero Ranch. The station is beautiful. You captured the design motif of the Sendero Master Plan Community perfectly. You captured all of the elements important for a safe, functional, durable facility. It is clear that you and your firm have an appreciation for the many nuance elements of fire station design that can only be mastered by extensive experience. WLC is clearly a master of the "niche" market of fire station design. That the station was designed and constructed on time and within budget is a credit to the quality of your work. It is the finest station we have built to date. It was a pleasure working with your team and I especially appreciate the central role you as a Principal took in our project from project award through the grand opening. Please feel free to offer me as a reference should the opportunity arise. Thank you and I hope we have an opportunity to combine in future projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Chambers".

Steve Chambers
Property Manager
Orange County Fire Authority

Serving the Cities of: Aliso Viejo • Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • La Palma
Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Santa Ana • Seal Beach • Stanton • Tustin • Villa Park
Westminster • Yorba Linda • and Unincorporated Areas of Orange County

RESIDENTIAL SPRINKLERS AND SMOKE ALARMS SAVE LIVES

DENNIS R. YATES
Mayor

EUNICE M. ULLOA
Mayor Pro Tem



CITY of CHINO

GLENN DUNCAN
EARL C. ELROD
TOM HAUGHEY
Council Members

MATTHEW C. BALLANTYNE
City Manager

July 9, 2015

Subject: Letter of Recommendation – WLC Architects – Fire Facility Development

To Whom It May Concern,

Over the years, WLC Architects have completed a wide range of fire facility development projects for the City of Chino and the Chino Valley Fire District. The projects range from master plan designs for proposed facilities to the upgrading of existing facilities, as well as the development of new fire facilities for the City's Fire District. Within the last ten years, WLC Architects have completed the design and construction of Chino Valley Fire District's Fire Station No. 61, including a new Training Center and Drill Tower, Fire Station No. 63, and Fire Station No. 67. The facilities were designed to fit into the surrounding community, meet LEED Silver Certification design standards, reduce energy costs, and minimize Fire District operation and maintenance costs. The completed facilities have received numerous design awards and have been very well received by the Fire District staff, as well as the community.

Any design firm is only as good as the competency of their staff. As a Principal in the firm, Kelley Needham has personally managed each project, ensuring the highest level of customer service is provided to the City. Kelley and his staff's attention to detail has resulted in every project being completed within the project timeframe, and always well within budget. Regardless of the size and/or complexity of the project, WLC has always provided exceptionally competent staff to develop and manage every aspect of the project. WLC's attention to every aspect of the project development and customer service has been demonstrated repeatedly over the years, and is greatly appreciated.

In summary, I would not hesitate in recommending WLC Architects for any type of fire facility related project, and look forward to the opportunity to continue to work with WLC Architects on future projects.

Sincerely,

Michael A. Kolling
Capital Projects Manager, RLA
City of Chino
Public Works Engineering Department



13220 Central Avenue, Chino, California 91710
Mailing Address: P.O. Box 667, Chino, California 91708-0667
(909) 334-3250 • (909) 334-3720 Fax
Web Site: www.cityofchino.org



April 1, 2014

Kelley Needham
WLC Architects
8163 Rochester Avenue, Suite 100
Rancho Cucamonga, CA 91730

RE: Letter of Reference

To Whom It May Concern:

WLC Architects has provided architectural and construction administrative services to the City of San Marcos for a variety of projects over the past 16 years. During this time, WLC was retained for the design of three fire stations, one sheriff's facility, a police station, and a regional emergency services training facility. Our most recent project with them, Fire Station 4, received a LEED rating of Gold, which was directly attributed to WLC Architects' vast experience and knowledge in building design and LEED planning. All of the above projects were delivered at or under budget and with minimal change orders.

Mr. Needham and his staff are extremely professional, have outstanding customer service, and provide a product and service of the highest quality. They are very adept at managing complex projects and have extensive resources at their disposal to get a project completed successfully. Having worked with various architects over the years, I believe WLC is sensitive to the needs and desires of their client while at the same time providing sound direction to assure a successful project.

I highly recommend WLC Architects for any agency's architectural needs. If you should have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

Todd Newman
Fire Chief



Fees

A. FEE OVERVIEW

The following is our preliminary Fee Proposal for each of your new projects. With our unique type of experience and our local presence, your new Fire Station is of special interest to our firm.

In that architecture is a professional service as opposed to a commodity, we believe that the selection of an architect is not only about fee, but about the relationship between the design team, the City, and the Fire Department. This proposal is a starting point to begin more in depth discussions regarding program and project scope. It is not our intention to create a fee that is more or less than that of our professional colleagues, but to work with you to create the best possible project for the funds available.

The fees attached are not intended to be a "take it or leave it" offer and should be understood to be the beginning of a negotiation to determine the best value for your needs and budget.

We believe your contract with WLC will mark a purposeful investment in your facilities. We are here to make sure that you consider that investment to be a good one, with significant returns. WLC is extremely flexible when it comes to the fee structure that best suits each new commission. We want the City and Fire Department to feel that you are getting both a quality architectural product and excellent professional services at a fair market price.

The difficulty, of course, is trying to establish a fee with a number of variables and a broad scope of work. In an effort to better define our preliminary fee proposal, we have broken it down into the following components:

- A. Conceptual Design Fees
- B. Basic Architectural Fee
- C. Site Specific Fees

B. FIRE STATION 61

This project would include the remodel of fire personnel living quarters, captain's dormitory, and captain's office in order to effectively meet staff needs, compliance with Federal, State, local, and NFPA standards as well as provide gender privacy.

a. Conceptual Design: \$5,000.00

b. Basic Architectural Fee:

The following schedule will be utilized to determine fees for reconstruction, renovation, and modernization of existing facilities. Additional project specific factors may result in adjustments in fee amounts:

1. Twelve percent (12%) of the first five hundred thousand dollars (\$500,000.00) of computed cost.
2. Eleven and one-half percent (11-1/2%) of the next five hundred thousand dollars (\$500,000.00) of computed cost.
3. Eleven percent (11%) of the next one million dollars (\$1,000,000.00) of computed cost.
4. Ten percent (10%) of the next four million dollars (\$4,000,000.00) of computed cost.
5. Nine percent (9%) of the next four million dollars (\$4,000,000.00) of computed cost.
6. Eight percent (8%) of the computed cost in excess of ten million dollars (\$10,000,000.00).

c. Site Specific Fees:

1. Hazardous Material Assessment: \$3,000.00

C. FIRE STATION 62

This project includes the reconstruction of Fire Station No. 62 utilizing the current site, with additional space for storage, office and/or physical fitness space on an adjacent property.

a. Conceptual Design: \$10,000.00

b. Basic Architectural Fee:

The following schedule will be utilized to determine fees for new construction. Additional project specific factors may result in adjustments in fee amounts:

1. Nine percent (9%) of the first five hundred thousand dollars (\$500,000.00) of computed cost.
2. Eight and one-half percent (8½%) of the next five hundred thousand dollars (\$500,000.00) of computed cost.
3. Eight percent (8%) of the next one million dollars (\$1,000,000.00) of computed cost.
4. Seven percent (7%) of the next four million dollars (\$4,000,000.00) of computed cost.
5. Six percent (6%) of the next four million dollars (\$4,000,000.00) of computed cost.
6. Five percent (5%) of computed cost in excess of ten million dollars (\$10,000,000.00).

c. Site Specific Fees:

- | | |
|--|-------------|
| 1. Topographical and Boundary Survey | \$11,000.00 |
| 2. Geotechnical Report | \$13,000.00 |
| 3. Water Quality Mgmt. Plan and Report | \$ 8,000.00 |
| 4. Storm Water Pollution Prevention Plan | \$ 3,000.00 |
| 5. Traffic Engineering | \$16,000.00 |
| 6. Hazardous Material Assessment | \$ 3,000.00 |



D. FIRE STATION 63

This project includes the evaluation of personnel living quarters and captain's dormitory in order to effectively meet staff needs, compliance with Federal, State, local, and NFPA standards as well as provide gender privacy.

a. Conceptual Design: \$5,000.00

b. Basic Architectural Fee:

The following schedule will be utilized to determine fees for reconstruction, renovation, and modernization of existing facilities. Additional project specific factors may result in adjustments in fee amounts:

1. Twelve percent (12%) of the first five hundred thousand dollars (\$500,000.00) of computed cost.
2. Eleven and one-half percent (11-1/2%) of the next five hundred thousand dollars (\$500,000.00) of computed cost.
3. Eleven percent (11%) of the next one million dollars (\$1,000,000.00) of computed cost.
4. Ten percent (10%) of the next four million dollars (\$4,000,000.00) of computed cost.
5. Nine percent (9%) of the next four million dollars (\$4,000,000.00) of computed cost.
6. Eight percent (8%) of the computed cost in excess of ten million dollars (\$10,000,000.00).

c. Site Specific Fees:

- | | |
|-----------------------------------|------------|
| 1. Hazardous Material Assessment: | \$3,000.00 |
|-----------------------------------|------------|

E. REIMBURSABLES

Items required or requested by the City or Fire Department will be invoiced as reimbursable without markup on monthly intervals. Reimbursables generally include the following:

1. Bulk paper copy.
2. Photography.
3. Blueprinting/Mylars.
4. Computer plotting.
5. Express or overnight mail/courier service.

Neither the City or Fire Department will incur any cost for travel, travel time, phone calls, faxes, or incidental printing or copying.

F. HOURLY RATE SCHEDULE

For additional services, the following hourly rates are proposed for the basis of negotiating scope modifications which may be necessary for the project. Hourly rates include mark-up that will be applied to all fees. Reimbursable costs for reprographic services, computer plotting, and printing will be negotiated at the time additional services are requested.

ARCHITECTURAL

Principals of Firm	\$220.00
Associate Principal/Director	\$200.00
Associate/Coordinator	\$200.00
Senior Project Architect	\$180.00
Senior Project Manager	\$180.00
Project Architect	\$150.00
Project Manager	\$150.00
Technical Level I	\$100.00
Technical Level II	\$100.00
Technical Support	\$ 80.00

CIVIL

Principal Civil Engineer	\$110.00
Principal Land Surveyor	\$ 85.00
Project Engineer	\$ 85.00
Project Manager	\$ 55.00
Engineering Design	\$ 55.00
Design Draftsman	\$ 50.00
Draftsman	\$ 45.00
Technical Support	\$ 20.00

STRUCTURAL

Principal Engineer	\$130.00
Project Engineer	\$100.00
Chief Draftsman	\$ 85.00
Draftsman	\$ 65.00
Technical Support	\$ 45.00

MECHANICAL

Principal	\$309.00
Project Manager	\$258.00
Senior Project Engineer	\$258.00
Design Engineer	\$196.00
Drafter	\$139.00
CAD Operator	\$139.00
Administrative	\$103.00

ELECTRICAL

Principal	\$110.00
Project Manager	\$105.00
Project Engineer	\$100.00
Design Engineer	\$ 82.00
Designer/CADD Technician	\$ 68.00
Jr. Designer/CADD Technician	\$ 42.00
CADD Technical/Drafter	\$ 36.00
Technical Support	\$ 35.00

LANDSCAPE

Principal Architect	\$165.00
Associate Architect	\$140.00
Architect/Project Manager	\$125.00
Job Captain/Designer	\$110.00
CADD Technician	\$ 95.00
Draftsperson	\$ 80.00
Word Processor	\$ 65.00

G. ITEMS EXCLUDED

The following is a list of items which are excluded from our scope of services or are not anticipated to be required. However, these services can be included, if requested, or once additional information is known:

1. Construction Surveying/Staking.
2. Plan Check/Permit Fees.
3. Professionally Constructed Building Models or Renderings.
4. Title Reports and Reference Deeds.
5. Energy Modeling.
6. Conformed Documents.
7. Phase I or Phase II Environmental Documentation.
8. Shoring Design.
9. Arborist/Biologist Reports.
10. Cone Penetration Testing.
11. QSP services during construction.
12. QSD services during construction.
13. Radius maps, mailing lists and public hearing signage.
14. Traffic control plans.
15. County, State, Title Company and Utility purveyor Fees.
16. Archaeology Studies.
17. Traffic Studies.
18. Soil Management or Agronomy Reports.
19. Legal Descriptions.
20. Hydrology Study/Calculations.
21. Services related to an Underground Parking Structure.
22. CEQA Documents or Processing.
23. Boundary survey setting any new, or finding existing, property corner survey monuments.
24. Preparation of a Record of Survey map or corner record as required by the City or County.
25. Easement or Property Grant or Quitclaim Deed, Legal Description, and Sketch.
26. Services related to the undergrounding of overhead utility lines, or the relocation/replacement of poles, along the street or alley frontages.
27. Plans required to provide adequate utility (including fire lines) or storm drain infrastructure to a point in front of this project site.
28. General Plan Amendment, Master Plan Amendment, Zone Change, Conditional Use Permit, Environmental Information Forms, or Variance Applications, Forms, and Maps.
29. Offsite or onsite separate water, fire line, sanitary sewer, or storm drain improvement plan and profile drawing, or revisions to a separate City or utility company approved drawing, not already shown on our standard composite onsite utility and storm drain plan.
30. Tract map, Amended Map, Final Plat, Parcel Map, Lot Merger, Certificate of Compliance, or a Lot Line Adjustment Map, Application, Deed, Legal Description, Sketch, and Traverse Closure Calculations.
31. Foundation System: Our fee assumes typical spread footings in average soil conditions. Any other type of foundation system required as a result of poor soil conditions would not be considered within our scope of work.
32. Separate street improvement plans or profile drawings.
33. Separate street lighting improvement plan.



WLC

WLC Architects, Inc.

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SAN DIEGO

1917 Palomar Oaks Way, Suite 110
Carlsbad, CA 92008
760.700.0908



City Council Staff Report

DATE: January 20, 2016

AGENDA ITEM NO: New Business
Agenda Item 6-I.

TO: Paul L. Talbot, City Manager

FROM: Annie Yaung, Controller

SUBJECT: Midyear Review Report with Proposed Adjustments to the Adopted Budget
2015-2016

RECOMMENDATION It is recommended that the City Council:

- (1) Approve budget amendments for additional expenditures as presented in the Midyear Review Report;
- (2) Receive and File the report; and
- (3) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On January 13, 2016, Finance completed the 2015-16 Midyear Review Report and published it on the City's website. The purpose of this report is to provide citizens accountability in areas such as revenue projections updates, projected annual expenditures, proposed budget adjustments, and projected budget development for the upcoming year. The Midyear Review incorporates the policy direction of the City Council for services and programs to address the needs of the community as identified during the first half of this fiscal year. Through this midyear review process, staff is proposing to the City Council nine (9) budget items to address community issues and to accommodate operation needs.

BACKGROUND:

General Fund Revenues

The City receives revenues from taxation, State or federal intergovernmental transfers, and user charges. The net General Fund revenues and transfers, including the proposed Midyear capital improvement items, are \$39.4 million for 2015-16. The projected revenues for 2016-17 are \$38.1 million. The following table depicts the General Fund revenue projections.

General Fund Revenues

<i>(Amounts in 000s)</i>	2015-16 Originally Approved	2015-16 Estimated	2016-17 Projected
Property Tax	\$15,273	\$15,165	\$15,468
Sales Tax	5,217	5,400	5,603
Utility Tax	3,267	3,260	3,330
Other Taxes	2,492	2,493	2,612
Licenses & Permits	2,421	2,398	2,706
Service Charges	4,908	5,093	5,596
Other Revenue	2,554	2,673	2,785
Transfers-Economic Development		1,833	
Transfers-CIP Reserve (Midyear)		1,035	
Total	\$36,132	\$39,350	\$38,100

The City's two largest revenue sources, Property and Sales taxes, account for 55% of the City's General Fund revenues. Property tax is calculated based on the assessed value. The City's total assessed value for the fiscal year 2015-16 is \$6.6 billion, up 4.4 percent from last year. Again, projections for the housing market continues to remain positive for 2016-17.

After the dissolution of redevelopment agencies, many agencies expected to receive a portion of property taxes which previously were increment allocated solely to redevelopment agencies. Projected residual property tax distributions for both 2015-16 and 2016-17 are approximately \$726,000 for each year.

The City's sales tax provides around 14 percent of the City general fund revenues versus, on average, around 30 percent for all cities and counties in California. Consumer spending showed solid growth in recent months, which could add to better sales tax revenues for the City. For the City's 2016-17 budget projection, the City assumes a 3.5 percent sales tax increase which is aligned with a continuously improving economic climate near term.

Other revenue items are required a conservative approach in developing revenue estimates. The City expects to gain extra collections in Construction Permits and Plan Check Fees for 2016-17 due to several projected development projects. However, the amounts are conservatively estimated. Investment earnings are adjusted by City-absorbed merchant service charges due to various online credit card services for consumers.

General Fund Projected Operating Results and Proposed Changes for 2015-16

The adopted budget for the General Fund is \$35.9 million and the estimated expenditures after adjustments are \$39.3 million for 2015-16. The \$39.3 million reflects Council approved minor benefit adjustments for non-safety MOUs, budget amendments for Cascades Walkway repairs, El Nino preparedness, Garvey Reservoir project, a transfer of \$1.83 million from the General Fund economic development reserve for South Garfield Specific Plan and Downtown Area improvements, and the proposed transfer of \$1.03 million from the General Fund capital improvements reserve, pending Council's Midyear approval. The Table below presents approved supplemental and proposed budget amendments to the 2015-16 General Fund adopted budget.

**General Fund
2015-16 Projected Operating Results**

Net Revenues	\$ 36,482,000
Authorized Transfer - GF Economic Development Reserve	1,833,000
Proposed Midyear Transfer – GF Capital Improvements Reserve	<u>1,035,000</u>
Total Revenues and Transfers	<u>39,350,000</u> ⁽¹⁾
Original Adopted Budget	\$ 35,912,000
Council Approved CIP and Operational Items	494,000
Authorized Transfer – GF Economic Development Reserve	1,833,000
Proposed Midyear Transfer for Capital Improvement Items	<u>1,035,000</u>
Total Budget with Amendments	<u>39,274,000</u> ⁽²⁾
Projected General Fund Surplus ^{(1) – (2)}	<u>\$ 76,000</u>

MidYear Proposed Budget Amendment Items

Midyear Capital Improvement Requested Items			
Police locker room facilities	Remodel police men's and women's locker room for ADA compliance	\$450,000	GF
Basketball Courts at Garvey Ranch Park	Resurface, fence, install uprights and LED lights	60,000	GF
Lighting- Sequoia Park Basketball Courts	Install LED lights for basketball courts	25,000	GF
Fire Rescue Ambulance	Replace 2003 Rescue Ambulance for emergency services	150,000	GF
Conservation Garden	Establish a site to demonstrate various landscaping themes that achieve water conservation and yards beautification	250,000	GF
Langley Center ADA Sidewalks	Install sidewalk from Ynez to McPherrin with ADA ramps	100,000	GF
ELAC/Cesar Chavez Sidewalks	Replace existing damaged asphalt with concrete	270,000	Measure R
Street Paving Materials	Increase operationally required materials for street projects: asphalt, concrete, base rock, sand	70,000	Measure R
Graffiti Truck	Replace used vehicle with new truck	50,000	Shop
Total Midyear CIP Request		\$1,425,000	

These requested items, totaled \$1,425,000, are proposed to be funded from the General Fund Capital Improvements Reserve (\$1,035,000), Shop Fund (\$50,000) and Measure R Fund (\$340,000).

Proposed Changes for Developing the 2016-17 Budget

Projections at the midyear indicate that the City will have a balanced budget for 2016-17. The estimated revenues and transfers are \$38.1 million and projected expenditures and transfers are \$38.05 million for 2016-17. Please refer to Page v and vi of the transmittal letter in the Midyear Review Report for the projected changes for the 2016-17 budget.

The City has adopted a conservative financial management practice. The 2016-17 balanced budget reflects key assumptions: a cost of living contingency labor expenditure for citywide MOUs; required operational cost adjustments; minimum internal service fund charges; and General Fund supplement to pension costs. The projected General Fund surplus for 2016-17 would be approximately \$48,000.

Other City Funds Analysis

While the Finance Department is reviewing the City's General Fund fiscal condition at the mid-year, it is equally important to review all other relevant funds of the City. Analyzing and understanding broad other City's funding resources supports our decision criteria for allocations of resources among key public services.

- **Enterprise Funds**

The City has four Enterprise Funds: Water Operation, Water Treatment, Refuse, and Sewer. Each fund must ensure that its fee structure is maintained at a level sufficient to cover operating costs and future capital improvements.

The City Council implemented the City's new water, sewer, and refuse rates and started plans for extraordinary investments to replace aging water and sewer system's infrastructure. Prolonged droughts and mandatory usage restrictions caused lower water consumptions. Because the City's water pricing is under the consumption-based rate system, the reduced water usage generated a much smaller revenue increase (+6%, \$500,000), while the operating expenses reported a 13% cost increase (\$1.1 million). This increase was mainly from paying water assessment charges to the San Gabriel Valley Municipal Water District. Please refer to Page vii and viii in the transmittal letter for greater explanations. The City cannot continue using water fund reserves to pay for operational costs. Staff will continue monitoring the funding development and report to the Council at the 2016-17 budget hearing for further directions.

- **Internal Service Funds**

For 2016-17, overall internal service fund rates are held neutral relative to last year. The City's Workers' Compensation Fund and General Liability Fund have a deficit net position. Substantial increases or transfers in the future are unavoidable to bring the funds to a positive net position. Proposed rate changes are displayed in the Midyear Report.

- Retirement Fund

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. Employer contribution rates will continue increasing in the years ahead, peaking in fiscal year 2020-21. The City's CalPERS employer's rates based on the most recent actuarial reports are as follows:

Plan	Actual 2015-16	Actual 2016-17	Projected 2017-18	Projected 2018-19	Projected 2019-20	Projected 2020-21
Safety	31.219%	34.545%	37.7%	40.8%	44.0%	44.8%
Miscellaneous	25.233%	26.764%	28.7%	30.6%	32.6%	33.0%

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. Per the Governmental Accounting Standards Board (GASB) Statement 68, the City reported the pension unfunded liabilities onto the City's Comprehensive Annual Financial Report (CAFR). The City and all City employees worked as partners to meet the funding challenges. Under all labor contracts, full time employees are required to contribute the full percentage of the member contribution.

In September 2015, the Governor signed SB 107, which allows the City's voter-approved pension override tax revenues to be entirely allocated to the City. This extraordinary news helps the City to receive higher retirement revenues. In the meantime, the City expects continuous pension cost increases in coming years and the need for General Fund pension contributions will continue.

Affordable Care Act Reporting Requirement

To comply with IRC Sec. 6056, the City is required to file new health care information returns (1094-C) on or before February 29, 2016 for the 2015 calendar year and also must furnish employee statements (1095-C) to employees on or before February 1, 2016. Staff has completed the system program and is currently downloading payroll data, reconciling and testing filing to ensure reporting compliance.

FISCAL IMPACT:

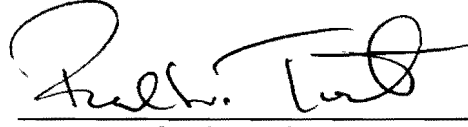
Overall, the City finances for 2015-16 are stable and will continue to remain positive for 2016-17 due to the City's focus on a conservative and long-term financial approach.

Respectfully submitted and prepared by:

Approved By:

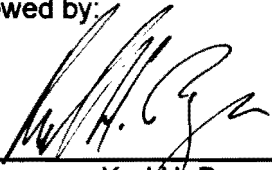


Annie Yaung, CPFO
Controller



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney



Chu Thai
Director of Management Services

ATTACHMENT(S):

1. MidYear Review Report FY 2015-2016

ATTACHMENT 1
Mid Year Review Report FY 2015-2016

MONTEREY PARK *California*

Mid Year Review Report 2015 - 2016



Prepared by Finance

Mid Year Review Report For the 2015-16 Fiscal Year

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Annie Yaung, Controller



City of Monterey Park Midyear Budget Report 2015-2016

January 20, 2016

The Nation and State Fiscal Development

The nation's economic recovery remains steady and unexceptional growth. Retail spending stays a firm pace of consumption and labor market is solid. The Federal Reserve raised interest rates in mid-December for the first time in nearly a decade. The Fed has also signaled that rate increases would be gradual, which should keep interest rates below historic averages for some time. In other economic news, dollars appreciated significantly against other foreign currencies, crude oil fell to its lowest level since 2009, and consumer spending continued rebounding.

International trade is the key trade industry for California economy and weakness in the world economy, including contractions in Japan and Germany, stagnation in France and a slowdown in China, could dampen exports from California. The Los Angeles County's unemployment rate is 5.9 percent, while the State's rate stands at 5.7 percent, which is significantly down from a year ago at 7.25 percent. California economic recovery is most likely the same as the nation's - slow, steady and unexceptional growth.

Local Economy

The City's financial prospects, similar to the State's, continue to be strengthening and growing. In 2015, Monterey Park's housing market showed a robust increase in single-family home prices due to its desirable location. House values in the City are expected to continue remaining relatively solid for 2016.

From the public sector perspective, economic development is an agency's ability or effort to seek to improve the economic well-being and quality of life for a community by creating and/or retaining jobs and supporting or growing the local tax base. Economic development has therefore become an increasingly important function for local government. The City continues to have renewed development interest in numerous projects, particular multi-unit housing, hotels, and commercial developments.

The City is currently working with the developer of the Monterey Park Market Place project to help facilitate the purchase of the project site and development of this regional power center. There are also three new hotels in the development plan in the North Atlantic area to meet the growing demands of the tourist industry in the San Gabriel Valley area. Staff continues to work with the hotels developers assisting them through the plan review process. There is an 80-unit single-family residential community in the City that is currently under construction. To date, 22 of the 80 single-family homes have been sold and the developer continues to build and sell the remaining units. In the last quarter of 2015, there had also been a number of new main stream restaurants that had opened in the community.

Monterey Park's Budget Review

The total 2015-16 adopted City budget, excluding the budget for the Successor Agency, totals \$90.1 million. It is a conservative and prudent spending plan, with a long-term planning focus and performance measurement linkage. The budget includes \$10.7 million for the City's major capital improvements and reflects MOU adjustments for safety and non-safety units as well as the mandated State minimum wage increases and a 3-day sick leave requirement for part-time personnel.

This Midyear Review incorporates the policy direction of the City Council for services and programs to address the needs of the community as identified during the first half of this fiscal year. After prioritizing many requests, staff is presenting the following budget amendment items listed in Table 1 for the City Council's approval. These requested items, totaled \$1,425,000, are proposed to be funded from the General Fund Capital Improvements Reserve (\$1,035,000), Shop Fund (\$50,000), and Measure R Fund (\$340,000).

Midyear Capital Improvement Requested Items (Table 1)			
Police locker room facilities	Remodel police men's and women's locker room for ADA compliance	\$450,000	GF
Basketball Courts at Garvey Ranch Park	Resurface, fence, install uprights and LED lights	60,000	GF
Lighting- Sequoia Park Basketball Courts	Install LED lights for basketball courts	25,000	GF
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ELAC/Cesar Chavez Sidewalks	Replace existing damaged asphalt with concrete	270,000	Measure R
Street Paving Materials	Increase operationally required materials for street projects: asphalt, concrete, base rock, sand	70,000	Measure R
Graffiti Truck	Replace used vehicle with new truck	50,000	Shop
Total Midyear CIP Request		\$1,425,000	

In preparing for the 2016-2017 budget, the City continues striving to align expenses to key services, improve citywide infrastructure, and manage revenues. The City will be realistic with the cost to provide additional services, evaluate economic development opportunities and costs, and maintain our legal commitments.

General Fund Midyear Overview

The General Fund's total budget is \$38.2 million from which the City pays for services commonly associated with local government, specifically police and fire, library, parks, and public works services. The budget reflects Council authorized amendments, including minor benefit adjustments for non-safety MOUs, Cascades Walkway Repairs, El Nino Preparedness Project, Garvey Reservoir Project, and \$1.83 million transferred from the General Fund economic development reserve for improvements at South Garfield and Downtown areas. If the City Council approves the requested Midyear General Fund amendments, the final budget will be \$39.3 million for 2015-16.

General Fund Revenues

The estimated net General Fund revenues, \$36.5 million, plus Council authorized a transfer from the General Fund economic development reserve of \$1.83 million, total \$38.32 million for 2015-16. If the Council approves the proposed capital improvement items, the final estimated total will be \$39.35 million. The recurring revenue estimates for 2016-17 are \$38.1 million. Table 2 below is a summary of General Fund revenues. The City assumes further growth in property and sales taxes, which account for an average of 55% of the net General Fund revenues, in comparison to 2015-16. The Property tax revenue continues to reflect the ABx1 26 residual property tax distributions from the County.

General Fund Revenues
(Table 2)

(Amounts in 000s)	2015-2016 Originally Approved	2015-2016 Estimated	2016-2017 Projected
Property Tax	\$15,273	\$15,165	\$15,468
Sales Tax	5,217	5,400	5,603
Utility Tax	3,267	3,260	3,330
Other Taxes	2,492	2,493	2,612
Licenses & Permits	2,421	2,398	2,706
Service Charges	4,908	5,093	5,596
Other Revenue	2,554	2,673	2,785
Transfer-Economic Development		1,833	
Transfer-CIP Reserve (Midyear)		1,035	
Total	\$36,132	\$39,350	\$38,100

Property Tax Property tax is calculated based on the assessed value. The City's total net taxable value for 2015-16 is \$6.6 billion, up \$276 million, a 4.4 percent increase from last year. Proposition 13 limited property taxes to 1 percent of a property's value and restricted the annual increases on assessed values. The City continues to receive the property residual distributions from the Successor Agency and the amount is approximately \$726,000.

The housing market continues to remain on solid footing for 2015, with sales for the full year nationwide on track to be the best in eight years. The median sale price of a single family home in the City was \$511,250. A 2 percent growth is projected for the City's property tax for 2016-17, with the majority of the increase coming from the Proposition 13 annual inflation adjustment, which accounted for 38% of all growth experienced in the City, and properties transfer of ownership as the real estate market continues to remain positive.

Sales Tax Sales tax is the second major source of revenue for the City. The City's sales tax provides around 14 percent of the City general fund revenues, vs. on average, around 30 percent for all cities and counties in California.

The estimated sales tax revenue for 2015-16 is above target. However, retail sales over the Internet continue to drain significant sales tax revenues from local coffers. As for 2016-17, the City assumes a 3 percent sales tax increase as the economy continues to recovery.

Utility Tax The City's utility tax rates are 3% for residential and 5.5% for commercial users. The tax is applied to the consumption of gas, telephone, and electric services. The utility tax revenue from telephone services continues to decrease. The UUT revenue is projected to remain flat for 2016-17.

Other Taxes This category consists of property transfer tax, franchise tax, and transient occupancy tax. The property transfer tax is the real estate transfer tax at a rate of \$1.10 per \$1,000 of value transferred. Cities and county share the tax equally. Franchise tax is imposed by the City on gas, electric, refuse companies, and cable television for the privilege of using City streets. Transient occupancy tax is imposed on occupants for privilege of occupying room(s) in hotel, motel, and inn in the City. The current tax rate is 12 percent and is projected to show a 6 percent increase for 2016-17.

Licenses and Permits The fees for licenses and permits are considered "regulatory." Business licenses are imposed for the privilege of conducting business within the City per Government Code §37101. For 2016-17, the City expects to maintain collections for licenses at the current level and a 20% increase for construction permits due to major developments.

Charge for Services This category includes charges for fee-supported City services and includes: police and fire services, library and recreation services, plan check, inspection, engineering services, and zoning review. The projected revenue for 2015-16 is about \$5.1 million. Total combined revenue for fees and charges is expected to be approximately \$5.6 million for fiscal year 2016-17. The projected increases are mainly in plan check and administrative charges.

The City's Cost Allocation Plan and Master Schedule of Fees and Charges serve as the basis for its service charges. The direct cost of providing the service as well as the indirect expenses of providing the service must be taken into account to ensure the reasonableness in financing city services.

Other Revenues This category includes investment earnings, rents, fines, and various miscellaneous revenue accounts. The City continues investing funds primarily in the Los Angeles County Treasury Pool and certificates of deposit. However, investment earnings are reduced by City-absorbed merchant service charges due to various online credit card services for consumers. Other Revenues in Refunds and Rebates category reflect mainly for various reimbursements from insurance companies and State mandate cost reimbursement programs.

General Fund Expenditures

Throughout the fiscal year, the City Council may approve budget amendments that could not have been anticipated at the time the budget was adopted. The original adopted General Fund

budget was \$35.9 million and the estimated net expenditures and transfers, including Council approved budget adjustments, are \$38.2 million. If the proposed one-time Midyear capital items are approved, the projected General Fund Budget would be \$39.3 million. Table 3 highlights the projected General Fund operating results, reflecting all approved supplemental and proposed Midyear amendments, for 2015-16.

**General Fund
2015-16 Projected Operating Results**
(Table 3)

Net Revenues	\$ 36,482,000
<i>Authorized Transfer - GF Economic Development Reserve</i>	<i>1,833,000</i>
<i>Proposed Midyear Transfer - GF Capital Improvements Reserve</i>	<i><u>1,035,000</u></i>
Total Revenues and Transfers	<u>39,350,000</u> ⁽¹⁾
Original Adopted Budget	\$ 35,912,000
<i>Council Approved CIP and Operational Items</i>	<i>494,000</i>
<i>Authorized Transfer - GF Economic Development Reserve</i>	<i>1,833,000</i>
<i>Proposed Midyear Transfer for Capital Improvement Items</i>	<i><u>1,035,000</u></i>
Total Budget with Amendments	<u>39,274,000</u> ⁽²⁾
Projected General Fund Surplus ^{(1) - (2)}	<u>\$ 76,000</u>

The actual change to the fund balance cannot be determined until an audit is completed for fiscal year 2015-16. It is certain that if there is any General Fund surplus, the surplus will be put back into the General Fund Capital Improvement Reserve for future capital improvement projects.

Proposed 2016-17 Budget

The projected expenditures and transfers for 2016-17 are \$38.1 million, an increase of 4.6 percent from the fiscal year 2015-16 adjusted budget. It reflects cost of living contingency labor expenditure for citywide MOUs and merit adjustments, operation cost adjustments, and additional General Fund pension contributions. The General Fund is balanced with a small anticipated operating surplus. Again, the City has adopted a conservative financial management practice, thus achieving a balanced result (Table 4).

**General Fund
2016-2017 Proposed Budget**
(Table 4)

<i>Revenue</i>	<i>\$ 38,100,000</i>
<i>Expenditures</i>	<i>(38,052,000)</i>
General Fund Projected Surplus	<u>\$ 48,000</u>

Table 5 below displays the projected operational cost increases, which will be incorporated into the 2016-17 Proposed Budget.

General Fund
2016-2017 Projected Expenditure Changes and Transfers
 (Table 5)

<i>Cost:</i>	<i>\$100,000, City Clerk</i>
<i>Explanation:</i>	<i>Municipal election</i>
<i>Cost:</i>	<i>\$780,000, Salaries</i>
<i>Explanation:</i>	<i>MOU adjustments - 3% one-time salary adjustments for Miscellaneous contracts and projected MOU negotiation for Safety units</i>
<i>Cost:</i>	<i>\$250,000, Salaries</i>
<i>Explanation:</i>	<i>Merit and medical benefits - citywide</i>
<i>Cost:</i>	<i>\$122,000, Supplies and Maintenance</i>
<i>Explanation:</i>	<i>2% increase in operating supplies and repairs & maintenance services</i>
<i>Cost:</i>	<i>\$50,000, Utilities</i>
<i>Explanation:</i>	<i>3% increase in electricity, gas, and telephone services</i>
<i>Cost:</i>	<i>\$400,000, Contract and Professional Services</i>
<i>Explanation:</i>	<i>3% increase for service contracts per annual CPI adjustment</i>
<i>Cost:</i>	<i>\$130,000, Internal Service Funding</i>
<i>Explanation:</i>	<i>Operations and reserve to meet outstanding liabilities for the Workers' Compensation (+5%), Technology (+5%), Motor Pool (+3%), General Liability (+8%), and Separation Benefits (+2%) funds.</i>
<i>Cost:</i>	<i>\$200,000, Additional General Fund Pension Contributions</i>
<i>Explanation:</i>	<i>GF supplemental for EE retirement costs</i>

General Fund Balance

The City follows the Governmental Accounting Standards Board (GASB) Statement No. 54 in reporting fund balances. At 6/30/2015, the total fund balance for the General Fund was \$17.7 million, which excluded nonspendable, restricted, and carryover purchase orders. The unassigned fund balance represents General Fund funds that are available for any purpose. In November 2015, the Council authorized utilizing \$1.83 million from the committed for economic development fund balance to fund the improvements for the South Garfield Specific Plan and the Downtown area.

The General Fund reserves are projected as follows.

<i>(Amounts in 000s)</i>	2014-15 Actual	2015-16 Projected	2016-17 Projected
Unassigned - Operations	\$ 3,554	\$ 3,554	\$ 3,554
Assigned - Capital Improvements	6,968	6,009 ⁽³⁾	6,057
Committed - Economic Dev.	1,834 ⁽²⁾		
Committed - Catastrophic Events	2,000	2,000	2,000
Committed - Working Capital	3,000	3,000	3,000
Committed - Unemployment	340	340	340
Total ⁽¹⁾	\$ 17,696	\$ 14,903	\$ 14,951

- 1) *Total excludes nonspendable (\$605,000 loan to PSIF and Park Facility), restricted (\$746,000 Siemens proceeds), and carryover purchase orders (\$2.5 million).*
- 2) *Council authorized 50% for the South Garfield Specific Plan and 50% for the Downtown improvements.*
- 3) *Amount is decreased by \$1,035,000 for the anticipated Midyear CIP proposed items.*

Other City Funding Sources

While we are reviewing our General Fund fiscal condition at the mid-year, it is equally important to note various special revenue funds, internal service funds, and enterprise funds due to fiscal impacts. Analyzing and understanding broad other City's funding resources supports our decision criteria for allocations of resources among key public services.

Enterprise Funds

The City has four Enterprise Funds: Water Operation, Water Treatment, Refuse, and Sewer. The City uses enterprise funds to provide a broad range of enterprise services, such as water supply, treatment and distribution, wastewater collection, and trash collection, disposal and recycling. All of these services are required to be in compliance with federal, state, and local regulations.

In October 2014, the City implemented new rates for water, sewer, and trash services and started plans for extraordinary investments to replace aging infrastructure, specifically water infrastructure for the need of safeguarding the City's drinking water. Yet, this water infrastructure investment comes at a time when consumers' water use patterns are changing due to prolonged droughts and mandatory usage restrictions. The City is not alone in seeing decreased water usage consumptions. From one perspective, the trend in reduced water usage can be viewed as a huge success in efforts to increase water efficiency; however, our water pricing is under the consumption-based rate system and the revenue inadequacy would have a significant negative impact on both the City's operations and infrastructure improvements.

The City reviews rates at least annually. In the 2014-15 financial statement, the City's Water Operation Fund reported an overall small revenue increase (+6%, \$500,000), while the operating expenses reported a 13% cost increase (\$1.1 million) in comparison to the 2013-14 expenses. The operating cost increase of \$1 million was for paying water assessment charges.

The City imports water from the San Gabriel Valley Municipal Water District (SGVMWD) and has recently received a notification that the assessment charge per acre-foot would be a 12% increase for 2015-16, a 14% for 2016-17, and then a 12% for 2017-18. In addition, each compound annual increase rate will result much higher assessment charges for the City.

In many respects, enterprise functions, such as water, sewer, and trash services, are more analogous to private businesses than other governmental activities. Each fund must ensure that its fee structure is maintained at a level sufficient to meet operating, debt service, and capital improvement costs. The City cannot continue dipping into the water fund reserves to pay for on-going water operational costs. In addition, the City is required to maintain a reasonable reserve level for debt service covenant compliance. The City's 2015 Annual Certificate for the La Loma and Water Main loans failed to meet the covenant debt coverage ratio requirement, which requires a 110% of the coverage ratio for the System Revenues be maintained by the City. In the debt agreement, if for any reason pledged System Revenues prove insufficient to comply with the requirement, which it is the situation for the City's 2015 annual certification, the City must agree to increase its revenues through increased user charges to meet this contract term. Staff will continue monitoring the funding development and report to the Council at our 2016-17 budget hearing.

Internal Service Funds

The City maintains six internal service funds to finance the operating costs and outstanding liabilities for workers' compensation, auto shop, technology, separation benefits, general liability, and post-employment medical benefits. Internal service funds are maintained through charges to departments. Each participating City department is funded a non-discretionary line item appropriation in its cost center budget. Each year, cash flows for each of the internal service funds were examined to identify areas where fund balances could be used to help offset rate increases.

Any significant deficit in the internal service funds is an indication of those funds are not being charged their proportionate share of costs. This is the case of the City's Workers' Compensation Fund and General Liability Fund which have a deficit net position. Substantial increases or transfers in the future are unavoidable to bring the funds to a positive net position. In addition, many of the City's motor pool vehicles and equipment have been put on hold due to the economic downturn for the past several years. Replacement of these aging vehicles and equipment will be a priority for the City.

For 2016-17, internal service funds' charges are: Workers' Compensation (+5%), Motor Pool (+3%), Technology (+5%), Separation Benefits (+2%), General Liability (+8%), and Post-Employment Medical Benefits (no increase). Because of a strong cash position in the Separation Benefits Internal Service Fund, staff is, again, requesting a one-time fund transfer of \$500,000 to the General Liability Internal Service Fund to shore its negative cash position due to several major claims.

Retirement Fund

The issue of public pensions includes a complex web of policy, fiscal and legal concerns. Employer contribution rates are as high as they have ever been and will continue increasing significantly in the next five years. The main reasons are because the CalPERS Board adopted changes to the demographic assumptions based on the most recent experience study report. All

employers are reporting that these higher contribution levels are putting a significant strain on budgets. Table 6 below illustrates the City's CalPERS employer's rates based on the most recent actuarial reports.

CalPERS Rates
(Table 6)

Plan	Actual 2015-16	Actual 2016-17	Projected 2017-18	Projected 2018-19	Projected 2019-20	Projected 2020-21
Safety	31.219%	34.545%	37.7%	40.8%	44.0%	44.8%
Miscellaneous	25.233%	26.764%	28.7%	30.6%	32.6%	33.0%

On the June 30, 2015 Comprehensive Annual Financial Statement (CAFR), the City implemented the Governmental Accounting Standards Board (GASB) Statement No. 68 and No. 71 and reported the net pension liability on the face of the Statement of Net Position. In addition, the New Pension Accounting Standards requires all agencies to lay out a plan on how and when they plan on reducing the net pension liability. The City has followed the guidance of the City Council and implemented unfunded liability reduction plans, including making a prepayment at the beginning of each fiscal year and using savings generated from the prepayment action to further pay down the unfunded liability.

With the implementation of the State Pension Reform Act of 2013, the pension expense growth is projected to decrease in the long-term. Achieving sustainability is increasing overtime, especially that the pension reform starts gradually to take hold. The City has over 30 full-time employees currently under this new pension reform tier. In addition, the City and all City employees work as partners to meet the funding challenges, which mean that all full-time employees pay 100% of the employee contributions.

Pension obligations are a long-term liability, and pension funding decisions should be viewed in the same light. In September 2015, the Governor approved SB 107, which allows the City's voter-approved pension override tax revenues to be entirely allocated to the City. This extraordinary news helps us to receive higher retirement revenues. Table 7 below depicts the projected annual collections as well as the required General Fund contributions for the next five (5) years.

Retirement Fund
(Table 7)

<i>(Amounts in 000s)</i>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Beginning Fund Balance	\$ 765	\$ 873	\$ 835	\$ 863	\$ 715	\$ 464
Retirement Fund Rev	5,816	5,933	6,211	6,397	6,589	6,787
GF Contribution	2,200	2,400	2,700	2,900	3,200	3,450
Total Sources	8,781	9,206	9,746	10,160	10,504	10,701
Expenditures	7,908	8,371	8,883	9,445	10,040	10,661
Ending Fund Balance	873	835	863	715	464	40
	=====	=====	=====	=====	=====	=====

Other Key Issues - Affordable Care Act Reporting Requirement

To comply with IRS Sec. 6056, the City is required to file new health care information returns (1094-C) on or before February 29, 2016 for the 2015 calendar year and also must furnish employee statements (1095-C) to employees on or before February 1, 2016.

To provide the required information, the City must track by month whether minimum essential coverage providing minimum value was offered to the employee and his/her spouse and dependents, as well as whether coverage was offered to the employee in a month the employee was not a full-time employee. Staff has completed the system program and is currently downloading payroll data, reconciling and testing filing to ensure reporting compliance.

In Closing

Monterey Park, as many local governments, is typically at the forefront in providing basic day-to-day services, such as enforcing the law, putting out fires, delivering clean water, safely disposing of sewage, promoting local businesses, and maintaining local roads. It matters for citizens to understand how the City is funded, and how well it is funded in order to carry out the City's mission and services to the community. While the City continues aggressively and proactively developing and implementing plans that will keep us fiscally responsive and as financially healthy as possible, we, the City Council and all City employees, are to jointly maintain discipline and focus on what is best for this community over the long term.

This midyear review sets the stage for our continuing efforts to prepare for the 2016-17 Budget. Projections at the midyear indicate that the City will have a balanced budget for 2016-17. As our standard practice, in early June, Finance will schedule budget hearings for the City Council to review and consider the proposed budget. We will follow the Council's directions to remain fiscally responsible, which means having stable revenues to continue maintenance on City's roads and streets, rehabilitate much needed infrastructure, support local businesses, and promote economic developments.

Respectfully,

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

Paul Talbot
City Manager

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
<u>General Fund</u>					
Property Taxes:					
Current Secured	0010- 01010	7,694,756	7,753,000	7,956,000	8,224,000
Residual Property Tax Dist.	01015	2,627,724	1,160,300	726,000	726,000
VLF Compensation	01010	5,794,015	5,800,000	5,924,000	5,970,000
Current Unsecured	01020	277,450	288,300	277,000	280,000
Homeowner Exemption	01030	56,637	67,000	65,000	65,000
Prior Year Secured	01110	125,137	150,000	150,000	150,000
Prior Year Unsecured	01120	9,127	8,100	26,500	10,000
Interest & Penalties	01200	33,085	45,900	40,000	43,000
Total Property Taxes		16,617,931	15,272,600	15,164,500	15,468,000
Other Taxes:					
Admission Tax	01400	20,938	7,500	7,500	7,500
Sales Tax	01500	4,033,602	3,914,000	4,100,000	4,300,000
Sales Tax Compensation	01500	1,211,606	1,303,000	1,300,000	1,303,000
Transient Tax	01550	1,158,767	1,265,000	1,265,000	1,340,000
Franchise Tax	01600	1,028,025	989,400	990,000	1,030,000
Transfer Tax	01800	212,701	230,000	230,000	234,000
Utility Users Tax	01900	3,257,450	3,266,600	3,260,000	3,330,000
Vehicle In-lieu Tax	04410	26,649			
Total Other Taxes		10,949,738	10,975,500	11,152,500	11,544,500
Licenses & Permits:					
Licenses:					
Business Licenses	02010	1,340,197	1,140,000	1,140,000	1,160,000
Business Lic Processing Fees	02020	6,260	3,300	4,000	4,000
Tobacco Retailer Lic Fees	02025	1,568	1,800	1,500	1,600
Dog Licenses Regular	02410/02430	28,073	18,400	22,000	24,000
Dog Licenses Altered	02420/02450/02460	4,643	4,500	4,500	4,500
Total Licenses		1,380,741	1,168,000	1,172,000	1,194,100

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Construction Permits:					
Building Permits	02500	479,729	900,000	900,000	1,100,000
Electrical Permits	02600	101,718	170,000	130,000	180,000
Plumbing Permits	02700	70,949	95,000	90,000	110,000
Mechanical Permits	02900	52,634	60,000	75,000	90,000
Total Construction Permits		705,030	1,225,000	1,195,000	1,480,000
Other Permits:					
Firework Permits	03540	5,800	4,000	4,800	4,800
Yard Sale Permits	03550	1,548	1,800	1,600	1,900
Misc Permits	03590	18,041	19,400	22,000	22,000
Parking Permits	03650	1,644	2,100	2,100	2,100
Banner Permits	06290	1,088	800	800	800
Total Other Permits		28,121	28,100	31,300	31,600
Total Licenses & Permits		2,113,891	2,421,100	2,398,300	2,705,700
Fines:					
Traffic Fines	03580	218,299	210,000	200,000	220,000
Court Fines	03600	18,792	20,000	15,000	20,000
Parking Fines	03620/03630	356,993	450,000	361,000	420,000
Court Restitutions	06405				
Total Court and Traffic Fines		594,084	680,000	576,000	660,000
Use of Money & Property:					
Interest Income	03700/03750	235,348	250,000	300,000	330,000
Golf Course Rental	03800	129,773	145,000	131,000	135,000
MetroPCS (3500 Ramona)	03870	39,331	40,511	40,511	41,699
T-Mobile Rental (Fire Station 3)	03880	30,921	31,848	31,848	32,804
AT&T Rental (Fire Station 3)	03890	30,921	31,848	31,848	32,804
T-Mobile Rental (Sierra Vista)	03930	39,143	40,220	40,220	41,326
Nextel Rental (Ramona Blvd.)	03940	22,834			
Acosta Grower (Delta & Fox Sites)	03960	12,698	13,079	13,079	14,268
Martinez Nursery (La Loma Site)	03961	3,138			

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Specialty Restaurants	03970	178,828	160,000	180,000	182,000
Sublease Rent - SMSA (Pac Bell)	03980	10,806	11,130	11,130	11,460
Sublease Rent - Cox Communication	03990	7,557	7,764	7,620	7,702
Total Use of Money & Property		741,296	731,400	787,256	829,063
Charges for Services:					
Police Services:					
Witness Fees	03610	5,593	2,600	4,000	3,500
Prisoner Housing	03640	53,461	88,000	55,000	55,000
Vehicle Release	03670	64,804	66,000	66,000	66,000
DUI Recovery	03680	50,078	50,000	50,000	52,000
Fingerprint	06390/03710	14,212	15,000	17,000	17,000
Correction Notices	03720	3,855	4,000	4,000	4,500
Prisoner Booking Fees	03730/03760	0	400	400	400
Police Report	05990	3,654	3,200	3,600	3,600
Burglar Alarm	06400	11,929	30,000	18,000	20,000
Court Restitutions	06405	2,977			
Total Police Services		210,562	259,200	218,000	222,000
Fire Services:					
Fire Report Copy	06050	486	300	350	400
Fire Inspection	06320	107,183	100,000	100,000	120,000
Fire Plan Checks & Permits	06330/06340	122,803	132,000	141,000	155,000
Fire Response/Admin Citation	06350/06240	8,303	9,000	8,368	8,300
Business Fire Safety Inspection	06370	30,650	32,000	36,000	40,000
Ind Waste Permit/Inspection	06850	97,837	120,000	100,000	110,000
Ambulance Subscription	07950	93,302	95,000	92,300	93,000
Ambulance Transport	07960	1,034,905	1,000,000	1,050,000	1,050,000
Fire Emergency Response	07970	713			
Total Fire Services		1,496,181	1,488,300	1,528,018	1,576,700

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Community Development:					
Plan Check	06100	1,054,325	900,000	900,000	1,250,000
Comm Prop Insp	06120	52,701		50,000	50,000
Home Occup Insp	06160	14,592	15,000	15,000	15,500
Zoning	06200	43,352	40,000	70,000	70,000
Admin Citation - Code Compliance	06220/06130	28,067	35,000	30,000	35,000
Design Review	06250	13,345	20,000	15,000	20,000
Special Inspection	06450	3,384	5,000	3,000	3,200
Shopping Cart Plan Review	06451	1,050	900	840	1,260
Total Community Development Fees		1,210,817	1,015,900	1,083,840	1,444,960
Public Works Fees:					
Comm. Franchise in lieu fee	01610	132,256	125,000	138,000	142,000
Street Excavation	02910	10,175	8,000	10,000	12,000
Sewer Permits	02920	237	200	236	236
Driveway/Sidewalk	02930	2,688	2,500	3,000	3,200
Housemoving Permits	03520	1,536	2,000	1,600	1,800
Sale of Maps/Plans	06000/06010	1,450	1,500	1,500	1,600
Newsrack Permits	06710	1,440	1,500	1,500	1,500
Address Change	06140	1,914	3,500	3,100	3,100
Admin Citation - Public Works	06230	300	500	400	400
Engr Inspection	06210/06300	109,175	50,000	55,000	55,000
Engr Plan Check	06700	114,393	60,000	130,000	130,000
Soil Review	06910	8,634	15,000	10,000	12,000
Total Public Works Fees		384,197	269,700	354,336	362,836
Library Fees:					
Library Fines	07410	19,628	19,000	19,800	20,000
Audio Visual	07420	3,685	5,000	4,000	4,200
Lost Books	07430	1,710	2,000	2,000	2,000
Misc Library Revenue	07460	39	100	50	50
Card Replacement	07480	1,884	2,000	2,000	2,000
Damaged Items	07490	326	500	500	500
Total Library Fees		27,273	28,600	28,350	28,750

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Recreation / Community Services Fees:					
Rec. Facilities / Service Clubhouse	04020	88,682	67,000	70,000	70,000
Rec Registration	06090	33,261	20,000	30,000	35,000
Picnic Reservation	07050	19,830	20,000	22,000	25,000
Aquatics	07090	19,049	26,000	24,000	26,000
Child Care	07150	169,161	175,000	175,000	178,000
Barnes Pool Admission	07610	11,497	13,000	11,700	12,000
Elder Pool Admission	07620	5,018	4,000	5,500	5,800
Swim Lessons	07630	79,519	70,000	79,000	81,000
Barnes & Elder Pool Rental	07640	93,802	10,000	45,000	45,000
Other Rec. Revenue	08030	27			
Langley Activity	08025	61,392	45,000	62,000	62,000
Rec Registration	0159-06090	50,718	35,000	35,000	40,000
Summer Programs	0159-07010	33,649	62,000	50,000	52,000
Fall Programs	0159-07020	33,038	40,000	36,000	37,000
Winter Programs	0159-07030	41,845	41,000	42,000	43,000
Spring Programs	0159-07040	14,563	65,000	29,000	30,000
Adult Leagues	0159-07100	5,304	1,000	7,500	7,800
Total Recreation / Community Services Fees		760,355	694,000	723,700	749,600
Administrative Charges:					
From City Funds	06020	1,000,000	1,150,000	1,150,000	1,208,000
Total Administrative Charges		1,000,000	1,150,000	1,150,000	1,208,000
Other Services:					
City Clerk Research	06040	672	500	500	500
Returned Check Fee	08150	2,600	2,000	2,500	2,500
Coin Operated	07500	8			
ELAC Special Event	09210	7,004		4,094	
Total Other Services		10,284	2,500	7,094	3,000
Total Charges for Services		5,099,668	4,908,200	5,093,338	5,595,846

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Other Revenue:					
Surplus Property Sale	04000	562,114	8,000	8,000	15,000
Refunds/Rebates	08100	503,179	230,000	400,000	330,000
Misc Revenue	07530/09203/ 09200/09202	139	3,600	1,000	1,000
Utility Billing Round Up	08200	125	800	800	800
Street Maintenance - Water	08155	650,000	900,000	900,000	950,000
Total Other Revenue		1,715,557	1,142,400	1,309,800	1,296,800
Total General Fund		37,832,164	36,131,200	36,481,694	38,099,909

Special Revenue Funds

Retirement Fund - 0012

Property Taxes:

Current Secured	01010	4,684,221	4,650,000	4,731,000	4,822,250
RPTTF/Pension Override	01015	1,077,888	300,000	868,952	886,331
Current Unsecured	01020	80,578	77,900	77,900	85,000
Homeowner Exemption	01030	55,990	51,800	55,000	55,000
Prior Year Secured	01110	65,744	98,400	66,000	67,000
Prior Year Unsecured	01120	5,907	900	5,050	5,000
Interest & Penalties	01200/03750	12,001	17,100	12,000	12,000
General Fund Supplement for Pension	01300	1,300,000	2,200,000	2,200,000	2,400,000
Total Retirement Fund		7,282,329	7,396,100	8,015,902	8,332,581

State Gas Tax Funds - 0022

Gas Tax:

Section 2103 (Prop 42 Replacement)	0022-	04530	688,056	675,419	600,000	660,000
Section 2105	0022-	04540	385,464	371,514	375,000	385,000
Section 2106	0022-	04500	232,042	185,042	230,000	232,000
Section 2107	0022-	04510	496,382	510,653	445,000	447,000
Section 2107.5	0022-	04520	15,000	7,500	7,500	7,500
Interest Income	0022-	03700	10,661	3,000	7,350	7,800
SB 821 Bikeway	0023-	05400		101,000	101,000	30,000
Total Gas Tax Fund			1,827,605	1,854,128	1,765,850	1,769,300

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Park Facility Fund - 0070					
Park Facilities Fees	09000	27,747	300,000	300,000	380,000
Proposition A Fund - 0109					
Proposition A Sales of Assets	04000				
Proposition A Local Return	05400	1,086,672	1,115,547	1,115,547	1,116,000
Proposition A Incentive Program	05430	113,243	114,000	109,161	110,000
Bus Fares	07680	61,198	60,000	60,000	60,000
MTA Tap Card Sales	07685	36,197	40,000	45,000	45,000
Interest Income	03700	10,440	7,000	10,000	9,000
Total Proposition A Fund		1,307,750	1,336,547	1,339,708	1,340,000
Measure R Fund - 0110					
Measure R	05400	676,178	693,996	620,000	640,000
Interest Income	03700	7,173	4,600	5,000	4,500
Total Measure R		683,351	698,596	625,000	644,500
Proposition C Fund - 0166					
Interest Income	03700	4,194	3,500	4,500	4,500
Total Proposition C		907,636	928,817	924,500	924,500
Asset Forfeiture Fund - 0160					
Asset Forfeiture-Justice	03690	31,964	45,000	32,000	32,000
Interest Income	03700	3,324	2,100	2,900	2,500
Asset Forfeiture-Treasury	03770	393,404	120,000	120,000	120,000
Asset Forfeiture-State	03780	11,408	50,000	23,000	23,000
Misc Revenues	08100	6,408			
Total Asset Forfeiture Fund		446,509	217,100	177,900	177,500

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Business Improvement Fund - 0077					
Business Improvement Fees	02110	77,865	62,200	65,000	68,000
Interest Income	03700	949	900	500	300
Refunds & Rebates	08100	1,949			
Total Business Improvement		80,763	63,100	65,500	68,300
Air Quality Improvement Fund - 0165					
Air Quality Allocation	05400	76,330	77,000	77,000	77,000
Interest Income	03700	1,143	750	1,180	1,000
Total Air Quality Improvement		77,473	77,750	78,180	78,000
Maint. District -1972 Act - 0176					
Special Assessment	01060	982,171	976,520	985,000	995,000
Library Tax Fund - 0131					
Library Tax	01060	504,988	504,500	505,000	506,000
Interest Income	03700	456	350	380	300
Total Library Tax Fund		505,443	504,850	505,380	506,300
Public Safety Augmentation Fund - 0182					
Sales Tax Public Safety Augmentation	01510	620,000	650,000	650,000	660,000
Public Safety Impact Fund - 0071					
Public Safety Impact Fee	03570/08100	178,761	450,000	450,000	450,000
Interest Income	03700				
Total Public Safety Impact Fee		178,761	450,000	450,000	450,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
CERCLA Liability Fund - 0203					
CERCLA Fees	06950	132,168	124,000	132,000	133,000
Interest Income	03700	3,443	3,000	3,500	3,000
Total CERCLA Liability		135,611	127,000	135,500	136,000
Housing Program Fund - 0880					
SERAF Payment	01017	68,671	68,671	68,671	68,671
Interest Income	03700	10,302			
Grant Revenues	05400	9,650			
Rental Income-325 E. Pomona	05451	3,393			
Rental Income-371 E. Pomona	05452	1,582			
Rental Income-321 E. Pomona	05454	1,989			
Rental Income-534 N. Chandler	05455	35,604			
Other Revenue	07530	59			
Refunds and Rebates (Loan Payment)	08100	1,000			
Total Housing Program Fund - 0880		132,250	68,671	68,671	68,671
Grants Fund					
Library Grants:					
Literacy and Civics Ed. Grant	0142- 05400	122,350	93,026	93,026	93,026
Cal Literacy Grant	0163- 03700/05400	28,076	36,599	36,599	36,599
Nursery Rhyme App Grant	0429- 05400	5,000			
Literacy Trust Grant	0445- 05400	10,907	15,000	15,000	15,000
LSTA Pitch an Idea Grant	0449- 05400	20,000			
Library Broadband Proj Grant	0451- 05400		30,000	30,000	
Library Building Trust Grant	0411- 05400	2,140			
Total Library Grants		188,474	174,625	174,625	144,625
Recreation Grants:					
Park Discretionary (Maint.)	0178- 05400	67,296	61,061	61,061	70,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
LA County Open Space Grant	0501- 05400	310,100			
LA Astronomical Society Grant	0502- 03700/05400	186			
LA County Needs Assessment Grant	0503- 05400		2,500	2,500	
Total Parks & Rec Grants		377,582	63,561	63,561	70,000
Police Grants:					
STC Grant	0132- 05400	5,720	6,050	6,050	6,050
POST Grant	0136- 04500	29,688	35,000	35,000	35,000
Interest Income	0192- 03700	414			
State - COPS	0192- 05400	106,230	100,164	100,164	100,164
Bullet Proof Vest Grant	0229- 05400	5,530	5,530	5,530	5,530
AB109 Task Force Grant	0306- 03700/05400		111,095	111,095	
Sr. Pedestrians & Bicycle Safety	0330- 05400	27,760			
Selective Traffic Enforcement Prog	0335- 05400	93,896			
Selective Traffic Enforcement Prog (2)	0337- 05400		186,000	150,000	36,000
Urban Area Initiative 2013	0461- 05400	21,300			
Urban Area Security Initiative-2014	0463- 05400	63,181			
Total Police Grants		353,719	443,839	407,839	182,744
Engineering/Parks Grants:					
Used Oil Recycling Grant	0184- 03700/05400	17,391	17,540	28,565	17,540
Beverage Container Recycling	0214- 03700/05400	16,648	16,042	16,487	16,487
Used Oil Competitive Grant (14/15)	0264- 05400	238,696			
Asphalt/Concrete Incentive	0421- 05400				45,000
Tree Planting County Grant	0448- 05400	64,566			
Total Engineering Grants		337,301	33,582	45,052	79,027
Transportation Grants:					
Surface Transportation Program (STP-L)	0175- 05400		300,000	300,000	
Air Quality Investment Program	0233- 05400/07680	2,835			
Safetea-Lu	0342- 05400		480,000	480,000	
MTA Grant (ELAC)	0346- 05400				
MTA Clean Fuel Bus Grant	0443- 05400		424,400	424,400	
CNG Fueling System Grant	0444- 05400	35,976			
MTA S. Garfield Transit Village Plan	0447- 05400	103,179			
MTA Bike Lane Grant	0450- 05400		331,800	331,800	
CMAQ Bus Shelters Grant	0452- 05400		203,000	203,000	

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
CEC Fueling System Grant	0453- 05400		300,000	300,000	
Public Fleet Pilot Proj Grant	0455- 05400		10,000	10,000	
Highway Safety Improv Program Grant	0456- 05400		312,160	312,160	
Total Transportation Grants		141,990	2,361,360	2,361,360	0
Fire Grants:					
ELAC Instructional Serv Program	0349- 05400	91,307	40,000	40,000	40,000
Homeland Security 2013 SHSGP	0462- 05400	47,870			
Urban Area Security Initiative-2014	0463- 05400				
Ground Emergency Medical Transport	0465- 05400	234,128	90,000	90,000	90,000
Total Fire Grants		373,305	130,000	130,000	130,000
Community Development Grants:					
Sustainable Communities Planning	0440- 05400	3,232			
Total Community Development Grants		3,232	0	0	0
HUD Grants:					
CDBG	0169- 05400	751,365	625,234	625,234	625,234
HOME Fund	0152- 05400/ 03700/05451/52/53/54/55	523,140	241,612	241,612	242,000
EDI Grant/Interest Income	0211- 03700	2,736	2,500	2,800	3,000
Total HUD Grants		1,277,242	869,346	869,646	870,234
Other Special Grants (Trust Funds):					
Maintenance Grant (0075)	0344- 05400	83,573	103,634	71,221	72,000
Gen Plan Review Trust	0352- 05400	11,658	33,574	33,574	33,574
Passport Trust Grant (0075)	0415- 05400	(6,123)			
Records Management Fee Trust (0075)	0442- 05400	22,958	27,759	27,759	27,759

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
Total Other Special Grants		112,066	164,967	132,554	133,333
Total Grant Funds		3,164,911	4,241,280	4,184,637	1,609,963
Total Special Revenue Funds		18,360,309	19,890,459	20,271,728	18,140,615
Enterprise Funds					
Sewer Fund - 0042					
Sewer Reconstruction Fee	01000				
Sewer Revenue	05200	1,714,098	1,750,000	2,350,000	2,580,000
Total Sewer Fund		1,714,098	1,750,000	2,350,000	2,580,000
Refuse Fund - 0043					
Refuse Charges	05300/05350	6,033,120	6,655,400	6,655,000	7,150,000
Waste Mgmt Surcharge	05360	338,285	406,600	340,000	365,000
Total Refuse Fund		6,371,405	7,062,000	6,995,000	7,515,000
Water Fund					
Water Operation Fund:					
Interest Income	0092- 03750	2,192			
Sales of Surplus Property	0092- 04000	18,485			
Water Sales	0092- 07510	8,185,091	9,207,600	9,000,000	9,650,000
Connection Fee	0092- 07550	98,776	169,800	120,000	120,000
Meter Installation	0092- 07520	172,248	220,000	172,000	172,000
Other Revenue	0092- 07530/7540	80,080	20,000	170,000	170,000
Total Water Operation Fund		8,556,872	9,617,400	9,462,000	10,112,000
Water Treatment Fund:					
Water Treatment Surcharge	0093- 07590	3,014,468	3,398,100	3,225,000	3,450,000

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
WQA EPA Settlement	0093- 07575	1,258,626	1,200,000	1,502,620	900,000
Other - Insurance Reimb.	0093- 07530	704			
Total Water Treatment Fund		4,273,798	4,598,100	4,727,620	4,350,000
Total Enterprise Funds		20,916,173	23,027,500	23,534,620	24,557,000
<u>Internal Services Funds</u>					
Auto Shop Fund - 0060					
Refunds & Rebates	08100/04000	8,325			
Vehicle Charges	08700	1,750,170	1,804,344	1,799,933	1,853,931
Total Shop Fund		1,758,495	1,804,344	1,799,933	1,853,931
Separation Benefits Fund - 0061					
Separation Charges	07900	1,270,497	1,275,798	1,275,798	1,301,314
General Liability Fund - 0062					
Insurance Charges	06020	1,080,000	1,520,000	1,520,000	1,641,600
Refunds & Rebates (Transfer - Separation)	08100	979,442	500,000	500,000	500,000
		2,059,442	2,020,000	2,020,000	2,141,600
Technology Fund - 0063					
Technology Charges	06020	151,658	171,673	171,673	176,388
OPEB Internal Service Fund - 0064					
OPEB set-aside	06020	850,000	900,000	900,000	950,000
Workers' Compensation Fund - 0080					
Insurance Charges	07900	1,463,721	1,539,670	1,539,670	1,616,066

SUMMARY OF REVENUES AND TRANSFER-IN BY SOURCE

Description	Acct	Actual 2014-2015	Estimated 2015-2016	Estimated Actual 2015-2016	Estimated 2016-2017
<i>Total Internal Services Funds</i>		<u>7,553,813</u>	<u>7,711,485</u>	<u>7,707,074</u>	<u>8,039,299</u>
<i><u>Successor Agency (SA) Funds</u></i>					
Atlantic/Garvey	0860-	1,496,339	1,490,000	1,490,000	1,490,000
Merged	0870-	<u>1,033,747</u>	<u>1,030,000</u>	<u>1,030,000</u>	<u>1,030,000</u>
Total Successor Agency (SA) Fund		<u>2,530,086</u>	<u>2,520,000</u>	<u>2,520,000</u>	<u>2,520,000</u>
Total City and SA - All Funds		<u>87,192,546</u>	<u>89,280,644</u>	<u>90,515,116</u>	<u>91,356,823</u>

**CITY OF MONTEREY PARK
GENERAL FUND MIDYEAR EXPENDITURE & TRANSFER ANALYSIS**

DEPARTMENT	FISCAL YEAR 2015-2016			FISCAL YEAR 2016-2017			DESCRIPTION OF FY 2016-2017 CHANGE
	Adopted Budget	Amended	Estimated Expenditures 2015-2016	Amended Budget 2015-2016	Changes	Estimated Budget 2016-2017	
Expenditure :							Election Year
1100 General Govt.	95,695		95,695	95,695		95,695	
1201 City Manager	136,916	480	137,396	137,396		137,396	
1301 City Clerk	300,249	1,800	302,049	302,049	100,000	402,049	
1400 Management Services	715,150	4,239	719,389	719,389		719,389	
1501 City Treasurer	17,498		17,498	17,498		17,498	
1601 City Attorney	257,500		257,500	257,500		257,500	
1700/2206 Community & Economic Develop	1,392,157	12,120	1,404,277	1,404,277		1,404,277	
1800 Human Resources/Risk Mgmt	591,058	2,040	593,098	593,098		593,098	
3100 Police	13,435,824	31,180	13,467,004	13,467,004		13,467,004	
3200 Fire	9,127,403	14,640	9,142,043	9,142,043		9,142,043	
4200 Public Works	2,548,518	7,202	2,555,720	2,555,720		2,555,720	
5001/02 Capital / Equipment	140,193		140,193	140,193		140,193	
5101/02 Liability / Post-Employment	3,262,000		3,262,000	3,262,000		3,262,000	
6000 Library	1,726,645	16,320	1,742,965	1,742,965		1,742,965	
6500 Recreation & Community Serv	2,164,720	18,644	2,183,364	2,183,364		2,183,364	
Capital amendments:							MOU Adjustments - Citywide
· Cascades Walkway Repairs		43,000	43,000		780,000 (1)	780,000	Merit Increase - Citywide
· El Nino Preparedness Project		42,000	42,000		250,000 (2)	250,000	Supplies, Insurance, & Maintenance, 2%
· Garvey Reservoir Preparedness		300,000	300,000		122,000	122,000	Utilities, + 3%
					50,000	50,000	Contracted Services, + 3%
					400,000	400,000	Technology/Communications, + 5%
					5,000	5,000	Motor Pool Charges, 3%
					32,000	32,000	Separation Benefits, 2%
					19,640	19,640	Workers' Compensation, + 5%
					65,000	65,000	General Liability, +8%
					8,000	8,000	GF Supplement for Pension
					200,000	200,000	
Total Expenditures	35,911,526	493,665	36,405,191	36,020,191	2,031,640	38,051,831	
Transfer - Economic Deveop Reserve		1,833,520 (3)	1,833,520				
Transfer - MidYear CIP Requests		1,035,000 (4)	1,035,000				
Total Net Expenditures	35,911,526	3,362,185	39,273,711	36,020,191	2,031,640	38,051,831	Increased over 2015-16 Est. Net Exp: +4.6%

(1) MOU adjustments for bargaining units

(2) Merit Increases per MOUs

(3) 50% for South Garfield Specific Plan and 50% for Downtown Improvements

(4) MidYear proposed capital improvement items

Five-Year Financial Forecast

The Five-Year Financial Forecast provides transparent financial analysis of each fund for information such as:

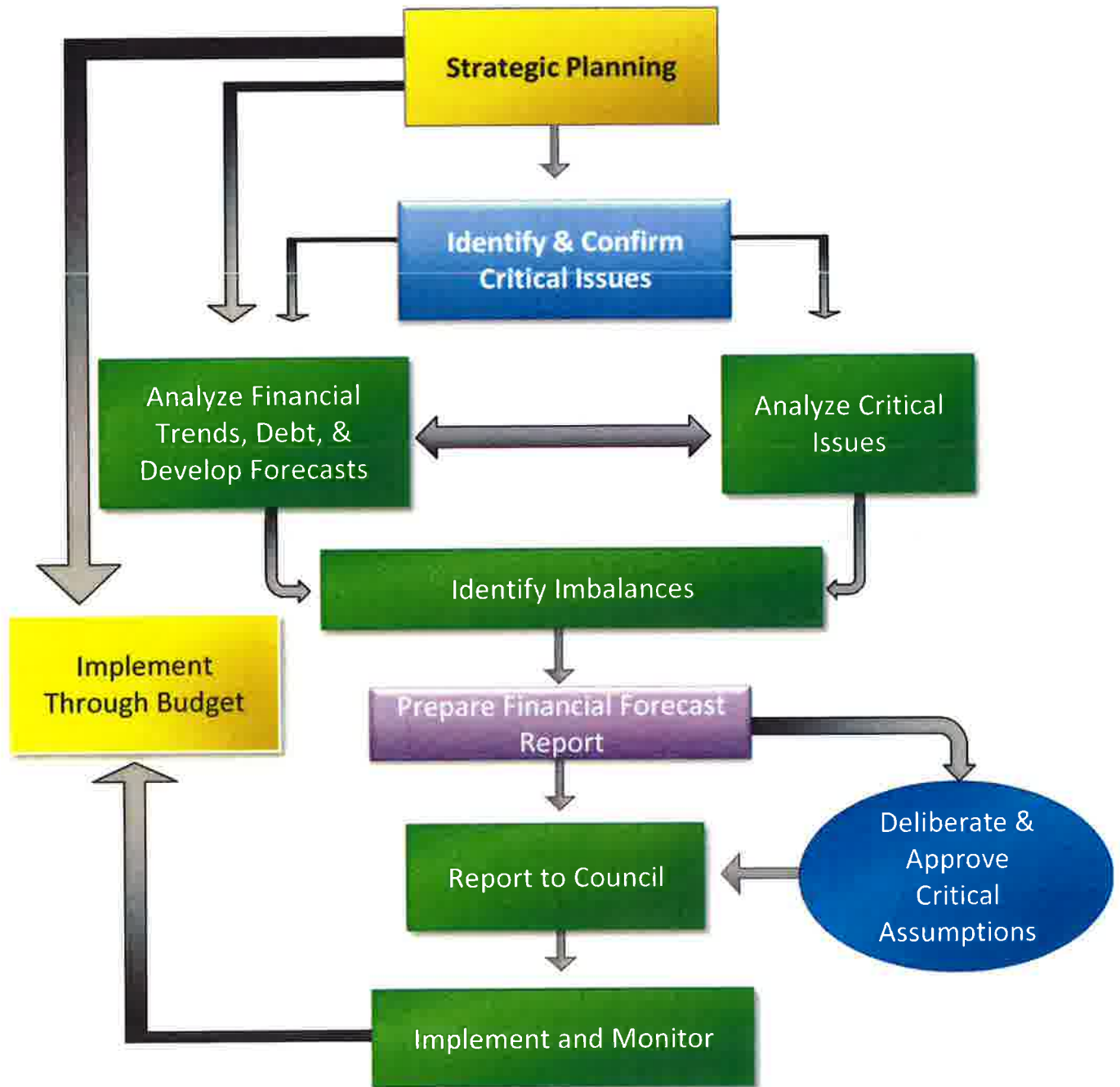
- the trend and prudent level of fund balances;
- a need to reduce service levels or increase revenues due to revenue shortfalls;
- a need to set aside moneys for making improvements and replacing capital facilities;
- the objectives relating to cost-recovery for enterprise funds (water, sewer, and refuse).

The City's Five-Year Financial Forecast helps the City consider the factors affecting the City's fiscal health. The Forecast also helps City Council, staff, and the community understand the long-term fiscal challenges and opportunities each fund faces, as well as possible advance warning of uncertainties which the community might encounter, thus guiding the City to -

- create a vision for the future,
- establish and update long-range goals and priorities,
- set the appropriate price of government services,
- hold staff accountable for this community.

City of Monterey Park

Long-Term Financial Forecast Process



**City of Monterey Park
Five Years Financial Projection
General Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance							
Unassigned	\$3,554,425	\$3,554,425	\$3,554,425	\$3,554,425	\$3,554,425	\$3,554,425	
Others	12,014,091	12,090,594	12,138,672	12,275,455	12,078,233	11,431,974	(16)
Revenues:							
Property Taxes	15,164,500	15,468,000	16,082,000	17,100,000	17,613,000	18,141,000	(1)
Sales Tax	5,400,000	5,603,000	5,771,000	5,944,000	6,122,000	6,306,000	(2)
Utility Tax	3,260,000	3,330,000	3,430,000	3,533,000	3,639,000	3,748,000	(3)
Other Taxes	2,492,500	2,611,500	2,664,000	2,717,000	2,771,000	2,826,000	(4)
Licenses & Permits	2,398,300	2,705,700	3,159,814	3,323,010	3,389,470	3,457,260	(5)
Charges for Services	5,093,338	5,595,846	5,708,000	5,100,000	5,100,000	5,100,000	(6)
Fines	576,000	660,000	673,000	686,000	700,000	714,000	(4)
Interest and Rental	787,256	829,063	846,000	863,000	880,000	898,000	(7)
Other Revenue	1,309,800	1,296,800	1,300,000	1,350,000	1,400,000	1,450,000	(8)
Transfer - Economic Develop Reserve	1,833,520						
Transfer - CIP Reserve	1,035,000						(19)
Total Revenues	39,350,214	38,099,909	39,633,814	40,616,010	41,614,470	42,640,260	
Expenditures:							
Salaries & Benefits	26,698,281	27,813,226	28,647,623	29,507,051	30,392,263	31,304,031	(9)
Maintenance & Operation	2,929,001	3,051,001	3,112,021	3,174,261	3,237,747	3,302,502	(10)
Contracted Services	1,352,643	1,752,643	1,805,222	1,859,379	1,915,160	1,972,615	(11)
Utilities	809,311	834,000	859,000	885,000	912,000	939,000	(12)
Vehicle Operating	1,028,576	1,060,576	1,092,000	1,125,000	1,159,000	1,194,000	(13)
Insurance	58,656	70,000	71,000	72,000	73,000	74,000	(14)
Small Capitals	44,193	80,000	100,000	120,000	140,000	160,000	
Capital Projects	481,000	100,000	150,000	200,000	250,000	300,000	
General Liability	100,000	108,000	111,000	114,000	117,000	121,000	
Retirement Fund - GF Supplements	2,200,000	2,400,000	2,700,000	2,900,000	3,200,000	3,450,000	(15)
OPEB - GF Contributions	250,000	250,000	250,000	250,000	250,000	250,000	
Economic Development Programs	369,398	440,000	500,000	500,000	500,000	500,000	(17)
Debt Service - Siemens	84,131	92,385	99,165	106,541	114,559	120,685	(18)
S. Garfield & Downtown Improvements	1,833,520						
Midyear CIP Amendments	1,035,000						(19)
Total Expenditures	39,273,711	38,051,831	39,497,031	40,813,233	42,260,729	43,687,833	
Ending Fund Balance	\$15,645,019	\$15,693,097	\$15,829,880	\$15,632,658	\$14,986,399	\$13,938,826	
Future Capital Projects:							(20)

**City of Monterey Park
Five Year Financial Projection
General Fund
Notes**

- (1) 3% growth (2% from reassessment and 1% from ownership transfer/new construction). Amounts include VLF backfill. Starting 2017-18, amount includes projected property tax generated by the Olson project.
- (2) Future year sales tax assumes a 3.0% annual inflationary growth. Additional sales tax reflects revenues from Atlantic Times Square.
- (3) 3% growth.
- (4) 2% growth.
- (5) Estimated Construction permits adjusted by major developments, such as hotels and Market Place projects.
- (6) Projected future plan check fees are included conservatively: FY 2015-16 and 2016-17 for hotel projects, FY 2016-17 and 2017-18 for Market Place.
- (7) 2% growth. Interest income increases based on projected market outlook.
- (8) Include the SB90 reimbursements from the State and various refunds.
- (9) 3% increase in salaries and benefits.
- (10) 2% increase in maintenance, supplies, equipment, and other operating costs.
- (11) Street sweeping costs are shared by Gas Tax and General Funds.
- (12) 3% increase in utilities.
- (13) 3% increase in vehicle operating and replacement.
- (14) 2% increase in insurance costs.
- (15) General Fund retirement contributions for pension costs.
- (16) Fund balance is classified per GASB Statement 54. "Others" include Committed: Unemployment Claim \$340,000; Catastrophic Event \$2,000,000; Stabilization funds \$3,000,000; Assigned for Capital Improvements \$5,932,535; Unspendable for Advances to PSIF and Park Facility Fund \$741,556.
- (17) Economic development budget is required since the RDA was dissolved.
- (18) Annual debt service payment for the Energy Efficiency Project from 9/23/2015 to 6/23/2030.
- (19) Capital improvement items presented to Council at the Midyear review.
- (20) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park
Five Years Financial Projection
Retirement Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$764,605	\$872,492	\$834,483	\$862,105	\$713,656	\$462,357	(9)
Revenues:							
Property Taxes	5,815,902	5,932,581	6,211,000	6,397,000	6,589,000	6,787,000	(1)
GF Supplement	2,200,000	2,400,000	2,700,000	2,900,000	3,200,000	3,450,000	(2)
Total Revenues	8,015,902	8,332,581	8,911,000	9,297,000	9,789,000	10,237,000	
Expenditures:							
PERS	5,600,000	6,048,000	6,592,320	7,185,629	7,791,421	8,432,907	(3)
Mass. Mutual	950,000	950,000	950,000	950,000	950,000	950,000	(4)
Actuarial Services	35,000	80,000	80,000	80,000	100,000	110,000	(5)
Pension Obligation Bonds	1,323,015	1,292,590	1,261,058	1,229,820	1,198,878	1,168,230	(6)
Total Expenditures	7,908,015	8,370,590	8,883,378	9,445,449	10,040,299	10,661,137	
Ending Fund Balance	\$872,492	\$834,483	\$862,105	\$713,656	\$462,357	\$38,220	
<u>PERS RATES:</u>							
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
<u>Misc Retirement Plan</u>							
Employee Rate (EE Pays 8%)	8.000%	8.000%	8.000%	8.000%	8.000%	8.000%	(7)
Employer Rate	25.233%	26.764%	28.700%	30.600%	32.600%	33.000%	(8)
<u>Safety Retirement Plan</u>							
Employee Rate (EE Pays 9%)	9.000%	9.000%	9.000%	9.000%	9.000%	9.000%	(7)
Employer Rate	31.219%	34.545%	37.700%	40.800%	44.000%	44.800%	(8)

**City of Monterey Park
Five Year Financial Projection
Retirement Fund
Notes**

- (1) 2% growth is for the projection. The retirement tax rate is \$0.091175 per \$100 of assessed valuation. This is the maximum rate per AB13.
- (2) General fund transfers to supplement pension costs.
- (3) PERS costs base on PERS plans for Miscellaneous 2.7% @ 55 and Safety 3% @ 55. The costs are adjusted based on anticipated salary increases or decreases. New non-classic employees under the new pension reform laws: Miscellaneous 2% @ 62 and Safety 2% @ 57.
- (4) Contributions to the Mass Mutual Retirement Plan per the actuarial valuation report as of 6/30/2015. Mass Mutual Plan is the City's retirement plan prior to the participation to the PERS system.
- (5) Contracted actuarial services. Amount includes an additional contract cost for GASB68 and OPEB implementation.
- (6) Annual debt service payment for Pension Obligation Bonds.
- (7) Rates per PERS Actuarial Annual Report. Miscellaneous employees contribute an entire 8% and Safety employees pay 9%.
- (8) Projected pension employer and employee contribution rates per 6/30/2014 CalPERS Annual Valuation Report.

**City of Monterey Park
Five Years Financial Projection
Gas Tax Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$2,348,806	\$2,182,136	\$1,958,536	\$1,653,336	\$1,426,836	\$1,120,136	
Revenues:							
State Gas Tax	1,657,500	1,731,500	1,783,000	1,836,000	1,891,000	1,948,000	(1)
Bikeway (SB821)	101,000	30,000	30,000	31,000	32,000	33,000	(1)
Interest Income	7,350	7,800	7,500	6,500	6,000	5,000	
Total Revenues	1,765,850	1,769,300	1,820,500	1,873,500	1,929,000	1,986,000	
Expenditures:							
Salaries & Benefits	882,159	909,000	936,000	964,000	993,000	1,023,000	(2)
Maintenance & Operation	378,489	386,100	393,800	401,700	409,700	417,900	(3)
Street Cleaning (Gas Tax portion)	275,930	284,000	293,000	302,000	311,000	320,000	(4)
Utilities	12,000	12,400	12,800	13,200	13,600	14,000	(5)
Vehicle Operating	282,942	291,400	300,100	309,100	318,400	328,000	(6)
Small Capital		50,000	50,000	50,000	50,000	50,000	(7)
Capital Projects	101,000	60,000	140,000	60,000	140,000	60,000	(7)
Total Expenditures	1,932,520	1,992,900	2,125,700	2,100,000	2,235,700	2,212,900	
Ending Fund Balance	\$2,182,136	\$1,958,536	\$1,653,336	\$1,426,836	\$1,120,136	\$893,236	
Future Capital Projects:							(7)

**City of Monterey Park
Five Year Financial Projection
Gas Tax Fund
Notes**

- (1) 3% growth in state gas tax funds.**
- (2) 3% increase in salaries & benefits, starting 2017-18.**
- (3) 2% increase in maintenance, supplies and other operating costs.**
- (4) 3% increase in street sweeping services which are funded by Gas Tax Fund and General Fund.**
- (5) 3% increase in utilities.**
- (6) 3% increase in vehicle operating and replacement costs.**
- (7) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Park Facilities Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance ⁽¹⁾	\$96,677	\$144,177	\$277,077	\$292,077	\$342,077	\$537,077	
Revenues:							
Park Facilities Fees	300,000	380,000	300,000	300,000	300,000	300,000	(2)
Total Revenues	300,000	380,000	300,000	300,000	300,000	300,000	
Expenditures:							
Repay General Fund Loan Capital Projects	252,500	247,100	285,000	250,000	105,000		(3)
Total Expenditures	252,500	247,100	285,000	250,000	105,000	0	
Ending Fund Balance	\$144,177	\$277,077	\$292,077	\$342,077	\$537,077	\$837,077	
Future Capital Projects:							(3)

**City of Monterey Park
Five Year Financial Projection
Park Facilities Fund
Notes**

- (1) GF loaned \$240,556 to Park Facilities for parks improvements. Repayment will be occurred when there are enough funds.**
- (2) Park Facilities Fee is established at \$700 per single family dwelling for residential development, \$1 per square foot for commercial development, and \$150 per residential remodeling. Annual Park Facilities fees without major development are approximately \$50,000 to \$62,000.**
- (3) Source: Preliminary Five-Year Capital Improvement Program.**

**City of Monterey Park
Five Years Financial Projection
Proposition A Transit Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$2,264,365	\$2,355,273	\$2,280,273	\$2,373,973	\$2,159,833	\$1,937,264	
Revenues:							
Proposition A	1,115,547	1,116,000	1,138,000	1,161,000	1,184,000	1,208,000	(1)
Proposition A Incentive	109,161	110,000	110,000	110,000	110,000	110,000	(2)
Fares & MTA Tap Card Sales	105,000	105,000	106,000	107,060	108,131	109,212	
Interest Income	10,000	9,000	9,500	9,400	8,700	7,500	
Total Revenues	1,339,708	1,340,000	1,363,500	1,387,460	1,410,831	1,434,712	
Expenditures:							
Salaries & Benefits	493,055	508,000	523,000	539,000	555,000	572,000	(3)
Maintenance & Operation	20,200	20,600	21,000	21,400	21,800	22,200	(4)
Bus Shelter Maintenance	15,000	15,000	15,000	15,000	15,000	15,000	(5)
Utilities	12,975	13,400	13,800	14,200	14,600	15,000	(6)
Allocated Costs / Insurance	208,000	214,000	220,000	227,000	234,000	241,000	(7)
MTA Bus Pass Subsidy	47,000	47,000	47,000	47,000	47,000	47,000	
Motor Pools Charges	115,799	119,000	123,000	127,000	131,000	135,000	(8)
Transit Bus Contract (Prop A portion)	208,650	213,000	217,000	221,000	225,000	230,000	(9)
Bus Replacement		175,000		300,000	300,000	300,000	(10)
Capital Projects	128,121	90,000	90,000	90,000	90,000	90,000	
Total Expenditures	1,248,800	1,415,000	1,269,800	1,601,600	1,633,400	1,667,200	
Ending Fund Balance	\$2,355,273	\$2,280,273	\$2,373,973	\$2,159,833	\$1,937,264	\$1,704,776	

Future Capital Projects:

**City of Monterey Park
Five Year Financial Projection
Proposition A Transit Fund
Notes**

- (1) 2% increase in Proposition A sales tax allocations.**
- (2) Incentive grants from MTA for ridership information reporting.**
- (3) 3% increase in salaries & benefits.**
- (4) 2% increase in maintenance, supplies and other operating costs.**
- (5) 3% increase for bus shelter maintenance.**
- (6) 3% increase in utilities.**
- (7) 3% increase in the administrative support and liability insurance provided by the City.**
- (8) 3% increase in Motor Pools Charges.**
- (9) 2% increase for Spirit Buses services.**
- (10) In 2015-16, two Spirit buses are scheduled to be replaced through the MTA bus grant of \$424,400 and the City Prop A of \$113,906; in 2016-17, three buses are scheduled for replacement with MTA bus grant of \$497,000 and the City Prop A matching portion of \$175,000.**

**City of Monterey Park
Five Years Financial Projection
Measure R Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$1,592,576	\$669,962	\$773,462	\$825,762	\$1,047,162	\$1,007,662	
Revenues:							
Measure R	620,000	640,000	659,000	679,000	699,000	720,000	(1)
Interest Income	5,000	4,500	5,300	5,400	5,500	5,500	
Total Revenues	625,000	644,500	664,300	684,400	704,500	725,500	
Expenditures:							
Salaries & Benefits	23,189	24,000	25,000	26,000	27,000	28,000	(2)
Road Repair Supplies	170,000	190,000	190,000	190,000	190,000	190,000	
Slurry Seal of Various Streets	200,000	100,000	100,000	100,000	100,000	100,000	(3)
Sidewalk Reconstruction	420,000	150,000	150,000		150,000		
Capital Carryover	534,425						
Capital Projects	200,000	77,000	147,000	147,000	277,000	197,000	
Total Expenditures	1,547,614	541,000	612,000	463,000	744,000	515,000	
Ending Fund Balance	\$669,962	\$773,462	\$825,762	\$1,047,162	\$1,007,662	\$1,218,162	
Future Capital Projects:							(4)

**City of Monterey Park
Five Year Financial Projection
Measure R Fund
Notes**

- (1) 3% increase in Measure R funding.**
- (2) 3% increase in salaries & benefits.**
- (3) Slurry seal of various streets. Measure R funds can be used to supplement Prop A and C projects for all Street-related costs, including personnel costs.**
- (4) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Year Financial Projection
Proposition C Transit Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$862,807	\$937,769	\$903,269	\$560,769	\$517,769	\$124,569	
Revenues:							
Proposition C	920,000	920,000	938,000	957,000	976,000	996,000	(1)
Interest Income	4,500	4,500	4,500	4,000	3,800	2,800	
Total Revenues	924,500	924,500	942,500	961,000	979,800	998,800	
Expenditures:							
Maintenance & Operation	26,820	27,000	28,000	29,000	30,000	31,000	(2)
Transit Bus Contract (Prop C portion)	785,793	802,000	826,000	843,000	860,000	877,000	(3)
Road Repair Supplies		100,000	100,000	100,000	150,000	150,000	
Metrolink Station JPA	28,925	30,000	31,000	32,000	33,000	34,000	
Capital Projects	8,000		300,000		300,000		(4)
Total Expenditures	849,538	959,000	1,285,000	1,004,000	1,373,000	1,092,000	
Ending Fund Balance	\$937,769	\$903,269	\$560,769	\$517,769	\$124,569	\$31,369	
Future Capital Projects:							

**City of Monterey Park
Five Year Financial Projection
Proposition C Transit Fund
Notes**

- (1) 2% increase in Proposition C sales tax allocations, starting 2017-2018.**
- (2) 2% increase in maintenance, supplies and other operating costs.**
- (3) 2% increase for Spirit Buses services.**
- (4) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Asset Forfeiture Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$ 694,649	\$ 195,177	\$ 121,973	\$ 83,269	\$ 63,565	\$ 62,861	
Revenues:							
Asset Forfeiture Revenue	175,000	175,000	130,000	130,000	130,000	130,000	(1)
Interest Income	2,900	2,500					
Total Revenues	177,900	177,500	130,000	130,000	130,000	130,000	
Expenditures:							
Salaries & Benefits	21,048	22,000	23,000	24,000	25,000	26,000	(2)
Maintenance & Operation	160,120	163,000	80,000	60,000	40,000	40,000	(3)
Police Vehicle Replacement	90,000						
Debt Service	65,704	65,704	65,704	65,704	65,704	65,704	(4)
Capital Projects	340,500						(5)
Total Expenditures	677,372	250,704	168,704	149,704	130,704	131,704	
Ending Fund Balance	\$195,177	\$121,973	\$83,269	\$63,565	\$62,861	\$61,157	
Future Capital Projects:		\$175,000	\$100,000	\$700,000	\$200,000		(5)

**City of Monterey Park
Five Year Financial Projection
Asset Forfeiture Fund
Notes**

- (1) Asset forfeiture funds are distributed from the US Department of Justice and the Department of Treasury. The Federal Consolidated Appropriations Act of 2016 signed into law on December 18, 2015 to include permanent reduction or rescission of Asset Forfeiture Program, including equitable sharing to all agencies.**
- (2) 3% increase in salaries & benefits.**
- (3) 2% increase in maintenance, supplies and other operating costs.**
- (4) Annual debt service costs for the Police CAD/RMS/FMIS system - \$2 million, 15 years @ 5% interest rate. The lease period is from 6/2006 to 6/2021. Debt service payments are paid through Public Safety Impact Fee Fund, Asset Forfeiture Fund and the State COPS Grant funds. Starting 2016-17, GF will be included.**
- (5) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Business Improvement Area #1 Fund**

	Estimated Actual 2015-16	Long-Term Projection					
		2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Fund Balance	\$206,754	\$132,008	\$100,308	\$69,558	\$39,758	\$10,908	
Revenues:							
Business Improvement Fees	65,000	68,000	69,000	70,000	71,000	72,000	(1)
Interest Income	500	300	250	200	150	50	
Total Revenues	65,500	68,300	69,250	70,200	71,150	72,050	
Expenditures:							
Professional Services	140,246	100,000	100,000	100,000	100,000	80,000	(2)
Total Expenditures	140,246	100,000	100,000	100,000	100,000	80,000	
Ending Fund Balance	\$132,008	\$100,308	\$69,558	\$39,758	\$10,908	\$2,958	

**City of Monterey Park
Five Year Financial Projection
Business Improvement Area #1 Fund
Notes**

- (1) Revenues derived from assessment on businesses located within Business Improvement Area #1.**
- (2) Contracted services reflect downtown improvements.**

**City of Monterey Park
Five Years Financial Projection
Air Quality Improvement Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$253,738	\$205,694	\$207,750	\$128,206	\$127,412	\$25,418	
Revenues:							
Air Quality Allocation	77,000	77,000	78,000	79,000	80,000	81,000	
Interest Income	1,180	1,000	500	350	250	250	
Total Revenues	78,180	78,000	78,500	79,350	80,250	81,250	
Expenditures:							
Ridesharing Programs	20,000	20,000	22,000	24,000	26,000	28,000	
Maintenance & Operation	3,500	3,600	3,700	3,800	3,900	4,000	(1)
Motor Vehicles-Passenger			80,000		100,000		(2)
Capital Projects	52,344	52,344	52,344	52,344	52,344		(2)
Capital Projects Carryover	50,380						
Total Expenditures	126,224	75,944	158,044	80,144	182,244	32,000	
Ending Fund Balance	\$205,694	\$207,750	\$128,206	\$127,412	\$25,418	\$74,668	
Future Capital Projects:							(2)

**City of Monterey Park
Five Year Financial Projection
Air Quality Improvement Fund
Notes**

- (1) 2% increase in maintenance and operations (printing/duplicating; dues/memberships; rideshare awards).**
- (2) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Maintenance Benefit Assessment District Fund**

	Estimated Actual 2015-16	Long-Term Projection				
	2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Fund Balance	\$139,154	\$0	\$0	\$0	\$8,300	\$14,700
Revenues:						
Special Assessment	985,000	995,000	1,050,000	1,090,000	1,120,000	1,200,000 (1)
Total Revenues	985,000	995,000	1,050,000	1,090,000	1,120,000	1,200,000
Expenditures:						
Salaries & Benefits	390,898	243,000	275,600	283,900	292,400	301,200 (2)
Maintenance & Operation	18,600	19,000	19,400	19,800	20,200	20,600 (3)
Contracted Services	95,000	98,000	101,000	104,000	107,000	110,000 (4)
Vehicle Operating	60,153	62,000	64,000	66,000	68,000	70,000 (5)
Utilities	556,650	573,000	590,000	608,000	626,000	645,000 (6)
Capital Projects	2,853					(7)
Total Expenditures	1,124,154	995,000	1,050,000	1,081,700	1,113,600	1,146,800
Ending Fund Balance	\$0	\$0	\$0	\$8,300	\$14,700	\$67,900
Future Capital Projects:		29,000	30,000	31,000	32,000	20,000 (7)

**City of Monterey Park
Five Year Financial Projection
Maintenance Benefit Assessment District Fund
Notes**

- (1) Increase in assessment charges due to parcel changes and new developments.**
- (2) 3% increase in salaries & benefits. Any reduction reflects non-sufficient assessment revenues.**
- (3) 2% increase in maintenance, supplies and other operating costs.**
- (4) 3% increase in contracted services.**
- (5) 3% increase in vehicle operating costs.**
- (6) 3% increase in utilities.**
- (7) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Special Library Tax Fund**

	Estimated Actual	Long-Term Projection					
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Fund Balance	\$128,660	\$22,864	\$0				
Revenues:							
Library Parcel Tax	505,000	506,000	508,000				(1)
Interest Income	380	300					
Total Revenues	505,380	506,300	508,000				
Expenditures:							
Salaries & Benefits	132,870	136,856	124,804				(2)
Maintenance & Operation	59,220	9,112					(3)
Debt Service	383,196	383,196	383,196				(4)
Capital Purchases	10,000						(5)
Capital Purchases Carryover	25,890						(5)
Total Expenditures	611,176	529,164	508,000				
Ending Fund Balance	\$22,864	\$0	\$0				

Future Capital Projects: (5)

** FY 2017-18 (4/2018) is the final levy year for the Library Tax, Measure C collection.*

**City of Monterey Park
Five Year Financial Projection
Special Library Tax Fund
Notes**

- (1) **Library tax rate, as approved by two-thirds voter approval of Measure C in the April 1998 election, is \$25 for each single-family parcel, \$50 for parcels having two residential units, \$75 for parcels having three or more residential units, and \$75 for parcels having a non-residential building. The final date for Library Tax levy is 4/2018.**
- (2) **3% increase in salaries & benefits, deficits adjusted by using General Fund.**
- (3) **2% increase in maintenance, supplies and other operating costs, deficits adjusted by using General Fund.**
- (4) **Annual debt service costs for the repayment of \$3.9 million library expansion construction financing, 13 years (2017-18) at 3.81%.**
- (5) **Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Public Safety Augmentation Fund**

	Estimated Actual	Long-Term Projection					Notes
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	
Revenues:							
Safety Augmentation	650,000	660,000	673,000	686,000	700,000	714,000	(1)
Total Revenues	650,000	660,000	673,000	686,000	700,000	714,000	
Expenditures:							
Salaries & Benefits	650,000	660,000	673,000	686,000	700,000	714,000	(2)
Total Expenditures	650,000	660,000	673,000	686,000	700,000	714,000	
Ending Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	

**City of Monterey Park
Five Year Financial Projection
Public Safety Augmentation Fund
Notes**

- (1) 2% growth assumed for future year sales tax. Voter-approved Proposition 172 tax measure. An additional 1/2% of sales tax is allocated to local governments and the tax proceeds are restricted for public safety expenditures, 1/2 for Police and 1/2 for Fire.**
- (2) Personnel costs for Police and Fire Departments.**

**City of Monterey Park
Five Years Financial Projection
Public Safety Impact Fee Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance ⁽¹⁾	\$271,343	(\$436,258)	(\$43,058)	\$195,942	\$9,542	\$159,642	
Revenues:							
Public Safety Impact Fees	450,000	550,000	400,000	400,000	400,000	400,000	(2)
Total Revenues	450,000	550,000	400,000	400,000	400,000	400,000	
Expenditures:							
Salaries & Benefits	101,220	104,300	107,400	110,600	113,900	117,300	(3)
Maintenance & Operation	46,401	47,300	48,200	49,200	50,200	51,200	(4)
Contracted Services	5,000	5,200	5,400	5,600	5,800	6,000	(5)
Capital Purchases	875,000						(7)
Capital Projects - Carryover	129,980						
Payback General Fund Loan				421,000	80,000		(6)
Total Expenditures	1,157,601	156,800	161,000	586,400	249,900	174,500	
Ending Fund Balance	(\$436,258)	(\$43,058)	\$195,942	\$9,542	\$159,642	\$385,142	
Future Capital Projects:		5,000,000	300,000				(7)

**City of Monterey Park
Five Year Financial Projection
Public Safety Impact Fee Fund
Notes**

- (1) General Fund loaned \$501,000 to PSIF for the purchase of 2000 S. Isabella property for Fire Station 62 expansion.
- (2) Public Safety Impact Fee is established at \$1.50 per square foot for new residential and commercial construction. Annual Public Safety Impact Fee revenue without major development is approximately \$100,000. Fees for 2015-16 include projected hotel projects and 2016-17 through 2017-18 projected Market Place.
- (3) 3% increase in salaries & benefits.
- (4) 2% increase in maintenance, supplies and other operating costs.
- (5) 3% increase in contracted services.
- (6) General Fund loaned \$501,000 to PSIF for the purchase of 2000 S. Isabella property for Fire Station 62 in November 2014. FY2015-2016, additional GF loan might be required due to continuous fund deficits.
- (7) Source: Preliminary Five-year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park
Five Years Financial Projection
CERCLA Liability Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Fund Balance	\$699,188	\$584,688	\$470,688	\$355,688	\$240,488	\$124,688	
Revenues:							
Environmental Liability Fees	132,000	133,000	133,000	133,000	133,000	133,000	(1)
Interest Income	3,500	3,000	2,000	1,800	1,200	1,000	
Total Revenues	135,500	136,000	135,000	134,800	134,200	134,000	
Expenditures:							
Contribution to General Liability Fund	250,000	250,000	250,000	250,000	250,000	250,000	(2)
Total Expenditures	250,000	250,000	250,000	250,000	250,000	250,000	
Ending Fund Balance	\$584,688	\$470,688	\$355,688	\$240,488	\$124,688	\$8,688	(3)

**City of Monterey Park
Five Year Financial Projection
CERCLA Liability Fund
Notes**

- (1) Charges to refuse haulers based on the tonnage of waste disposed.**
- (2) Interfund charges to General Liability Fund.**
- (3) Fund balance is reserved for potential environmental liability claims against the city.**

**City of Monterey Park
Five Years Financial Projection
Housing Fund**

	Estimated Actual 2015-16	Long-Term Projection					
		2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Fund Balance	\$2,545,289	\$2,463,960	\$2,378,431	\$2,288,602	\$2,194,373	\$2,095,644	
Revenues:							
SERAF Repayment	68,671	68,671	68,671	68,671	68,671	68,671	(1)
Total Revenues	68,671	68,671	68,671	68,671	68,671	68,671	
Expenditures:							
Maintenance & Operation	30,000	30,600	31,200	31,800	32,400	33,000	(2)
Contract Services	120,000	123,600	127,300	131,100	135,000	139,100	(3)
Total Expenditures	150,000	154,200	158,500	162,900	167,400	172,100	
Ending Fund Balance	\$2,463,960	\$2,378,431	\$2,288,602	\$2,194,373	\$2,095,644	\$1,992,215	(4)

**City of Monterey Park
Five Year Financial Projection
Housing Fund
Notes**

- (1) SERAF and Housing Deferral loan repayments from the Successor Agency, starting ROPS 14-15A.**
- (2) 2% increase for operation & maintenance expenditures for housing activities.**
- (3) 3% increase for Contract Services, such as housing contractions and legal costs.**
- (4) Fund balances reserved for the City housing programs.**

**City of Monterey Park
Five Years Financial Projection
Water Utility Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted - Net Position	\$17,926,261	\$9,215,116	\$7,422,327	\$1,688,594	\$1,315,757	\$1,633,017	
Revenues:							
Water Sales	9,000,000	9,650,000	10,615,000	11,677,000	12,845,000	12,156,000	(1)
Connection Fees	120,000	120,000	124,000	128,000	132,000	136,000	
Meter Installation	172,000	172,000	177,000	182,000	187,000	193,000	
Other Revenue	170,000	170,000	170,000	170,000	170,000	170,000	
Treatment Surcharge	3,225,000	3,450,000	3,554,000	3,661,000	3,771,000	3,884,000	(2)
Potential Responsible Parties Reimb.	1,502,620	900,000	900,000	900,000	900,000	900,000	
Total Revenues	14,189,620	14,462,000	15,540,000	16,718,000	18,005,000	17,439,000	
Expenditures:							
Water Administration	4,534,842	4,671,000	4,811,000	4,955,000	5,104,000	5,257,000	(3)
Water Commercial	674,636	694,000	714,000	734,000	755,000	777,000	(4)
Water Production	1,168,031	1,203,100	1,239,200	1,276,400	1,314,700	1,354,100	(5)
Water Distribution	1,468,216	1,512,000	1,557,000	1,604,000	1,652,000	1,702,000	(6)
Well #5 VOC	401,343	421,400	442,500	464,600	487,800	512,200	(7)
Well #12 VOC	828,632	870,100	913,600	959,300	1,007,300	1,057,700	(8)
Delta Perchlorate	208,650	219,100	230,100	241,600	253,700	266,400	(9)
Wells #1,3,10 VOC	477,653	501,500	526,600	552,900	580,500	609,500	(10)
Well #12 Dual Barrier	497,317	522,200	548,300	575,700	604,500	634,700	(11)
Well #15	492,872	517,500	543,400	570,600	599,100	629,100	(12)
Well #5 Perchlorate	48,279	50,700	53,200	55,900	58,700	61,600	(13)
Debt Service - Reservoirs and Water Main	299,429	298,675	297,898	297,106	296,270	295,418	(14)
Debt Service - Wells 5,6,1,3,10, 7 12	370,000	370,000	370,000	370,000	370,000	370,000	(15)
Debt Service - Siemens	476,736	523,515	561,935	603,731	649,170	683,882	(15)
Water Assessment Charges	125,000	150,000	175,000	200,000	225,000	225,000	
Capital Projects - Water Main	5,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	(16)
Capital Projects - Siemens	4,522,128						
Capital Projects - Other	7,000	1,300,000	5,760,000	1,000,000	1,000,000	625,000	
OPEB	400,000	480,000	530,000	580,000	630,000	680,000	
Transfer to GF for Street Repairs	900,000	950,000	1,000,000	1,050,000	1,100,000	1,150,000	
Total Expenditures	22,900,765	16,254,790	21,273,733	17,090,837	17,687,740	17,890,600	
Ending Unrestricted - Net Position	\$9,215,116	\$7,422,327	\$1,688,594	\$1,315,757	\$1,633,017	\$1,181,417	
Future Capital Projects:		4,050,000	100,000	12,675,000	8,100,000		(17)

**City of Monterey Park
Five Year Financial Projection
Water Utility Fund
Notes**

- (1) Starting 2015-16, amounts reflect water rate increases.**
- (2) Water treatment surcharge on total water service fees.**
- (3) 3% increase in Water Administration operation costs.**
- (4) 3% increase in Water Commercial operation costs.**
- (5) 3% increase in Water Production operation costs.**
- (6) 3% increase in Water Distribution operation costs.**
- (7) 5% increase in Well #5 VOC operation costs.**
- (8) 5% increase in Well #12 VOC operation costs.**
- (9) 5% increase in Delta Perchlorate operation costs.**
- (10) 5% increase in Wells #1, 3, 10 VOC operation costs.**
- (11) 5% increase in Well #12 Dual Barrier operation costs.**
- (12) 5% increase in Well #15 operation costs.**
- (13) 5% increase in Well #5 Perchlorate operation costs.**
- (14) Debt Service payments include loans from the I-Bank water main and La Loma/Highland Reservoirs. Additional other debt service payments are based on 5%, 20 years loans.**
- (15) Debt service payment.**
- (16) Cost charges to repair streets due to water main projects.**
- (17) Source : Preliminary Five-year Capital Improvement program per the City's Water Master Plan. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Sewer Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted - Net Position	\$1,822,737	\$1,433,880	\$1,212,780	\$319,980	\$4,480	\$880	
Revenues:							
Sewer Fees	2,350,000	2,580,000	2,709,000	2,844,000	2,986,000	3,135,000	(1)
Sewer Reconstruction Fee							
Total Revenues	2,350,000	2,580,000	2,709,000	2,844,000	2,986,000	3,135,000	
Expenditures:							
Salaries & Benefits	570,987	588,000	606,000	624,000	643,000	662,000	(2)
Maintenance & Operation	886,170	903,900	922,000	940,400	959,200	978,400	(3)
Contracted Services	54,000	56,000	58,000	60,000	62,000	64,000	(4)
OPEB Set Aside	50,000	70,000	80,000	90,000	100,000	100,000	
Small Capital	7,000	8,000	8,000	8,500	8,500	8,500	(6)
Capital Projects	1,170,700	1,175,200	1,927,800	1,436,600	1,216,900	1,322,400	(6)
Total Expenditures	2,738,857	2,801,100	3,601,800	3,159,500	2,989,600	3,135,300	
Ending Unrestricted Net Position	\$1,433,880	\$1,212,780	\$319,980	\$4,480	\$880	\$580	(5)
Future Capital Projects:				\$270,000	\$1,075,000	\$858,000	(6)

**City of Monterey Park
Five Year Financial Projection
Sewer Fund
Notes**

- (1) Amounts reflect Sewer service rate increases, starting 2015-2016.**
- (2) 3% increase in salaries & benefits. Additional 2 positions are funded for sewer rehabilitation projects.**
- (3) 2% increase in maintenance, supplies and other operating costs, including shared allocation for General Liability Claims.**
- (4) 3% increase in contracted services.**
- (5) Fund balance earmarked for sewer operations and capital improvements per the City's Sewer Master Plan.**
- (6) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
Refuse Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted - Net Position	\$453,426	\$115,598	\$215,298	\$540,098	\$1,059,998	\$1,846,998	
Revenues:							
Refuse Fees	6,655,000	7,150,000	7,579,000	8,034,000	8,516,000	9,027,000	(1)
Waste Management Fees	340,000	365,000	376,000	387,000	399,000	411,000	
Total Revenues	6,995,000	7,515,000	7,955,000	8,421,000	8,915,000	9,438,000	
Expenditures:							
Salaries & Benefits	1,085,374	1,118,000	1,152,000	1,187,000	1,223,000	1,260,000	(2)
Maintenance & Operation	207,336	211,000	215,000	219,000	223,000	227,000	(3)
Waste Reduction-AB 939	1,000	1,000	1,000	1,000	1,000	1,000	(4)
Refuse Pick-Up Contract	5,045,100	5,196,000	5,352,000	5,513,000	5,678,000	5,848,000	(4)
Other Contracted Services	117,588	121,000	125,000	129,000	133,000	137,000	(5)
Utilities	21,250	21,900	22,600	23,300	24,000	24,700	(6)
Allocated Costs	420,000	433,000	446,000	459,000	473,000	487,000	(7)
Vehicle Operating	6,180	6,400	6,600	6,800	7,000	7,200	(8)
NPDES	104,000	107,000	110,000	113,000	116,000	119,000	(9)
Capital Projects	125,000						(10)
OPEB Set Aside	200,000	200,000	200,000	250,000	250,000	300,000	
Total Expenditures	7,332,828	7,415,300	7,630,200	7,901,100	8,128,000	8,410,900	
Ending Unrestricted Net Position	\$115,598	\$215,298	\$540,098	\$1,059,998	\$1,846,998	\$2,874,098	
Future Capital Projects:							(10)

**City of Monterey Park
Five Year Financial Projection
Refuse Fund
Notes**

- (1) Amounts reflect Refuse rate increases.
- (2) 3% increase in salaries & benefits.
- (3) 2% increase in maintenance, supplies and other operating costs.
- (4) 3% increase in contracted services for waste reduction and monitoring, and refuse pick-up (does not include commercial refuse service pick-up contract).
- (5) 3% increase in other contracted services, including legal fees, accounting and auditing, and data processing services.
- (6) 3% increase in utilities.
- (7) Administrative support provided by the City.
- (8) 3% increase in vehicle operating costs.
- (9) Federally Mandated National Pollutant Discharge Elimination System, estimated increase 3%.
- (10) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.

**City of Monterey Park
Five Years Financial Projection
Auto Shop Fund**

	Estimated Actual 2015-16	Long-Term Projection					
		2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Unrestricted Net Position	\$1,606,636	\$1,554,191	\$784,372	\$163,269	\$252,705	\$407,571	
Revenues:							
Interfund Charges	1,799,933	1,853,931	1,965,000	2,083,000	2,208,000	2,340,000	
Total Revenues	1,799,933	1,853,931	1,965,000	2,083,000	2,208,000	2,340,000	
Expenditures:							
Salaries & Benefits	438,757	452,000	466,000	480,000	494,000	509,000	(1)
Maintenance & Operation	452,087	461,000	470,000	479,000	489,000	499,000	(2)
Contracted Services	73,000	75,000	77,000	79,000	81,000	83,000	(3)
Utilities	25,534	26,300	27,100	27,900	28,700	29,600	(4)
Insurance	208,000	212,000	216,000	220,000	224,000	228,000	(5)
Fuel	450,000	464,000	478,000	492,000	507,000	522,000	(6)
Vehicle/Equipment Replacement	115,000	118,450	122,004	125,664	129,434	133,317	(7)
Small Capitals		70,000	80,000	90,000	100,000	100,000	
Capital Projects	90,000	745,000	650,000				(8)
Total Expenditures	1,852,378	2,623,750	2,586,104	1,993,564	2,053,134	2,103,917	
Ending Unrestricted Net Position	\$1,554,191	\$784,372	\$163,269	\$252,705	\$407,571	\$643,655	
Future Capital Projects							(8)
Capital Assets, net of Accumulated Depreciation	\$973,171	\$1,002,400	\$1,032,500	\$1,063,500	\$1,095,400	\$1,128,300	(9)

**City of Monterey Park
Five Year Financial Projection
Auto Shop Fund
Notes**

- (1) 3% increase in salaries & benefits.
- (2) 2% increase in maintenance, supplies and other operating costs.
- (3) 3% increase in contracted services.
- (4) 3% increase in utilities.
- (5) 2% increase in insurance costs.
- (6) 3% increase in fuel, starting 2015-16.
- (7) 3% increase in vehicle/equipment replacement.
- (8) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.
- (9) Valuation of fixed assets based on historical costs. Estimated increase is 3% per year.

**City of Monterey Park
Five Years Financial Projection
Separation Benefits Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted Net Position	\$3,744,629	\$3,600,022	\$3,457,336	\$3,316,336	\$3,127,336	\$2,917,336	
Revenues:							
Interfund Charges	1,275,798	1,301,314	1,327,000	1,354,000	1,368,000	1,395,000	
Total Revenues	1,275,798	1,301,314	1,327,000	1,354,000	1,368,000	1,395,000	
Expenditures:							
Separation/Retirement	400,000	410,000	420,000	431,000	442,000	453,000	(1)
Fire Holiday Payout	220,405	226,000	232,000	238,000	244,000	250,000	
Leave Cashout	300,000	308,000	316,000	324,000	332,000	340,000	
Transfer to General Liability	500,000	500,000	500,000	550,000	560,000	600,000	
Total Expenditures	1,420,405	1,444,000	1,468,000	1,543,000	1,578,000	1,643,000	
Ending Unrestricted Net Position	\$3,600,022	\$3,457,336	\$3,316,336	\$3,127,336	\$2,917,336	\$2,669,336	
Outstanding Accrued Leave Liabilities Per 6/30/2015 CAFR	\$4,606,891	\$4,722,000	\$4,840,000	\$4,961,000	\$5,085,000	\$5,212,000	(2)

**City of Monterey Park
Five Year Financial Projection
Separation Benefits Fund
Notes**

- (1) The payout of employee accumulated vacation, holiday and sick leave at separation. Estimated increase is 2.5% per year.**
- (2) Liability related to accumulated vacation and sick leave hours at separation from City employment, estimated growth from additional hours and pay adjustment, offset by annual cashout, is 2.5% per year.**

**City of Monterey Park
Five Years Financial Projection
General Liability Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted Net Assets	\$276,485	\$190,759	\$107,359	\$28,359	\$5,359	\$1,359	
Revenues:							
Interfund Charges	1,520,000	1,641,600	1,773,000	1,915,000	2,068,000	2,233,000	(1)
Transfer from Separation Benefits	500,000	500,000	500,000	550,000	560,000	600,000	
Total Revenues	2,020,000	2,141,600	2,273,000	2,465,000	2,628,000	2,833,000	
Expenditures:							
Salaries & Benefits	55,726	57,000	59,000	61,000	63,000	65,000	(2)
Claims Administration	50,000	52,000	54,000	56,000	58,000	60,000	(3)
Insurance Premium	1,100,000	1,188,000	1,283,000	1,386,000	1,497,000	1,617,000	(3)
Legal Fees	350,000	361,000	372,000	383,000	394,000	406,000	(4)
Claims Expenses	550,000	567,000	584,000	602,000	620,000	639,000	(4)
Total Expenditures	2,105,726	2,225,000	2,352,000	2,488,000	2,632,000	2,787,000	
Ending Unrestricted Net Assets	\$190,759	\$107,359	\$28,359	\$5,359	\$1,359	\$47,359	(5)
Future Capital Projects							(6)
Outstanding Liabilities :							
(Per CAFR)							
Non-Current Claims	\$1,538,505	\$1,585,000	\$1,633,000	\$1,682,000	\$1,732,000	\$1,784,000	(7)
Estimated Potential Major Claims	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	
Total Claims Liabilities	\$ 3,038,505	\$ 3,085,000	\$ 3,133,000	\$ 3,182,000	\$ 3,232,000	\$ 3,284,000	

**City of Monterey Park
Five Year Financial Projection
General Liability Fund
Notes**

- (1) Interfund charges. 8% increase.**
- (2) 3% increase in salaries & benefits.**
- (3) 3% increase in claim administration services and 8% insurance premium.**
- (4) 3% increase in legal fees and 5% claims expenses.**
- (5) Reserve for outstanding liabilities.**
- (6) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**
- (7) 3% increase in claims liabilities (including incurred but not reported claims). Amounts reflected in CAFR.**

**City of Monterey Park
Five Years Financial Projection
Workers' Compensation Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted Net Position	(\$3,121,795)	(\$2,926,623)	(\$2,711,357)	(\$2,392,582)	(\$1,957,253)	(\$1,389,593)	
Revenues:							
Interfund Charges	1,539,670	1,616,066	1,778,000	1,956,000	2,152,000	2,367,000	(1)
Refunds & Rebates							
Total Revenues	1,539,670	1,616,066	1,778,000	1,956,000	2,152,000	2,367,000	
Expenditures:							
Salaries & Benefits	24,498	25,200	26,000	26,800	27,600	28,400	(2)
Claims Administration	70,000	72,100	74,300	76,500	78,800	81,200	(3)
Legal Fees	150,000	155,000	160,000	165,000	170,000	175,000	(4)
Insurance Premium	330,000	340,000	350,000	361,000	372,000	383,000	(5)
Claims Expenses	770,000	808,500	848,925	891,371	935,940	982,737	(6)
Total Expenditures	1,344,498	1,400,800	1,459,225	1,520,671	1,584,340	1,650,337	
Ending Unrestricted Net Assets	(\$2,926,623)	(\$2,711,357)	(\$2,392,582)	(\$1,957,253)	(\$1,389,593)	(\$672,930)	(7)
Outstanding Liabilities: (Per CAFR)							
Non-Current Claims	\$3,766,301	\$3,879,000	\$3,995,000	\$4,115,000	\$4,238,000	\$4,365,000	(8)
Estimated Potential Major Claims	500,000	500,000	500,000	500,000	500,000	500,000	
Total Claims Liabilities	\$ 4,266,301	\$ 4,379,000	\$ 4,495,000	\$ 4,615,000	\$ 4,738,000	\$ 4,865,000	

**City of Monterey Park
Five Year Financial Projection
Workers' Compensation Fund
Notes**

- (1) 10% increase is scheduled beginning 2017-18.**
- (2) 3% increase in salaries & benefits.**
- (3) 3% increase in claim administration services.**
- (4) 3% increase in legal fees.**
- (5) 3% increase in insurance premiums.**
- (6) 5% increase in claims expenses.**
- (7) Reserved for outstanding liabilities.**
- (8) 3% increase in outstanding claims liabilities (including incurred but not reported claims). Liabilities reflected in CAFR.**

**City of Monterey Park
Five Years Financial Projection
Technology Fund**

	Estimated Actual 2015-16	Long-Term Projection					
		2016-17	2017-18	2018-19	2019-20	2020-21	Notes
Beginning Unrestricted Net Position	\$990,866	\$1,098,959	\$1,203,347	\$1,328,554	\$1,153,022	\$1,287,213	
Revenues:							
Interfund Charges	171,673	176,388	185,207	194,468	204,191	214,401	(1)
Total Revenues	171,673	176,388	185,207	194,468	204,191	214,401	
Expenditures:							
Capital Projects	63,580	72,000	60,000	370,000	70,000	70,000	(3)
Small Capitals							
Total Expenditures	63,580	72,000	60,000	370,000	70,000	70,000	
Ending Unrestricted Net Position	\$1,098,959	\$1,203,347	\$1,328,554	\$1,153,022	\$1,287,213	\$1,431,614	(2)
Future Capital Projects							(3)
Capital Assets, net of Accumulated Depreciation	\$186,550	\$205,205	\$225,726	\$248,298	\$273,128	\$300,441	

**City of Monterey Park
Five Year Financial Projection
Technology Fund
Notes**

- (1) 5% increase is scheduled beginning 2016-17.**
- (2) Reserved for computer system and telephone system replacement.**
- (3) Source: Preliminary Five-Year Capital Improvement Program. Amounts shown for future capital projects have not been included in fund balance calculation.**

**City of Monterey Park
Five Years Financial Projection
OPEB Internal Service Fund**

	Estimated Actual 2015-16	Long-Term Projection					Notes
		2016-17	2017-18	2018-19	2019-20	2020-21	
Beginning Unrestricted Net Position	\$0	\$0	\$0	\$0	\$0	\$0	
Revenues:							
OPEB Set-Aside	900,000	950,000	1,000,000	1,050,000	1,050,000	1,050,000	(1)
Total Revenues	900,000	950,000	1,000,000	1,050,000	1,050,000	1,050,000	
Expenditures:							
Transfer to CERBT Trust	900,000	950,000	1,000,000	1,050,000	1,050,000	1,050,000	(2)
Total Expenditures	900,000	950,000	1,000,000	1,050,000	1,050,000	1,050,000	
Ending Unrestricted Net Position	\$0	\$0	\$0	\$0	\$0	\$0	
CERBT Trust Value @ 11/30/2015	3,450,000						

**City of Monterey Park
Five Year Financial Projection
OPEB Internal Service Fund
Notes**

- (1) Annual OPEB set-aside for retiree medical costs.**
- (2) Transfer budget approved set-aside funds to the California Employers' Retiree Benefit Trust Program (CERBT) to prefund retiree medical benefits.**

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
GENERAL ADMINISTRATION								
Citywide Geographic Information System (GIS)								
IT Infrastructure/Applications:								
Water	Water Operation			30,000				30,000
Public Safety System	Public Safety Impact Fee			300,000				300,000
Public Works/Maintenance	General			60,000				60,000
City IT System Replacement/Upgrade								
Network Equipment Replacement / Upgrade	Technology	20,000	60,000	60,000	70,000	70,000	70,000	350,000
Network Equipment (Yard/Langley Center)	Technology	31,500						31,500
Upgrade Workstations to Microsoft Office	Technology				300,000			300,000
IT Emergency / Master Plan	Technology		12,000					12,000
TOTAL GENERAL ADMINISTRATION		51,500	72,000	450,000	370,000	70,000	70,000	1,083,500
FUNDING RECAP :								
General		0	0	60,000	0	0	0	60,000
Public Safety Impact Fee		0	0	300,000	0	0	0	300,000
Technology		51,500	72,000	60,000	370,000	70,000	70,000	693,500
Water Operation		0	0	30,000	0	0	0	30,000
TOTAL GENERAL ADMINISTRATION		51,500	72,000	450,000	370,000	70,000	70,000	1,083,500

(*) Red Highlights 2015-2016 MidYear required items.

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
FIRE DEPARTMENT								
Station 61 - Remodeling	Public Safety Impact Fee	500,000						500,000
Station 61 - Parking Lot Replacement	Public Safety Impact Fee	175,000						175,000
Station 62 - Rescue Ambulance Replacement	GF CIP Reserve	150,000						150,000
Station 62 - Replacement (Design)	Public Safety Impact Fee	200,000						200,000
Station 62 - Replacement (Construction)	Public Safety Impact Fee	5,000,000						5,000,000
Station 62 - Fire Engine Replacement	Shop	650,000						650,000
Station 62 - Reserve Rescue Ambulance Replacement	Shop	95,000						95,000
Station 63 - Fire Engine Replacement	Shop			650,000				650,000
Zoll Cardiac Defibrillator	General	42,000	42,000	42,000	42,000	42,000	42,000	252,000
El Nino Preparedness Program	General	342,000						342,000
TOTAL FIRE DEPARTMENT		1,409,000	5,787,000	692,000	42,000	42,000	42,000	8,014,000
FUNDING RECAP :								
General		384,000	42,000	42,000	42,000	42,000	42,000	594,000
GF CIP Reserve		150,000		0	0	0	0	150,000
Public Safety Impact Fee		875,000	5,000,000	0	0	0	0	5,875,000
Shop		0	745,000	650,000	0	0	0	1,395,000
TOTAL FIRE DEPARTMENT		1,409,000	5,787,000	692,000	42,000	42,000	42,000	8,014,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
POLICE DEPARTMENT								
Mobile Command Post and Communications Center	Asset Forfeiture				200,000			200,000
Mobile Data Computers	Asset Forfeiture	300,000						300,000
Radio Transmitter Tower Modification	Asset Forfeiture			100,000				100,000
Two Factor Authentication Solution	Asset Forfeiture		25,000					25,000
Men's / Women's Locker Room Re-model	GF CIP Reserve	450,000						450,000
New World CAD/RMS Upgrade	Asset Forfeiture		150,000					150,000
Interagency Communication Interoperability System (ICIS)	Asset Forfeiture				700,000			700,000
Crime Analysis & Mapping Software	Asset Forfeiture	40,500						40,500
TOTAL POLICE		790,500	175,000	100,000	700,000	200,000	0	1,965,500
FUNDING RECAP :								
Asset Forfeiture		340,500	175,000	100,000	700,000	200,000	0	1,515,500
GF CIP Reserve		450,000	0	0	0	0	0	450,000
TOTAL POLICE		790,500	175,000	100,000	700,000	200,000	0	1,965,500

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT								
Downtown Improvement	GF - Economic Reserve	916,760						916,760
S Garfield Village Improvement	GF - Economic Reserve	916,760						916,760
TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT								
		1,833,520	0	0	0	0	0	1,833,520
FUNDING RECAP :								
GF - Economic Reserve		1,833,520	0	0	0	0	0	1,833,520
TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT								
		1,833,520	0	0	0	0	0	1,833,520

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - PARKS								
Barnes Park:								
Misc Improve - Gym/Daycare Ctr Roof Drain Line Replacement	Park Facilities	4,600						4,600
Playground Equipment Replacement	Park Facilities			200,000				200,000
Pool House Painting	Park Facilities	10,000						10,000
Pool House Drinking Fountains	General	2,200						2,200
Pool House Roofing	General	5,700						5,700
Pool Pump	General	50,600						50,600
Pool New Windows	Park Facilities	8,000						8,000
Playground-Rubberized Surfacing	Park Facilities	175,000						175,000
Bella Vista Park:								
Drinking Fountain Rehab	Park Facilities	4,000						4,000
Bella Vista Park Roofing	General	5,200						5,200
Playgrounds Surfacing	Park Facilities	3,000						3,000
Edison Trails Park:								
Playground-Rubberized Surfacing	Park Facilities	6,000						6,000
Garvey Ranch Park :								
Gym Door Replacement for Garvey Ranch & Barnes	Park Facilities	15,000						15,000
East End Future Development	Park Facilities		250,000					250,000
Playgrounds Surfacing	Park Facilities	15,000						15,000
Playground-Rubberized Surfacing	Park Facilities	15,000						15,000
Tennis Ct-Netting	Park Facilities	2,000						2,000
Basketball Courts	GF CIP Reserve	60,000						60,000
George Elder Park:								
Misc Improve - Restroom Valves & Urinal Replace.	Park Facilities	3,900						3,900
Tennis Court Fence Repair	Park Facilities	15,000						15,000
Pool Motor Replacement	Park Facilities	30,000						30,000
Pool Building Painting	Park Facilities	12,000						12,000
Pool Covers	Park Facilities	20,000						20,000
3 Sail Covers for Small Picnic Table Slabs	Park Facilities			20,000				20,000
Highland Park:								
Playground-Rubberized Surfacing	Park Facilities	10,000						10,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
La Loma Park :								
Restroom Partitions, Sinks, Valves	General		8,500					8,500
Langley Center:								
Ping Pong Floor / Barnes Gym Floor Resurfacing	Park Facilities		4,500					4,500
Roof Replacement	Park Facilities			65,000				65,000
ADA Sidewalks	GF CIP Reserve	100,000						100,000
Sequoia Park :								
Restroom Valves	Park Facilities		2,100					2,100
Ballfield / Park Fencing	Park Facilities		10,000					10,000
Playground-Equipment	Park Facilities		50,000					50,000
Playground-Rubberized Surfacing	Park Facilities		7,000					7,000
Basketball Court - Lighting	GF CIP Reserve	25,000						25,000
Others:								
Rehabilitation / Fumigation (Garvey Ranch Park Museum & Picnic Shelters, Langley Center, Service Clubs, & El Encanto)	Park Facilities	47,500						47,500
Conservation Garden	GF CIP Reserve	250,000						250,000
On Going Projects :								
Tree Well Maintenance	Maintenance District		9,000	10,000	11,000	12,000	13,000	55,000
Specialty Restaurant / Golf Course Maintenance	Maintenance Grant (Trust)	103,634	90,000	94,500	100,000	105,000	110,250	603,384
TOTAL PUBLIC WORKS DEPARTMENT - PARKS		761,134	418,300	389,500	361,000	117,000	123,250	2,170,184
FUNDING RECAP :								
General		0	72,200	0	0	0	0	72,200
GF CIP Reserve		435,000	0	0	0	0	0	435,000
Maintenance District		0	9,000	10,000	11,000	12,000	13,000	55,000
Park Facilities		222,500	247,100	285,000	250,000	0	0	1,004,600
Maintenance Grant (Trust)		103,634	90,000	94,500	100,000	105,000	110,250	603,384
TOTAL PUBLIC WORKS DEPARTMENT - PARKS		761,134	418,300	389,500	361,000	117,000	123,250	2,170,184

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - BUILDING								
Building Maintenance								
City Yard Locker Room & Restroom Rehabilitation	General Shop Sewer	40,000 40,000 40,000						40,000 40,000 40,000
City Yard Metal Carport	General Sewer	14,000 7,000						14,000 7,000
	Water Operation	7,000						7,000
Library Lights Installation	Library Building Trust Grant	4,700						4,700
Library LED Wall Packs at West Entrance Walkway	Library Tax	10,000						10,000
On Going Projects :								
Median Maintenance	Maintenance District		20,000	20,000	20,000	20,000	20,000	100,000
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		162,700	20,000	20,000	20,000	20,000	20,000	262,700
FUNDING RECAP :								
Sewer		47,000		0	0	0	0	47,000
Water Operation		7,000		0	0	0	0	7,000
General		54,000		0	0	0	0	54,000
Library Building Trust Grant		4,700		0	0	0	0	4,700
Library Tax		10,000		0	0	0	0	10,000
Shop		40,000		0	0	0	0	40,000
Maintenance District		0	20,000	20,000	20,000	20,000	20,000	100,000
TOTAL PUBLIC WORKS DEPARTMENT - BUILDING		162,700	20,000	20,000	20,000	20,000	20,000	262,700

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
<i>Sanitary Sewer (per the Sewer Master Plan updated January 2014)</i>								
Pipeline Replacement - Various Locations	Sewer		392,100	333,600	115,600	474,000	424,700	1,740,000
Cured-in Place Pipe Relining / Sewer Spot Repairs - Various Locations	Sewer	900,000	569,300	570,400	567,700	794,600	732,400	4,134,400
Annual CCTV Sewer Videotaping	Sewer	100,000	221,800	221,800	221,800	221,800	221,800	1,209,000
Pipeline Repairs found by CCTV - Various Locations	Sewer			810,000	810,000	810,000	810,000	3,240,000
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		1,000,000	1,183,200	1,935,800	1,715,100	2,300,400	2,188,900	10,323,400
FUNDING RECAP :								
Sewer		1,000,000	1,183,200	1,935,800	1,715,100	2,300,400	2,188,900	10,323,400
TOTAL PUBLIC WORKS DEPARTMENT - SANITARY SEWER								
		1,000,000	1,183,200	1,935,800	1,715,100	2,300,400	2,188,900	10,323,400

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - SHOP								
Graffiti Truck	Shop	50,000						50,000
TOTAL PUBLIC WORKS DEPARTMENT - SHOP		50,000	0	0	0	0	0	50,000
FUNDING RECAP :								
Shop		50,000	0	0	0	0	0	50,000
TOTAL PUBLIC WORKS DEPARTMENT - SHOP		50,000	0	0	0	0	0	50,000

**CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021**

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - ENGINEERING								
<i>Engineering Division</i>								
Sidewalk Construction	Bike Route Measure R		35,000 72,000	35,000 72,000	35,000 72,000	35,000 72,000	35,000 72,000	175,000 360,000
Localized Pavement Repairs	Measure R Water Operation		100,000	50,000 100,000	50,000 100,000	50,000 100,000	50,000 100,000	200,000 500,000
CNG Compressor Fueling System	AQMD Proposition A MSRC Fueling System Grant CEC Fueling System Grant	52,344 90,000 52,644 300,000	52,344 90,000	52,344 90,000	52,344 90,000	52,344 90,000	90,000	261,720 540,000 52,644 300,000
Traffic Calming Measures - Citywide	Gas Tax		25,000	25,000	25,000	25,000	25,000	125,000
Traffic Signal Improvements	Safety-Lu Measure R	480,000 30,000						480,000 30,000
Traffic Signal Upgrades	Proposition C Highway Safety Improve Grant	8,000 312,160						8,000 312,160
Traffic Signal Battery Backup Replacement	Measure R		25,000	25,000	25,000	25,000	25,000	125,000
Slurry Seal of Various Streets	Measure R	200,000	100,000	100,000	100,000	100,000	150,000	750,000
Street Paving Material	Measure R	70,000						70,000
Pavement Management Program Update	Proposition C			50,000		50,000		100,000
Various Street Resurfacing	STP-L Grant	300,000						300,000
Bike Lane Construction	MTA Bike Lane Grant Bike Route Proposition C	331,800 21,000					250,000	331,800 21,000 500,000
Bus Shelters	CMAQ Bus Shelters Grant Beverage Container Recycling Grant	203,000 82,000						203,000 82,000
Parking District No. 2 Improvements	Asphalt / Concrete Incentive		150,000					150,000
Alley Improvement	Measure R		130,000			130,000		260,000
ADA Wheelchair Access Ramps / Sidewalk Reconstruction	Measure R Bike Route	150,000 80,000		150,000 80,000		150,000 80,000		450,000 240,000
ELAC / Cesar Chavez Sidewalks	Measure R	270,000						270,000
Misc Storm Drain Repairs	Measure R	100,000						100,000
Solid Waste Contract	Refuse	125,000						125,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING		3,257,948	779,344	1,079,344	549,344	1,209,344	547,000	7,422,324
FUNDING RECAP :								
AQMD		52,344	52,344	52,344	52,344	52,344	0	261,720
Asphalt / Concrete Incentive		0	150,000	0	0	0	0	150,000
Beverage Container Recycling Grant		82,000	0	0	0	0	0	82,000
Gas Tax		0	25,000	25,000	25,000	25,000	25,000	125,000
Highway Safety Improve Grant		312,160	0	0	0	0	0	312,160
MTA Bike Lane Grant		331,800	0	0	0	0	0	331,800
MSRC Fueling System Grant		52,644	0	0	0	0	0	52,644
STP-L Grant		300,000	0	0	0	0	0	300,000
Safety-Lu		480,000	0	0	0	0	0	480,000
Proposition A		90,000	90,000	90,000	90,000	90,000	90,000	540,000
Proposition C		8,000	0	300,000	0	300,000	0	608,000
Refuse		125,000	0	0	0	0	0	125,000
Bike Route		101,000	35,000	115,000	35,000	115,000	35,000	436,000
Water Operation		0	100,000	100,000	100,000	100,000	100,000	500,000
Measure R		820,000	327,000	397,000	247,000	527,000	297,000	2,615,000
CEC Fueling System Grant		300,000	0	0	0	0	0	300,000
CMAQ Bus Shelters Grant		203,000	0	0	0	0	0	203,000
TOTAL PUBLIC WORKS DEPARTMENT - ENGINEERING		3,257,948	779,344	1,079,344	549,344	1,209,344	547,000	7,422,324

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
PUBLIC WORKS DEPARTMENT - WATER								
<i>Water Division (per the Water Master Plan updated April 2012)</i>								
On-Going Projects:								
Well Electrical and Pump Station Upgrades	Water Operation		100,000	100,000	100,000	100,000	100,000	500,000
Well Redevelopment Program An Ongoing Program to Maintain Efficiency of All City Owned Water Wells	Water Operation		100,000	200,000	200,000	200,000	200,000	900,000
Well Telemetry	Water Operation		50,000	50,000	50,000	50,000	75,000	275,000
Street Maintenance Reimbursed to GF	Water Operation	900,000	950,000	1,000,000	1,050,000	1,100,000	1,150,000	6,150,000
Water Main Replacement Projects:								
Water Main Replacement	Water Operation	5,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	10,000,000
Water Operational Projects:								
Reservoir & Well Landscaping	Water Operation		30,000	30,000				60,000
Replace Surge Tank with VFD at Bradshawe Booster	Water Operation		400,000					400,000
Refurbish Pine Tree Reservoir	Water Operation		300,000					300,000
Replace ClaVal at Grandridge/Pavo Real	Water Operation		100,000					100,000
Seismic Retrofit Main Lines that cross Alhambra Wash	Water Operation		120,000	150,000	150,000	150,000	150,000	720,000
Russell Reservoir Construction and Booster Pump Replacement	Water Operation			2,000,000	5,000,000	1,000,000		8,000,000
Replace Delta Settling Tanks	Water Financing				6,075,000			6,075,000
Replace Delta Booster Pump Station	Water Financing					5,500,000		5,500,000
Stand-by Generator for Delta Booster	Water Operation			1,100,000				1,100,000
Fire Protection Pipeline Improvements	Water Operation			2,000,000	2,000,000	2,000,000		6,000,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
Water Treatment Plant Projects:								
Advance Oxidation Upgrade for Delta Plant	Water Treatment Financing		4,050,000	100,000				4,150,000
TOTAL PUBLIC WORKS DEPARTMENT - WATER		5,900,000	7,200,000	7,730,000	15,625,000	11,100,000	2,675,000	50,230,000
FUNDING RECAP:								
Water Treatment Financing		0	4,050,000	100,000	0	0	0	4,150,000
Water Operation		5,900,000	3,150,000	7,630,000	9,550,000	5,600,000	2,675,000	34,505,000
Water Financing		0	0	0	6,075,000	5,500,000	0	11,575,000
TOTAL PUBLIC WORKS DEPARTMENT - WATER		5,900,000	7,200,000	7,730,000	15,625,000	11,100,000	2,675,000	50,230,000

CITY OF MONTEREY PARK
PRELIMINARY FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2015-2016 TO 2020-2021

PROJECT DESCRIPTION	FUNDING SOURCE	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	PROJECT TOTAL
	Asphalt / Concrete Incentive	0	150,000	0	0	0	0	150,000
	Asset Forfeiture	340,500	175,000	100,000	700,000	200,000	0	1,515,500
	AQMD	52,344	52,344	52,344	52,344	52,344	0	261,720
	Beverage Container Recycling Grant	82,000	0	0	0	0	0	82,000
	Bike Route	101,000	35,000	115,000	35,000	115,000	35,000	436,000
	CEC Fueling System Grant	300,000	0	0	0	0	0	300,000
	CMAQ Bus Shelters Grant	203,000	0	0	0	0	0	203,000
	Gas Tax (State)	0	25,000	25,000	25,000	25,000	25,000	125,000
	General	438,000	114,200	102,000	42,000	42,000	42,000	780,200
	GF CIP Reserve	1,035,000	0	0	0	0	0	1,035,000
	GF - Economic Reserve	1,833,520	0	0	0	0	0	1,833,520
	Highway Safety Improve Grant	312,160	0	0	0	0	0	312,160
	Library Building Trust Grant	4,700	0	0	0	0	0	4,700
	Library Tax	10,000	0	0	0	0	0	10,000
	Maintenance District	0	28,000	30,000	31,000	32,000	33,000	155,000
	Maintenance Grant (0344 Trust)	103,634	90,000	94,500	100,000	105,000	110,250	603,384
	Measure R	820,000	327,000	397,000	247,000	527,000	297,000	2,615,000
	MSRC Fueling System Grant	52,644	0	0	0	0	0	52,644
	MTA Bike Lane Grant	331,800	0	0	0	0	0	331,800
	Park Facilities	222,500	247,100	285,000	250,000	0	0	1,004,600
	Proposition A	90,000	90,000	90,000	90,000	90,000	90,000	540,000
	Proposition C	8,000	0	300,000	0	300,000	0	608,000
	Public Safety Impact Fee	875,000	5,000,000	300,000	0	0	0	6,175,000
	Refuse	125,000	0	0	0	0	0	125,000
	Safety-Lu	480,000	0	0	0	0	0	480,000
	Sewer	1,047,000	1,183,200	1,935,800	1,715,100	2,300,400	2,188,900	10,370,400
	Shop	90,000	745,000	650,000	0	0	0	1,485,000
	STP-L Grant	300,000	0	0	0	0	0	300,000
	Technology	51,500	72,000	60,000	370,000	70,000	70,000	693,500
	Water Operation	5,907,000	3,250,000	7,760,000	9,650,000	5,700,000	2,775,000	35,042,000
	Water Financing	0	0	0	6,075,000	5,500,000	0	11,575,000
	Water Treatment Financing	0	4,050,000	100,000	0	0	0	4,150,000
CITYWIDE TOTAL		15,216,302	15,634,844	12,396,644	19,382,444	15,058,744	5,666,150	83,355,128

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
COMMUNITY CAPITAL CARRYOVER (5004)			
CAPITAL PURCHASES-RECREATION	0010-5004-88450	GENERAL FUND	2,999.25
CAPITAL PURCHASES - POLICE	0010-5004-88550	GENERAL FUND	24,325.73
CAPITAL PURCHASES - FIRE	0010-5004-88560	GENERAL FUND	7,731.00
NEW FIRE STATION #2 - DESIGN	0010-5004-90650	GENERAL FUND	28,450.63
MUSEUM WALL REPAIR	0010-5004-91517	GENERAL FUND	2,897.00
BARNES POOL FILTERS REPLACE	0010-5004-91521	GENERAL FUND	72,000.00
BARNES POOL HEATERS REPLACE	0010-5004-91522	GENERAL FUND	53,555.00
PARK IRRIGATION - CASCADES	0010-5004-91544	GENERAL FUND	1,394.43
PARK IRRIGATION - HIGHLANDS	0010-5004-91545	GENERAL FUND	1,393.81
PARK IRRIGATION - ELDER	0010-5004-91546	GENERAL FUND	3,284.34
PARK IRRIGATION - SUNNYSLOPES	0010-5004-91548	GENERAL FUND	3,284.04
BARNES SERV CLUB PARKING LOT	0010-5004-91578	GENERAL FUND	645.67
GARVEY RANCH PARKING LOT	0010-5004-91583	GENERAL FUND	521.66
ELDER PARKING LOT	0010-5004-91584	GENERAL FUND	309.96
CASCADES WATERFULL REHAB	0010-5004-91733	GENERAL FUND	7,537.50
SERVICE CLUB HOUSE RENOVATION	0010-5004-91737	GENERAL FUND	250,000.00
BARNES POOL REHABILITATION	0010-5004-91738	GENERAL FUND	248,362.50
BARNES GYM FRONT DOORS	0010-5004-91741	GENERAL FUND	26,400.00
LANGLEY CENTER ENHANCEMENTS	0010-5004-91746	GENERAL FUND	61,045.80
LIBRARY LANDSCAPING DESIGN	0010-5004-96029	GENERAL FUND	1,488.00
CITY HALL AC CONTROL PANEL	0010-5004-96034	GENERAL FUND	4,270.00
ENERGY CONSERVATION PROGRAM	0010-5004-96045	GENERAL FUND	99,254.00
CITY HALL MEN'S RESTROOM	0010-5004-96046	GENERAL FUND	12,000.00
CITY HALL LIGHT RETROFIT(SIEMENS)	0010-5004-96054	GENERAL FUND	610,964.75
CITY HALL ENHANCEMENTS	0010-5004-99021	GENERAL FUND	350,000.00
MOBILE VISION FLASHBACK 3 SYSTEM	0010-5004-99321	GENERAL FUND	88,323.00
ZOLL CARDIAC DEFIBRILLATORS	0010-5004-99724	GENERAL FUND	5,066.38
TRIPLE COMBINATION FIRE ENGINEER	0010-5004-99725	GENERAL FUND	87,570.83

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
CITY INFORMATIONAL SIGNS	0022-5004-96027	STATE GAS TAX FUND	19,000.00
SANITARY SEWER REHABILITATION	0042-5004-96038	SEWER FUND	115,700.00
CITY HALL AC CONTROL PANEL	0043-5004-96034	REFUSE FUND	4,260.00
HAZMAT CARGO CONTAINER - YARD	0043-5004-96052	REFUSE FUND	17,500.00
EMERGENCY GENERATOR PLACEMENT	0060-5004-96008	CITY SHOP FUND	110,802.00
AUTO SHOP ROOF REPAIR/PAINTING	0060-5004-96028	CITY SHOP FUND	57,297.00
IT EMERGENCY/MASTER PLAN	0063-5004-99062	TECHNOLOGY INTERNAL SERV FUND	6,000.00
BUSINESS LIC SOFTWARE UPGRADE	0063-5004-99063	TECHNOLOGY INTERNAL SERV FUND	25,000.00
HR NEOGOV INFORMATION SYSTEM	0063-5004-99065	TECHNOLOGY INTERNAL SERV FUND	5,840.00
CAPITAL PURCHASES-RECREATION	0070-5004-88450	PARK FACILITIES FUND	26,100.00
CASCADES PK WATERFALL LIGHTING	0070-5004-91491	PARK FACILITIES FUND	10,072.00
BARNES PK PIC SHELTER REROOF	0070-5004-91498	PARK FACILITIES FUND	18,493.00
GARVEY RANCH SHELTERS REPAIR	0070-5004-91739	PARK FACILITIES FUND	15,000.00
PARKS RESTROOMS ROOF REPLACE	0070-5004-91742	PARK FACILITIES FUND	56,000.00
SIERRA VISTA BATHROOMS PAINT	0070-5004-91743	PARK FACILITIES FUND	12,000.00
GARVEY RANCH LIGHT POST	0070-5004-91744	PARK FACILITIES FUND	7,500.00
CAPITAL PURCHASES - FIRE	0071-5004-88560	PUBLIC SAFETY IMPACT FEE FUND	87,336.00
CITY HALL PARKING KEYPAD ENTRY	0071-5004-96041	PUBLIC SAFETY IMPACT FEE FUND	7,058.00
STATION 63 ROOF REPLACEMENT	0071-5004-99716	PUBLIC SAFETY IMPACT FEE FUND	20,024.00
STATION 62-ROOF REPLACEMENT	0071-5004-99719	PUBLIC SAFETY IMPACT FEE FUND	15,562.00
GARVEY MEDIAN ISLAND LANDSCAP	0092-5004-91922	WATER OPERATION FUND	88,140.00
CITY HALL AC CONTROL PANEL	0092-5004-96034	WATER OPERATION FUND	4,267.00
HAZMAT CARGO CONTAINER - YARD	0092-5004-96052	WATER OPERATION FUND	17,500.00
DIAL-A-RIDE ROUTE SOFTWARE	0109-5004-91745	PROPOSITION A FUND	38,120.70
STATION 61 PARKING LOT REPLACE	0110-5004-99722	MEASURE R FUND	41,443.75
LIBRARY EMERGENCY POWER SYSTEM	0131-5004-96031	LIBRARY TAX FUND	19,955.00
LIBRARY ROOFING SYSTEM	0131-5004-96039	LIBRARY TAX FUND	4,420.00
LIBRARY RESTROOM PAINTING	0131-5004-96047	LIBRARY TAX FUND	1,515.00
CNG FUELING COMPRESSOR SYSTEM	0165-5004-96067	AIR QUALITY IMPROVEMENT FUND	50,380.00
ATLAS AVE MEDIAN STREET LIGHT	0176-5004-96042	MAINTENANCE DISTRICT 93-1	2,853.00
CALRECYCLE GRANT	0264-5004-96053	USED OIL COMPETITIVE GRANT	39,577.00

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
PARK RESTROOM IMPROVEMENTS	0343-5004-91513	RECREATION GRANT (075)	5,097.00
MONUMENT SIGNS REPLACEMENT	0343-5004-91515	RECREATION GRANT (075)	4,896.00
VARIOUS PARKS IMPROVEMENTS	0343-5004-91524	RECREATION GRANT (075)	15,280.00
TV VIDEO SYSTEM UPGRADES	0351-5004-91735	VIDEO SERV FRANCHISE TRUST	24,573.00
DIAL-A-RIDE AND BUS PURCHASE	0443-5004-96066	MTA CLEAN FUEL BUS GRANT	36,300.00
CNG FUELING COMPRESSOR SYSTEM	0444-5004-96067	CNG FUELING SYSTEM GRANT	172,356.32
TREE PLANTING COUNTY GRANT	0448-5004-91732	TREE PLANTING COUNTY GRANT	5,488.20
LANGLEY ENTRANCE DOORS	0500-5004-91526	LANGLEY CENTER TRUST GRANT	2,206.00
CASCADES WATERFULL REHAB	0501-5004-91733	LA COUNTY OPEN SPACE GRANT	921.07
EDISON TRAILS PARK REHAB	0501-5004-91734	LA COUNTY OPEN SPACE GRANT	28,795.70
TOTAL COMMUNITY CAPITAL CARRYOVER (5004)			3,295,704.02

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
FUNDING RECAP :			
AIR QUALITY IMPROVEMENT FUND			50,380.00
CITY SHOP FUND			168,099.00
CNG FUELING SYSTEM GRANT			172,356.32
GENERAL FUND			2,055,075.28
LA COUNTY OPEN SPACE GRANT			29,716.77
LANGLEY CENTER TRUST GRANT			2,206.00
LIBRARY TAX FUND			25,890.00
MAINTENANCE DISTRICT 93-1			2,853.00
MEASURE R FUND			41,443.75
MTA CLEAN FUEL BUS GRANT			36,300.00
PARK FACILITIES FUND			145,165.00
PROPOSITION A FUND			38,120.70
PUBLIC SAFETY IMPACT FEE FUND			129,980.00
RECREATION GRANT (075)			25,273.00
REFUSE FUND			21,760.00
SEWER FUND			115,700.00
STATE GAS TAX FUND			19,000.00
TECHNOLOGY INTERNAL SERV FUND			36,840.00
TREE PLANTING COUNTY GRANT			5,488.20
USED OIL COMPETITIVE GRANT			39,577.00
VIDEO SERV FRANCHISE TRUST			24,573.00
WATER OPERATION FUND			109,907.00
TOTAL COMMUNITY CAPITAL CARRYOVER (5004)			3,295,704.02

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
PUBLIC WORKS - STREET CONSTRUCTION CARRYOVER (5003)			
HANDICAPPED ACCESS RAMPS	0022-5003-89850	STATE GAS TAX FUND	100,000.00
SIDEWALK RECONSTRUCTION	0023-5003-89340	BIKE ROUTE FUND	35,000.00
STREET RESURFACING PROJECTS	0028-5003-91900	PROP 1B-STREET IMPRVMT FUND	3,623.00
SEWER VIDEOTAPING	0042-5003-91919	SEWER FUND	15,000.00
LOCALIZED PAVEMENT REPAIRS	0092-5003-91914	WATER OPERATION FUND	26,860.00
LOCALIZED PAVEMENT REPAIRS	0092-5003-91923	WATER OPERATION FUND	307,000.00
SIDEWALK RECONSTRUCTION	0110-5003-89340	MEASURE R FUND	65,000.00
SLURRY SEAL OF VARIOUS STREET	0110-5003-91917	MEASURE R FUND	400,000.00
ENG/TRAFFIC SURVEY UPDATE	0110-5003-91929	MEASURE R FUND	27,981.00
STREET RESURFACING PROJECTS	0175-5003-91900	ISTEA GRANT	737,000.00
MP TRANSIT FACILITY AT ELAC	0342-5003-91750	SAFETEA-LU GRANT	49,090.00
MP TRANSIT FACILITY AT ELAC	0345-5003-91750	MTA CALL FOR PROJECT GRANT	8,741.00
MP TRANSIT FACILITY AT ELAC	0346-5003-91750	ELAC CONTRIBUTIONS GRANT	54,928.00
SLURRY SEAL OF VARIOUS STREET	0421-5003-91917	ASPHALT/CONCRETE INCENTIVE GRANT	100,000.00
PARKING 1 IMPROVEMENT	0421-5003-91931	ASPHALT/CONCRETE INCENTIVE GRANT	92,605.00
TOTAL STREET CONSTRUCTION CARRYOVER (5003)			2,022,828.00

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
FUNDING RECAP :			
ASPHALT/CONCRETE INCENTIVE GRANT			192,605.00
BIKE ROUTE FUND			35,000.00
ELAC CONTRIBUTIONS GRANT			54,928.00
ISTEA GRANT			737,000.00
MEASURE R FUND			492,981.00
MTA CALL FOR PROJECT GRANT			8,741.00
PROP 1B-STREET IMPRVMT FUND			3,623.00
SAFETEA-LU GRANT			49,090.00
SEWER FUND			15,000.00
STATE GAS TAX FUND			100,000.00
WATER OPERATION FUND			333,860.00
TOTAL STREET CONSTRUCTION CARRYOVER (5003)			2,022,828.00

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
WATER CAPITAL CARRYOVER (4225)			
WELL REDEVELOPMENT	0092-4225-81240	WATER OPERATION FUND	400,180.00
PUMP STATION UPGRADES	0092-4225-81860	WATER OPERATION FUND	96,615.58
WELL TELEMETERY	0092-4225-81990	WATER OPERATION FUND	75,743.00
DELTA CHLORINE GENERATION	0092-4225-82232	WATER OPERATION FUND	15,850.00
WATER MAIN/STREET IMPROVEMENT	0092-4225-82246	WATER OPERATION FUND	2,135,797.00
URBAN WATER MANAGEMENT PLAN	0092-4225-82253	WATER OPERATION FUND	35,500.00
BRIGHTWOOD BOOSTER PIPING	0092-4225-82256	WATER OPERATION FUND	150,000.00
CITYWIDE WATER METERS (SIEMENS)	0092-4225-82257	WATER OPERATION FUND	4,522,127.90
EL REPETTO WATER MAIN REPAIR	0092-4225-82258	WATER OPERATION FUND	34,000.00
WELL 5/6 AIR STRIPPER	0093-4225-82247	WATER TREATMENT FUND	1,724,816.00
PERCHLORATE CONTINGENCY PLAN	0093-4225-82251	WATER TREATMENT FUND	182,130.00
TOTAL WATER CAPITAL CARRYOVER (4225)			9,372,759.48
FUNDING RECAP :			
WATER OPERATION FUND			7,465,813.48
WATER TREATMENT FUND			1,906,946.00
TOTAL WATER CAPITAL CARRYOVER (4225)			9,372,759.48

**CITY OF MONTEREY PARK
CAPITAL IMPROVEMENT PROGRAM
CARRYOVER PROJECTS PRIOR TO 2015-16**

PROJECT DESCRIPTION	ACCOUNT#	FUNDING SOURCE	PRIOR TO 2015-16 AS OF 12/31/2015
AIR QUALITY IMPROVEMENT FUND			50,380.00
ASPHALT/CONCRETE INCENTIVE GRANT			192,605.00
BIKE ROUTE FUND			35,000.00
CITY SHOP FUND			168,099.00
CNG FUELING SYSTEM GRANT			172,356.32
ELAC CONTRIBUTIONS GRANT			54,928.00
GENERAL FUND			2,055,075.28
ISTEA GRANT			737,000.00
LA COUNTY OPEN SPACE GRANT			29,716.77
LANGLEY CENTER TRUST GRANT			2,206.00
LIBRARY TAX FUND			25,890.00
MAINTENANCE DISTRICT 93-1			2,853.00
MEASURE R FUND			534,424.75
MTA CALL FOR PROJECT GRANT			8,741.00
MTA CLEAN FUEL BUS GRANT			36,300.00
PARK FACILITIES FUND			145,165.00
PROP 1B-STREET IMPRVMT FUND			3,623.00
PROPOSITION A FUND			38,120.70
PUBLIC SAFETY IMPACT FEE FUND			129,980.00
RECREATION GRANT (075)			25,273.00
REFUSE FUND			21,760.00
SAFETEA-LU GRANT			49,090.00
SEWER FUND			130,700.00
STATE GAS TAX FUND			119,000.00
TECHNOLOGY INTERNAL SERV FUND			36,840.00
TREE PLANTING COUNTY GRANT			5,488.20
USED OIL COMPETITIVE GRANT			39,577.00
VIDEO SERV FRANCHISE TRUST			24,573.00
WATER OPERATION FUND			7,909,580.48
WATER TREATMENT FUND			1,906,946.00
CITYWIDE CARRYOVER TOTAL			14,691,291.50

**City of Monterey Park
City Clerk's Office
Mid Year Report**

Activity 1301 – City Clerk

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
General Municipal Election Voter Turnout	Not an Election Year	

2015-2016 GOALS AND OBJECTIVES

1. Goal: Prepare and conduct the annual destruction of records event and to encourage participation from other departments.

Status: Staff had indentified 175 boxes of records which had met the retention requirements and were sent to a profession shredding facility for destruction. The certificate of destruction of records is on file in the City Clerk's office. Departments are encouraged to coordinate their own destruction of records throughout the year.

2. Goal: Continue efforts to maintain the digital records management program to promote transparency and easier access to the general public.

Status: A digital records management program was implemented last year. City Clerk's office staff has continuously worked on converting hard copies to a digital format (pdf), The web portal is accessible through the City's website. The general public is able to retrieve all resolutions, ordinances, minutes, and in the very near future, staff reports from year 2000-current.

**City of Monterey Park
Management Services Department
Mid Year Report**

Activity 1403 – Finance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Number of years received awards from Government Finance Officers Association (GFOA) and the California Society of Municipal Finance Officers Association (CSMFO) for excellence in budgeting.	25	25
✓ Number of years received awards from GFOA for excellence in financial reporting.	27	26 (*)

(*) Finance submitted the application for the 2014-2015 CAFR award program in November 2015.

2015-2016 GOALS AND OBJECTIVES

1. Goals: Improve Effectiveness and Efficiency: Implement the e-filing of the Affordable Care Act by January 2016.

Status: The programming for e-filing of the Affordable Care Act is completed. Finance is uploading and reconciling the City's medical coverage data for this January filing requirement.
2. Goals: Improve Effectiveness and Efficiency: Implement an electronic version of the absence and overtime slips.

Status: This project is suspended due to the impending new finance system for 2016-2017.
3. Goals: Achieve Financial Stability: Upgrade the Finance System to be in line with new technologies as well as to migrate to the current version of the database server. This is Year One of a multiyear project.

Status: This upgrade of the Finance System project is suspended due to the impending new finance system for 2016-2017.

Activity 1404 – Data Processing

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Major Programming Projects	3	1
✓ Modifications/Enhancements to Existing Programs	8	6

2015-2016 GOALS AND OBJECTIVES

1. Goals: Improve Effectiveness and Efficiency: Perform Phase II modification to Payroll Program to be in compliance with the Affordable Health Care Act for an e-filing of coverage for employee's health enrollment.

Status: The computer program for the Affordable Care Act e-filing is now completed and is ready for the January 1095C distributions and IRS filing.

2. Goals: Improve Effectiveness and Efficiency: Extend the Online Timecard Program to include submitting absence slips capacity.

Status: This project is suspended due to the impending new finance system for 2016-2017.

3. Goals: Achieve Financial Stability: Upgrade the finance system to be compatible with the latest Microsoft SQL Server and Windows technologies. This is Phase I of a multi-year programming upgrade. Currently, the City is with Microsoft SQL Server 2005, which will not be supported in 2016.

Status: This upgrade finance project is suspended due to the impending new finance system for 2016-2017.

Activity 1406 – Revenue Collections

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Business Licenses Issued	5,100	1,950
Utility Bills Mailed (Original and Delinquent)	81,500	39,500

2015-2016 GOALS AND OBJECTIVES

1. Goals: Evaluate the feasibility of printing and mailing utility bills off-site to streamline efficiency.

Status: Completed – The City now utilizes a third party vendor that prints, folds, inserts, and mails out our utility bills. During this process we also worked with Public Works staff to display consumption history and conservation target graphical data on the new bills.

Activity 1407 – Support Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Purchase Orders Issued	1,300	650
Requisitions Processed	1,700	730

2015-2016 GOALS AND OBJECTIVES

1. Goals: Work with the City's IT staff to develop an online purchase order requisition process to help streamline the purchasing process and be able to archive purchase order and requisition data to the database for easy retrieval for City Staff.

Status: This project is expanded to the impending new finance system for 2016-2017.

Activity 1408 – Communication/Duplication

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Mail Handled	475,000	196,750

2015-2016 GOALS AND OBJECTIVES

1. Goals: Evaluate the feasibility of utilizing T1 lines for the City's phone system instead of the current trunk line system. Utilizing T1 lines may not only reduce the recurring monthly costs but provide the ability for features not currently possible with trunk lines.

Status: In Process- Staff is currently in the evaluation process to determine the feasibility and usefulness of T1 lines for the City's phone system.

**City of Monterey Park
City Treasurer
Mid Year Report**

Activity 1501 – City Treasurer

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
✓ Average Investment Balance	\$75 million	\$76 million
✓ Interest Investment Earnings	\$300,000	\$183,800 ⁽¹⁾

(1) As of 10/31/2015

2015-2016 GOALS AND OBJECTIVES

1. Goals: Achieve Financial Stability: Continue to evaluate investment options and invest City funds using the following criteria:
 - a. Maintenance of investment portfolio safety.
 - b. Maintenance of liquidity necessary to meet the City's daily cash requirements.
 - c. Maintenance of highest yields possible while adhering to the above criteria.

Status: Managed the City's investment portfolio in accordance with the City's Investment Policy. The average investment portfolio during the six months of fiscal year 2015-16 for the City was \$76 million, with an average yield of 0.765%. We expect the earnings will be higher for next six months due to projected better interest rates.

2. Goals: Achieve Financial Stability: Continue evaluation of City's investment policy and internal controls over investment and treasury functions to ensure the proper segregation of duties and asset safeguarding.

Status: The evaluation was included in the Annual Investment Report presented to the City Council on August 19, 2015. Staff presented an additional allowable investment option of the Los Angeles County Treasury Pool to the City Council and was approved by the Council.

3. Goals: Working with Finance, submit monthly and annual investment reports.

Status: Monthly investment reports have been submitted to the City Council according to the Investment Policy. The 2014-15 annual investment report was presented to the City Council on August 19, 2015.

**City of Monterey Park
Community and Economic Development Department
Mid Year Report**

Activity 1701 – Planning Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
DISCRETIONARY APPLICATIONS		
Code Amendments	3	3
Conditional Use Permits	7	9
General Plan Amendments	1	0
Modification to Specific Plan	0	1
Parcel Maps	2	3
Precise Plan Related	0	0
Radius Map/Mailing	15	15
Tentative Tract Maps	1	3
Time Extensions	2	0
Variances	2	1
Zone Changes	1	0
CEQA		
Environmental Impact Reports	1	0
Negative Declarations	1	3
Categorical Exemptions	6	15
DESIGN REVIEW		
Signs	6	3
Remodels, No increase of floor area	6	1
Remodels, Increase of floor area	1	0
New Construction < 10,000 SF	2	3
New Construction > 10,000 SF	4	5
Landscaping	2	2
Single Family Residential	12	12
ADMINISTRATIVE APPLICATIONS		
Annual Review of CUPs/Variances	0	0
Banners	65	52
Minor Departure	4	0
Second Units	1	1
Site Plan Review	6	4
Temporary Use Permit	20	25
Traffic Study	1	3
Yard Sales	290	243

	<u>Budget Projection</u>	<u>Year-to-Date</u>
PLAN CHECK		
Process within 72 hours	100%	100%

2015-2016 GOALS AND OBJECTIVES

1. Goal: Update handouts and flyers to be consistent with the Zoning Code that was updated in 2013 and make more user-friendly to the public.

 Status: The Planning Division continues to receive public comments and feedback regarding the effectiveness of the handouts and flyers and is constantly making updates to ensure that the handouts and flyers are usable and understandable to the public.

2. Goal: Evaluate the adequacy of the City's Comprehensive General Plan.

 Status: The City's General Plan, which was last updated in 2001, will be a 15 year old plan. The Housing Element was updated in 2013 for the 2014-2021 Housing Cycle. The Planning Division continues to look for funding opportunities to comprehensively update the General Plan.

3. Goal: Continue to work with the three hotel developers to ensure that building permits be issued and construction commence.

 Status: Assistance is continuously being provided to the three hotel developers to ensure that building permits are issued and construction will commence. On a weekly or bi-weekly basis, the Planning Division continues to reach out to the developers to obtain status updates and offer assistance where possible.

4. Goal: Create three educational articles on planning topics for the Cascade Newspaper.

 Status: Informational articles have been written for campaign signs and the South Garfield Village Specific Plan, and the Planning Division continues to create educational articles on planning topics that the public requires more information on.

Activity 1702 – Code Enforcement Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
INSPECTIONS(*)		
Residential Inspections	4,006	1,941
Home Occupation	227	252
Commercial Inspections	239	225
Industrial Inspections*	<u>73</u>	<u>49</u>
Total Inspections	4,545	2,467

* Numbers include all follow-up site inspections

** Numbers included in inspection figures

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Complaints received and Investigated	1,351	468
Cases Clearance Rate	95%	95%
Volunteer Hours Donated	500	128
Administrative Citations	339	102

2015-2016 GOALS AND OBJECTIVES

1. Goal: Re-establish and implement the inactive Code Enforcement Volunteer Program. Volunteers will assist Code Enforcement Officers in a variety of duties in the office and in field inspections.

Status: The Code Enforcement Volunteer Program has been fully implemented effective FY 2015/16. Four Volunteers have been selected for weekend field duties and occasional in-house filing.

2. Goal: Complete all Code Enforcement components in the (government outreach) GoMPK Complaint Tracking System. Presently the Code Enforcement portion of the GoMPK Complaint Tracking System is limited to recording complaints and alleged violations and status of cases

Status: The Code Enforcement Division recently obtained budget approval for the purchase of 3 ipads and 3 wireless printers. The purchases will enhance field performance and allow officer to access city data and issue Notices and Citations in the field.

3. Goal: Create three educational articles on code enforcement related topics that will be published in the Cascade Newspaper.

Status: Articles have not been written at this time.

4. Goal: Re-institute code compliance services on the weekends.

Status: Weekend Code Enforcement has been implemented effective FY2015/16. Code Enforcement Officers have been rotating weekend duties either independently or with Code Enforcement Volunteers since July 2015.

Activity 1703 – Building Division

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
PERMITS		
Building Permits:		
a. Residential, New	40	37
b. Residential, Add/Alter	310	156
c. Non-Residential, New	8	2
d. Non-Residential, Add/Alter	100	50
e. Miscellaneous	<u>190</u>	<u>84</u>
Building Permits Total	648	329
Electrical Permits	160	82
Mechanical Permits	110	44
Plumbing Permits	<u>140</u>	<u>54</u>
All Permits Total	1,058	509
ANNUAL PERMIT VALUATION	16 mil.	14.5 mil.
PLAN CHECKS		
Total Number Processed	<u>300</u>	<u>210</u>
Processed In-House	91%	94%
Contracted Out	9%	6%
INSPECTIONS		
Construction Inspections	4,100	2400
Certificate of Occupancy	240	80
All Inspections Total	4,340	2480

2015-16 GOALS AND OBJECTIVES

1. Goal: Modify the Building Division portion of the city's website to include additional handouts and brochures to assist individuals in obtaining building permits.

 Status: Division website has been updated to include handouts and brochures such as the Structural Observation Program, the Temporary Events Bulletin, Plan Check Submittal Requirements, a new Application for Alternate Materials, Design and Methods of Construction, SB 407 Packet, and others.
2. Goal: Write three educational articles on building and safety related topics that will be published in the Cascade Newspaper.

 Status: Two articles have been completed and published on the Cascade Newspaper. The first relates to SB 407, water conservation measures, and the later relates AB 2188, streamlining the application and inspection of Solar Energy Systems.

Activity 1704 – Economic Development Division

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve the economic vitality of the city by attracting businesses that will meet the needs of residents and attract visitors to Monterey Park to shop and dine.

 Status: In 2015 staff worked with Today611 to design a mobile app for the purpose of encouraging residents to shop local and promote Monterey Park as a unique dining destination to non residents. Staff continues to promote underutilized sites to brokers at various industry conferences and personal meetings.
2. Goal: Increase outreach to brokers and maintain updated economic data and information regarding regional and state initiatives and business assistance programs that may provide the additional support, both with knowledge and financial opportunities.

 Status: Staff attended several conferences and workshop to network with brokers. In 2015 staff attended the following conferences for the purpose of networking: ACRE Broker Conference; ICSC Grocery workshop; ICSC Las Vegas; and ICSC San Diego. Staff also held meetings with Dunkin Donuts, Starbucks, WSS Shoes, Panda Express, 85 Degrees Bakery, The Habit Burger, Jersey Mike's, Firehouse Subs, Rita's Italian Ice, and Mooyah Burgers, to interest them in various sites within the City.
3. Goal: Locate underutilized commercial properties and work with owners to acquire tenants. Several vacancies exist throughout Monterey Park that have remained unoccupied for years. Staff will work with property owners to fill those structures so they become viable financial contributors to the community.

 Status: Staff continues to market underutilized sites to various brokers if the site meets their development criteria of the potential retailers/restaurant.

4. Goal: Work with property owners and/or developers to develop a project that compliments neighboring businesses and provides products or services that are needed within the area. Additional benefit of the outreach is to avoid oversaturation of one product or service beyond what the City or area can support.

Status: Staff continues to speak with property owners regarding the criteria and needs of a potential tenant. Educating the property owner on the criteria will provide them insight into how to attract a national or tenant in higher demand.
5. Goal: Write three articles on economic development related to topics that will be published in the Cascade Newspaper.

Status: Staff wrote an article regarding the new MPK Today611 app to encourage residents to download the app and support local shopping.
6. Goal: Sell the Successor Agency property on 540 W. Garvey Avenue.

Status: Staff is in the process of obtaining a commercial real estate broker to market 540 West Garvey Avenue.

Activity 2201 – CDBG Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Agencies assisted from Community Fund	1	1
Number of Housing Rights Center clients assisted	175	70

2015-16 GOALS AND OBJECTIVES

1. Goal: Implement all goals as identified in the City of Monterey Park 2015-2020 Five-Year Consolidated Plan.

Status: During the first half of this fiscal year, the City's CFO facilitated the refinancing of the City's Section 108 Loan allowing for the City to capture additional CDBG funds for future use within the community. Staff will continue to monitor the use of CDBG Home funds as required by the Department of Housing and Urban Development.

Activity 2206 – Home Housing Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Residential Rehab Grant and Loan Program Participants	8	2

2015-16 GOALS AND OBJECTIVES

1. Goal: Implement all goals as identified in the City of Monterey Park 2015-2020 Five-Year Consolidated Plan.

Status: There are eight Residential Rehabilitation application approved and in various stages of the process. Staff is working in unison with the property owners and contractors to complete the eight projects by June 30, 2016.

Activity 2207 – Affordable Housing Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Monitor/administer covenants and repairs	0	0
Compliance monitoring and audit reports	1	0
New affordable housing complex	1	0

2015-16 GOALS AND OBJECTIVES

1. Goal: Implement all goals as identified in the 2015-2020 Consolidated Plan.

Status: Staff will continue to look for additional funding sources to assist with the creation and/or development of affordable housing throughout the community.

2. Goal: Continue coordination with LINC Housing to complete construction of 6 new affordable units.

Status: City staff continues to monitor the progress of the construction of the six-unit affordable housing project on a weekly basis ensuring compliance with the approved construction plans.

**City of Monterey Park
Human Resources & Risk Management Department
Mid Year Report**

Activity 1801 – Human Resources Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Budgeted FT Position	295	295
Budgeted Part-time FTE	50	50
Total Citywide FTE	352	352
Competitive Positions Filled	40	27
Examinations Administered	10	21
Applications Processed	1,200	2,465

2015-2016 GOALS AND OBJECTIVES

1. Goal: Successfully implement NeoGov's applicant tracking and HRIS systems which will modernize and computerize Human Resources including the GRM Document management system which includes scanning all current and former employee personnel files.

Status: HR implemented the NeoGov Human Resources Information System – modernized and digitized applicant processing and tracking. 2016 we'll see Performance Evaluation's tracked and managed. NeoGov expanded our reach into the regional job market to attract the most qualified applicants. HR implemented the GRM program which is a digital record management and retention system. Both systems will work in conjunction with the NeoGOV system to improve HR productivity and efficiency.
2. Goal: Continue to provide an aggressive training program for employees on a variety of subjects such as harassment prevention, safety in the workplace topics and supervisory trainings.

Status: In the first 6 months of the 2015/2016 fiscal year, HR organized and/or conducted 20 training opportunities that 519 City employees attended. 209 City employees received Harassment Prevention Training and the City's Public Works staff is now current with all mandatory Cal/OSHA training.
3. Goal: Meet and confer with bargaining units to implement alternative retiree medical program. Transition the City's Multiple Choice medical plans to the CalPERS medical plan for both active employees and retirees; create and implement a Health Reimbursement Arrangement (HRA) Account for both actives and

retirees; revise the City's Cafeteria Plan and create a Dependent Care Account (DCA).

Status: The 2015 one year transitional plan to change from the City's stand alone medical insurance plan to the CalPERS Medical Plan was accomplished on schedule for 1/1/16. The net impact of this was a net savings of a little over a \$1 million dollars to employees, retirees and the City. An HRA for Retirees has been established and a DCA & HRA for current employees will be accomplished in 2016.

4. Goal: Review job analysis for job tasks with high physical demands to create new and/or update Occu-Med's Medical Exam Component Profiles to meet ADA and FEHA requirements. Recommended to do every 5-7 years to stay current with job tasks and to have the most legal appropriate medical recommendations. Last update was completed in 2003.

Status: This will be accomplished in the second half of the fiscal year.

Activity 1802 – Risk Management Division

PROGRAM MEASUREMENTS

<u>Liability Claims Filed</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
GENERAL GOVERNMENT	0	0
POLICE	13	3
FIRE	4	0
LIBRARY	0	0
MANAGEMENT SERVICES	0	0
RECREATION & COMMUNITY SERVICES	2	5
HUMAN RESOURCES	0	0
DEVELOPMENT SERVICES	0	0
PUBLIC WORKS	<u>31</u>	<u>14</u>
TOTAL	50	22

Workers' Compensation Claims Filed*

GENERAL EMPLOYEES	0	0
POLICE	10	8
FIRE	17	5
LIBRARY	0	1
PUBLIC WORKS	11	9
RECREATION & COMMUNITY SERVICES	<u>2</u>	<u>2</u>
TOTAL*	40	25

*Includes all claims that are OSHA recordable.

2015-2016 GOALS & OBJECTIVES

1. Goal: Continue to reduce workers' compensation injuries & liability claims thru loss claims run analysis, pro-active claim management administration, diligent root cause investigations and loss prevention training and continue Loss Reduction Task Force monthly meeting for the Police Department.

Status: The Police Department Workers Compensation Task Force has created a new Ergonomic Program for the Police Department that will be rolled out in 2016.

2. Goal: Continue to work with ICRMA to provide training in identification of risk and safety and to maintain level of ICRMA University attendance by City employees. Provide in-house quarterly employee training including Workplace Safety training, Accident Investigation, Defensive Driving, Harassment and Retaliation Prevention training, and Customer Service.

Status: In the first 6 months of the 2015/2016 fiscal year, HR organized and/or conducted 20 training opportunities that 519 City employees attended. 209 City employees received Harassment Prevention Training and the City's Public Works staffs are current with all mandatory Cal/OSHA training.

3. Goal: Implement a Document Management program to scan all current and former workers' comp, liability and medical files.

Status: HR implemented the GRM program which is a digital record management and retention system.

**City of Monterey Park
Police Department
Mid Year Report**

Activity 3101- Administration Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Volunteer Hours:	17,000	8,450
Total Number of Volunteers:		
Reserves Officers	33	21
Explorers	30	16
Records	1	2
MPEC	16	16
MPCP	20	17
Investigations	1	0
Animal Control	2	2
Chaplain	6	5
CRB Intern	0	1

Formal Training Hours for all Personnel: 3,175 hours (YTD)

2015-2016 GOALS AND OBJECTIVES

1. Goal: The Operational Support Unit will participate in four (4) recruitment fairs throughout the year. This will provide opportunities to recruit for the various jobs, both paid and volunteer, throughout the department and the city.

 Status: The Operational Support Bureau has participated in two (2) recruitment fairs.

2. Goal: The Peace Officers Standards and Training recommend a bi-annual refresher class on Electronic Weapons (TASER) devices. In order to maintain officer competency, the Operational Support Unit will facilitate four-hours (4) of training to comply with the POST recommended guidelines.

 Status: Four trainers are scheduled to attend a Taser instructor course. After completion of their training, dates will be set for the Taser refresher training.

Activity 3102-Traffic Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Citations:		
Traffic	7,200	2,341
Parking	8,000	5,200
Traffic Collisions Incidents:		
Fatal	*	0
Injury	*	112
Non-Injury	*	320
Fatalities	*	0
Persons Injured	*	163
Number of Drunk Driving Arrests	150	62
% of Traffic Investigations Commenced within 3 Days	100%	100%
% Response on Citation Appeals/Complaints within 3 Days	100%	100%

2015-2016 GOALS AND OBJECTIVES

- Goal:** The Traffic Bureau will conduct pedestrian safety presentations at area schools to educate children on the dangers associated with playing in or near a roadway.

Status: Students returned to school in early September, however, the goal was designed to be funded by the California Office of Traffic Safety grant, which was awarded in October 2015. Traffic safety presentations at local schools will be conducted during the 3rd & 4th quarter of the school year.
- Goal:** Traffic Bureau personnel will conduct two safety presentations, open to the public, addressing the dangers of distracted driving as well as pedestrian and bicycle safety.

Status: Traffic Bureau personnel participated in a public forum where traffic safety information, which included pedestrian safety, distracted driving; parking issues and the traffic bureau's efforts to create a safer Monterey Park for residents was discussed.

Activity 3103-Field Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Calls for Service		
Citizen Request	32,270	18,238
Officer Observed	<u>22,585</u>	<u>9,700</u>
Total Calls for Service	54,855	27,938
Priority I (Emergency) Response Time (minutes/seconds)	4:05	3:51
Priority II Response Time	5:45	5:19
Priority III Response Time	8:50	9:10
Priority IV Response Time	6:15	9:12

2015-2016 GOALS AND OBJECTIVES

- Goal:** In a continual effort to reduce work related injuries, and in conjunction with current monthly risk management briefing training, patrol team safety officers will meet quarterly to share, discuss, and provide recommendations regarding ergonomic and other safety related topics.

Status: Each patrol team continuously reviews safety procedures and shares those ideas and discussions to develop best practices for each shift. Each patrol team has an assigned designated safety officer.
- Goal:** Each Patrol team will develop two crime prevention presentations directed towards senior citizens. The information will be presented at neighborhood watch meetings, senior centers, and senior housing facilities and through our media such as the City's Cascades newspaper.

Status: Patrol Teams one and two have completed this goal. Patrol Teams three and four are in the development stages of their presentations and rough draft versions of articles.

Activity 3104-Investigations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Part I Crimes Investigated	1,200	828
Part I Crime Clearance Rate	20%	17%
Suspected Child Abuse Reports Follow Up within One Business Day	100%	100%

2015-2016 GOALS AND OBJECTIVES

- Goal:** Crime Impact Team personnel will conduct briefing training for patrol on emerging crime issues and trends and their effects on patrol operations particularly in the area of manufacturing of “Honey Oil”. This training will assist in strengthening officers field investigations in this area.

Status: Crime Impact Team personnel have attended patrol briefings during the 1st and 2nd quarters of 15/16.
- Goal:** Investigations Bureau personnel will utilize the department’s various social media outlets (NIXLE, Twitter, Weibo) to send out bi-weekly crime prevention tips to the public.

Status: Investigations Bureau personnel is using social media outlets on a monthly basis to inform the community about crime trends, crime watch, community outreach programs, and safety tips.

Activity 3111-Animal Control Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Number of Dog Bites Reported	15	7
Impounded Animals (Strays Picked up/Counter)	700	562
Warnings/Citations	155	22
Injured Animals	90	112
Dead Animals Picked Up	435	453
Students in Educational Programs	60	48
Response Time:		
Dead Animals (minutes/seconds)	10:30	6:19
Response Time:		
Injured/Sick Animals (minutes/seconds)	9:10	10:40

Calls for Service:

Calls Handled by ACO	1,220	844
Calls Handled by MPPD Officers	355	142
Calls Handled by L.A.C.D.A.C.C.*	360	163
Total calls for service:	1,935	1,129

*L.A County-Los Angeles County Department of Animal Care and Control

2015-2016 GOALS AND OBJECTIVES

1. Goal: Bureau personnel will coordinate with the Los Angeles County Department of Animal Care and Control to conduct a low-cost spay and neuter clinic for residents of the City.

Status: A tentative date of March 10, 2016 has been selected to conduct the clinic.
2. Goal: The Animal Control Bureau will generate an email list of pet owners in the city in order to send out notifications of upcoming pet events or other information regarding animal care and control issues. This will assist in getting information out to the public in a timely manner.

Status: An email list is currently being generated. Names have been gathered during previous City events and vaccination clinics.

Activity 3112-Communications Bureau**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Police Service Calls	32,270	18,238
Officer Observations	22,585	9,700
Total Police Service Calls	54,855	27,938
Animal Control Service Calls	1,935	1,129
Priority I Dispatch Time Emergency (minutes/seconds)	0:57	0:57
Priority II Dispatch Time Non-Emergency (minutes/seconds)	3:17	3:52

Priority III Dispatch Time	9:25	11:56
Non-Emergency (minutes/seconds)		
Priority IV Dispatch Time	5:40	8:50
Non-Emergency (minutes/seconds)		

2015-2016 GOALS AND OBJECTIVES

- Goal:** Communications personnel will participate in patrol ride-a-longs to enhance their knowledge and understanding of the patrol function, officer safety concerns and changes in the development of commercial areas within the city.

Status: Six out of eight full-time dispatchers have participated in ride-alongs.
- Goal:** On a quarterly basis, Communications personnel will conduct community outreach and education through attending Neighborhood and Business Watch meetings and placing articles in the Cascades newspaper.

Status: Articles were published in the July/August and December/January issues of the Cascades Newspaper. Communications personnel participated in the “Coffee with a Cop” community event in December.

Activity 3113- Jail Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Prisoners Booked (excluding fee paying)	940	470
Fee Paying Prisoners Booked	125	88
Total Prisoners Booked	1,065	558
Jail Revenue (fee paying)	\$60,000	\$45,222
Prisoner Satisfaction Rating	98%	98%

2015-2016 GOALS AND OBJECTIVES

- Goal:** The Jail Bureau will hold quarterly staff meetings to provide information on current policy and procedures, training, jail security to ensure the jail is operating optimally.

Status: There have been two quarterly meetings for jail personnel to date.

2. Goal: Jail personnel will provide training to Reserve Officers on a bi-annual basis. The training will cover proper booking procedures, current case law related to jail facilities, jail safety and other related topics. This training will provide Reserve Officers with up to date policy and practices related to the jail facility.

Status: Due to scheduling conflicts, training was not scheduled for the first half of the fiscal year. The Lead Jailer is scheduled to attend the January and April Reserve Officer meetings.

Activity 3114-Records Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Reports Processed	5,100	2,748
Traffic Citations Processed	7,200	2,341
Data Entry Completion (within 7 days)	100%	97%
Complaints Processed for Court (within 8 days)	100%	99%

2015-2016 GOALS AND OBJECTIVES

1. Goal: Records Clerks will participate in a patrol ride-a-long in order to acquire a better understanding of the work that officers perform, particularly in the area of report writing. This will assist them in providing better service to the officers and improve the quality of reports.

Status: Four out of the nine clerks have participated in ride-alongs.

2. Goal: Records Bureau personnel will begin the process of creating and updating written procedures for the various tasks performed most frequently at the front counter by Records Clerks. The guidelines will provide a way of maintaining consistency in handling the areas of responsibility regardless of whether the situation is being handled by a Clerk, Cadet or Volunteer.

Status: Written procedures have been provided and are kept in a notebook at the front counter for reference by all personnel.

Activity 3115-Computer Services

2015-2016 GOALS AND OBJECTIVES

1. **Goal:** Computer Services personnel will assist in the implementation and installation of the new Mobile Data Computer (MDC) system.

Status: Field testing is currently being conducted to identify the best solution to implement.
2. **Goal:** Computer Services personnel will update all police department computers with the Windows 7 operating system to replace those that are still operating on an older operating system. This will enhance the efficiency in the running of programs used by the police department.

Status: This project is currently underway. All new computers purchased by the department are being upgraded to the Windows 7 operating system.

Activity 3120-Community Relations Bureau

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-date</u>
Tour of City Facilities (number of persons)	850	260
Neighborhood Watch Groups	81	79
Business Watch Groups	80	74
Monterey Park Citizen Patrol (MPCP) Hours Volunteered	3,188	1,361
Police Explorer Hours Volunteered:	4,200	2,135
Police Chaplin Hours Volunteered:	380	61

2015-2016 GOALS AND OBJECTIVES

1. Goal: The Community Relations Bureau will develop a training manual for new Police Explorers. This training manual will be a guide for the new Police Explorer brought into our organization, and will help to ensure their success.

Status: Research has been done through Learning for Life and other local law enforcement agencies to assist in gathering information for a training manual. The manual is currently being developed.

2. Goal: The Community Relations Bureau will research the feasibility of having the false alarm billing done by a third-party vendor. Having the billing done by an outside vendor will allow Bureau personnel more time to focus on the community-based programs that are managed out of the bureau.

Status: Through working with an established alarm-billing vendor, a job-spec and proposal has been written and will be sent out for bids for vendors who can provide this service.

**City of Monterey Park
Fire Department
Mid Year Report**

Activity 3201 – Fire Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Grant Awards: (SHSGP, UASI)	\$267,000	\$45,500

Year to date grants received: 2014 UASI (Regional Ballistic Helmets); 2013 SHSGP Contingency Funds \$40,000 for USAR Equipment; Projected: 2014 UASI - \$250,000. Grant Working Committee reductions and give away to RTF, projection currently at \$200,000.

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve Organizational Effectiveness and Efficiency: Develop and implement a set of performance criteria for each division to provide a mechanism for continual performance and quality assessment of operations and levels of service.

Status: Implemented a new performance reporting mechanism called “Objectives and Key Results”, otherwise known as “OKRs.” Each Division’s goals and objectives are outlined as an OKR and progress reported quarterly. Training included all levels of personnel, command staff and lower level/ranks personnel.
2. Goal: Improve Organizational Effectiveness and Efficiency: Restructure the Reserve Firefighter and Fire Explorer Programs to develop an additional source for recruitment of fire personnel from the local community.

Status: Several new programs were initiated this year, beginning with a presentation about the Firefighter Reserve and Fire Explorer Program to the City’s lifeguards resulting in interest calls from 10 individuals for the Explorer Program. The Department commenced a Summer Fire Explorer Internship Program, a pilot program to provide a more in-depth view of a career as a firefighter. This year, two Fire Explorers were sponsored to attend Fire Academy, one of whom graduated in December.

Activity 3205 – Fire Prevention

PROGRAM MEASUREMENTS

<u>Fiscal Year</u>	<u>Budget Projection</u>	<u>Year-to-Date</u>
Permits Received	1,200	480
Plans Received	375	317
Plan Re-Checks	150	118
<u>Inspections</u>		
New Construction	268	172
Fire Protection Systems	190	232
Fire Protection Systems – Commercial	298	189
Industrial Waste (Restaurants)	172	172
State Mandated Facilities (Schools, Hospitals, etc.)	231	108
State Mandated Facilities (Bi-Annual)	412	505
Re-inspections	1384	720

Cost Recovery Programs

<u>Fiscal Year</u>		
Fire Inspections (Including Annual Business Inspections)	\$95,000	\$28,624
Plan Checks	\$71,000	\$81,858
Permits	\$28,750	\$4,193
Industrial Waste	<u>\$105,000</u>	<u>\$80,796</u>
Total Revenue Collected	\$299,750	\$195,471

*Data: Period of July 1 – December 11, 2015

Performance Measurements:

Year-to-Date

Permit and Plan Check processing turn-around time to be completed in less than 10 working days with 90% efficiency.	90%
Ninety percent (90%) of repeat false alarm calls to be followed up by Fire Prevention staff within five (5) working days of incident.	100%

2015-2016 GOALS AND OBJECTIVES

- Goal:** Improve Organizational Effectiveness and Efficiency: Develop and implement a customer service document designed for developers, contractors, and homeowners for the pre-development phase of construction that will identify laws, procurers, procedures, and fees.

Status: The draft of the Customer Service Document was completed and scheduled for translation and printing in the third quarter. Distribution of the document is to commence during the fourth quarter.
- Goal:** Improve Organizational Effectiveness and Efficiency: Through the use of ACCELA, track the number of permit and plan check applications received, approved, and issued; duration of plan check processing time; types of plans received; and the number of re-inspections.

Status: This process was delayed as ACCELA was not configured to do this and personnel are manually tracking this information. Due to the number of plan checks received, staff is tracking plans requiring more than a 10-day review process (i.e. large or complex development projects).

Activity 3210 – Emergency Operations

PROGRAM MEASUREMENTS

EMERGENCY ACTIVITY SUMMARY

<u>Fiscal Year</u>	<u>Budget</u>	<u>Year-to-Date</u>
<u>*All Emergency Incidents</u>	<u>Projection</u>	
Fire	200	151
EMS	3458	1724
Other (Hazardous conditions, false alarms, public assist, cancelled en route)	1,101	415
*Data Source: Emergency Reporting July-December 16, 2015	4,759	2,290

Automatic Aid/Mutual Aid*

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Auto Aid/Mutual Aid Provided	700	395
Auto Aid/Mutual Aid Received	<u>500</u>	<u>234</u>
Total Automatic/Mutual Aid	1,200	629

*Data Source: Verdugo Communications

Average Response Times

Fire	5:33	4:47
EMS	5:00	4:55
Service	5:40	5:27

*Data Source: Verdugo Communications

Average Turn-out Time

Fire	1:19	1:18
EMS	1:05	1:03
SERVICE	1:27	1:22

*Data Source – Verdugo Communications

The figures now illustrate the time from dispatch to the time the first fire unit arrives on scene.

Volunteer Hour

Hours Donated by Reserves	14,400	4368
Hours Donated by Explorers	800	844

*(Seven Reserves who typically provide a minimum of one-24 hour shift per week).

NON-EMERGENCY ACTIVITY SUMMARY**Training Hrs – Non-Medical**

In-Service Training	21,500	8,517
Specialty Courses/Seminar (Grant Funded Training)	<u>200</u>	<u>0</u>
Total Hours	21,700	8,517

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency: Develop a performance indicator matrix to measure, track, and trend effectiveness in the Department's emergency service to ensure operational readiness.

Status: Staff completed purchase of the tracking program. Two employees have been trained on the system and five more employees are to be trained by the end of the year before data entry and implementation.
2. Goal: Achieve Financial Stability: Develop a planning and organization document that outlines current inventory of apparatus, radios, tools, and equipment and a depreciation schedule to forecast and plan and maintenance schedules.

Status: The Fire Department purchased an automated inventory and management system that includes inventory barcoding and management, maintenance management and depreciation schedules.
3. Goal: Improve Organizational Effectiveness and Efficiency: Develop and implement an annual training calendar that complements nationally recognized standards for fire service employee development and training to facilitate regional effectiveness.

Status: Shift personnel will be realigned in accordance with operational needs, succession planning, and improved program development in January. A key area was training in which training operations and training development was merged into one area. Traditionally, operations would decide policy and equipment type and the training staff would then design the training and implementation process. In addition, a training matrix for the upcoming year has been developed and will be implemented in January.

Activity 3220 – Emergency Medical Services

	<u>Budget</u> <u>Projection</u>	<u>Year-to-Date</u>
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Performance Measurement

The following areas have been identified as new performance measures to be implemented and monitored during the upcoming year. Emergency Medical Service personnel are to achieve 90% compliance or higher.

Overall Documentation Compliance	97%
Vital Sign Compliance	99%
Patient Assessment Compliance	96%
12-Lead EKG Compliance	87% - 92%

PROGRAM MEASUREMENTS

Required EMS Training Hours (Per Person/Year)	Budget <u>Projection</u>	<u>Year-to-Date</u>
Paramedics	24	12
Emergency Medical Tech	16	12

2015-2016 GOALS AND OBJECTIVES

1. **Goal:** Improve Organizational Effectiveness and Efficiency: Implement a Quality Improvement (QI) Program to evaluate, track, and trend employee performance during EMS delivery. Data generated will be used to develop training curriculum and improve service delivery

- Status:** In conjunction with the new analytical programs and personnel changes, the EMS Program Coordinator will be focusing more attention on performance improvements and Emergency Medical Service operations.

- Goal:** Improve Organizational Effectiveness and Efficiency: Work with the Community Risk Reduction Division to identify trends and commonalities associated with EMS response within the community (types of calls, most frequent call type, repeat service calls) to develop prevention and education programs.

- Status:** An analysis was conducted using the Department's new reporting system. It showed that the analysis was difficult to process and demonstrated a flaw in the reporting software at the County level. The top five trending calls were ambiguous based on the general allowances associated with Los Angeles County reporting protocol. These calls were: Other, General Weakness, Behavioral, Chest Pain, and Trauma.

Activity 3230 – Community Risk Reduction

2015-2016 GOALS AND OBJECTIVES

1. **Goal:** Improve Organizational Effectiveness and Efficiency: Update the Local Hazard Mitigation Plan to reflect additional critical facilities, community hazards, resources, inter-departmental review and approval by FEMA and the California Office of Emergency Services.

- Status:** All internal stakeholders and fire personnel met. Departments were provided the current Plan for review and updating. In the interim, a list of external stakeholders was outlined and a meeting to be held by the end of the fiscal year.

2. Goal: Improve Organizational Effectiveness and Efficiency: Develop a cadre of bilingual CERT instructors from City employees and existing CERT members to conduct CERT Training in English, Spanish, and Chinese to aid in the goal of training 250 residents by 2020.

Status: One class was conducted in English this Fall and staff is working to conduct a bilingual class in the Spring.

3. Goal: Conduct a Disaster Service Worker Training and exercise for a minimum of 10% of the City's full-time employees each fiscal year. FY2014-2015 budget reported 290 fulltime employees.

Status: Completed Public Works awareness and disaster service worker training and City staff training in the EOC, including meeting for the "Great Shakeout". A total of 45 employees attended the training.

**City of Monterey Park
Public Works
Mid Year Report**

Activity 4201 – Community Transportation

PROGRAM MEASUREMENTS

	<u>Budget Projections</u>	<u>Year-to-Date</u>
Grant Funding		
MTA National Transit Data Reporting Funds	\$107,800	\$109,161
Fixed-Route Transit:		
Total Passengers	375,000	168,404
Passenger per Revenue Service Hour	20.00	17.84
Cost per Passenger	\$3.09	\$3.44
Employee Transportation Program:		
Average Vehicle Ridership	1.25	1.15
% of Employees Ridesharing	25%	17%

2015-2016 GOALS AND OBJECTIVES

1. Goal: Execute new Spirit Bus Contract that requires higher performance standards to include reduced breakdowns and adherence to schedule.

Status: Contract was executed and performance is being monitored.

Activity 4202 – Street Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Roadway Maintenance:		
Slurry Seal (Sq. Ft.) Preventive Maintenance (14-year cycle)	2,485,846	0
<i>This program prolongs the life of the roadway and provides a smooth riding surface.</i>		
Potholes Repaired	3,000	1,831
Utility Cuts Repaired (new)	35	9

This program makes permanent repairs to the roadway after water services are installed.

Sidewalk Maintenance:

Sidewalk Repair (Sq. Ft.)	1,000	3,585
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This program eliminates trip hazards in the right-of-way by cutting tree roots and constructing new sidewalk sections.

Sidewalk Grinds	160	55
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This program eliminates trip hazards in the right-of-way by grinding down hazardous areas on sidewalks that are 1/2 inch or less.

Curb and Gutter Maintenance:

Curb and Gutter Repair (Ln. Ft.)	150	110
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This program repairs curb and gutter that impede the flow of water or causes pooling.

Misc. Maintenance

Bus Shelters Pressure Washed	250	141
Shopping Carts Picked Up	250	140
Signs Removed from Right of Way	150	83

2015-2016 GOALS AND OBJECTIVES

1. Goal: Continue to train staff to operate new equipment: 1.5 cubic yard Cement Mixer, Pot Hole/Patch Truck and Skid Steer Loader (Bobcat). Training all field staff to operate this equipment will allow the department to be more efficient at maintaining the public right of way.

Status: Training continues with the new Maintenance Workers.

Activity 4203 – Storm Drain Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Storm Drain Maintenance:		
Number of catch basins and grates cleaned annually	800	199

Slope Drain Inspection Program:

Number of slope drains inspected (this includes re-inspections)	11	11
<i>Slope drains are inspected annually to insure unrestricted flow of storm water from properties.</i>		

2015-2016 GOALS AND OBJECTIVES

1. Goal: Stencil 1st phase of storm drain locations to comply with the Los Angeles County storm water permit requirements.

Status: Completed.

2. Goal: Continue program to identify new locations that require additional cleaning due to storm drain inserts preventing debris from entering the storm drain.

Status: Ongoing.

Activity 4204 – Sanitary Sewer Maintenance**PROGRAM MEASUREMENTS**

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Main Line Cleaning:		
Miles of main lines cleaned	100	49
Miles of Problem Lines Cleaned	90	31
Sewer Stoppages:		
Number of sewer stoppages	5	1
Percentage of stoppages responded to within one hour after normal working hours.	100%	100%
Video Taping:		
Number of linear feet of video taped	40,000	0

2015-2016 GOALS AND OBJECTIVES

1. Goal: Complete sixth phase of seven phase project of installing signage at manholes in easement areas. Many signs have been destroyed or removed and it is important that residents are educated about the importance of keeping manholes accessible for inspection and/or overflows.

Status: Completed – installed 13 signs.

2. Goal: Develop a sewer manhole labeling system through the Sanitary Sewer Master Plan to identify locations for maintenance activities

Status: Development of the labeling system is contingent upon the purchase of Closed Circuit Television (CCTV) sewer video vehicle and its software.

Activity 4205 – Street Cleaning

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Complaints:	4	4
<i>Reflects the number of problems reported by residents.</i>		

2015-2016 GOALS AND OBJECTIVES

1. Goal: Respond to residential complaints within 24 hours and work with contractor to resolve these issues.

Status: Athens has responded to 3 of the 4 complaints within 24 hours.

Activity 4206 – Traffic Control

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Street Painting:		
Miles striped	65	39
Crosswalks repainted	20	16

Sign Maintenance:

Stop signs replaced	20	13
Regulatory and warning signs replaced	50	99
Number of new stop sign installations	1	0
Regulatory and warning signs maintained	1,000	761
Percentage of safety related regulatory signs replaced with either temporary or permanent signs within 1 hour of notification	100%	100%

Traffic Work Orders:

<i>New projects or changes to existing traffic control measures</i>	30	12
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2015-2016 GOALS AND OBJECTIVES

- Goal: Implement application of thermoplastic materials in place of paint on certain crosswalks, centerline, legends, etc. Application of thermoplastic increases staff efficiency as life expectancy is four times longer than that of paint, eliminating the need to paint street markings every year.

Status: Supplies are on order.

Activity 4207 – Street Lighting**PROGRAM MEASUREMENTS**

	Budget Projection	<u>Year-to-Date</u>
Street Light Maintenance:		
Number of Street Lights Re-lamped	80	60
Service Requests		
Received	8	80
Completed	8	70

2015-2016 GOALS AND OBJECTIVES

- Goal: Research existing electric time clocks at all parks, city hall and police department to replace with electronic (self-adjusting) time clocks at all parks, city hall, and police department.

Status: In Progress – 25% completed.

Activity 4208 – Refuse Collection

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Curbside service accounts	14,301	14,301
Bin service accounts	1,079	1,079
City hauler tons collected (Self-hauled tons not included)	49,548	25,574
AB 939 diversion rate (year reported)* Tons per capita. Target is 5.0 tons per person.	3.6	3.5

2015-2016 GOALS AND OBJECTIVES

1. Goal: Begin the process of establishing a new solid waste hauler contract that will replace the contract with Athens Services that terminates in August 2017. Conduct an audit of the city's waste stream and establish specifications that would best meet the needs of the community.

Status: RFP for consultant services was released on Oct. 14, 2015 and contract awarded on Dec. 16, 2015.

Activity 4210 – Building Maintenance

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Service Requests: <i>Service requests originate from City departments.</i>	600	276
Number of Special Work Orders: <i>Special work orders are for services that go beyond the scope of normal maintenance.</i>	4	8

2015-2016 GOALS AND OBJECTIVES

1. Goal: Study feasibility to install Energy Efficient windows at daycare classrooms.

Status: In Progress – estimated completion February 2016.

2. Goal: Research the possibility to upgrade city yard locker-room and bathroom facilities.

Status: An architect has been hired and plans and specifications are being drafted.

Activity 4211 – Motor Pool Shop

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of preventive maintenance services	310	121
Number of smog checks completed	60	44
Compressed Natural Gas (CNG) purchased (in 100 cubic feet)	3,500	25,381
Propane		
Gallons purchased	2,700	1,350
Gasoline Fuel Unleaded 87 Octane		
Gallons purchased	41,550	26,385
Average price per gallon	\$3.50	\$2.39
Gasoline Fuel Unleaded 89 Octane		
Gallons purchased	68,234	22,385
Average price per gallon	\$4.20	\$2.78
Diesel Fuel		
Gallons purchased	22,450	11,859
Average price per gallon	\$4.50	\$2.00

2015-2016 GOALS AND OBJECTIVES

1. Goal: Implement new vehicle maintenance recording system.

Status: In progress.

2. Goal: Implement new vehicle daily inspection procedure/checklist.

Status: Completed.

Activity 4212 - Engineering

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Capital Improvement Projects (CIP) commenced and/or completed	15	22
Dollar value of CIP projects completed (\$ millions)	5.0	10.1
Subdivisions Processed:		
<i>Tentative Tract Maps</i>	1	0
<i>Tentative Parcels Maps</i>	2	0
<i>Final Tract Maps</i>	1	1
<i>Final Parcel Maps</i>	2	2
<i>Lot Line Adjustments Reviewed</i>	1	1
Conditional Use Permits Reviewed	2	2
-Variances Reviewed	0	0
Site and Plan Checks for Building Permits	120	75
Concrete, Excavation, Utilities, Transportation, Sewer, Water, Undergrounding Permits Issued	200	126
Grading Permits Issued	20	3
Traffic Engineering Issues Investigated	30	10

2015-2016 GOALS AND OBJECTIVES

1. Goal: Implement an aggressive sewer videotaping and spot repair/sewer relining program as recommended in the Sewer Master Plan.

Status: Engineering has been working with Street Maintenance to identify and quantify the areas to be videotaped. Street Maintenance is taking the lead in preparing the bid specifications, with support from Engineering, and is anticipating the videotaping project will be ready to be advertised for bids in early 2016.

2. Goal: Construct water system improvements in the northeast area of the City bound by Hellman, Alhambra, New and Emerson Avenues, as well as individual water main replacements on Garfield Avenue, Milan Place, and Triana Place.

Status: Staff has completed a water main replacement project on De La Fuente Street from Harding Avenue to Montechico Drive. A construction contract was also awarded to Big Ben Incorporated for \$4.4 million to complete the water system improvements in the northeast area. Construction is currently underway and approximately 20% complete.

3. Goal: Design and construct traffic signal improvements and implement new signal timing on North Atlantic Boulevard from Hellman Avenue to Newmark Avenue as recommended in the North Atlantic Traffic Corridor Study.

Status: A professional services contract was awarded to KOA Corporation to design wireless interconnection, pedestrian signal upgrades, and new signal timing at all six intersections within the project limits. Design is underway, and staff is currently reviewing preliminary design plans and signal timing sheets. The bid specifications are anticipated to be ready for advertising in the Spring 2016.

Activity 4220- Administration

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Rates:		
Surrounding agencies – average monthly (350 gallons/day, with ¾” meter)	\$82.12	\$85.12
Monterey Park – average monthly (350 gallons/day, with ¾” meter)*	\$39.16	\$39.16
Percent below average	109.70%	109.70%

* Includes water treatment surcharge.

2015-2016 GOALS AND OBJECTIVES

- 1.Goal: Continue to improve water operations through the use of technology (AMR, GIS, etc.) and upgrading infrastructure while promoting conservation.

Status: In progress.

Activity 4221- Water Commercial

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Meter Exchange Program		
Meters changed ¾" – 2"	700	Siemens changed out 10,895 meters in the water system
Large Water Meter Installation/ Upgrades: 3" – 8" meters		
Meter installation upgrades	4	3
Total meters installed to field-testable and/or field-repairable standards	95	95
Water Turn-ons and Turn-offs:	2,560	561
Work orders completed:	6,000	2,087

2015-2016 GOALS AND OBJECTIVES

1. Goal: Upgrade Meter Routes 40 and 41 to Automated Meter Read Routes (AMR) in order to more quickly identify leaks and meter problems.

Status: Completed
2. Goal: Replace/upgrade 6-inch meter at the Monterey Park Golf Course.

Status: Completed.

Activity 4222- Water Production

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Production:		
(Acre-feet/year)	9,557	4,564
(Million gallons/year)	3,113	1,487
(Million gallons/day)	8.53	8.08

Well Water Electrical Efficiency Operational Testing Program:

Number tested (12 total sites, 9 operable wells)	8	8
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Cathodic Protection System Testing Program:

Number tested (5 sites total, 8 reservoirs)	8	0
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2015-2016 GOALS AND OBJECTIVES

- Goal:** Replace the discharge piping, pump controls and valves at the Brightwood Booster Station.

Status: Staff will consult with engineering division for drawing & RFP development. Will solicit for bids, award job, and construct when RFP is completed.
- Goal:** Rehabilitate two existing wells to increase pumping reliability and efficiency.

Status: Staff consulting with Well Redevelopment Company to engineer pump head curve design and well redevelopment scope of work.
- Goal:** Overhaul the motor control starter contacts and various equipment at all six Delta Plant Boosters.

Status: Existing equipment is extremely old, staff researching whether to overhaul existing or install new equipment. New equipment replacement depends on compatibility.

Activity 4223- Water Distribution

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Water Valve Exercising:		
Valves exercised ⁽¹⁾	1,300	200
2,070 valves should be exercised annually ⁽²⁾	63%	15%
New Water Services Installed:	31	25
Water Services Repaired:	42	25
Water Mains Repaired:	29	18
Gate Valves Repaired:	5	5

1) Unable to fully implement program in current and previous years due to staffing limitations.

2) In FY 13-14, 3 valves were added to the system.

2015-2016 GOALS AND OBJECTIVES

1. Goal: Replace 5 aging and unsafe fire hydrants with modern, safer substitutes that will comply with city codes.

Status: Replaced 1 and remaining 4 are in progress
2. Goal: Install 3 new water main blow offs per year at dead ends (122 total remaining) to help ensure good water quality within the distribution system.

Status: Installed blow off at Ackley Pl with one location remaining. (To be determined)
3. Goal: Replace 2 broken plug valves to improve distribution system (Orange Avenue and Graves Avenue and Sombrero Drive and Casuda Canyon Drive).

Status: In progress. Valve at Sombrero and Casuda Canyon completed. Orange/ Graves awaiting contractor bid submittals.

Activity 4226- Well 5 VOC Treatment Plant

2015-2016 GOALS AND OBJECTIVES

1. Goal: Continue to design and plan for the construction of an advanced oxidation plant (UV Oxidation) to treat 1, 4-dioxane and other VOCs.

Status: Ongoing pending state regulation implementation.

Activity 4227- Well 12 VOC Treatment Plant

2015-2016 GOALS AND OBJECTIVES

1. Goal: Upgrade chemical feed pump systems needed to efficiently continue air stripping treatment.

Status: Staff is evaluating the upgrade.

Activity 4228- Delta Perchlorate Treatment Plant

2015-2016 GOALS AND OBJECTIVES

1. Goal: Paint and replace the upstream and downstream isolation valves of the pre-filter vessels.

Status: Staff is evaluating the upgrade.

Activity 4233- Water Interconnection/Purchase

2015-2016 GOALS AND OBJECTIVES

1. Goal: Minimize the purchase of water from the San Gabriel Valley Water Company.

Status: Due to current operational conditions, no water has been purchased from San Gabriel Valley Water Company.

Activity 6516 - Parkway Maintenance

PROGRAM MEASUREMENTS

	Budget <u>Projection</u>	<u>Year-to-Date</u>
Street Trees Trimmed	2,700	506
Street Trees Planted	250	4
Street Trees Removed	105	357
Service Requests	265	168

2015-2016 GOALS AND OBJECTIVES

1. Goal: Continue the renovation of the entrance medians at Atlantic Blvd., Garfield Ave., and Garvey Ave. Implement updated, solar-powered irrigation systems that conserve water.

Status: Garfield and Garvey entrance medians have been completed. South Atlantic has also been completed. North Atlantic is on hold due to drought concerns and potential street modification due to a pending hotel project. Solar-powered irrigation systems have been installed at Garvey Avenue medians.

2. Goal: Clearing and replacement of hazardous and intrusive trees identified in various areas throughout the City, including Fremont bridge, La Loma/SCE Road and S. Atlantic 1500 block corridor.

Status: Intrusive trees were cleared at the 1500 S. Atlantic Boulevard block and SCE's La Loma access road. The Fremont bridge area will be reviewed in Spring 2016 for feasibility and funding. If the bridge is determined to be susceptible to rain damage, the project will be placed higher on priority.

Activity 6517- Parks

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Park Service Requests	135	64
Number of Special Projects	18	10

1. Goal: Continue upgrading park landscape and planters to incorporate new palette.

Status: Edison Trails area has been upgraded.

2. Goal: Installation of solar up-lighting for all the newly installed Park monuments.

Status: Solar uplighting will be deferred to FY2017.

3. Goal: Continue to replace older controllers in remaining 8 parks with the new Calsense smart controllers that have been recently installed in the 4 parks identified in the CIP.

Status: Calsense controllers will be deferred to FY2017.

4. Goal: Continue assistance in Council beautification/planting days in remaining locations.

Status: Beautification improvements have been completed at Edison Trails and Pine Tree Park.

5. Goal: Conversion/upgrade of Edison Trails Hiking path with fencing, benches, trash receptacles, drinking fountains, mile markers, kiosks, etc. also incorporating a year round weed control program along the trail.

Status: Edison Hiking Trail is 76% completed with new benches, trash containers, drinking fountains and entrance fencing. Mile-footage markers, entrance kiosks and ADA accessible sidewalk improvements will be deferred to FY2017.

6. Goal: Assess City park benches, picnic tables and drinking fountains for targeted replacement. Any new fountains will include the attached pet bowl feature, which has proven to be very popular with park users and residents.

Status: Replacement of park benches and drinking fountains will be deferred to FY2017.

**City of Monterey Park
Monterey Park Bruggemeyer Library
Mid Year Report**

Activity 6001 – Administration

Staff PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Library Volunteer Hours	11,000	4,600
Grants Awarded (Number)	6	4
Grants Awarded (Amount)	\$210,000	\$213,191
Fundraising (Foundation)	\$30,000	\$7,400
Fundraising (Friends)	\$7,000	\$5,000
Fundraising (LAMP Walkathon)	\$7,000	\$4,600

2015 - 2016 GOALS AND OBJECTIVES

1. Goal: Enhance the library exterior by increasing outdoor lighting, including spotlighting the library mural, to provide more visibility and safer conditions for patrons after dark.

 Status: **Completed.** Exterior lighting has been installed, including lighting the mural, enhancing safety and aesthetics.

2. Goal: Develop a comprehensive fundraising plan to build monetary support for the Library's budget to expand the library collection by working with the Library Foundation and Friends of the Library.

 Status: The library has developed a Strategic Plan including fundraising aspects involving its stakeholders in the community. The Library Foundation held its first-ever Day at the Races fundraiser at Santa Anita Park. The annual Holiday Wish List brings in donations which enable the library to purchase needed books, newspapers, magazines and equipment for the community to use and enjoy. The Friends of the Library Bookstore has greatly increased sales over the past six months and at its current rate will easily surpass its fundraising projection for the year.

Activity 6002 – Reference and Adult Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions	15,000	7,727
	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult/YA Programs Presented	150	108
Adult/YA Programs Attendance	4,500	2,338

2015-2016 GOALS AND OBJECTIVES

1. Goal: Develop and facilitate a year-long program series with exhibits celebrating the City of Monterey Park's 100th Anniversary and present a "History Day" program in partnership with the Monterey Park Historical Society in 2016.

Status: Staff networked with the Chinese Historical Society of Southern California and the Historical Society of Monterey Park to partner on upcoming history programming called the Wisdom Series celebrating events and people of Monterey Park for the City's 100th anniversary.
2. Goal: Partner with John Scudder to present an exhibit on Laura Scudder in the library's display cases for Monterey Park's 100th Anniversary in 2016.

Status: Staff met with John Scudder to discuss programming and exhibits on the local history of Laura Scudder and her contributions to Monterey Park as a successful business leader and entrepreneur.
3. Goal: Develop a Summer Reading Program using the theme "Read to the Rhythm!" to promote reading with adult and teen readers.

Status: **Completed.** Staff developed and facilitated successful summer reader programs for adults and teens using music as a reading and programming theme.

Activity 6003 – Technical Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Book Titles Added	2,800	1,434
Audio-Visual Titles Added	800	152
Total Cataloged Titles Added	3,600	1,586

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Cataloged Books Added	4,100	1,756
Cataloged Audio-Visual Added	400	169
Government Documents Added	200	162
Total Cataloged Items Added	4,700	2,087

Total Uncataloged Items Added	0	0
	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Items Purged	7,900	1,116
# of Materials Borrowed From Other Libraries	70	12
# of Materials Other Libraries Borrowed	70	7
Total Collection	173,000	172,545

2015-2016 GOALS AND OBJECTIVES

1. Goal: Initiate and prepare the library's fiber optic infrastructure to meet the required connections to qualify for the State Library CENIC consortium broadband program and continue to apply for e-rate discount, providing patrons with fast internet computer speed at a reduced cost to the library.

Status: The Library successfully applied and was awarded \$30,000 for the California Public Library Broadband grant along with E-rate funding of \$21,081.60 for Internet Access and \$5,092.30 for equipment.

2. Goal: Participate further in the Digital Public Library of America (DPLA) project by adding 24 digital stories for long-term preservation and online access to Monterey Park's local history.

Status: **Completed.** Staff has sent out 24 California Digital Storytelling videos and videos of four past mayors' oral histories to the California Audio Visual Preservation Project for digitalization.

Activity 6004 – Circulation Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year to Date</u>
Total Items Circulated	310,000	125,067
Item Circulated Per Capita/Year*	4.99	2.02
Weekly Hours of Opening	44	44
Average User Visits Per Day	1,003	1,003
Total User Visits Per Year	340,000	166,485
New Cardholders Registered	4,000	1,732
Library Cardholders	57,000	51,688
# of Requests for Items Checked Out	2,000	607
Overdue Notices-Processed	6,000	2,681

*Based on population figure of 62,063

2015-2016 GOALS AND OBJECTIVES

1. Goal: Update the procedure manual for Circulation staff to maintain accuracy and consistency in order to provide excellent customer service to the public.

Status: Circulation staff has begun reviewing all procedures and updating as necessary to reflect current practices so all Circulation staff practice consistent procedures with the public. Of the fifteen procedures in the Circulation manual, ten have already been completed.
2. Goal: Increase the number of volunteers in Circulation to allow staff to better focus their efforts on delivering superior customer service to our patrons.

Status: Staff has been working with the library volunteer coordinator to recruit more volunteers who match our needs in Circulation. Currently Circulation staff has added two new volunteers which give us a total of six active volunteers.

Activity 6005 – LAMP Literacy Program

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Number of Students Participating	1,650	1,085
Number of Student Hours	29,500	13,647
Number of Tutors	120	63
Number of Tutor Volunteer Hours	4,300	1,567
Number of Tutors Trained	125	52

2015-2016 GOALS AND OBJECTIVES

1. Goal: Develop an effective 24/7 online course that offers Basic English Classes to the community's adult residents unable to attend onsite ESL (English as a Second Language) classes.

 Status: Staff are now certified with the adult module for the Reading Horizons distance-learning program and are developing a detailed plan on how to launch and on implementation.
2. Goal: Broaden literacy services for ESL adult students with computer based instructional programs in the library computer lab and use of mobile devices such as tablets and iPads.

 Status: LAMP will work with the Reference Department to host sessions of teaching mobile technologies in multiple languages for ESL students and teachers, including basic instructions for using iPads, demonstration of new e-book software Axis 360, and demonstration of Teacher in a Tablet distance-learning program.
3. Goal: Expand the literacy collection to include job related curriculum that supports employment skills.

 Status: Additional books with CD which are job related were added to the literacy collection. Staff also stressed to all volunteer teachers and tutors the importance of integrating job related language into their teaching.

Activity 6006 – Children's Services

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Reference Transactions (Children's)	13,000	5,300
Children's Reading Programs	440	232
Children's Reading Programs' Attendance	13,000	7,325

2015-2016 GOALS AND OBJECTIVES

1. Goal: Create self-directed programming to allow children to participate in independent learning and literacy activities any time the library is open.

 Status: Staff has created self-directed programming which is available continuously and changed every three weeks. To date 536 children have participated in these programs.

2. Goal: Increase outreach to the community by hosting class visits and field trips in the library and by visiting Monterey Park schools to promote library services.

 Status: Staff has increased outreach 25% from FY 2014-15, serving a total of 1,236 children, teachers, parents and administrators through 46 class visits and library field trips.

3. Goal: Create and launch a Chinese bilingual app to promote early literacy and learning for children ages 0-5 and their parents.

 Status: Staff completed and launched the Ready Readers early literacy app with funding from the California State Library's Library Services and Technology Act grant program.

**City of Monterey Park
Recreation & Community Services Department
Mid Year Report**

Activity 6502 – Facilities Supervision

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Gymnasium (daily avg.)	103	98
Hours of Facilities Use –		
Youth Group	707	375
Private Group	665	393
Facility Reservation	175	105

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve Community Beautification & Participation: To develop a Junior Recreation Leader program that will train High school students to assist with city special events.

Status: Developing a recruitment flyer and outreach plan for Junior Recreation Leaders program.

Activity 6503- Aquatics

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Users	64,000	48,533
Instructional Class Attendance	2,500	2,350
Hours of Use by:		
Instructional Classes	770	745

Private Groups	1,600	800
School Groups	1,700	1,020
Public Swim	500	500
% of Operating Expenses		
Defrayed by User Fees	30%	30%

2015-2016 GOALS AND OBJECTIVES

- Goal: Improve safety at City facilities: Work closely with the Public Works Department to improve the filtration, heating, and recirculation systems at Barnes Park Pool, which will meet the current and future Health department codes. Barnes Park pool is over 50 years old and in need of a major renovation.

Status: Working close with Public Works department to develop a plan and outline for the project of improving the Barnes Park Pool and facility. We are looking for grants to cover a projected cost of \$4,000,000.00. Completed BID process for Barnes pool heaters and will be going to City Council to request to go out to BID for Barnes filter replacement.

Activity 6505- Langley Senior Center

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Sr. Citizen Lunches served	32,000	19,941
Home Delivered Lunches	12,900	7,101
Volunteer Hours	37,600	19,710
Education & Recreational Classes Attendance	89,275	61,490
Health Care Screenings	2,800	1,100
In Home Care Contacts	2,500	110
Trips & Tours	925	396
Billiards, Table Tennis, Exercise Machines	90,000	42,600

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness and efficiency by adding Langley Center to the City's internal computer network. This will allow staff to access expenditures, purchase orders, and budget information.

Status: Met with IT staff and Support Services in December 2015 to discuss internal wiring at Langley to prepare for city's internal computer network set up.

2. Goal: Promote monthly health/educational seminars to educate to seniors on prevention, awareness and support.

Status: Nutritional Seminars are offered monthly by YWCA Intervale during lunch time. Flu shots were offered in November, Health Faire information at October Bazaar, Fall/Stroke Prevention in September, Blood Pressure every Friday, Chinatown Service Center blood pressure screening in September, Free Eye exams in August, Hearing Testing and Stroke Awareness in late June; and Conducted several Cal Fresh workshop alerting seniors about the program on Monday mornings.

Activity 6506- Day Care

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Barnes Child Care Center Average Daily Attendance	38	24
% of Operating Expenses Defrayed by User Fees	100%	100%
Enrollment- Summer	65	75
Enrollment – Tiny Tots/Summer	40	32
Enrollment – Tiny Tots	36	36

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Staff will attend workshops provided by the Crisis Prevention Institute. CPI will train staff how to manage challenging behavior with children.

Status: Currently working with CPI to determine which dates and training work best for majority of staff.

Activity 6507- Recreational Activities

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Adult Sports Teams	135	98
Specialized Recreation-		
Activities Enrollment: Youth	3,300	1,556
Adult	1,500	1,466
Total Activity Revenue Collected	375,000	237,604

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational efficiency: Work with the Management Services Department and the Active Network to eliminate the current service charge for customers that utilize online registration for contract classes via Active.Net. Elimination of this service charge will encourage patrons to sign-up online, thus reducing the impact on front counter staff.

Status: There is no longer a charge if you register online or if you register at our front office. Staff will continue to promote the new change in hopes of encouraging more participants to register online.

Activity 6508 – Community Participation

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Total Number of Volunteer Hours	29,500	14,480
Number of Community Service Court Allocated/Referral Volunteers	40	0
Number of Regular Volunteers	475	224
Estimated Savings to City for Volunteer Hours Based on National Standard Rate (\$18.01 per hour)	\$531,295	\$260,784
Total Number of Special Events	22	10
Number of Clubs, Groups and Organizations Participating in Special Events	40	18

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Develop yearly sponsorship package that will encourage donors to contribute to multiple events that occur throughout the year, by offering increased visibility at a discount the more events they support.

Status: Sponsorship package has been developed and sent out to preliminary list of banks in the San Gabriel Valley area.

2. Goal: Work with newly formed 100th year Anniversary ad-hoc committee to further enhance upcoming events and increase community participation.

Status: Centennial committee meets on a monthly basis to discuss and give update on the plans for all the 100th year Anniversary events.

Activity 6509 – Media Productions

PROGRAM MEASUREMENTS

	<u>Budget Projected</u>	<u>Year-to-Date</u>
Internet webcast total views*	5,000	1,966
Number of Programs Shown on MPK-TV (including repeats)	1,800	907
MPK-TV YouTube Channel Views*	5,900	2,938

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational effectiveness: Improve council chamber lighting, and/or improve council chamber video projection facilities.

Status: The public works department is reviewing the scope of work in preparation of going out to bid for the council chamber video projection system.

Activity 6511- Langley Center

PROGRAM MEASUREMENTS

	<u>Budget Projection</u>	<u>Year-to-Date</u>
Dial-A-Ride		
Senior Passengers	8,900	2,487
Handicapped Passengers	3,000	789
Transit Miles	33,800	11,287
MTA Passes/Stamps & MTA Tokens (5,000)	4,000	2,241
Taxi Coupons for low income	235	132
Senior Citizen Specialized Trips	200	103

2015-2016 GOALS AND OBJECTIVES

1. Goal: Improve organizational efficiency: Expand Dial-A-Ride shared ride service to include direct ride Taxi Service to increase ridership and meet the increasing transportation needs of Monterey Park Seniors.

Status: Pilot program complete – 200 new Dial-A-Ride passengers registered for taxi program moving forward with proposal to council to incorporate ongoing taxi service.

COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS