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
September 21, 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 SEPTEMBER 21, 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 September 21, 2016 totaling $50.00 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 - AUGUST 2016

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 meeting of August 17, 2016; and

(2) Take such additional, related, action that may be desirable.

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

[4.] PUBLIC HEARING

4-A. CONSIDER A PROPOSED CODE AMENDMENT TO THE MONTEREY PARK MUNICIPAL CODE (MPMC) CHAPTER 21.22 REGULATIONS AFFECTING OFF-STREET PARKING REGULATIONS IN THE RESIDENTIAL DISTRICTS

It is recommended that the City Council consider:

(1) Opening the continued public hearing;

(2) Taking documentary and testimonial evidence;

(3) Closing the public hearing and considering the draft ordinance;

(4) Introducing and waiving first reading of the ordinance and schedule second reading and adoption for October 5, 2016; and

(5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The proposed resolution is exempt from further environmental review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq*., "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq*.) because the ordinance being recommended by the resolution constitutes only minor revisions and clarifications to existing regulations and specification of procedures related thereto; and consists of actions taken to assure the maintenance, protection and enhancement of the environment. The resolution and ordinance, therefore, do not have the potential to cause significant effects on the environment. Consequently, they are categorically exempt from further CEQA review under 14 California Code Regulations §§ 15301, 15305, and 15308.

[5.] OLD BUSINESS

5-A. 2015-2016 ANNUAL INVESTMENT REPORT

It is recommended that the City Council:

(1) Receive and file the 2015-16 Annual Investment report;

(2) Adopt a Resolution amending the City's Investment Policy;

(3) Take such additional, related, action that may be desirable.

[6.] NEW BUSINESS

6-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF SEPTEMBER 21, 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 September 21, 2016 totaling $259,412.99 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 - AUGUST 2016

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 meeting of August 17, 2016; and

(2) Take such additional, related, action that may be desirable.

6-D. APPROVAL OF HAULERS QUALIFIED FOR A WASTE COLLECTION AND RECYCLING FRANCHISE AND AUTHORIZATION TO RELEASE REQUEST FOR APPLICATIONS

It is recommended that the City Council consider:

(1) Approving the list of haulers qualified to apply for a waste collection and recycling franchise (residential and/or commercial franchise);

(2) Authorizing the release of the request for applications to the list of qualified haulers; and

(3) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The City will review the environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., “CEQA”), the regulations promulgated thereunder (14 Cal. Code of Regulations §§ 15000, et seq., the “CEQA Guidelines”), and the City’s Environmental Guidelines. The environmental analysis will be presented when the new contract or contracts are recommended to City Council for approval.

6-E. APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR PROPOSITION 84 GRANT

It is recommended that the City Council consider:

(1) Authorizing the City Manager to receive and appropriate Proposition 84 grant funds for the Centralized Groundwater Treatment System;

(2) Authorizing the City Manager to execute the Memorandum of Understanding (MOU) with the Los Angeles County Flood Control District, in a form approved by the City Attorney; and

(3) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

The Centralized Groundwater Treatment System is categorically exempt from the California Environment Quality Act (CEQA) per CEQA Guidelines § 15302, "Replacement or Reconstruction." The project consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purposes and capacity as the structure replaced. The City of Rosemead has concurred with the exemption.

6-F. AUTHORIZE STAFF TO ENTER IN PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES FOR DESIGN OF THE POTRERO GRANDE DRIVE BEAUTIFICATION AND STREET RENOVATION PROJECT

It is recommended that the City Council:

(1) Awarding a Professional Services Agreement (PSA) to RKA Consulting Group, in the amount of $138,255;

(2) Authorizing the Director of Public Works to approve change orders up to $13,825 (up to 10% of PSA amount) for this project;

(3) Authorizing an appropriation of $152,100 from the former Redevelopment Agency's Bond Proceeds which is in the General Fund Reserves to cover the cost of the design work;

(4) Authorizing the City Manager, or designee, to execute a PSA, in a form approved by the City Attorney, with RKA Consulting Group; and

(5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Taking the recommended action would not result in a potential for resulting in a direct or reasonably indirect physical change in the environment and, accordingly, does not qualify as a "project" under the California Environmental Quality Act (Cal. Pub. Res. Code §§ 21000, *et seq*.; "CEQA") or CEQA Guidelines (Cal. Code Regs. tit. 14, §§ 15000, *et seq*.; *see* Cal. Code Regs. tit. 14, §§ 15061(b)(3), 15378). Even if the award of contract were to qualify as a project, it would be categorically exempt as a Class 1 or Class 5 project since, at best, it would constitute a minor alteration of existing public structures involving no expansion of use; or a minor alteration in land use limitations (see CEQA Guidelines §§ 15301, 15305).

6-G. AWARD CONTRACT TO HARDY & HARPER, INC. FOR CITYWIDE ASPHALT PATCH REPAIRS PROJECT

It is recommended that the City Council:

(1) Awarding a Public Works contract to Hardy & Harper, Inc., in the amount of $88,000.00;

(2) Authorizing the Director of Public Works to approve construction change orders up to $8,800.00 (up to 10% of construction contract amount) for this project;

(3) Authorizing the City Manager, or designee, to execute a contract, in a form approved by the City Attorney, with Hardy & Harper, Inc.; and

(4) Take 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) per CEQA Guidelines § 15301.

6-H. REQUESTING APPROVAL FOR THE SALE AND CONSUMPTION OF BEER AND WINE AT THE HALLOWEEN NIGHT MARKET, CONDUCTED BY SING TAO NEWSPAPER, SCHEDULED FOR OCTOBER 29 TH & 30TH AT BARNES PARK

It is recommended that the City Council consider:

(1) Consider approving a request from the Sing Tao newspaper to allow for the sale and consumption of beer and wine as a part of a Halloween Celebration scheduled for October 29th and 30th at Barnes Park; and

(2) Take such additional, related, action that may be desirable.

6-I. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA DECLARING THE 23rd DAY OF SEPTEMBER, 2016 AS "VIN SCULLY DAY"

It is recommended that the City Council:

(1) Adopt Resolution no. _____ declaring the 23rd day of September, 2016 as "Vin Scully Day" in the City of Monterey Park; and

(2) Take such additional, related, action that may be desirable.

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

[8.] CLOSED SESSION - None.

ADJOURN

ORAL AND WRITTEN COMMUNICATIONS

City Council Staff Report

DATE: September 21, 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
September 21, 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 **September 21, 2016 totaling $50.00** 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 **331-331.**

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 **$50.00.**

Respectfully submitted:

Chu Thai
Director of Management Services

Prepared by:

Annie Yaung, CPFO
Controller

Approved By:

Paul L. Talbot
City Manager

Attachments 1: Resolution
Attachments 2: Warrant Register

ATTACHMENT 1
Resolution

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
21ST DAY OF SEPTEMBER 2016
TOTALING $50.00 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	$	50.00
Total	$	50.00

PASSED, APPROVED AND ADOPTED THE 21ST DAY OF SEPTEMBER 2016.

Mitchell Ing, Mayor
City of Monterey Park, California

ATTEST:

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

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 21st day of September 2016 by the following vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

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

ATTACHMENT 2
Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/21/2016

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0860-801-1203-31600	50.00	LEGAL-SA		331	
						50.00
	TOTAL FOR REGULAR WARRANTS					**50.00**
	PRINTED	50.00				
	E-PAYABLE	0.00				

TOTAL FOR PREPAID WARRANTS	0.00
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	50.00
TOTAL FOR PRINTED E-PAYABLES	0.00
TOTAL WARRANTS	50.00
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	0
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	1
TOTAL E-PAYABLES PRINTED	0
TOTAL CHECKS ISSUED	1

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	0.00	50.00	50.00
	TOTAL	**0.00**	**50.00**	**50.00**

City Council Staff Report

DATE: September 21, 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 – August 2016

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 August 31, 2016 invested funds for the Successor Agency of the City of Monterey Park is as follows:

• Successor Agency (SA) Checking	122,712.58
• Successor Agency (SA) RORF	156,595.00
Total	$ 279,307.58

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:

Annie Yaung, CPFO
Controller

Approved by:

Paul L. Talbot
City Manager

City Council Staff Report

DATE: September 21, 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 meeting of August 17, 2016; 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:

Timothy Huynh
Minutes Clerk

Approved By:

Paul L. Talbot
City Manager

Attachments: August 17, 2016 regular meeting minutes

ATTACHMENT 1
Minutes

MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
CONCURRENT SPECIAL MEETING
REGULAR MEETING
AUGUST 17, 2016

The City Council of the City of Monterey Park held a Concurrent Special and Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, August 17, 2016 at 6:00 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 Ing called the meeting to order at 6:02 p.m.

FLAG SALUTE:
The Monterey Park Police Explorers led the flag salute.

MOMENT OF SILENCE
A moment of silence was taken in honor of Monty Manibog, former Mayor of the City of Monterey Park.

ROLL CALL:
City Clerk Vincent Chang called the roll:
Council Members Present: Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian
Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Karl Berger, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Director of Management Services Chu Thai, Community and Economic Development Director Michael Huntley, Director of Recreation & Community Services Dan Costley, Director of Human Resources Tom Cody, City Librarian Norma Arvizu, Police Chief Jim Smith, Police Captain Gene Harris, Public Works Maintenance Manager Tito Haes, Water Utility Manager Frank Heldman, Recreation Superintendent Robert Aguirre, Public Works Assistant City Engineer Reynold Alfonso, Building Official Tim Tran, Economic Development Specialist Donna Ramirez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS
None.

ORAL AND WRITTEN COMMUNICATIONS

- David Barron, representative for the Chamber of Commerce, gave an update as to the current activities of the Chamber.

- Margaret Leung, a resident, updated council and residents regarding the increasing Los Angeles International Airport noise.

1. PRESENTATIONS

1A. USE OF SPORTS FIELDS BY ATHLETIC TEAMS

Director of Recreation & Community Services Dan Costley and Recreation Superintendent Robert Aguirre gave a PowerPoint presentation regarding the park facilities and the organizations that require field time.

Public Speakers:

- Robert Alvarez, representative for Xtreme Youth Football, spoke regarding the field space issue.

- Edwin Fernandez, representative for Xtreme Youth Football, spoke regarding the benefits of this program.

- Dave Jones, representative for American Youth Soccer Organization Region 60, spoke regarding the program and its ties with the community.

- Scott Sumemoto, representative for Jay Simper and California Amateur Softball Association ("CASA"), read into the record a letter from Jay Simper regarding the positive impact CASA has had in the community.

- Charlie Sanchez, representative for Monterey Park Sports Club ("MPSC") Baseball, spoke regarding the recent issues regarding field space.

- Phil Diprima, representative for California Amateur Baseball Association ("CABA"), was called but was not present.

- Jonathan Young, representative for MPSC, spoke regarding field usage issues.

- Rebecca Amsden, representative for Monterey Park Baseball ("MPK Baseball"), also spoke regarding the issues regarding field usage.

- Gerald Yee, President of MPK Baseball, spoke regarding the field scheduling issues.

- David Osborne, representative for MPK Baseball, spoke regarding the lack of available fields that are able to be used for practices and games.

- Ruben Anguiano, representative for San Gabriel Valley Knights, spoke regarding the benefits of their program and to continue the permittance of using Monterey Park's fields.

- Irma B. Brien, representative for San Gabriel Valley Knights, also spoke regarding the program and its benefits.

Action Taken: Discussion only – no action taken.

RECESSED AND RECONVENED
The City Council recessed at 7:53 p.m. and reconvened with all council members present at 8:04 p.m.

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 AUGUST 17, 2016

Disbursements will be made from the funds referenced in the Resolution in Warrants numbered 327.

Action Taken: The City Council, acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved payments of warrants and adopted Resolution No. SA-123 of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated August 17, 2016 totaling $16.26 and specifying the funds of which the same are to be paid.

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

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

Resolution No. SA-123, entitled:
A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 17TH DAY OF AUGUST 2016 TOTALING $16.26 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

2B. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT – JULY 2016

As of July 31, 2016 invested funds for the Successor Agency of the City of Monterey Park is as follows:

•	Successor Agency (SA) Checking	136,809.04
•	Successor Agency (SA) RORF	156,595.00
	Total	$293,404.04

Action Taken: The City Council received and filed the Monthly Investment Report.

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

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

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

City Council Staff Report

DATE: September 21, 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: Consider a proposed code amendment to the Monterey Park Municipal Code (MPMC) Chapter 21.22 regulations affecting off-street parking regulations in the residential districts.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Opening the continued public hearing;
2. Taking documentary and testimonial evidence;
3. Closing the public hearing and considering the draft ordinance;
4. Introducing and waiving first reading of the ordinance and schedule second reading and adoption for October 5, 2016; and
5. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

There have been concerns raised by members of the City Council and the Planning Commission regarding (1) the potential lack of adequate off-street parking for new single-family dwellings, and (2) the expansion of existing single-family dwellings and multi-family residential development. Comments have been made about the substantial amount of on-street parking in the northern portion of the City in the evenings and on weekends raising the question as to the adequacy of off-street parking. Staff has visited these areas and has confirmed that on-street parking in this area of the City is well utilized with a limited amount of on-street parking during the period of peak parking demand. It appears that the main concerns were related to the size of the dwelling units and/or the excessive number of bedrooms being proposed for new in-fill residential development projects. Such projects would compound the existing on-street parking problems.

On June 28, 2016, the Planning Commission conducted a study session to specifically discuss the adequacy of the City's off-street parking regulations related to residential uses. Based on a lengthy discussion on this matter, the Commission concluded that amendments should be made to the existing off-street parking regulations to address parking concerns in both the single and multi-family residential districts. The Commission then asked directed staff to schedule a public hearing and prepare a resolution and ordinance incorporating their proposed amendments.

On July 26, 2016, the Planning Commission conducted a public hearing to discuss the proposed code amendment to the off-street parking regulations for both the single and multi-family residential districts. Subsequent to discussing the amendment recommended by the Planning Commission at the study session, the Commission requested additional changes to the off-street parking regulations in the multi-family residential districts. Accordingly, the item was continued to the next regularly scheduled Planning Commission meeting.

On August 9, 2016, the Planning Commission approved the final changes and adopted a resolution recommending that the City Council approve the proposed code amendments.

This item was originally scheduled for consideration at the September 7, 2016 City Council meeting. Due to the length of the meeting, the item was continued to the next regularly scheduled City Council meeting.

ANALYSIS:

The proposed code amendment under consideration by the City Council would amend certain provisions of the Off-Street Parking Regulation of the Monterey Park Municipal Code. This code amendment came about based on concerns raised by members of both the City Council and Planning Commission regarding the potential lack of adequate off-street parking for new single-family dwellings, and the expansion of existing single-family dwellings and multi-family residential in-fill development.

To evaluate these concerns, the Planning Commission conducted three separate meetings to identify and address the above for mentioned parking deficiencies. The following provides the Planning Commission's recommendation to the City Council.

Single-Family Residential (R-1). The Planning Commission recommended two amendments to the single-family residential parking regulations including:

1. That the 3,000 square foot standard be eliminated and that the number of bedrooms be the basis for requiring off-street parking. Specifically, four or fewer bedrooms would require two enclosed garage spaces, and that five bedrooms would require a third enclosed garage spaces.

2. The Planning Commission also recommended that a new standard be required for additional off-street parking above five or more bedrooms. Specifically, that one additional open parking space must be provided for each additional bedroom above 5 bedrooms.

Multi-Family Residential (R-2 and R-3). The Planning Commission recommended two amendments to the multi-family residential parking regulations including:

1. That the number of required guest parking spaces be increased from one guest parking spaces for every two residential units, to one guest parking space per residential unit.

2. The Planning Commission also recommended that a new standard be required for additional off-street parking above three or more bedrooms. Specifically, that one additional open parking space must be provided for each additional bedroom above 3 bedrooms. This is an additional parking requirement above the two enclosed garage spaces and the one guest parking space per unit.

Proposed Residential Parking Standards

The table below identifies the final recommended changes by the Planning Commission. Those portions of the table that are being deleted are identified with a strike-through, those proposed are underlined and all other text in the table is the existing code provisions.

Table 21.22(A)

Residential Parking Standards

Dwelling Uses	**Min. Required No. of Spaces**
Single Family Dwelling	
~~3,000 sq. ft. or greater~~	~~3 enclosed garage spaces~~
~~Less than 3,000 sq. ft.~~	~~2 enclosed garage spaces~~
~~Addition which will result in 5 or more bedrooms*~~	~~3 enclosed garage spaces~~
4 or fewer bedrooms*	2 enclosed garage spaces
5 or more bedrooms*	3 enclosed garage spaces plus one additional open parking space per bedroom above five.
Multifamily Residences: per unit*	
~~*Multiple Family*~~	
~~3 or fewer bedrooms~~ ~~4 or more bedrooms~~	~~2 enclosed spaces; plus 1 guest space per 2 dwelling units.~~ ~~2 enclosed spaces; plus 1 guest space per 1 dwelling unit.~~
3 or fewer bedrooms*	2 enclosed garage spaces, plus 1 guest parking space per unit
4 or more bedrooms*	2 enclosed garage spaces; plus one additional open parking space per bedroom above three; plus 1 guest parking space per unit
Boardinghouse	1 per bedroom
Rehabilitation Facility	1 per bedroom
Second Dwelling Unit	

Less than or equal to 600 SF Greater than 600 SF	1 enclosed garage space 2 enclosed garage spaces
Senior Citizen Housing	
Moderate Income Unit Guest Parking	1 per unit; plus 1 for property manager unit 1 per 4 units
Mixed Moderate Income & Low/Very Low Income Unit Guest Parking	0.8 per unit; plus 1 for property manager unit 1 per 4 units (3 minimum)
Low Income Unit Guest Parking	0.65 per unit; plus 1 for property manager unit 1 per 6 units (2 minimum)
Very Low Income Unit Guest Parking	0.5 per unit; plus 1 for property manager unit 1 per 8 units (2 minimum)
Single Room Occupancy (SRO)	1 per bedroom
*A den, library, study or similar habitable room which in the ~~opinion~~ determination of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.	

Attached to this staff report are the Planning Commission staff reports that will provide background information as to how they came to their recommendation.

ENVIRONMENTAL:

The proposed resolution is exempt from further environmental review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the ordinance being recommended by the resolution constitutes only minor revisions and clarifications to existing regulations and specification of procedures related thereto; and consists of actions taken to assure the maintenance, protection and enhancement of the environment. The resolution and ordinance, therefore, do not have the potential to cause significant effects on the environment. Consequently, they are categorically exempt from further CEQA review under 14 California Code Regulations §§ 15301, 15305, and 15308.

Respectfully submitted,

By:

Michael Huntley
Director of Community and
Economic Development

Approved by:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

Attachments:

Attachment 1: Draft Ordinance
Attachment 2: Planning Commission staff reports, resolution and minutes

ATTACHMENT 1
Draft Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MONTEREY PARK MUNICIPAL CODE ("MPMC") AFFECTING REGULATIONS GOVERNING THE RESIDENTIAL OFF-STREET PARKING REQUIREMENTS. THE PROPOSED AMENDMENTS TO THE MPMC ARE INTENDED TO ADDRESS SPECIFIC CONCERNS THEREBY PRESERVING AND PROTECTING THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY

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

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

A. The City's ability to exercise its powers in accordance with Article XI, § 7 of the California Constitution to regulate land use is well-established. This ordinance is intended to regulate aesthetics, traffic, parking, public peace, and other, similar, matters related to public health, safety, and welfare;

B. An ongoing review of the Monterey Park Municipal Code ("MPMC") demonstrates that amendments are needed to bring the City's residential off-street parking regulations into conformance with the City Council's intent as expressed during the comprehensive zoning update in 2013;

C. Adopting this Ordinance is in the public interest because it is designed to protect public health and safety while also promoting public welfare;

D. The Planning Commission adopted Resolution No. 11-16 recommending the City Council amend specific sections of Title 21 (zoning regulations) of the Monterey Park Municipal Code;

E. This Ordinance promotes public health, safety, and general welfare and serves the goals and purposes of the MPMC; and

F. This Ordinance and its findings are made based upon the entire administrative record including, without limitation, testimony and evidence presented to the City Council at its September 7, 2016 public hearing including, without limitation, the staff report submitted by the Community and Economic Development Department.

SECTION 2: MPMC § 21.22.050, Table 21.22 (A) is amended to read as follows:

Table 21.22(A)

Residential Parking Standards

Dwelling Uses	Min. Required No. of Spaces
Single Family Dwelling	
~~3,000 sq. ft. or greater~~	~~3 enclosed garage spaces~~
~~Less than 3,000 sq. ft.~~	~~2 enclosed garage spaces~~
~~Addition which will result in 5 or more bedrooms*~~	~~3 enclosed garage spaces~~
4 or fewer bedrooms*	2 enclosed garage spaces
5 or more bedrooms*	3 enclosed garage spaces plus one additional open parking space per bedroom above five.
Multifamily Residences: per unit*	
~~*Multiple Family*~~	
~~3 or fewer bedrooms~~ ~~4 or more bedrooms~~	~~2 enclosed spaces; plus 1 guest space per 2 dwelling units.~~ ~~2 enclosed spaces; plus 1 guest space per 1 dwelling unit.~~
3 or fewer bedrooms*	2 enclosed garage spaces, plus 1 guest parking space per unit
4 or more bedrooms*	2 enclosed garage spaces; plus one additional open parking space per bedroom above three; plus 1 guest parking space per unit
Boardinghouse	1 per bedroom
Rehabilitation Facility	1 per bedroom
Second Dwelling Unit	
Less than or equal to 600 SF Greater than 600 SF	1 enclosed garage space 2 enclosed garage spaces
Senior Citizen Housing	
Moderate Income Unit Guest Parking	1 per unit; plus 1 for property manager unit 1 per 4 units
Mixed Moderate Income & Low/Very Low Income Unit Guest Parking	0.8 per unit; plus 1 for property manager unit 1 per 4 units (3 minimum)
Low Income Unit Guest Parking	0.65 per unit; plus 1 for property manager unit 1 per 6 units (2 minimum)
Very Low Income Unit Guest Parking	0.5 per unit; plus 1 for property manager unit 1 per 8 units (2 minimum)
Single Room Occupancy (SRO)	1 per bedroom
*A den, library, study or similar habitable room which in the ~~opinion~~ determination of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.	

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 establishes rules and procedures to permit

operation of existing facilities; consists only of minor revisions and clarifications to existing regulations and specification of procedures related thereto; and consists of actions taken to assure the maintenance, protection and enhancement of the environment. This ordinance, therefore, does not have the potential to cause significant effects on the environment. Consequently, it is categorically exempt from further CEQA review under 14 Cal. Code Regs. §§ 15301, 15305, and 15308.

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 (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 take effect on the 31st day following its final passage and adoption.

PASSED, APPROVED, AND ADOPTED this ____ day of September, 2016.

_____
Mitchell Ing, Mayor

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

By: _____
Karl H. Berger, Assistant City Attorney

ATTEST:
VINCENT D. CHANG, City Clerk

By: _____

ATTACHMENT 2
Planning Commission Action

UNOFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
August 9, 2016

The Planning Commission of the City of Monterey Park held a Regular Meeting of the Board in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, July 26, 2016 at 7:00 p.m.

CALL TO ORDER:

Chairperson Choi called the meeting to order at 7:02 p.m.

SWEAR IN:

ROLL CALL:

Planner Tewasart called the roll:

Commissioners Present: Ricky Choi, Larry Sullivan, Margaret Leung, Theresa Amador, and Delario Robinson

Commissioners Absent: None

ALSO PRESENT: Karl H. Berger, Assistant City Attorney, Michael A. Huntley, Director of Community and Economic Development, Samantha Tewasart, Senior Planner

ORAL AND WRITTEN COMMUNICATIONS:

None

AGENDA CHANGES AND ADOPTION:

None

APPROVAL OF MINUTES:

None

CONSENT CALENDAR:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS (PUBLIC HEARING):

2-A. CODE AMENDMENT – AMENDING THE CITY OF MONTEREY PARK MUNICIPAL CODE (MPMC) CHAPTER 21.22 RELATIVE TO OFF-STREET PARKING REGULATIONS IN RESIDENTIAL DISTRICTS (CA-16-04)

Director Huntley provided a brief summary of the staff report.

Commissioner Leung clarified that dwelling units with 4 or more bedrooms should provide a two-car garage plus one additional unenclosed parking space above three plus one guest parking space per unit.

Commissioner Sullivan inquired about the term opinion. Director Huntley replied that the term opinion can be amended to read determined.

Chairperson Choi opened the public hearing.

Chairperson Choi closed the public hearing.

Action: The Planning Commission after considering the evidence present during the public hearing adopted **Resolution No. 17-16** approving Code Amendment (CA-16-04) amending the City of Monterey Park Municipal Code Chapter 21.22 relative to off-street parking regulations in residential districts.

Motion: Moved by Commissioner Sullivan and seconded by Commission Leung, motion carried by the following vote:

Ayes:	Commissioners: Choi, Sullivan, Leung, Amador and Robinson
Noes:	Commissioners: None
Absent:	Commissioners: None
Abstain:	Commissioners: None

COMMISSION COMMUNICATIONS:

None

FUTURE AGENDA ITEMS AS DIRECTED BY THE COMMISSION:

None

STAFF UPDATES:

None

CLOSED SESSION:

None

ADJOURNMENT:

There being no further business for consideration, the meeting was adjourned on August 9, 2016 at 7:35 p.m. to the next regular meeting on September 13, 2016 at 7:00 p.m. in the Council Chambers.

_____

Michael A. Huntley
Director of Community and Economic Development

Approved on at the regular Planning Commission meeting.

Planning Commission Staff Report

DATE: August 9, 2016

AGENDA ITEM NO: 2-A

TO: The Planning Commission

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

SUBJECT: Consider a proposed code amendment to the Monterey Park Municipal Code (MPMC) Chapter 21.22 regulations affecting off-street parking regulations in the residential districts.

RECOMMENDATION:

It is recommended that the Planning Commission:

(1) Open the continued public hearing and, after considering the evidence presented during the public hearing, adopt the Resolution recommending that the City Council adopt an ordinance amending the Monterey Park Municipal Code Chapter 21.22 regulations affecting off-street parking regulations in the residential districts; and

(2) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

There have been concerns raised by members of the City Council and the Planning Commission regarding (1) the potential lack of adequate off-street parking for new single-family dwellings, and (2) the expansion of existing single-family dwellings and multi-family residential development. Comments have been made about the substantial amount of on-street parking in the northern portion of the City in the evenings and on weekends raising the question as to the adequacy of off-street parking. Staff has visited these areas and has confirmed that on-street parking in this area of the City is well utilized with a limited amount of on-street parking during the period of peak parking demand. It appears that the main concerns were related to the size of the dwelling units and/or the excessive number of bedrooms being proposed for new in-fill residential development projects. Such projects would compound the existing on-street parking problems.

On June 28, 2016, the Planning Commission conducted a study session to specifically discuss the adequacy of the City's off-street parking regulations related to residential uses. Based on a lengthy discussion on this matter, the Commission concluded that amendments should be made to the existing off-street parking regulations to address parking concerns in both the single and multi-family residential districts. The

Commission then asked directed staff to schedule a public hearing and prepare a resolution and ordinance incorporating their proposed amendments.

On July 26, 2016, the Planning Commission conducted a public hearing to discuss the proposed code amendment to the off-street parking regulations for both the single and multi-family residential districts. Subsequent to discussing the amendment recommend by the Planning Commission at the study session, the Commission requested additional changes to the off-street parking regulations in the multi-family residential districts. Instead of accepting the changes as part of a verbal action by the Planning Commission, the Commission directed staff to make the edits to the draft ordinance and return at the next meeting.

ANALYSIS:

At the July 26, 2016, the Planning Commission directed staff to make some additional edits to the draft Ordinance. The following details below include the recommendation from both the June 28th and the July 26th the Planning Commission meetings:

Proposed Residential Parking Standards

The Planning Commission recommended two amendments to the single-family regulations including:

1. That the 3,000 square foot standard be eliminated and that number of bedrooms be the basis for requiring off-street parking. Specifically, four or fewer bedrooms would require two enclosed garage spaces, and five or more bedrooms would require three enclosed garage spaces.

2. That staff recommend a standard for requiring additional off-street parking for six or more bedrooms.

   Staff recommends that one open parking space be required for each additional bedroom at six or more bedrooms.

The table below identifies the proposed single-family residential off-street parking regulations.

Dwelling Uses	Min. Required No. of Spaces
Single Family Dwelling	
4 or fewer bedrooms*	2 enclosed garage spaces
5 or more bedrooms*	3 enclosed garage spaces plus one additional open parking space per bedroom above five.

*A den, library, study or similar habitable room which in the opinion of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.

Multi-Family Residential (R-2 and R-3).

Proposed Residential Parking Standards

The table below identifies the Planning Commission's proposed amendments to the multi-family residential off-street parking regulations.

Dwelling Uses	**Min. Required No. of Spaces**
Multi-Family Residential: per unit*	
3 or fewer bedrooms*	2 enclosed garage spaces, plus 1 guest parking space per unit
4 or more bedrooms*	2 enclosed garage spaces; plus one additional open parking space per bedroom above four; plus 1 guest parking space per unit

*A den, library, study or similar habitable room which in the opinion of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.

Staff has attached the Planning Commission staff reports from the June 28 and July 26 meetings for background information should the Planning Commission need to refer back the previous materials.

Respectfully submitted,

Michael A. Huntley
Director of Community and Economic Development

Reviewed by:

Karl H. Berger
Assistant City Attorney

Attachments:

Draft Planning Commission Resolution
Exhibit A - Draft Code Amendment Language
Planning Commission Staff Report – June 28, 2016

RESOLUTION NO. 17-16

A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE SECTION 21.22.050 RELATING TO OFF-STREET PARKING REGULATIONS IN RESIDENTIAL DISTRICTS

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

SECTION 1: The Planning Commission finds and declares that:

A. A review of the Monterey Park Municipal Code ("MPMC") suggests that amendments are needed to improve the City's regulations governing off-street parking in the residential zoning districts;

B. On June 28, 2016, the Community and Economic Development Department conducted a study session with the Planning Commission. The Planning Commission provided direction for improving the regulations. Thereafter, the regulations were reviewed by the Community and Economic Development Department for, in part, consistency with the General Plan and conformity with the MPMC;

C. The City reviewed the project's environmental impacts under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, *et seq.*, the "CEQA Guidelines"), and the City's Environmental Guidelines;

D. The Community and Economic Development Department completed its review and scheduled the public hearing regarding the application before the Planning Commission for July 26, 2016;

E. On July 26, 2016, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the draft code amendments including, without limitation, information provided to the Planning Commission by City staff and public testimony and continued the item;

F. On August 9, 2016, the Planning Commission open the continued public hearing to consider the draft code amendments attached as Exhibit "A," and incorporated by reference, including, without limitation, information provided to the Planning Commission by City staff and public testimony; and

G. This Resolution and its findings are made based upon the evidence presented to the Commission at its August 9, 2016, hearing including,

without limitation, the staff report submitted by the Community and Economic Development Department.

SECTION 2: *Environmental Assessment.* Because of the facts set forth in Section 2, the proposed code amendment is exempt from further environmental review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the proposed code amendment constitutes only minor revisions and clarifications to existing regulations and specification of procedures related thereto; and consists of actions taken to assure the maintenance, protection and enhancement of the environment. The code amendment, therefore, does not have the potential to cause significant effects on the environment. Consequently, it is categorically exempt from further CEQA review under 14 California Code Regulations §§ 15301, 15305, and 15308.

SECTION 3: *General Plan Findings.* As required under Government Code § 65860 the proposed MPMC amendments are consistent with the Monterey Park General Plan. It is a goal of the Land Use Element of the General Plan to maintain the quality and character of Monterey Park's residential neighborhoods. The proposed code amendments are minor changes intended to ensure that the residential character is maintained to the highest standards.

SECTION 4: *Recommendation.* The Planning Commission recommends that the City Council adopt an ordinance with the proposed amendments to MPMC Section 21.22.050, and specifically Table 21.22(A) of such section, as set forth in attached Exhibit "A," which is incorporated into this resolution by reference.

SECTION 5: *Reliance On Record.* Each and every one of the findings and determination in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 6: *Limitations.* The Planning Commission's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the Planning Commission's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the city's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 7: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 8: The Commission secretary is directed to mail a copy of this Resolution to any person requesting a copy.

SECTION 9: This Resolution may be appealed within nineteen (19) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

PASSED AND ADOPTED this 9th day of August 2016.

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 9th day of August 2016, by the following vote of the Planning Commission:

AYES:	Commissioners Choi, Sullivan, Leung, Amador, and Robinson
NOES:	None
ABSTAIN:	None
ABSENT:	None

_____
Ricky Choi, Chairperson
City of Monterey Park Planning Commission

ATTEST:

_____
Michael Huntley, Secretary

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

By: _____
Karl H. Berger, Assistant City Attorney

ATTACHMENT 1
Planning Commission Staff Report
June 28, 2016

OFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
June 28, 2016

The Planning Commission of the City of Monterey Park held a Regular Meeting of the Board in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, June 28, 2016 at 7:00 p.m.

CALL TO ORDER:

Chairperson Choi called the meeting to order at 7:00 p.m.

SWEAR IN:

ROLL CALL:

Planner Tewasart called the roll:

Commissioners Present: Ricky Choi, Larry Sullivan, Margaret Leung, Theresa Amador, and Delario Robinson

Commissioners Absent: None

ALSO PRESENT: David King, Deputy City Attorney, Michael A. Huntley, Director of Community and Economic Development, Samantha Tewasart, Senior Planner

ORAL AND WRITTEN COMMUNICATIONS:

None

AGENDA CHANGES AND ADOPTION:

None

APPROVAL OF MINUTES:

None

CONSENT CALENDAR:

None

UNFINISHED BUSINESS:

NEW BUSINESS (PUBLIC HEARING):

3-A. DRAFT URBAN WATER MANAGEMENT PLAN 2015 GENERAL PLAN CONSISTENCY

Action: The Planning Commission **continued** the Draft Urban Water Management Plan 2015 General Plan Consistency to allow the Public Works Department additional time to further refine the draft plan to the July 12, 2016 Planning Commission meeting.

Motion: Moved by Commissioner Sullivan and seconded by Chair Choi, motion carried by the following vote:

Ayes: Commissioners: Choi, Sullivan, Leung, Amador and Robinson
Noes: Commissioners: None
Absent: Commissioners: None
Abstain: Commissioners: None

3-B. STUDY SESSION – RESIDENTIAL PARKING STANDARDS

Director Huntley provided a brief summary of the staff report.

Commissioner Robinson stated that there is never enough parking and is in favor of requiring a three-car garage for a four-bedroom house. The future of development is going to be more population.

Commissioner Amador inquired about the room rentals and Airbnb. Director Huntley replied that the code currently does not allow temporary room rentals. Boarding houses are currently allowed in the R-2 and R-3 with a conditional use permit; however, no one is coming in to apply for a conditional use permit and it is a code enforcement issue. Staff is looking closer at Airbnb.

Commissioner Sullivan inquired if parking is based on new construction or additions. Director Huntley replied both.

Commissioner Leung stated that there were several applications that came before the Planning Commission last year that were alarming with the number of bedrooms and bathrooms and that was the reason why the Commission requested that the item be brought back for discussion. A parking space should be required for each bedroom whether it be enclosed or unenclosed.

Director Huntley stated that when reviewing a residential project there is balance in creating a livable environment where there is adequate parking and open space to enjoy the outside. Also, the City has a mandatory housing element and as part of the housing element the state encourages cities to provide affordable housing and reduce barriers to provide affordable housing.

Chair Choi stated that a three-car garage for a four-bedroom would be more restrictive than surrounding cities. There are cases where bedrooms are not used by adults; there may be children that do not necessarily drive.

Director Huntley stated that the primary concern may be parking in some areas of the city such as the northern part of the city.

Commissioner Leung inquired if there are provisions for parking with regards to low income housing.

Commissioner Robinson stated that this is a cost conscious working class community there should parking options such as on the driveway or a lift.

Commissioner Leung stated that the idea is to provide off-street parking so whether it be garage spaces or a parking lot, multi-unit developments should include enough parking for all the people that will be living on the property. A survey of existing multi-unit developments may show that they are mostly rentals.

Commissioner Sullivan stated that in the single-family area required parking should be based on the number of bedrooms and square footage should be taken out. Parking should be in a garage and not be packed on the driveway. Director Huntley stated that more people are parking on the street and not the driveways.

Commissioner Amador inquired if on-street permit parking could be implemented for certain areas in the City, for example from Garfield Avenue to New Avenue and Emerson Avenue to Hellman Avenue, since there tends to be more on-street parking in that area. Director Huntley replied that that would involve the Traffic Commission, Public Works, and Police Department.

Deputy Attorney King inquired if Commissioner Sullivan's recommendation applied to single-family residences or across the board, because Commissioner Leung proposed a slightly different recommendation for multi-family units. Commissioner Sullivan clarified only for single-family residences.

Chair Choi asked for a summary of the Commission's comments. Director Huntley stated that staff is to evaluate both single-family and multi-family parking standards. With single-family the general feeling is to consider deleting the square footage requirement and have parking be based solely on the number of bedrooms. At minimum for single-family, three or fewer bedrooms would require a two-car garage spaces and four or more bedrooms there may be a little more flexibility possibly two enclosed spaces and one unenclosed space. Commissioner Sullivan stated that the required parking should be enclosed.

Director Huntley stated that for multi-family staff is to look at changing the parking standards in the R-2 and R-3 zones to one parking space per bedroom and providing some flexibility on whether the spaces should be enclosed or unenclosed. Director Huntley inquired if the parking required per bedroom will also count as the guest parking space or is the guest parking in addition to.

Commissioner Leung replied that she is open to recommendations. The most important thing is to require a parking space for each bedroom. Deputy Attorney King stated that it may be simpler to say a parking space will be required per bedroom plus a guest parking space per every two units to stay consistent with the existing code. Commissioner Leung stated that there can be more flexibility with guest parking because not every unit will need a guest parking space. Director Huntley stated that one of the issues with guest parking is who uses the guest parking spaces. There are numerous instances where people are fighting over the guest parking spaces.

Chair Choi expressed concerns about requiring a three-car garage for additions to single-family residences because it will be difficult for property owners to reconfigure their existing property to accommodate a three-car garage for the addition of a fourth bedroom. Planner Tewasart stated the City Council expressed the same concern when parking issues were raised in 2008. For that reason, in the 2013 comprehensive code update, the threshold for a three-car garage was set at five bedrooms.

Director Huntley inquired if there should be some flexibility in design instead. For instance, with a three-car garage would they have to be side-by-side or should there be some flexibility where maybe two can be in a tandem format or maybe even allowing a lift. Chair Choi replied that flexibility should be provided for an unenclosed space for the third parking space.

Commissioner Amador stated that she is comfortable with removing the square footage requirement and does not have any issues with the five bedroom threshold. She stated that four bedrooms is more restrictive based on the current code.

Commissioner Robinson stated that a three-car garage for a four bedroom home works out fine if you are looking to stay in the same home for many years. Looking ahead we have to be more restrictive. The population is getting larger and larger and we have to facilitate cars and parking and people. People like cars and everyone wants a car so we have to start increasingly being a little more thoughtful and a little bit more restrictive.

Commissioner Leung stated that a three-car garage for four bedrooms is restrictive. A three-car garage for five bedrooms is reasonable, but wanted to add that there should be formula for anything above six bedrooms to require additional parking spaces after the sixth bedroom.

Director Huntley stated that in Los Angeles County additional parking is allowed on the driveway and not as an enclosed space.

Deputy Attorney King stated that for clarity, projects that are above five bedrooms there would be some incremental additional parking requirements. He stated that staff works for the Commission as a whole and there needs to be some sort of a consensus. All the Commissioners have unique perspectives, but it is important that if staff is going to bring something back that it works for a majority of the Commission.

Chair Choi stated that the Commission is in agreement about deleting the square footage requirement for single-family dwellings and keeping the three-car garage requirement for five or more bedrooms and a recommendation from staff on dealing with anything above five bedrooms. For multi-family Commissioner Leung recommend one parking space per bedroom, plus the appropriate guest parking. Commissioner Leung stated that at minimum there should be two-enclosed parking spaces and one guest parking space per two units.

COMMISSION COMMUNICATIONS:

None

FUTURE AGENDA ITEMS AS DIRECTED BY THE COMMISSION:

None

STAFF UPDATES:

Director Huntley provided an update on the existing condition of Hellman Avenue from Atlantic Boulevard east. He stated that the Police Chief conducted a survey and evaluated the conditions and as far as the number of people from Alhambra parking in Monterey Park is not significant enough to warrant any additional action on it. There is some spillover parking from Alhambra, but there are other areas with a lot more on-street parking.

CLOSED SESSION:

None

ADJOURNMENT:

There being no further business for consideration, the meeting was adjourned on June 28, 2016 at 8:54 p.m. to the next regular meeting on July 12, 2016 at 7:00 p.m. in the Council Chambers.

Michael A. Huntley
Director of Community and Economic Development

Approved on at the regular Planning Commission meeting.

Planning Commission Staff Report

DATE: June 28, 2016

AGENDA ITEM NO: 3-B

TO: The Planning Commission

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

SUBJECT: A study session to discuss the off-street parking regulations related to residential uses.

RECOMMENDATION:

It is recommended that the Planning Commission consider:

(1) Receive and file this item; or
(2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Both the City Council and Planning Commission expressed interest in reviewing the City's parking regulations as to the adequacy of off-street parking for both new single family dwellings and for expansion of existing single-family dwellings. Primarily, discussion focused on the oversize of the dwelling units and, more specifically, the number of bedrooms. The intent of this study session is to identify current issues regarding these issues; review previous actions taken by the City to address similar off-street parking issues; consider the City's existing off-street parking requirements; present the findings of an off-street parking survey for other cities; and seek direction from the Planning Commission.

BACKGROUND:

In 2008, the City began reviewing and amending Title 21 of the Monterey Park Municipal Code ("MPMC") governing minimum parking spaces required for single-family residences. These actions were taken, in part, to address concerns raised by residents regarding the lack of parking in many of the residential areas. Residents have reported that the parking deficiency is especially apparent in the evening and weekend times.

At the time, there were a number of factors that staff presented to explain the need for additional parking. The main factor was the trend of constructing room additions and constructing larger homes on residential lots. These actions resulted in land use concerns because these increases in living space did not necessarily result in expansions to off-street parking of vehicles. Staff believed this land use trend, compounded with relaxed residential parking and inconsistent nonconformity standards,

can adversely impact the residential community by creating overcrowded conditions and parking congestion.

Before changes to the MPMC beginning in 2008, a two car enclosed garage was required for a new single-family dwelling under 3,000 square feet. One additional enclosed parking space was required if the new residential dwelling was over 3,000 square feet. However, additions to residential dwelling were excluded from having to provide additional parking.

During the code amendment process, direction from the Planning Commission and City Council caused staff to recommend amendments to the MPMC's off-street parking regulations. Specifically, proposed amendments required that a single-family dwelling under 3,000 square feet and with three or fewer bedrooms would require two enclosed off-street parking spaces. Any new or existing single-family dwelling which would result in a gross floor area over 3,000 square feet or residential additional which would result in four or more bedrooms would require a third enclosed space.

On April 2, 2008, the City Council considered this proposal, but tabled the item. It is staff's understanding that the item was tabled because of concerns about the bedroom threshold that would trigger the third enclosed off-street parking. Specifically, it appeared that requiring a third enclosed off-street parking space at four or more bedrooms was too restrictive.

This item was not brought back before the City Council until the MPMC updates that were considered in 2012 and adopted in 2013. As part of the Planning Commission and City Council meetings related to the 2013 MPMC updates, the threshold for triggering the third enclosed off-street parking space was set at five, not four as was previously proposed by staff. The table below identifies the current off-street parking regulations.

Table 21.22(A)

Residential Parking Standards

Dwelling Uses	**Min. Required No. of Spaces**
Single Family Dwelling	
3,000 sq. ft. or greater	3 enclosed garage spaces
Less than 3,000 sq. ft.	2 enclosed garage spaces
Addition which will result in 5 or more bedrooms*	3 enclosed garage spaces

*A den, library, study or similar habitable room which in the opinion of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.

ANALYSIS:

In 2008, a MPMC amendment was considered by the City Council to address some of the same concerns that are now being raised regarding adequate off-street parking. That proposed amendment to the off-street standards was again considered in 2013. Ultimately, the amendment that occurred in 2013 established the threshold for triggering the third enclosed off-street parking space at five, not four, bedrooms.

Off-street Parking Survey. Since there are similar cities to Monterey Park, staff conducted a survey of cities to identify their off-street parking requirement for residential uses so that a comparison can be made. Six cities were surveyed: Alhambra, Arcadia, Cerritos, Diamond Bar, Rosemead, and Temple City. The City of San Gabriel was contacted, but did not respond. The following identifies each surveyed city's off-street parking requirements.

Number of required parking spaces

According to the survey, the cities of Arcadia, Cerritos, Diamond Bar, and Temple City have similar parking requirements to the City of Monterey Park. The cities of Alhambra and Rosemead have thresholds based on square footages, as shown below. Additionally, the cities of Alhambra, Arcadia, and Temple City require a parking permit for overnight on-street parking and homeowners must register the permit to their home address. A renter must provide the leasing agreement to the City in order to obtain an on-street parking permit.

Alhambra (Chapter 23.52.040: Off-Street Parking and Loading Standards)

- *R-1*: Minimum 2 enclosed garage spaces, additional parking space (covered or uncovered) per 750 sq. ft. of gross living area in excess of 2,000 sq. ft.
- *R-2*: Minimum 2 parking spaces, additional parking space (covered or uncovered) per 750 sq. ft. of gross living area in excess of 2,000 sq. ft. A two-car garage shall be required for front units and at least one garage space shall be required for rear units.
- *R-3*: Minimum 2 enclosed garage spaces, additional parking space per 500 sq. ft. of gross living area in excess of 1,000 sq. ft.
- *Guest Parking*: 1 space (covered or uncovered) for each 5 units on local residential streets; 1 space for each 4 units on collector streets; 1 space for each 3 units on arterial streets.

Arcadia (9252.2.6; 9253.2.9; 9255.2.9 – Parking)

- *R-1*: Minimum 2 on-site garage parking; 5 or more bedrooms will require 3 on-site garage parking.
- *R-2 & R-3*: Minimum 2 on-site covered parking spaces shall assign to each dwelling unit; Multi-family requires 1 guest parking per 2 dwelling units.

Cerritos (Chapter 22.74.300 Residential Requirements)

- *Single-Family Dwelling*: Each unit is required to have a minimum of two automobile parking spaces in an enclosed garage.

- *Multi-Family Dwelling*: Each building containing two or more dwelling units is required to have at least two parking spaces. (No tandem parking)

Diamond Bar (Section 22.30.040)

- *Single-Family*: 2 car garage; Additional parking might be required for hillside development by the director.

- *Multi-Family and Condominiums*: 1 bedroom or more, 2 car garage per unit, plus 0.5 additional spaces for each bedroom over 2, plus guest parking.

- *Studio Unit*: 1 parking space per unit

Rosemead (Table 17.112.040.1)

- *Single-Family and Two-Family Dwellings*: 4 bedrooms and less than 2,000 sq. ft. required 2 enclosed parking spaces per unit; 5 bedrooms and over 2,000 sq. ft. required 3 enclosed parking spaces per unit.

- *Multi-Family & Condominiums*: 2 spaces per dwelling unit; 1 guest parking per 2 dwelling unit

Temple City (Chapter 9-1J-2: Parking Spaces Required)

- *Single-Family*: 2 car garage; 4 bedrooms or more required 3 car garages.

- *Multi-Family*: 2 car garage per unit, additional 1 parking space per 2 units.

- *Condominium*: 2 car garage per unit, additional 1 parking space per 2 units; Units with 3 or more bedrooms shall require an additional 1/2 parking space

- *Single-room occupancy*: 1 space per 4 SRO units plus an additional 1 space if an on-site manager is provided.

- *Rooming houses*: 1 parking space per sleeping room

Out of the six cities that responded to the survey, the City of Temple is the only city that has a slightly more restrictive threshold for requiring a third enclosed off-street parking space. Specifically, Temple City's threshold is set at four or more bedrooms.

Threshold for requiring off-street parking

Since there are a number of new Planning Commissioners, staff felt that it was important to share the threshold or triggers that are typically used by the planning and traffic engineering industry to determine off-street parking for residential uses. The

threshold or triggers are fairly standard but vary from city to city. The three triggers that are typically used include:

1. The "Use" – The industry may identify the parking requirement strictly on the use which in this case would be a single-family dwelling;
2. The "Square Footage" – The industry may use the square footage of the dwelling to determine the off-street parking requirement; or
3. The "Bedroom" – The industry may use the number of bedroom to determine the off-street parking requirement.

Note: Although it has been suggested to consider using the number of bathrooms also in determining the number of off-street spaces, the industry has not considered such a trigger since bathrooms do not create the demand for parking.

Options for Consideration. It appears that the 2013 code amendment may not have completely established adequate standards for off-street parking. The following options are up for consideration by the Planning Commission.

1. Consider a code amendment changing the threshold for the third enclosed off-street parking space from 5 bedrooms to 4 bedrooms;
2. Consider an even more restrictive standard;
3. Take no action;
4. Taking such additional, related, action that may be desirable.

Note: If the Planning Commission considers option two, direct staff to prepare the pros and cons on such action so that the Planning Commission can make an informed decision.

Respectfully submitted,

Michael A. Huntley
Director of Community and Economic Development

Reviewed by:

Kari H. Berger
Assistant City Attorney

ATTACHMENT 1
City Council Minutes – April 2, 2008

MINUTES
MONTEREY PARK CITY COUNCIL
REGULAR MEETING
APRIL 2, 2008

The City Council of the City of Monterey Park held a regular meeting of the Council in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, April 2, 2008 at 7:00 p.m.

CALL TO ORDER:	Mayor Martinez called the meeting to order at 7:10 p.m.
FLAG SALUTE:	The Monterey Park Fire Explorers led the flag salute.
ROLL CALL:	City Clerk Barron called the roll: Present – Council Members: Lau, Wong, Ing, Venti, Martinez Absent - Council Members: None Also Present –Interim City Manager Reta, Assistant City Attorney Guerra
ITEM NO. 1 AGENDA ADDITIONS, DELETIONS, CHANGES	AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS Interim City Manager Reta requested that Item No. 12 be continued to a future meeting date. He said the public hearing would be opened and closed for this item.
ITEM NO. 2 GUESTS/ PRESENTATIONS	INTRODUCTION OF GUEST PRESENTATIONS Guests/Presentations were held at 6:00 p.m. in the City Council Chambers per resolution No. 10897, City Council Policies and Procedures.
MAYOR MARTINEZ	Mayor Martinez introduced the new City Manager, Ms. June Yotsuya. She read her biography and described her previous government experience of over twenty-eight years.
JUNE YOTSUYA	Ms. Yotsuya thanked the council for her appointment and introduced Seal Beach's City Manager Dave Carmany, Personnel Manager Andy C. Tse, Director of Cable Foundation Robin Fortlinke and her friend, Gilbert Estrada.
COUNCIL MEMBERS	The council members congratulated and welcomed the newly appointed city manager and look forward to working with her.
CITY CLERK BARRON	City Clerk Barron administered the oath of office to the newly appointed city manager.
PUBLIC SPEAKERS	
RUTH WILLNER	Ms. Willner also welcomed the new city manager with questions and comments. She mentioned that she was very impressed with the new city manager, when touring the library with her and the city librarian.

ITEM NO. 2
(CONTINUED)

RITA MILLER	Mrs. Miller said that she is still in support of Interim City Manager Reta for city manager.
MAYOR MARTINEZ	Mayor Martinez presented Mr. Song Park a Certificate of Recognition from the State of California Senate for his outstanding dedication and recognition for building bridges of culture exchange and understanding for Monterey Park and its Sister Cities. Additionally, she also presented a beautiful recognition from the County of Los Angeles for dedicated services of the community and civic pride demonstrated by the numerous contributions for the benefit of all the citizens of Los Angeles County.
DAVID CARMANY	Mr. Carmany, Seal Beach's City Manager, spoke in praise of the newly appointed city manager. He mentioned that it is the City of Monterey Park's gain and Seal Beach's loss.
GIL ESTRADA	Mr. Estrada said he has been a friend of Ms. Yotsuya for about eleven years and said she will give the city a hundred ten percent with her work.
CONSENT CALENDAR	CONSENT CALENDAR CONSISTS OF ITEMS 3 TO 10
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti announced that he will be voting no on Item No. 3, Warrant Nos. 246115 & 246116 payable to Brownfield, Winfield and Canzoneri. He also requested that Item No. 9 be pulled for discussion.
COUNCIL MEMBER WONG	Council Member Wong stated there was a correction to be made on Item No. 4 on the minutes on page 13 on the third last paragraph. He said it should be corrected to read, "Council Member Wong stated that there will be a fund raiser on March 14, 2008 for the Sister Cities Commission at Luminarias Restaurant." He said that the ticket price is $500 per table and $1,000 proceeds help send two student ambassadors to Korea.
MOTION	Mayor Pro Tem Venti made a motion to approve Item Nos. 3, 4, 5, 6, 7, 8, and 10 under the Consent Calendar, reading resolutions and ordinances by title only and waiving further reading thereof. Second by Council Member Ing. The motion was approved by the following vote: Ayes: Council Members: Lau, Wong, Ing, Venti, Martinez Noes: Council Members: Venti (Warrant #246115 & #246116) Absent: Council Members: None Abstain: Council Members: None

ITEM NO. 3 — RESOLUTIONS, DEMANDS, PROGRESS PAYMENTS AND INTERFUND TRANSFERS

It is required that the City Council formally approves all disbursements.

The City Council approved payments of warrants and adopted Resolution No. 11178, entitled:

RESOLUTION NO. 11178 ADOPTED — "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED THE 2nd DAY OF APRIL 2008 TOTALING $766,259.15 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID"

ITEM NO. 4 — APPROVAL OF MINUTES

City Council Meeting: Regular Meetings of February 20, 2008 and March 5, 2008

The City Council approved the minutes as amended on the Consent Calendar.

ITEM NO. 5 — CLAIM-PETER FONG/IRINA BARNES VS CITY OF MONTEREY PARK 1649-CL

The City Council denied this claim and referred it to the City's liability claims administrator for processing pursuant to Administrative Policy 40-07, Litigation/Claims Management Guidelines, including assignment of legal counsel as appropriate.

ITEM NO. 6 — PARCEL MAP NO. 61802 (225 N. SIERRA VISTA STREET-FINAL MAP APPROVAL

The final map for Parcel No. 61802 has been prepared and reviewed for conformance with all pertinent requirements. Staff is recommending approval of the final map.

The City Council found, determined and declared that the final map is in substantial compliance with the previously approved tentative map, and approved the final map and authorized the necessary signatures on the Consent Calendar.

ITEM NO. 7

REQUEST TO AUTHORIZED THE CITY MANAGER TO EXECUTE SIDE LETTER AGREEMENT NO. 2. MODIFYING THE 2006/09 MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY AND THE FIREFIGHTERS' ASSOCIATION, I.A.F.F. LOCAL 1014 TO ADD EMERGENCY MEDICAL TECHNICIAN, DEFIBRILLATOR (EMT-D) PREMIUM PAY

Contained in the 2006/09 MOU between the City and the Firefighters' Association, IAFF Local 1014 is a re-opener provision for the parties to negotiate regarding establishing an EMT-D premium pay. City and Association representative have concluded, meet and confer negotiations regarding this issue and have reached agreement on an EMT-D premium pay recommendation.

The City Council authorized the City Manager to execute Side Letter Agreement No. 2 modifying the 2006/09 MOU between the City and Firefighters' Association, IAFF, Local 1014, establishing an EMT-D premium on the Consent Calendar.

ITEM NO. 8

REQUEST TO AUTHORIZE THE CITY MANAGER TO EXECUTE SIDE LETTER AGREEMENTS MODIFYING THE 2007/11 MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF MONTEREY PARK AND THE MID MANAGEMENT ASSOCIATIONS (MP/MMA) AND THE SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) LOCAL 721 TO ADD CERTIFICATION PAY FOR POSSESSION OF CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH) WATER CERTIFICATION PREMIUM PAY AND FOR SEIU, A PREMIUM PAY FOR ASSIGNMENT IN THE MANAGEMENT SERVICES DEPARTMENT OF PAYROLL BACK-UP DUTIES

Contained in the 2007/11 MOU between the City and the Service Employees International Union, Local 721 (SEIU) and the Monterey Park Mid-Management Association MOU is a re-opener provision for the parties to negotiate regarding certification premium pay for classifications that are required to have required or desired certification. City representatives have met with Union and Association representatives regarding certifications required by the State of California Department of Public Health for Water Division personnel and are recommending certification pay. Additionally, the Management Services Department has identified a need to an individual to be trained as a back up to the Payroll Technician. A premium pay is recommended for this assignment.

The City Council authorized the City Manager to execute Side Letter Agreements modifying the 2007/11 MOU between the City and SEIU Local 721 and the Monterey Park Mid-Management Association establishing a CDPH Water Certification Premium in those units and a Payroll Back Up premium in the SEIU unit on the Consent Calendar.

ITEM NO. 9	RECOMMENDATION FOR TREE MEMORIAL
	In an effort to provide an equal and fair process honoring individuals for their service and contributions to the community, the City Council unanimously passed guidelines to conduct a Tree Memorial Award. In Accordance with Resolution 10485, the Monterey Park Tree Memorial Selection Committee has completed the review of submitted nominations and has rendered their recommendations for the 2008 honoree. The Monterey Park Tree Memorial Review Committee is forwarding a recommendation that the late David Tallichet, Song Park and the late Joseph Graves for the 2008 Tree Memorial.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti requested for a tree plaque be dedicated in memory of Mr. David Tallichet, Luminarias Restaurant owner, and asked the staff to make provisions for the people who would like to go to Luminarias for the tree dedication. Additionally, he also asked that the television staff crew film the tree dedication ceremony.
DIRECTOR OF RECREATION & PARKS PANAGIOTES	Director of Recreation and Parks Panagiotes said that if this item is approved tonight, the city could contact Luminarias about dedicating the tree memorial there for Mr. David Tallichet. He mentioned that the tree memorial for the other two individuals could be performed at City Hall.
COUNCIL MEMBER WONG	Council Member Wong is in support of the Tree Memorial for Mr. Tallichet and asked that the city obtain Mr. Tallichet's family approval for the Tree Memorial at Luminarias.
COUNCIL MEMBER LAU	Council Member Lau is in support of the Tree Memorial at Luminarias Restaurant in memory of Mr. Tallichet.
COUNCIL MEMBER ING	Council Member Ing also is in support of the Tree Memorial at Luminarias Restaurant in memory of Mr. Tallichet.
MAYOR MARTINEZ	Mayor Martinez believes it is a great idea and she definitely supports the idea of the Tree Memorial for Mr. Tallichet.
DIRECTOR OF RECREATION & PARKS PANAGIOTES	Director of Recreation and Parks Panagiotes said that for the record Mr. Song Park and Mr. Joseph Graves Tree Memorials were approved tonight.
MOTION	Mayor Pro Tem Venti made a motion to approve the Tree Memorial for Song Park, Joseph Graves and to direct staff to arrange for the Tree Memorial for David Tallichet at Luminarias Restaurant. Seconded by Council Member Ing. The motion was approved by the following vote: Ayes: Council Members: Lau, Wong, Ing, Venti, Martinez Noes: Council Members: None Absent: Council Members: None Abstain: Council Members: None

ITEM NO. 10

EXTENSION OF TIME FOR TENTATIVE PARCEL MAP NO. 65658-608 SEFTON AVENUE (EX-08-07/PM-06-02)

EGL Associates has filed a request for an extension of time to April 11, 2009, for the subject Tentative Parcel Map No. 65658 in order to receive sufficient time for final map approval and recordation. The Planning Commission originally approved the subject project on April 11, 2006. This request would be the first extension.

The City Council adopted Resolution No. 11179 approving an extension of time for Tentative Parcel Map No. 65658 on the Consent Calendar.

Resolution No. 11179, entitled:

RESOLUTION NO. 11179 ADOPTED

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA APPROVING AN EXTENSION OF TIME FOR TENTATIVE PARCEL MAP NO. 65658 KNOWN AS 608 SEFTON AVENUE"

END OF CONSENT CALENDAR

ORAL AND WRITTEN COMMUNICATIONS

ORAL AND WRITTEN COMMUNICATIONS

SARKIS ANTONIAN

Mr. Antonian commented on the new city manager that in his opinion she should start working now. He also made general comments on the City of Rosemead.

RITA MILLER

Ms. Miller discussed the Fire Department in reference to locating the new fire station at the dairy site. She urged the city council to place the new fire station at the dairy site. Additionally, she gave an example of the assistance she received by the paramedics.

SONG PARK

Mr. Park made general comments with recommendations for the new city manager. He asked that the new city manager consider the views of all council members. He also commented on the passing of Mrs. Nancy Lau and Mr. Verne Heitman.

NANCY ARCURI

Ms. Arcuri, Citizen's Voice Editor, addressed the location and lease of the dairy. She said that she wants a copy of lease with all the addendums, and copy of the tenant's request to have the lease extended one year, Finally; she would like the council to publicly review the lease again in the presence of Assistant City Attorney Land. She said the people who signed the petition to save the dairy were not informed that the city already owns the dairy property; therefore, she believes the vote should be overturned based on misinformation given to the council.

ORAL AND WRITTEN COMMUNICATIONS (CONTINUED)	ORAL AND WRITTEN COMMUNICATIONS
JORGE MORALES	Mr. Morales, Supervisor Gloria Molina's Office representative, introduced himself saying he works out of El Monte and will provide service to Monterey Park.
RUTH WILLNER	Ms. Willner responded to comments and asked about the motion to be reconsidered. She reviewed Robert's Rules of Parliament Procedure and believes Mayor Martinez should have been able to vote on a previous meeting and she believes the ruling was improper.
COUNCIL MEMBER LAU	He concurred with Ms. Miller's concern regarding Fire Station 2 and asked the staff to conduct a study to determine what is the best option for Fire Station 2's location. He requested the Assistant City Attorney to look into the legality of the lease.
COUNCIL MEMBER WONG	Council Member Wong said it was always his intention to include the 2200 South Garfield site in the study, because according to the report and survey the site is the most suitable for the fire station. He also mentioned he was not informed of Measure E in regards to Elder Park as potential site. He said now is not the time to negotiate the lease, because it is unknown what will happen in 2009. Additionally, he requested legal counsel to verify why Mayor Martinez was not allowed to vote on the item at the last council meeting.
COUNCIL MEMBER ING	Council Member Ing addressed comments made by Ms. Arcuri and Ms. Willner regarding the fire station. He alleged that when the city council purchased the dairy property, it was misrepresented to the council that the operator was going out of business and was not interested in purchasing the property. He said he believes that her offer was higher than what the city paid for the dairy property. He also clarified the misinformation directed to him and Mayor Pro Tem Venti that it was given to them, but he said the draft was given to all the council members. Finally, he asked if the current location is still viable.
MAYOR PRO TEM VENTI	Mayor Pro Venti said that he and Council Member Ing did not choose to overlook Measure E. After talking to an architect, he was told the new fire station could be built on the same location, since it is a sub station and not the main fire department.
RITA MILLER	Ms. Miller spoke in favor of building a fire station that will last for fifty years and not twenty years.
COUNCIL MEMBER LAU	Council Member Lau expressed concern on the legality of the lease and whether it is feasible to build on the existing site. He wants staff to conduct a study of the location of the new fire station.

ORAL AND WRITTEN COMMUNICATIONS (CONTINUED)	ORAL AND WRITTEN COMMUNICATIONS
COUNCIL MEMBER WONG	Council Member Wong mentioned that in real estate transactions, when the deal is over on a sale, it is over and everything else is not important.
COUNCIL MEMBER ING	Council Member Ing commented on the issue of fire trucks backing into the fire station and believes it is incorrect that it takes a year and a half to build a new fire station.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti said it is absurd that someone mentioned it takes two and a half years to build a fire station. He also stated that the lot at 2200 South Garfield is narrower than the Elmgate Fire Station. He mentioned the problem with the width is 4000 square feet belongs on a conditional use permit for motel parking. Finally, he asked that council wait for the fire station study results.
MAYOR MARTINEZ	Mayor Martinez welcomed Mr. Morales from Supervisor Molina's Office. She asked Assistant City Attorney Guerra to answer some of the many questions asked, as well as call Ms. Willner with an explanation for previous actions.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti suggested the answers to Ms. Willner should be given in public, because otherwise the public will not be aware of what has taken place.
COUNCIL MEMBER WONG	Council Member Wong asked for clarification on what Mayor Pro Tem Venti said regarding width of 2200 South Garfield.
ASSISTANT CITY ATTORNEY GUERRA	Assistant City Attorney Guerra said that this is not an itemized item so he had to stop it. In regards to Ms. Willner's comments, he appreciates her comments and said Parliamentary Procedures are not always black and white, so he will listen to the tape and find out if the wording was a little different.

PUBLIC HEARING

ITEM NO. 11 — CODE AMENDMENT TO TITLE 21 RELATIVE TO MINIMUM PARKING SPACES REQUIRED FOR SINGLE FAMILY DWELLINGS (CA-07-04)

City initiated Code Amendment to amend Title 21 of the Monterey Park Municipal Code relative to minimum parking spaces required for single-family residences. The amendment will further refine the parking requirements for nonconforming residential uses, existing dwellings with additions and new single-family construction. This item was continued at the March 19, 2008 Council Meeting.

ITEM NO. 11
(CONTINUED)

Planning and Code Enforcement Manager Basham presented the staff report. He explained the problem concerning issues with parking congestion and deficiency within the residential areas. He also explained the licensing of code regarding single-family homes and the loophole that permits expansion of homes without additional covered parking.

Recommendation: Introduce and place Ordinance for the Code Amendment on first reading by title only.

Ordinance Entitled:

"ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK AMENDING TITLE 21 OF THE MONTEREY PARK MUNICIPAL CODE RELATIVE TO MININUM PARKING SPACES REQUIRED FOR SINGLE FAMILY DWELLINGS WITHIN THE CITY OF MONTEREY PARK (CA-07-04)"

This item was continued to a future meeting.

OPEN PUBLIC HEARING — Mayor Martinez opened the public hearing at 8:35 p.m.

SARKIS ANTONIAN — Mr. Antonian said it is too late for this code amendment and gave examples.

MANUEL DURAN — Mr. Duran said he bought a house three years ago and wants to expand it. He argued against the need to build a three-car garage.

CHIP BERRY — Mr. Berry is opposed to requiring adding an additional garage for his home. He said he has a one bedroom, one bathroom house and wants to add two more bedrooms; therefore, he is not building a mansion.

ALLISON FONG — Mr. Fong has been a resident for over twenty-years and asked that the city reconsiders the code amendment. He said a three-car garage will not look good and the landscape will be gone.

PETER WONG — Mr. Wong from South Lincoln requested council deny this proposal. He reviewed the history of zoning and referred to moratoriums on multi-family development. He said that the whole city is being punished and yet staff is approving six to eight bedroom homes. He stated the proposal would greatly impact the residents.

JOY TSUI — Ms. Tsui, a twenty-year Monterey Park resident, recognized there is a parking problem in the residential areas. She talked about typography and how a third car garage cannot be accommodated in many homes.

ITEM NO. 11
(CONTINUED)

SAVIO CHAN	Mr. Chan moved to Monterey Park in 1989 and moved out and then returned. However, he is opposed to the code amendment, he said it will not solve parking problem, because the residents use their garage for living space or storage. He suggested issuing parking permits. He said the law will discourage people from maintaining their houses.
KEVIN LAM	Mr. Lam, a developer and real estate agent, said there are a lot of "bad apples" in Monterey Park. He asked council to reconsider the third garage requirement.
COUNCIL MEMBER LAU	Council Member Lau thanked the residents for their imput on this code amendment. He asked how many residential-motel cases there were in the past year or this year. Based on this code amendment, he believes it will discourage residents from remodeling their homes.
PLANNING/CODE ENFORCEMENT MANAGER BASHAM	Responding to Council Member Lau's question, Planning/Code Enforcement Manager Basham replied with the case of residential motels it is very hard to regulate the number of people living in the house. He said the city is focusing whether there are other issues associated with the property and an illegal residential motel.
INTERIM CITY MANAGER RETA	Interim City Manager Reta agreed this community is very hilly making some development difficult. He said this code amendment responds to the concerns that were raised by the council at least three years ago.
COUNCIL MEMBER WONG	Council Member Wong said it is almost impossible to build a three-car garage. He suggested encouraging the residents to use their garage for cars, since most of them do not. He also recommended finding alternatives on how to prevent residential motels. Additionally, he believes there should be a way to have a law to prevent property owners from abusing the ordinance.
COUNCIL MEMBER ING	Council Member Ing asked how the city defines a bedroom. He believes the code amendment regarding building a three-car garage is too restrictive. In conclusion, he said that he does not believe this code is the best solution to the parking problem and proposed the ordinance be brought back after discussing it with committee of architects and designers. He said that he will be voting no on this item.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti confirmed the Planning Commission unanimously voted for it. He said maybe the city council should put this off and get some input from staff and the Planning Commission. He asked why it cannot be done geographically. He recommended delaying the vote on this item until there is more input and studies from the Planning Commission.

ITEM NO. 11
(CONTINUED)

INTERIM CITY MANAGER RETA	Interim City Manager Reta responded that it could be done geographically. He said the code amendment can be forwarded to the Planning Commission and direct staff to reevaluate the proposal, because it would have to go back to the Planning Commission. They would then need to take a new approach, which would take into account the issues that were raised by speakers.
MAYOR MARTINEZ	Mayor Martinez said she understands the parking issue. She gave an example of her parents' home, where there is no way there would be enough room to add a three-car garage. She suggested doing an official parking study and to study the issue with more research before voting for it.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti asked if they had to vote on this tonight and if it could be amended and tabled.
PLANNING/CODE ENFORCEMENT MANAGER BASHAM	Planning/Code Enforcement Manager Basham said it could be tabled and that the Assistant City Attorney could shed some light on it. He stated the council had various options and they did not have to vote on it.
CLOSE PUBLIC HEARING	Mayor Martinez closed the public hearing at 10:10 p.m., being there were no speakers wishing to speak.
MAYOR PRO TEM VENTI	Mayor Pro Tem Venti said he is reading the minutes of the Planning Commission and they have some very good points. He believes it is important that the council does not vote on this tonight so the Planning Commission can review it and suggested the item be tabled. He asked if he could make a motion to table it.
ASSISTANT CITY ATTORNEY GUERRA	Assistant City Attorney responded that Mayor Pro Tem Venti could make a motion to table it.
COUNCIL MEMBER ING	Council Member Ing read the comments made by former Council Member Betty Tom Chu before the Planning Commission. She stated her concerns with mansionization, however, suggested that there might be exceptions regarding the requirements for a three-car garage where the property owner was not interested in having eight bedrooms. She also suggested that in older areas of the city to update their homes. She did express concerns about one home with eight bedrooms, which she said resembled a brothel.

ITEM NO. 11
(CONTINUED)

MOTION

Mayor Pro Tem Venti made a motion to table this item and to direct staff to bring back a study. Seconded by Council Member Ing. The motion was approved by the following vote:

Ayes: Council Members: Lau, Wong, Ing, Venti, Martinez
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

UNFINISHED BUSINESS

ITEM NO. 12

RESOLUTIONS RESCINDING ALL PRIOR OWNER PARTICIPATION AND REENTRY RULES APPLICABLE TO THE ATLANTIC/GARVEY REDEVELOPMENT PROJECT AREA AND THE MERGED REDEVELOPMENT PROJECT AREA, APPROVING AND ADOPTING AMENDED AND RESTATED OWNER PARTICIPATION AND REENTRY RULES FOR THE ATLANTIC/GARVEY REDEVELOPMENT PROJECT AREA AND THE MERGED REDEVELOPMENT PROJECT AREA

One step in the process of adopting a redevelopment plan is the approval of rules pertaining to participation by property owners and businesses. These rules are required so that agencies can ensure that the rights of all property owners and businesses are respected. It means that owners and businesses are offered the chance to participate in a project by submitting a development proposal or expressing a desire to reenter in business in the project area. The existing owner participation and reentry rules were adopted separately for each project area or sub-area. These rules are between 15 and 35 years old and not always uniform among the various sub-areas. These resolutions would supersede the existing sets of owner participation and reentry rules with two sets of rules (one for each project area).

Director of Economic Development

Recommendation: Adopt attached resolutions.

Resolution Title: "A RESOLUTION OF THE MONTEREY PARK REDEVELOPMENT AGENCY (1) RESCINDING ALL PRIOR OWNER PARTICIPATION AND REENTRY RULES AND (2) APPROVING AND ADOPTING AMENDED AND RESTATED OWNER PARTICIPATION AND REENTRY RULES FOR THE ATLANTIC/GARVEY REDEVELOPMENT PROJECT AREA"

ITEM NO. 12
(CONTINUED)

Resolution Title: "A RESOLUTION OF THE MONTEREY PARK REDEVELOPMENT AGENCY (1) RESCINDING ALL PRIOR OWNER PARTICIPATION AND REENTRY RULES APPLICABLE TO THE MERGED REDEVELOPMENT PROJECT AREA AND (2) APPROVING AND ADOPTING AMENDED AND RESTATED OWNER PARTICIPATION AND REENTRY RULES FOR THE MERGED REDEVELOPMENT PROJECT AREA"

This item was continued to the May 7, 2008 meeting.

COUNCIL MEMBER WONG — Council Member Wong announced he would be abstaining on this item's discussion due to a potential conflict of interest.

OPEN/CLOSE PUBLIC HEARING — Mayor Martinez opened and closed public hearing at 10:13 p.m., being there were no speakers wishing to speak.

MOTION — Mayor Pro Tem Venti made a motion to continue to this item to the May 7, 2008 Council Meeting. Seconded by Council Member Ing. The motion was approved by the following vote:

Ayes: Council Members: Lau, Ing, Venti, Martinez
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: Wong

NEW BUSINESS — None.

MAYOR/COUNCIL AND AGENCY MATTERS

ITEM NO. 13 — COMMITTEE REPORTS FROM COUNCIL REPRESENTATIVES OF SPECIFIC ORGANIZATIONS

COUNCIL MEMBER ING — Council Member Ing announced that the Mark Keppel High School Band and Orchestra Jazz Band will be performing at the Barnes Park Ampheather for their third annual Concert Under the Stars on Saturday, April 26, 2008 starting at 7:00 p.m. They will be playing musical theme songs and broadway musical hits. He invited the community to come out and support the students to help them raise money for their field trips and musical instruments.

MAYOR PRO TEM VENTI — Mayor Pro Tem Venti announced he will attend the Independent Cities Association meeting next week to discuss the budget impacts that are pending toward the city.

ITEM NO. 14 — REPORT ON THE CASCADES/MARKET SHOPPING CENTER

This item was not heard.

CLOSED SESSION — The City Council adjourned to closed session at 10:16 p.m. with all members present.

ITEM NO. 15 — CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION PURSUANT TO SUBDIVISON (A) OF SECTION 54956.9 OF THE CALIFORNIA GOVERNMENT CODE

NAME OF CASE: CITY OF MONTEREY PARK V. AEROJET-GENERAL CORP., ET. AL

CASE NUMBER: CV-02-5909 ABC (RCX)

ITEM NO. 16 — CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION PURSUANT TO SUBDIVISION (A) OF SECTION 54956.9 OF THE CALIFORNIA GOVERNMENT CODE

NAME OF CASE: EIGHT CAFÉ V. MONTEREY PARK REDEVELOPMENT AGENCY

CASE NUMBER: BC386451

There were no reportable actions taken during closed session.

RECONVENED AND ADJOURNED — The City Council reconvened and adjourned at 10:30 p.m. with all members present, in memory of Mrs. Nancy Lau, mother of Council Member Lau, Ms. Alice Pena and Mr. Vern Heitman, long time residents and dedicated volunteers.

Sharon Martinez
Mayor

David Barron, CMC, City Clerk of the City of Monterey Park, California

ATTACHMENT 2
Planning Commission Staff Report
July 26, 2016

UNOFFICIAL MINUTES
MONTEREY PARK PLANNING COMMISSION
REGULAR MEETING
July 26, 2016

The Planning Commission of the City of Monterey Park held a Regular Meeting of the Board in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, July 26, 2016 at 7:00 p.m.

CALL TO ORDER:

Chairperson Choi called the meeting to order at 7:04 p.m.

SWEAR IN:

ROLL CALL:

Planner Tewasart called the roll:

Commissioners Present: Ricky Choi, Margaret Leung, Theresa Amador, and Delario Robinson

Commissioners Absent: Larry Sullivan

ALSO PRESENT: Karl H. Berger, Assistant City Attorney, Michael A. Huntley, Director of Community and Economic Development, Samantha Tewasart, Senior Planner

ORAL AND WRITTEN COMMUNICATIONS:

None

AGENDA CHANGES AND ADOPTION:

None

APPROVAL OF MINUTES:

June 28, 2016 –

Action Taken: The Planning Commission approved the minutes of June 28, 2016, with amended comments.

Motion: Moved by Commissioner Robinson and seconded by Commissioner Amador, motion carried by the following vote:

Ayes:	Commissioners:	Choi, Leung, Amador, and Robinson
Noes:	Commissioners:	None
Absent:	Commissioners:	Sullivan
Abstain:	Commissioners:	None

CONSENT CALENDAR:

None

UNFINISHED BUSINESS:

None

NEW BUSINESS (PUBLIC HEARING):

3-A. CONDITIONAL USE PERMIT – 421 NORTH ATLANTIC BOULEVARD #214-215 (CU-16-03)

Staff provided a brief summary of the staff report.

Commissioner Robinson stated that he liked the police oversight in condition number 35 of the Resolution regarding minors. Director Huntley replied that about 8 to 10 years ago there were similar types of the businesses that were coming into the San Gabriel Valley. Based on the concerns during those times more restrictive standards were adopted by the City, but many of those standards were just reiterations of existing laws that were already in place. Recently this past year a code amendment was processed that put the responsibility on the police department. One of the components of the previous code section incorporated some things that were already in the laws. Although it is not spelled out in the internet arcade laws, there are laws in the books today that do restrict minors from being out after 10:00 p.m. The operators of the internet cafes must comply with the curfew laws and should not have minors in the facility after 10:00 p.m.

Chairperson Choi inquired why the duties were shifted to the police department. Director Huntley replied that it was not shifted; it is still maintained by the police department. The codes from 10 years ago were supported and pushed by the police department. Over the years things have changed regarding the operation of these types of entertainment facilities and as part of the update, the police department was included in the review of the updates.

Commissioner Amador inquired about the number of existing internet cafes. Planner Tewasart replied none.

Commissioner Amador asked for more information about the property owner and expressed concerns about the safety at the exterior stairwell. The yellow striping at the bottom of the stairs are faded and recommended adding a condition that the striping receives new paint. Also, adequate exterior lighting should be provided in the evening times. Furthermore, the address number is not on the building.

Commissioner Leung inquired about checking for ids and keeping records.

Chairperson Choi opened the public hearing.

Representative Stanley Szeto, 879 West Ashiya Road, Montebello, CA 90640, stated that as far as condition number 24 which has been modified per code, they will be working with the police chief to see what kind of plan they can come up with to address the requirement and agreed to the other conditions.

Applicant Mr. Xuwei Chen, 421 North Atlantic Boulevard, #214-215, Monterey Park, CA 91754, stated that he is one of the owners of RSR Group. They would like to provide high internet access to the public in order to fulfill the gaming and studying needs in the area. The RSR Group is comprised of three young entrepreneurs. They are realtors and restaurant owners.

Commissioner Robinson inquired about how the matter of minors will be handled by the business. Applicant Chen replied that they can post a restriction sign and check ids after 10:00 p.m. There will be a staff member that will check for ids that will be the standard.

Commissioner Amador inquired if the business owner has operated other internet arcades. Representative Szeto replied that this will be their first, but they have operated an internet arcade in China.

Commissioner Amador inquired if the name of the business owners is also RSR Group in China. Applicant Chen replied that is an LLC.

Commissioner Robinson inquired about the age category that frequented the business in China. Applicant Chen replied mostly young 20s or 30s. Commissioner Robinson inquired about the applicant's years of experience with operating the business. Applicant Chen replied two years.

Chairperson Choi inquired if there will be any building improvements. Representative Szeto replied that they are not proposing any major tenant improvements other than some cosmetic and electrical work that needs to be done to install the equipment. As far as demolishing walls or putting up new walls they are not going to be doing that.

Profolio Manager for Mar Investment Dale Pedroche, 331 North Atlantic Boulevard #200, Monterey Park, CA 91754, stated that there are three addresses 419, 421, and 423 North Atlantic, 421 is Shun Fat Supermarket.

Commissioner Amador inquired if the arcade is in the supermarket. Manager Pedroche replied that the arcade is on the 423 side, which is the north side of the property, 419 is the south side facing the parking lot.

Commissioner Amador stated that there are property maintenance items such as the trash receptacle and trash and debris. Manager Pedroche replied that they will definitely address those items.

Chairperson Choi inquired if their business will be the only business operating in the evening. Manager Pedroche replied yes.

Commissioner Leung inquired if there is adequate lighting in the walkway area in front of the units during the evening times. Manager Pedroche replied that the lights are on timer, so the minute the sun goes down, the lights turn on. Shun Fat is opened until 10:00 p.m. and some of the restaurants are opened until 9:00-9:30 p.m. It is fairly busy in the area in the night time because of Atlantic Times Square across the street.

Commissioner Leung requested that adequate lighting be added as a condition of approval.

Commissioner Amador requested that the yellow striping also be added as a condition of approval. Manager Pedroche replied that the items will be addressed before the tenant moves in.

Commissioner Leung stated that the property is a beautiful property. The City has spent a lot of effort and resources in developing this particular area and the Commission would like to see the business succeed and grow. It is exciting to see that the City is thinking outside of the box. This is not a traditional type of operator, but a young entrepreneur looking to come and develop the area. The property needs to keep pace with the rest of the developments that are in the area. Keeping up with appearances and making sure all the code issues are taken care of.

Chairperson Choi closed the public hearing.

Action: The Planning Commission after considering the evidence presented during the public hearing adopted **Resolution No. 15-16** approving Conditional Use Permit (CU-16-03) for an internet arcade at 421 North Atlantic Boulevard #214-215 with added conditions.

Resolution No. 15-16

A RESOLUTION APPROVING CONDITIONAL USE PERMIT (CUP-16-03) TO PERMIT AN INTERNET ARCADE AT 421 NORTH ATLANTIC BOULEVARD #214-215.

Motion: Moved by Commissioner Robinson and seconded by Commission Amador, motion carried by the following vote:

Ayes:	Commissioners: Choi, Leung, and Robinson
Noes:	Commissioners: None
Absent:	Commissioners: Sullivan
Abstain:	Commissioners: Amador

3-B. CONDITIONAL USE PERMIT – 111 NORTH ATLANTIC BOULEVARD #120 (CU-16-07)

Staff provided a brief summary of the staff report.

Commissioner Robinson stated that he liked the overall business plan and strategy and the proposed hours of operation.

Commissioner Amador stated that she also appreciated the information provided by the applicant.

Chairperson Choi opened the public hearing.

Applicant Lok Wong, 111 North Atlantic Boulevard #120, Monterey Park, CA 91754, stated he is one of the partners of the business.

Commissioner Robinson inquired if signs will be posted about age. Applicant Wong replied that they will ascertain each customer's age when they come into the space and if they are underage then they will be asked to leave.

Commissioner Amador inquired how the age would be determined. Applicant Wong replied that to get a username and password, identification or a driver's license will be required. Commissioner Amador inquired if the applicant has operated other internet arcades. Applicant Wong replied that his partner operates the largest internet arcade in Shanghai.

Commissioner Leung inquired what is considered a minor. Attorney Berger replied that a minor under the city's curfew codes is anyone under the age of 18. The conditions of approval require the applicant to comply with all applicable laws, including the curfew laws both day and night times.

Chairperson Choi closed the public hearing.

Commissioner Leung inquired if the elevators have been checked to make sure the proper inspections have been done. Director Huntley replied that the city's code enforcement staff has been really active for the past two years and spent a lot of time with the management company. The property is in much better shape than it was two years ago due to the city's actions associated with the property. Also, over the last two years there has been a substantial increase in the number of tenants to allow for the center to improve as well.

Action Taken: The Planning Commission after considering the evidence presented during the public hearing adopted **Resolution No. 16-16** approving Conditional Use Permit (CU-16-07) allow an internet arcade at 111 North Atlantic Boulevard #120.

Resolution No. 16-16

A RESOLUTION APPROVING CONDITIONAL USE PERMIT (CUP-16-07) TO PERMIT AN INTERNET ARCADE AT 111 NORTH ATLANTIC BOULEVARD #120.

Motion: Moved by Commissioner Leung and seconded by Commissioner Robinson, motion carried by the following vote:

Ayes:	Commissioners: Choi, Leung, and Robinson
Noes:	Commissioners: None
Absent:	Commissioners: Sullivan
Abstain:	Commissioners: Amador

3-C. CODE AMENDMENT – TITLE 21 OF THE MONTEREY PARK MUNICIPAL CODE RELATIVE TO MINIMUM RESIDENTIAL PARKING STANDARDS (CA-16-04)

Director Huntley provided a brief summary of the staff report.

Chairperson Choi stated that he is okay with the proposed code amendments. They are consistent with what was discussed at the last meeting.

Commissioner Robinson stated that he is in agreement with the square footage. It is not as aggressive as he would like but it is a good proposal. HOAs should have a management company come in to help regulate the properties.

Commissioner Amador inquired about the overnight parking discussed on pages 4 and 5. Director Huntley replied that those are items for the Commission to consider, what is before the Commission is what was recommended at the last meeting, which would be to require one parking space per bedroom in multi-family. Those are alternatives to consider. Overnight parking would be a separate item to be taken to the Council for their consideration. Commissioner Amador inquired if overnight parking would just be in certain areas and not citywide. Director Huntley replied that it is open-ended.

Commissioner Leung stated that the goal is when a unit has three or less bedrooms to have a minimum of two enclosed spaces plus one guest space. When a unit has four or more bedrooms a minimum of two enclosed spaces plus one additional open space for additional bedrooms above four bedrooms plus one guest space per dwelling will be required.

Chairperson Choi opened the public hearing.

Opponent Alison Fung, 219 North Sierra Vista Street, Monterey Park, CA 91754, stated that she has lived in Monterey Park for 28 years and is also an architectural designer and has worked on many single-family and multi-family projects in Monterey Park and other cities. She lives in the northern area of the city and sees that most of the homeowners use their garage for storage and park their cars on the street. Additional garage spaces would not deter people from parking on the street. In some cases the garages are converted and rented out. One parking space per bedroom may be too restrictive and developers may not want to build projects in the city. Parking should be based on the square footage of the house because if the homeowner or developer is aware of the parking requirement, they will build bigger bedrooms and at a later time after final inspection they will convert one bedroom to two bedrooms, which can easily be done. Overnight parking permit is a good recommendation.

Opponent Manual Duran, 1081 Moonbeam, Monterey Park, CA 91754, stated that he and fellow investors see a lot of old houses that have the potential for additions or rebuilding and on many of the properties in the hillside areas there may not be enough lot width for a three-car garage. Monterey Park is a beautiful city to build in, but if the requirements are too restrictive owners cannot do an addition because of the parking. Some of the hillside lots may require retaining walls, which will add to the cost of the project.

Opponent Tim Chen, 12179 Hemlock Street, El Monte, CA 91732, concurred with Speaker Duran.

Chair Choi closed the public hearing.

Chair Choi asked for a summary of the Commission's comments. Director Huntley stated that no changes were proposed to the draft amendment for the single-family residential provisions. As it applies to multi-family residential areas there have been some suggested changes to how to evaluate parking for multi-family projects whether they are condominiums or apartments. The recommendation is to require two enclosed parking space for three or fewer bedrooms and one guest parking space per unit. For four or more bedrooms two enclosed parking spaces plus one open parking space plus one guest parking space per unit. For each additional bedroom above four one more open parking space would be required for each bedroom.

Commissioner Amador inquired if staff can revise the proposed code amendment to reflect the comments provided by the Commission and bring back the revised amendment for a vote.

Action Taken: The Planning Commission after considering the evidence presented during the public hearing **continued** Code Amendment (CA-16-04) to the meeting of August 9, 2016.

Motion: Moved by Commissioner Robinson and seconded by Commissioner Amador, motion carried by the following vote:

Ayes:	Commissioners: Choi, Leung, Amador, and Robinson
Noes:	Commissioners: None
Absent:	Commissioners: Sullivan
Abstain:	Commissioners: None

COMMISSION COMMUNICATIONS:

None

FUTURE AGENDA ITEMS AS DIRECTED BY THE COMMISSION:

None

STAFF UPDATES:

None

CLOSED SESSION:

None

ADJOURNMENT:

There being no further business for consideration, the meeting was adjourned on July 26, 2016 at 9:06 p.m. to the next regular meeting on August 9, 2016 at 7:00 p.m. in the Council Chambers.

Michael A. Huntley
Director of Community and Economic Development

Approved on at the regular Planning Commission meeting.

Planning Commission Staff Report

DATE: July 26, 2016

AGENDA ITEM NO: 3-C

TO: The Planning Commission

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

SUBJECT: Consider a proposed code amendment to the Monterey Park Municipal Code (MPMC) Chapter 21.22 regulations affecting off-street parking regulations in the residential districts.

RECOMMENDATION:

It is recommended that the Planning Commission:

(1) Open the public hearing and, after considering the evidence presented during the public hearing, adopt the Resolution recommending that the City Council adopt an ordinance amending the Monterey Park Municipal Code Chapter 21.22 regulations affecting off-street parking regulations in the residential districts; and

(2) Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

There have been concerns raised by members of the City Council and the Planning Commission regarding (1) the potential lack of adequate off-street parking for new single-family dwellings, and (2) the expansion of existing single-family dwellings and multi-family residential development. Comments have been made about the substantial amount of on-street parking in the northern portion of the City in the evenings and on weekends raising the question as to the adequacy of off-street parking. Staff has visited these areas and has confirmed that on-street parking in this area of the City is well utilized with a limited amount of on-street parking during the period of peak parking demand. It appears that the main concerns were related to the size of the dwelling units and/or the excessive number of bedrooms being proposed for new in-fill residential development projects. Such projects would compound the existing on-street parking problems.

On June 28, 2016, the Planning Commission conducted a study session to specifically discuss the adequacy of the City's off-street parking regulations related to residential uses. Based on a lengthy discussion on this matter, the Commission concluded that amendments should be made to the existing off-street parking regulations to address parking concerns in both the single and multi-family residential districts. As such, the Commission directed staff to schedule a public hearing and prepare a resolution and

ordinance incorporating their proposed amendments. The proposed amendments are identified in the analysis below.

ANALYSIS:

On June 28, 2016, the Planning Division conducted a study session with the Planning Commission to discuss the potential inadequacies of the City's residential off-street parking regulations. As part of the study session, staff shared the City Council and Planning Commission concerns related to the City's residential off-street parking regulations from 2008, many of which were the same concerns raised recently. Staff also provided information on the City's existing residential off-street parking regulations and the regulations from surrounding communities to provide a comparison.

Subsequent to a discussion on this matter, the Planning Commission came to a consensus on the amendments that should be made to both the single and multi-family residential off-street parking regulations. The following details the Planning Commission's recommendations:

Single-Family Residential (R-1).

Existing Residential Parking Standards

The table below identifies the existing single-family residential off-street parking regulations.

Dwelling Uses	**Min. Required No. of Spaces**
Single Family Dwelling	
3,000 sq. ft. or greater	3 enclosed garage spaces
Less than 3,000 sq. ft.	2 enclosed garage spaces
Addition which will result in 5 or more bedrooms*	3 enclosed garage spaces

*A den, library, study or similar habitable room which in the opinion of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.

Proposed Residential Parking Standards

The Planning Commission recommended two amendments to the single-family regulations including:

1. That the 3,000 square foot standard be eliminated and that number of bedrooms be the basis for requiring off-street parking. Specifically, four or fewer bedrooms would require two enclosed garage spaces, and five or more bedrooms would require three enclosed garage spaces.
2. That staff recommend a standard for requiring additional off-street parking for six or more bedrooms.

Staff would recommend that one open parking space be required for each additional bedroom at six or more bedrooms.

The table below identifies the proposed single-family residential off-street parking regulations.

Dwelling Uses	Min. Required No. of Spaces
Single Family Dwelling	
4 or fewer bedrooms*	2 enclosed garage spaces
5 or more bedrooms*	3 enclosed garage spaces plus one additional open parking space per bedroom above five.

*A den, library, study or similar habitable room which in the opinion of the City Planner could be used as a bedroom shall be considered a bedroom for purposes of determining required parking.

Potential Consequences of the Amendments. Staff has reviewed the recommended amendments to the single-family residential parking requirements and concurs that this would be an appropriate method for determining the off-street parking requirements. However, the only concerns that should be raised is the parking configuration/layout for a three car garage. On wider residential lots, it is possible to design three side by side parking spaces. However, on residential lots of 50 feet of less, such a configuration may not be functional especially in the hillside areas of the City. As such, the Planning Commission may want to consider allowing a tandem parking configuration/layout as an option when the topography or minimal lot width would deprive a resident the fair and reasonable use of their property.

Multi-Family Residential (R-2 and R-3).

Existing Residential Parking Standards

The table below identifies the existing multi-family residential off-street parking regulations.

Dwelling Uses	Min. Required No. of Spaces
Multi-Family Dwelling: per unit*	
Multiple Family	
3 or fewer bedrooms	2 enclosed spaces; plus 1 guest space per 2 dwelling units.
4 or more bedrooms	2 enclosed spaces; plus 1 guest space per 1 dwelling unit.

Proposed Residential Parking Standards

The Planning Commission recommended one amendment to the multi-family regulations:

1. That the number of off-street parking spaces should be based on the number of bedrooms. Specifically, one bedroom would require one off-street parking space. The Commission did not designate if the parking space should be enclosed or open, just that it must be provided on-site. As it relates to the guest parking regulation, the Commission recommended that it stay the same.

   Staff would recommend that the required spaces be enclosed and not open.

The table below identifies the proposed multi-family residential off-street parking regulations.

Dwelling Uses	**Min. Required No. of Spaces**
Multi-Family Dwelling: per unit*	
Multiple Family	1 enclosed space per bedroom; plus 1 guest space per 2 dwelling units.

Potential Consequences of the Amendments. Staff has reviewed the recommended amendment to the multi-family residential parking regulations and is concerned as to the consequences of such an amendment. Such an amendment would:

1. Increase the construction cost for multi-family residential development projects. The approximate cost for the development of an off-street parking space ranges from $10,000 to $15,000 depending if it is an open of enclosed parking space;
2. Make new residential units less affordable due to the increase in construction cost. Housing Advocates would look at this as creating barriers for the development of affordable housing; and
3. Take away other on-site amenities, such as open and garden space, by requiring additional on-site parking.

Alternatives. The other question that should be posed is will this amendment address the perceived inadequacy of on-site parking and the spill-over parking onto City streets, or are there other underlying issues that should be addressed to resolve the problem.

Currently, the MPMC prohibits the use of required parking areas from being used for the storage of goods, the parking of inoperable vehicles, or "living areas for domestic, social or recreational activities." (MPMC §§ 21.22.020, 21.22.030). Such violations of the MPMC are punishable as a misdemeanor or as a public nuisance (MPMC §§ 4.10.010, 21.02.170). Consistent with the MPMC, when a multi-family project requires CC&Rs, the City reviews the CC&Rs and requires language be included that prohibits the use of enclosed parking areas from being used for non-parking uses.

In addition to what the City is already doing, staff recommend that the Planning Commission consider the following suggestions/solutions:

1. The City could adopt overnight parking restrictions for City streets between 2 a.m. and 6 a.m. encouraging residents to use their on-site parking. In many cases, residents unlawfully utilize their garages for other activities such as storage, recreation, hobbies, etc. Such activities result in residents using City streets for parking.
2. Require that the Covenant, Conditions and Restriction (CC&R's) for new condominium projects clearly identify the responsibility of the Homeowner's Association (HOAs) to manage on-site parking.
3. Require that the HOAs retain the services of a professional management company to manage the property and enforce the CC&R's.

The above suggestions may be a more global way to address both the on- and off-site parking concerns in the residential areas of the community.

Respectfully submitted,

Michael A. Huntley
Director of Community and Economic Development

Reviewed by:

for
Karl H. Berger
Assistant City Attorney

Attachments:

Draft Planning Commission Resolution
Exhibit A - Draft Code Amendment Language

RESOLUTION NO.

A RESOLUTION RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING MONTEREY PARK MUNICIPAL CODE SECTION 21.22.050 RELATING TO OFF-STREET PARKING REGULATIONS IN RESIDENTIAL DISTRICTS

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

SECTION 1: The Planning Commission finds and declares that:

A. A review of the Monterey Park Municipal Code ("MPMC") suggests that amendments are needed to improve the City's regulations governing off-street parking in the residential zoning districts;

B. On June 28, 2016, the Community and Economic Development Department conducted a study session with the Planning Commission. The Planning Commission provided direction for improving the regulations. Thereafter, the regulations were reviewed by the Community and Economic Development Department for, in part, consistency with the General Plan and conformity with the MPMC;

C. The City reviewed the project's environmental impacts under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, *et seq.*, the "CEQA Guidelines"), and the City's Environmental Guidelines;

D. The Community and Economic Development Department completed its review and scheduled the public hearing regarding the application before the Planning Commission for July 26, 2016;

E. On July 26, 2016, the Planning Commission held a public hearing to receive public testimony and other evidence regarding the draft code amendments attached as Exhibit "A," and incorporated by reference, including, without limitation, information provided to the Planning Commission by City staff and public testimony; and

F. This Resolution and its findings are made based upon the evidence presented to the Commission at its July 26, 2016, hearing including, without limitation, the staff report submitted by the Community and Economic Development Department.

SECTION 2: *Environmental Assessment*. Because of the facts set forth in Section 2, the proposed code amendment is exempt from further environmental review under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*,

"CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because the proposed code amendment constitutes only minor revisions and clarifications to existing regulations and specification of procedures related thereto; and consists of actions taken to assure the maintenance, protection and enhancement of the environment. The code amendment, therefore, does not have the potential to cause significant effects on the environment. Consequently, it is categorically exempt from further CEQA review under 14 California Code Regulations §§ 15301, 15305, and 15308.

SECTION 3: *General Plan Findings*. As required under Government Code § 65860 the proposed MPMC amendments are consistent with the Monterey Park General Plan. It is a goal of the Land Use Element of the General Plan to maintain the quality and character of Monterey Park's residential neighborhoods. The proposed code amendments are minor changes intended to ensure that the residential character is maintained to the highest standards.

SECTION 4: *Recommendation.* The Planning Commission recommends that the City Council adopt an Ordinance with the proposed amendments to MPMC Section 21.22.050, and specifically Table 21.22(A) of such section, as set forth in attached Exhibit "A," which is incorporated into this resolution by reference.

SECTION 5: *Reliance On Record.* Each and every one of the findings and determination in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the project. The findings and determinations constitute the independent findings and determinations of the Planning Commission in all respects and are fully and completely supported by substantial evidence in the record as a whole.

SECTION 6: *Limitations*. The Planning Commission's analysis and evaluation of the project is based on the best information currently available. It is inevitable that in evaluating a project that absolute and perfect knowledge of all possible aspects of the project will not exist. One of the major limitations on analysis of the project is the Planning Commission's lack of knowledge of future events. In all instances, best efforts have been made to form accurate assumptions. Somewhat related to this are the limitations on the city's ability to solve what are in effect regional, state, and national problems and issues. The City must work within the political framework within which it exists and with the limitations inherent in that framework.

SECTION 7: This Resolution will remain effective until superseded by a subsequent resolution.

SECTION 8: The Commission secretary is directed to mail a copy of this Resolution to any person requesting a copy.

SECTION 9: This Resolution may be appealed within nineteen (19) calendar days after its adoption. All appeals must be in writing and filed with the City Clerk within this time period. Failure to file a timely written appeal will constitute a waiver of any right of appeal.

PASSED AND ADOPTED this 26th day of July 2016.

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 26th day of July 2016, by the following vote of the Planning Commission:

AYES:	Commissioners
NOES:	None
ABSTAIN:	None
ABSENT:	None

Ricky Choi, Chairperson
City of Monterey Park Planning Commission

ATTEST:

Michael Huntley, Secretary

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

By: for
Karl H. Berger, Assistant City Attorney

City Council Staff Report

DATE: September 21, 2016

AGENDA ITEM NO: Old Business
Agenda Item 5-A.

TO: The Honorable Mayor and City Council

FROM: Joseph Leon, City Treasurer
Annie Yaung, Controller

SUBJECT: 2015-2016 Annual Investment Report

RECOMMENDATION: It is recommended that the City Council:

(1) Receive and file the 2015-16 Annual Investment report;
(2) Adopt a Resolution amending the City's Investment Policy; and
(3) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City's Investment Policy requires an annual investment report and a statement of investment policy to be submitted to the City Council for review within 60 days of the fiscal year-end. The annual report (*Attachment 2*) was presented at the August 17, 2016 City Council meeting in demonstrating that all investment activities during the fiscal year 2015-2016 were conducted in accordance with all Federal, State and City laws governing the investment of monies under the control of the City Treasurer.

The City's Investment Policy specifies the City's investment opportunity, constraints, preferences and capacities, as well as internal controls and reporting requirements. At the August 17 Council meeting, the City Council gave direction and requested additional clarification in the Investment Policy. The City's Investment Policy is now updated by the Committee and provides further clarification of the City policies as presented in Attachment 3 for the City Council's approval.

Respectfully submitted by:

Joseph Leon
City Treasurer

Prepared by:

Annie Yaung, CPFO
Controller

Approved by:

Paul L. Talbot
City Manager

Chu Thai
Director of Management Services

Reviewed by:

Karl H. Berger
Assistant City Attorney

Attachments:

1) *Resolution*
2) *2015-2016 Annual Investment Report*
3) *Revised Investment Policy*

ATTACHMENT 1
Resolution

RESOLUTION NO. _____
SA RESOLUTION NO. _____

A JOINT RESOLUTION OF THE CITY OF MONTEREY PARK AND SUCCESSOR AGENCY TO MONTEREY PARK REDEVELOPMENT AGENCY ADOPTING AN INVESTMENT POLICY AND AUTHORIZING THE TREASURER AND CHIEF FISCAL OFFICER TO IMPLEMENT THE POLICY.

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

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

A. Government Code § 53646 allows the Treasurer or chief fiscal officer (Director of Management Services or Controller) to provide the City Council an investment policy for consideration;

B. Government Code § 53607 allows the City Council to delegate investment authority to the Treasurer or chief fiscal officer (Director of Management Services or Controller) on an annual basis; and

C. The Treasurer and chief fiscal officer (Director of Management Services or Controller) proposed that the City Council consider the Investment Policy attached as Exhibit "A," and incorporated by reference, for Fiscal Year 2016-17 ("Policy").

SECTION 2: After due consideration, the City Council finds that the Policy conforms with applicable law and adopts it for use during Fiscal Year 2016-17 on behalf of the City of Monterey Park and the Successor Agency to the Monterey Park Redevelopment Agency (collectively, "City"). The Treasurer and chief fiscal officer (Director of Management Services or Controller) are authorized to implement the Policy for this time period on the City's behalf.

SECTION 3: Supersession of previous investment policies does not affect any penalty, forfeiture, or liability incurred before, or precludes prosecution and imposition of penalties for any violation occurring before this Resolution's effective date. Any such superseded part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Resolution.

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

SECTION 5: The City Manager, or designee, is authorized to implement this Resolution in accordance with applicable administrative policies and procedures that may be promulgated by the city manager.

SECTION 6: This Resolution will become effective immediately upon adoption and remain effective unless superseded by a subsequent resolution.

PASSED AND ADOPTED this 21st day of September, 2016

Mitchell Ing, Mayor
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk

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

Karl H. Berger
Assistant City Attorney

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

I, VINCENT D. CHANG, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. _____ was duly regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 21st day of September, 2016, by the following vote:

AYES:	Councilmembers:
NOES:	Councilmembers:
ABSTAIN:	Councilmembers:
ABSENT:	Councilmembers:

Dated this 21st day of September, 2016

_____
Vincent D. Chang, City Clerk

ATTACHMENT 2

Original 2015-16 Annual Investment Report

City Council Staff Report

DATE: August 17, 2016

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

TO: The Honorable Mayor and City Council

FROM: Joseph Leon, City Treasurer
Annie Yaung, Controller

SUBJECT: 2015-2016 Annual Investment Report

RECOMMENDATION: It is recommended that the City Council:

(1) Receive and file the 2015-16 Annual Investment report;
(2) Adopt the City's Investment Policy; and
(3) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City's Investment Policy requires an annual investment report and a statement of investment policy to be submitted to the City Council for review within 60 days of the fiscal year-end. The attached annual report shows that all investment activities during 2015-16 were conducted according to the City's Investment Policy.

BACKGROUND:

The City Investment Policy was created in 1989 to establish guidelines for investment operations (including City of Monterey Park, Monterey Park Public Financing Authority, and Monterey Park Housing Authority). The investment priorities are in the order of safety, liquidity, and yield. The Policy establishes allowable investments and the maximum maturity for each. The allowable investments include U.S. Treasury securities, State LAIF, LA County pooled investment fund, certificates of deposit, bankers' acceptances, mutual funds and money market mutual funds, federal agency securities, commercial papers, and collateralized savings funds. Additionally, the Policy prescribes an internal control system, which delineates duties and responsibilities for City personnel handling investment operations.

The City's investment operations are under the direction of the City Treasurer. The City's Investment Policy provides the creation of a Treasury Committee, which is comprised of the City Treasurer, City Manager, Director of Management Services, and the Controller to implement the Investment Policy and related procedures. Annually, if there is any recommended change to the Investment Policy, the change is presented to the City Council for approval.

Investment Activities – City

All investment activities during 2015-16 were made according to the Policy. During the year, funds were invested in the Local Agency Investment Fund, certificates of deposits, bank collateralized savings account, and LA County Pooled Investment Fund.

Los Angeles County Pooled Investment Fund (LACPIF) allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County. The interest rate for the City's LACPIF account earned very good returns in 2015-2016. As of June 30, 2016, the City has $79.4 million invested with LACPIF.

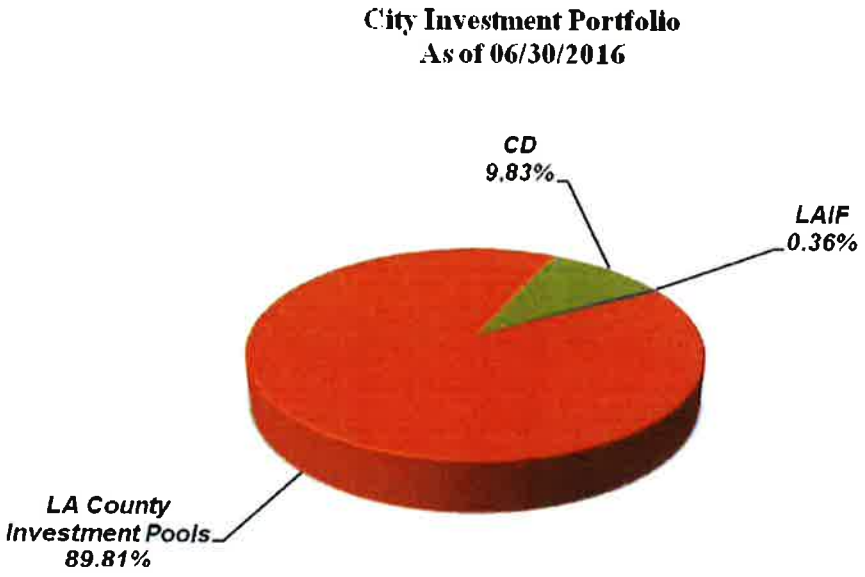
Local Agency Investment Fund (LAIF) was created by statute in 1977. It is a pooled investment program for local agencies and special districts to participate. LAIF is managed by the State and investment securities are purchased in accordance with the Government Code Sections 16430 and 16480.4. Funds invested with LAIF are backed 100% by the State. LAIF has 2,464 participants and $22.7 billion in its portfolio. As of June 30, 2016, the City has $317,107 invested with LAIF due to low interest rates.

Certificates of Deposits (CD) Certificates of Deposits are time deposits with banks or savings and loans. Federal Depository Insurance Corporation (FDIC) insures each depositor up to $250,000. The City invests CDs with California State or nationally chartered financial institutions. As of June 30, 2016, the City has forty CDs (see Exhibit A).

Investment Composition

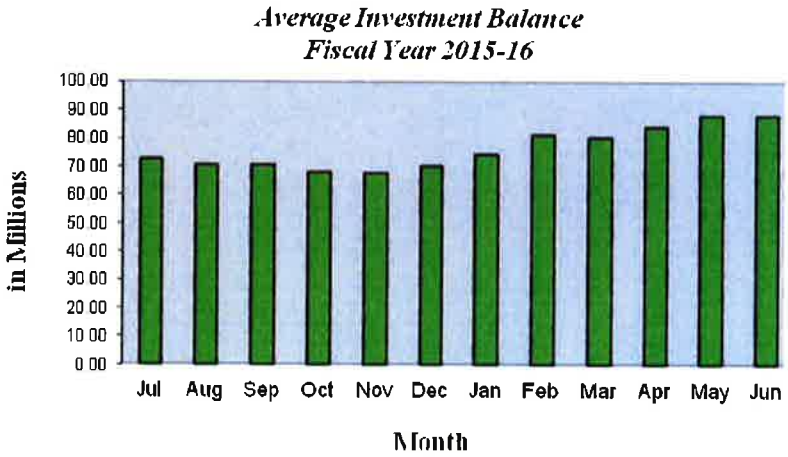
The City invests its idle cash from all operating funds on a pooled basis to maximize returns. Earnings are allocated to each fund based on the average cash balance. Total investment balance for the City as of June 30, 2016 was $88,418,339.

Instruments	Balance	Interest Rate	Maturity
LAIF	$ 317,107	0.47%	1-day
LACPIF	79,406,232	0.93%	1-day
CDs	8,695,000	0.70% - 1.70%	8/16 - 4/19
Total	$ 88,418,339		



Investment Balance

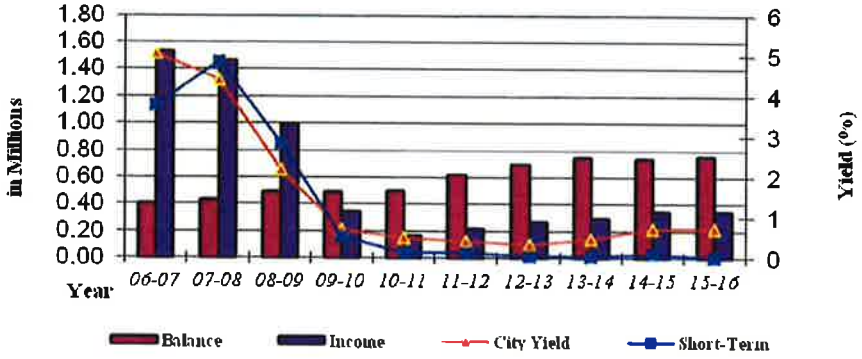
Timing of revenue collections, such as property tax, business licenses, and franchise tax, affects the monthly investment balance during the year. In 2015-16, monthly investment varied from $67 million to $88 million. The average balance was $76 million.



10-Year City Investment Summary

The chart below shows the City's investment balance, interest income, yield, and the short-term investment rate during the past 10 years (for the purpose of comparison, short-term investment rate shown is the three-month treasury bill rate). The City's average investment yield has exceeded the three-month treasury yield in each of the past 10 years.

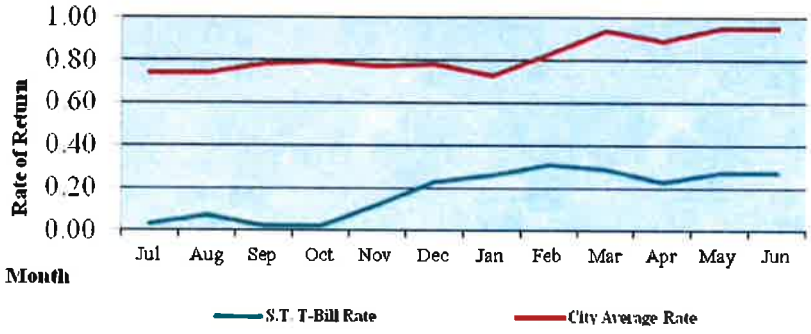
10-Year Investment Summary
From 06 07 to 15 16



Investment Performance

The 2015-16 interest earning for the City was approximately $629,000 and the average yields were 0.83%. The City invested 0.36% of its funds into local government investment pools (LAIF), 89.81% into Los Angeles County Pooled Fund (LACPIF), and 9.83% into certificates of deposits, which all can be effective mechanisms for obtaining liquidity, diversified portfolios, and competitive yields. Specifically, this year, the better performance from the investment in the County pooled funds and Certificates of Deposit have provided the City higher investment earnings. The following graph exhibits City investment rates vs. the three-month T-bill rates for 2015-16.

Investment Performance
FY 2015-16



Investment Policy

The City's investment policy provides the ideal framework to itemize investment alternative, to detail the benefits and risks of these alternatives, and to recommend the maximum percentage allocation, the selection process, the risk framework and the allowable maturities of the investment alternatives. This Investment Policy is intended to provide guidelines for the prudent investments of the City funds and to outline the policies for maximizing the efficiency of the City's cash management system.

The vast majority of public-sector cash management operations are governed by state laws and provisions that determine the type of investment product and manner in which the City manages its funds. Moreover, the City's allowable investments are more conservative and restricted than those of the state types.

Investment Policy Certification Award

The City has always received recognition from the Municipal Treasurers' Association (MTA) of United States & Canada for Investment Policy Certification. The certification award represents the highest level of investment policy guidelines and confirms that the City's investment operations, as guided by the Investment Policy, effectively safeguard its capital while providing operating liquidity and market-rate earnings. MTA recommends re-certification of the investment policy every three years to ensure the policy contains updated practices and/or laws pertaining to investment. The latest certification award was received in March 2014.

Conclusion

For the Fiscal Year 2016-2017, the Committee will seek permitted investment instruments according to the investment policy, and take a balanced approach consistent with the guidelines of safety, liquidity, and yield as established by the Council adopted Investment Policy. The ultimate goal is to enhance the economic status of the City while protecting its assets.

Respectfully submitted by:

Joseph Leon
City Treasurer

Prepared by:

Annie Yaung, CPFO
Controller

Approved by:

Paul L. Talbot
City Manager

Chu Thai
Director of Management Services

Reviewed by:

Karl H. Berger
Assistant City Attorney

Attachments:

1) **Investment Policy**
2) **Exhibit A – List of Certificates of Deposit**

ATTACHMENT 1
Investment Policy

City of Monterey Park

Investment Policy

Updated August 2016

CITY OF MONTEREY PARK
INVESTMENT POLICY

I. PURPOSE

This Statement is intended to provide guidelines for prudent investment of the City's temporary idle cash (including City of Monterey Park, Monterey Park Public Financing Authority, and Monterey Park Housing Authority) and outline the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City while safeguarding its assets.

The Investment Policy complies with Government Code § 53600, *et seq.* However, to meet the City's needs, the investment parameters set forth in the City's policy are more conservative than those allowed by the Government Code.

II. SCOPE

The policy directs the investment of the City's temporarily idle monies for all funds that are accounted for in the City's Comprehensive Annual Financial Report including the general fund, special revenue funds, fiduciary funds, and proprietary funds. Employee deferred compensation, long-term debt proceeds and reserves held by a Trustee and invested pursuant to contractual agreement, or retirement investments held by a trustee (such as CalPERS) are not managed by the City and are not subject to this Investment Policy.

This Investment Policy also directs all investments related to the Monterey Park Public Financing Authority and the Monterey Park Housing Authority. For purposes of investments made for the Monterey Park Public Financing Authority and the Monterey Park Housing Authority, all references made to the City Treasurer also mean the appointed Treasurer(s) of each respective entity.

III. INVESTMENT OBJECTIVES

Criteria for selecting investments and the order of priority are:

1. **Safety**: The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. Safety of Principal is the foremost objective of the City's investment program. To attain this objective, the City will select only those investments that ensure the preservation of capital in the overall portfolio and to mitigate credit risk and market risk.

2. **Liquidity**: This refers to the ability to "cash in" at any moment in time with a minimal chance of losing principal or interest. Liquidity is an important investment quality, especially when the need for unexpected funds occurs. The objective is to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated within 180 days.

3. **Yield**: Yield is the potential dollar earnings an investment can provide, also referred to as the rate of return. The objective is to attain a rate of return that equals or exceeds the yield for the three-month Treasury Bill.

IV. TREASURY COMMITTEE

The Policy provides for the creation of a Treasury Committee ("The Committee"). The Committee is comprised of the City Treasurer, the City Manager, the Director of Management Services, and the City Controller. The Committee meets periodically and performs the following:

- Development and implementation of investment policy
- Development and implementation of investment procedures to establish internal controls, investment reporting, recordkeeping, accounting and processes for movement of funds
- Formulation of investment strategy
- Evaluation of financial institutions
- Development and implementation of controls to ensure compliance with State law and the City's Investment Policy
- Selection of investment managers, when appropriate

V. INVESTMENT PROCEDURES AND RESPONSIBILITY

- An Investment Procedures Manual is established to guide staff with day-to-day investment operations. The Manual includes procedural elements such as cash position review, investment selection, investment transaction, investment recording, and investment reporting.

- Within the constraints set forth in this policy, the City Treasurer has the authority to oversee the citywide investment operations.

- The City Council delegates to the City Treasurer, Director of Management Services, and the City Controller the authority to open new bank accounts, investment and cash management accounts, and other credit enhancement products, close bank accounts, investment and cash management accounts, and sign all documents related thereto.

- The Controller is responsible for the following implementation and supervision of investment controls: approving daily investment transactions, developing the projections of the City's cash requirements for operating needs, reviewing the liquidity position of the investment portfolio, ensuring that the citywide cash position is consistent with operating requirements, preparing appropriate investment reports for review by the Committee, and developing, implementing and monitoring controls over investments.

- The Senior Accountant and the Account Clerk assist the Controller in the report preparation, execution of and recordkeeping for investment transactions.

ETHICS AND CONFLICTS OF INTEREST

VI. ALLOWABLE INVESTMENTS

- All investments must conform with Government Code § 53600, et seq. and this investment policy.

- See the list of allowable investments in the matrix provided in Attachment A, which is incorporated by reference. It should be noted that any newly developed derivative of an allowable investment that is not specifically mentioned in the policy must be recommended by the City Treasurer for

inclusion in the policy and any amendments to the policy must be submitted to the City Council for approval.

VII. SELECTION OF FINANCIAL INSTITUTIONS AND DEALERS

- The Treasury Committee will maintain an approved list of primary dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule) and government-sponsored investment pools. The Committee will review and amend the approved list periodically to ensure that the institutions continue to meet the selection criteria.

- A copy of the City's Investment Policy will be submitted to all dealers, investment managers and fiscal agents who manage City monies. The City must obtain an annual certification evidencing that they (1) have reviewed the City's investment policies and objectives, (2) are familiar with the City's investment constraints and (3) have complied with the provisions contained in this policy.

- Purchases of investments must, whenever practical, be made directly from the issuer, from a member of a federally regulated securities exchange, from a national or state-chartered bank, or from a brokerage firm.

- Only commercial banks and savings and loan associations that demonstrate financial strength and are insured by the federal government may be selected to provide investment services.

- Other financial institutions must be selected using the following selection criteria: financial strength, reputation, area of expertise and ability to conform to the City and state-mandated investment parameters.

VIII. SAFEKEEPING AND CUSTODY

- Investments evidenced by physical or book-entry securities must be secured through third-party custody and safekeeping procedures or under a tripartite agreement (does not apply to insured certificates of deposit, money market funds and the Local Agency Investment Fund).

- All transactions described above, where applicable, must be executed on a delivery versus payment basis.

- The custodian will hold assets until the investments mature or the bank receives a request from the City to dispose of the securities.

- Bearer instruments can only be held through third-party institutions.

INVESTMENT POOLS/MONEY MARKET MUTUAL FUNDS/BANK SAVINGS FUNDS

The City will conduct a thorough investigation before investing in the State Local Agency Investment Fund (LAIF), the Los Angeles County Pool Investment Fund (LACPIF) and/or any money market mutual fund. Annually, LAIF, LACPIF and all mutual funds will be required to respond to an investment pool questionnaire to ensure that the criteria as qualified investment vehicles for the City remain unchanged.

IX. COLLATERALIZATION

Certificates of Deposits (CD) - The City will require any commercial bank or savings and loan association to deposit eligible securities with an Agent of a Depository approved by the California Department of Business Oversight, Division of Financial Institutions, to secure any uninsured portion of a non-negotiable certificate of deposit:

- The value of eligible securities as defined pursuant to Government Code § 53651, pledged against a certificate of deposit must be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

- Repurchase Agreements - The City requires that repurchase agreements be collateralized by securities authorized by this policy.

- A master repurchase agreement is required for all repurchases.

- The market value of securities which collateralize the repurchase agreement must be valued at 102% of the funds borrowed against those securities, plus a margin. This margin will be related to the risk inherent in the underlying securities and may vary depending upon type of collateral and maturity dates.

- Financial Institutions must mark the value of the collateral to market monthly and increase or decrease the collateral to satisfy the ratio requirement described above.

X. MATURITY

- The City cannot make any new investments in instruments with stated remaining maturities that exceed the terms specified in attached Exhibit A ("Allowable Investments"), which is incorporated by reference, at the time of purchase. Overall, all investments must follow the City's Investment Policy.

- Maturities of investment instruments in the portfolio will be staggered as much as practical and shall be consistent with projected cash requirements.

XI. LIQUIDITY

- All forecasted operating requirements must be satisfied by maintaining an adequate level of liquidity in the portfolio.

- Maturities will be selected to mature before or match the timing of the City's projected cash needs.

- The marketability of a security is an important criterion in selecting an investment.

- A liquidity base equal to the forecasted cash needs for 180 days should be maintained whenever practical.

XII. DIVERSIFICATION

- Within the parameters established by Section III, Investment Selection Criteria, and Section VI, Allowable Investments, investments should be diversified by security type and institution.

XIII. COMPETITIVE BIDDING

- The purchase or sale of securities should be made on the basis of competitive bids. A minimum of three bids, from a list of eligible dealers and/or banks should be obtained and documented. Exceptions to this policy may be granted

by two members of The Committee when competitive bids are not practical. Reasons for granting exceptions to the competitive bid process should be stated.

XIV. REPORTING

- The Treasurer must report to the City Council on a monthly and annual basis.
- The monthly investment report submitted to the City Council will contain the following:
  - An investment inventory including types and amounts of investments, issuing financial institutions and maturities
  - Average maturity of the portfolio
  - Average total yield to maturity of the portfolio
  - Current market value of investments with maturities of more than 12 months
  - A statement indicating that the City can meet its expenditure requirements for the upcoming 180 days
  - A statement indicating that the portfolio complies with the City's Investment Policy
  - Percent of portfolio invested by type of instrument
  - Comparison of portfolio performance to the average yield rate for the three-month treasury bill
  - Written explanations for any variances to policy
- On a quarterly basis, a description of funds, investments, or programs that are under the management of contracted parties, including current market values as of the date of the report and source of valuation, must be submitted to the City Council.
- The Annual Investment Report must provide a summary of the annual investment activities and include a proposed statement of Investment Policy

to be approved by the City Council during the first sixty days of the fiscal year.

XV. PRUDENCE

- The City of Monterey Park will follow the prudent investor standard of Government Code § 53600.3. Prudent Investor Standard: Investments must be made with judgment and care – under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

- Investment officers acting in accordance with this Investment Policy and written procedures and exercising due diligence are relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely and accurate fashion as required by this Policy and procedures and appropriate action is taken to control adverse developments.

XVI. INTERNAL CONTROLS

- Internal controls must be established and documented in writing. The controls must be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees and officers of the City. Controls deemed most important include: separation of duties; separation of transaction authority from accounting and recordkeeping; custodial safekeeping; clear delegation of authority; specific limitations regarding securities losses and remedial action; control over wire transfers such as dual authorization; minimizing the number of authorized investment officials; documentation of transactions and strategies; and a code of ethics standard.

- The City's investment procedures Manual will establish and maintain an internal control structure designed to ensure that the assets managed under the scope of the Policy are protected from loss, theft, or misuse. The internal control structure will provide reasonable assurance that these objectives are met.

- As part of the City's annual audit, the City's external auditor will review the City's investment activities to ensure compliance with the Investment Policy.

XVII. INVESTMENT GUIDELINES POLICY ADOPTION

- At the direction of the Treasurer, the City's Investment Policy will be reviewed and updated annually by the Committee to reflect changes in applicable law, general market conditions or to provide further clarification of the City's policies. The Investment Policy must be adopted by the City Council annually.

Glossary of Terminology

Allowable Investments: A list of permitted investments by investment type maintained as a component to an investment policy. Allowable investment listings will generally include descriptions or parameters for investment diversification ratios, terms of maturity, and quality ratings.

Bankers' Acceptance (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institutions guarantee payment of the bill, as well as the issuer.

BID: The price offered for securities.

Book Entry Securities: All U.S. Treasury and Federal Agencies are maintained on computerized records at the Federal Reserve; now know as "wireable" securities.

Broker: A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable.

Collateral: Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Collateralized Bank Deposits: Non-negotiable Certificate of Deposit issued by a nationally or state - charted bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.

Commercial Paper (CP): An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Cost: The purchase price of an investment.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on a bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment.

Credit Risk: The risk of loss of principal and interest due to failure of the security issuer or broker.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Derivatives: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Discount: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to $ 250,000 per deposit for anyone issuer with maturity on or before 12/31/2013.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., twelve Regional Banks and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Los Angeles County Pooled Investment Fund (LACPIF): Government Code § 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County.

Local Agency Investment Pool (LAIF): The aggregate of all funds from California political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Risk: The risk that the market value and interest earnings of an investment or a portfolio will fall due to changes in general interest rates.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase--reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer lender to **liquidate** the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Par Value: The amount that will be realized upon maturity of an investment.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal

Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

Prudent Person Rule: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state-- the so called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. Or income earned on an investment, expressed as a percentage of the cost of that investment.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Rule 15C3-1: See Uniform Net Capital Rule.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15:1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Weighted Average Rate of Return: Rate of return calculated based on interest earnings and the length of actual holding for each individual security.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD OR YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Zero Coupons: Securities that have no periodic interest payments and are sold at a deep discount from face value. For the purposes of the Monterey Park Investment Policy, zero coupons reference U.S Treasury issues.

CITY OF MONTEREY PARK
FINANCIAL INSTITUTIONS

Section I – Certificates of Deposit and Collateralized Bank Deposits

All California or nationally chartered banks and savings and loans covered by the Federal Deposit Insurance Corporation.

Section II – Government Investment Pools

Local Agency Investment Fund (State of California) Investment Pools (LAIF)
Los Angeles County Pooled Investment Fund (LACPIF)

Section III – "Primary" or "Regional" Security Dealers

Name	Address
Bank of the West/BNP Paribas (City's Servicing Bank)	13300 Crossroads Parkway North City of Industry, CA 91746 (800) 676-4549
Bank of America Securities Inc.	300 S. Grand Avenue, 19th Floor Los Angeles, CA 90071
Morgan Stanley	245 Lytton Avenue, #200 Palo Alto, CA 94301 (800) 755-8081
Multi-Bank Securities, Inc.	6 Sea Island Drive Newport Beach, CA 92660 (800) 337-3467
Wells Fargo Bank, N.A	333 S. Spring Street Los Angeles, CA 90013 (213) 972-0828
Merrill Lynch Government Securities, Inc.	350 S. Grand Avenue, 28th Fl. Los Angeles, CA 90071 (213) 236-2047

ATTACHMENT A

ALLOWABLE INVESTMENTS

	CITY AUTHORIZED			STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Local Agency Bonds Bonds issued by the City, including bonds payable solely out of revenues from a revenue producing property owned, controlled, or operated by the City or authority of the City	None	5 years	None	None	5 years	None
U.S. Treasury Obligations · United States Treasury Notes, Bonds, Bills or other certificates of indebtedness backed by the US government · U.S. Treasury Zero Coupons	None	5 years	None	None	5 years	None
State Obligations - CA and Others Bonds, notes or other evidence of indebtedness of any local agency within this state	None	5 years	None	None	5 years	None
U.S. Agency Obligations Discount notes or notes issued by Agencies of the Federal Government	None	5 years	None	None	5 years	None
Collateralized Bank Deposits Non - negotiable Certificate of Deposit issued by a nationally or state - charted bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.	None	5 years	None	None	5 years	None
Medium-term notes issued by corporations	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository
Local Agency Investment Fund (LAIF) State of California Local Agency Investment Fund (LAIF) or other Local Government Investment Pools established by public entities	None	Not applicable	None	None	Not applicable	None

ATTACHMENT A

ALLOWABLE INVESTMENTS

	CITY AUTHORIZED			STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Los Angeles County Pooled Investment Fund California Government Code Section 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County	10% of LACPIF pool balance	None	None	Not applicable	None	None
Mutual Funds and Money Market Mutual Funds	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than $500 million	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than $500 million
"Banker's acceptance"	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None
Commercial Paper	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commerical paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of $500 million.	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commerical paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of $500 million.
Repurchase Agreements	None	1 year	None	None	1 year	None
Negotiable Certificates of Deposit Negotiable Certificates of Deposit issued by a nationally or State - charted Bank, a federal association, or a State - licensed branch of a foreign - owned bank (insured by the federal government).	30%	5 years	None	30%	5 years	None

ATTACHMENT A

ALLOWABLE INVESTMENTS

Investment Types	CITY AUTHORIZED Maximum % of Portfolio	CITY AUTHORIZED Maximum Maturity	CITY AUTHORIZED Minimum Quality	STATE CODE Maximum % of Portfolio	STATE CODE Maximum Maturity	STATE CODE Minimum Quality
Financial Futures and Financial option contracts.	None	5 years	None	None	5 years	None
Reverse Repurchase Agreements and Securities Lending Agreements	20% of the base value of the portfolio	92 days	None	20% of the base value of the portfolio	92 days	None
Mortgage Pass-Through Securities · Mortgage-backed securities '(Corporate issued)	Not specified			Not specified		
· Diversified Management Companies	20%	5 years	"A" or better ranking by nationally recognized rating service	20%	5 years	"A" or better ranking by nationally recognized rating service

ATTACHMENT 2
Exhibit A

EXHIBIT A
CITY OF MONTEREY PARK
CERTIFICATES OF DEPOSIT

INSTITUTION NAME	AMOUNT	INTEREST RATE	MATURITY DATE
INVESTMENTS:			
AMERICAN PLUS BANK	240,000.00	1.15%	12/02/17
ASIAN PACIFIC NATIONAL BANK	200,000.00	1.00%	03/03/17
CATHAY BANK	100,000.00	0.80%	08/14/16
CATHAY BANK	150,000.00	1.20%	04/07/17
EVERTRUST BANK	100,000.00	1.20%	11/14/16
EVERTRUST BANK	150,000.00	1.15%	10/11/16
FIRST CHOICE BANK	240,000.00	1.00%	08/10/16
FIRST GENERAL BANK	240,000.00	1.00%	08/15/17
PREFERRED BANK	100,000.00	1.10%	06/06/17
PREFERRED BANK	140,000.00	1.15%	03/03/17
ROYAL BUSINESS BANK	100,000.00	1.10%	03/04/17
ROYAL BUSINESS BANK	140,000.00	1.00%	02/04/17
ROYAL BUSINESS BANK	250,000.00	1.15%	06/23/17
GE CAPITAL RETAIL BANK	240,000.00	1.05%	09/13/16
CAPITAL ONE BANK USA	240,000.00	0.70%	01/23/17
DISCOVER BANK	240,000.00	0.95%	05/15/17
AMERICAN EXPR CENT BANK	240,000.00	1.10%	09/19/16
BLUE HILLS BANK	240,000.00	0.95%	05/30/17
ALLY BK MIDVALE UTAH	245,000.00	1.25%	09/18/17
COMENITY CAP BK SALT LAKE CITY	245,000.00	1.70%	09/21/18
BMW BK NORTH AMERICA	245,000.00	1.20%	09/18/17
MERRICK BK SOUTH JORDAN UTAH	245,000.00	0.90%	03/30/17
KEY BANK, N.A.	245,000.00	1.15%	10/02/17
SALLIE MAE BANK	245,000.00	1.65%	10/09/18
GOLDMAN SACHS BANK	245,000.00	1.15%	10/16/17
CAPITAL ONE NATL BANK	245,000.00	1.15%	10/23/17
MEDALLION BANK	245,000.00	1.25%	04/26/18
WEBBANK	245,000.00	1.25%	07/30/18
WELLS FARGO BANK	245,000.00	1.40%	11/13/18
BMO HARRIS BANK	245,000.00	1.25%	11/20/17
BANKUNITED NATL ASSN.	245,000.00	0.90%	05/24/17
COMPASS BANK BIRMINGHAM	245,000.00	1.30%	12/11/17
TCF NATL BANK	245,000.00	0.70%	12/23/16
CADENCE BANK	245,000.00	1.25%	02/18/18
SANTANDER BANK	245,000.00	1.00%	08/17/17
INVESTOR BANK	245,000.00	0.85%	05/25/17
WORLDS FOREMOST BANK	200,000.00	1.35%	04/05/19
JP MORGAN CHASE BANK	245,000.00	1.20%	04/19/19
BANK NORTH CAROLINA THOMASVILLE	245,000.00	1.00%	02/27/18
FIRST NATIONAL BANK	245,000.00	1.10%	06/18/18
	$ 8,695,000.00		

ATTACHMENT 3
Revised Investment Policy

City of Monterey Park

Investment Policy

Revised

September 2016

CITY OF MONTEREY PARK
INVESTMENT POLICY

I. PURPOSE

This Statement is intended to provide guidelines for prudent investment of the City's temporary idle cash (including City of Monterey Park, Monterey Park Public Financing Authority, and Monterey Park Housing Authority) and outline the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City while safeguarding its assets.

The Investment Policy complies with Government Code § 53600, *et seq.* However, to meet the City's needs, the investment parameters set forth in the City's policy are more conservative than those allowed by the Government Code.

II. SCOPE

The policy directs the investment of the City's temporarily idle monies for all funds that are accounted for in the City's Comprehensive Annual Financial Report including the general fund, special revenue funds, fiduciary funds, and proprietary funds. Employee deferred compensation, long-term debt proceeds and reserves held by a Trustee and invested pursuant to contractual agreement, or retirement investments held by a trustee (such as CalPERS) are not managed by the City and are not subject to this Investment Policy.

This Investment Policy also directs all investments related to the Monterey Park Public Financing Authority and the Monterey Park Housing Authority. For purposes of investments made for the Monterey Park Public Financing Authority and the Monterey Park Housing Authority, all references made to the City Treasurer also mean the appointed Treasurer(s) of each respective entity.

III. INVESTMENT OBJECTIVES

Criteria for selecting investments and the order of priority are:

1. **Safety**: The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. Safety of Principal is the foremost objective of the City's investment program. To attain this objective, the City will select only those investments that ensure the preservation of capital in the overall portfolio and to mitigate credit risk and market risk.

2. **Liquidity**: This refers to the ability to "cash in" at any moment in time with a minimal chance of losing principal or interest. Liquidity is an important investment quality, especially when the need for unexpected funds occurs. The objective is to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated within 180 days.

3. **Yield**: Yield is the potential dollar earnings an investment can provide, also referred to as the rate of return. The objective is to attain a rate of return that equals or exceeds the yield for the three-month Treasury Bill.

IV. TREASURY COMMITTEE

The Policy provides for the creation of a Treasury Committee ("The Committee"). The Committee is comprised of the City Treasurer, the City Manager, the Director of Management Services, and the City Controller. The Committee meets periodically and performs the following:

- Development and implementation of investment policy
- Development and implementation of investment procedures to establish internal controls, investment reporting, recordkeeping, accounting and processes for movement of funds
- Formulation of investment strategy
- Evaluation of financial institutions
- Development and implementation of controls to ensure compliance with State law and the City's Investment Policy
- Selection of investment managers, when appropriate

V. INVESTMENT PROCEDURES AND RESPONSIBILITY

- An Investment Procedures Manual is established to guide staff with day-to-day investment operations. The Manual includes procedural elements such as cash position review, investment selection, investment transaction, investment recording, and investment reporting.

- Within the constraints set forth in this policy, the City Treasurer has the authority to oversee the citywide investment operations.

- The City Council delegates the authority to the Dircctor of Management Services and the Controller ~~the City Treasurer~~ to advise with the City Treasurer ~~and Director of Management Services and the City Controller~~, ~~the authority to~~ before opening new bank accounts, investment and cash management accounts, and other credit enhancement products, closinge bank accounts, investment and cash management accounts, and signing all documents related thereto.

- The Director of Management Services or the Controller is responsible for the following implementation and supervision of investment controls: approving daily investment transactions, developing the projections of the City's cash requirements for operating needs, reviewing the liquidity position of the investment portfolio, ensuring that the citywide cash position is consistent with operating requirements, preparing appropriate investment reports for review by the Committee, and developing, implementing and monitoring controls over investments. The Senior Accountant and the Account Clerk shall assist in the report preparation, execution of and recordkeeping for investment transactions.

ETHICS AND CONFLICTS OF INTEREST

VI. ALLOWABLE INVESTMENTS

- All investments must conform with Government Code § 53600, et seq. and this investment policy.

- See the list of allowable investments (Investments) in the matrix provided in Attachment A, which is incorporated by reference. It should be noted that any newly developed derivative of an allowable investment that is not specifically mentioned in the policy must be recommended by the City

Treasurer for inclusion in the policy and any amendments to the policy must be submitted to the City Council for approval.

VII. SELECTION OF FINANCIAL INSTITUTIONS AND DEALERS

- The Treasury Committee will maintain an approved list of primary dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule) and government-sponsored investment pools. The Committee will review and amend the approved list periodically to ensure that the institutions continue to meet the selection criteria.

- A copy of the City's Investment Policy will be submitted to all dealers, investment managers and fiscal agents who manage City monies. The City must obtain an annual certification evidencing that they (1) have reviewed the City's investment policies and objectives, (2) are familiar with the City's investment constraints and (3) have complied with the provisions contained in this policy.

- Purchases of investments must, whenever practical, be made directly from the issuer, from a member of a federally regulated securities exchange, from a national or state-chartered bank, or from a brokerage firm.

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- Only commercial banks and savings and loan associations that demonstrate financial strength and are insured by the federal government may be selected to provide investment services.

- Other financial institutions must be selected using the following selection criteria: financial strength, reputation, area of expertise and ability to conform to the City and state-mandated investment parameters.

VIII. SAFEKEEPING AND CUSTODY

- Investments evidenced by physical or book-entry securities must be secured through third-party custody and safekeeping procedures or under a tripartite agreement (does not apply to insured certificates of deposit, money market funds and the Local Agency Investment Fund).

- All transactions described above, where applicable, must be executed on a delivery versus payment basis.

- The custodian will hold assets until the investments mature or the bank receives a request from the City to dispose of the securities.

- Bearer instruments can only be held through third-party institutions.

INVESTMENT POOLS/MONEY MARKET MUTUAL FUNDS/BANK SAVINGS FUNDS

The City will conduct a thorough investigation before investing in the State Local Agency Investment Fund (LAIF), the Los Angeles County Pool Investment Fund (LACPIF) and/or any money market mutual fund. ~~Annually~~ Periodically, LAIF, LACPIF and all mutual funds will be required to respond to an investment pool questionnaire to ensure that the criteria as qualified investment vehicles for the City remain unchanged.

IX. COLLATERALIZATION

Certificates of Deposits (CD) - The City will require any commercial bank or savings and loan association to deposit eligible securities with an Agent of a Depository approved by the California Department of Business Oversight, Division of Financial Institutions, to secure any uninsured portion of a non-negotiable certificate of deposit:

- The value of eligible securities as defined pursuant to Government Code §Section 53652~~1~~, pledged against a certificate of deposit must be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of ~~the face value~~ principal of the CD for all other classes of security, if the Certificate of Deposit is not FDIC insured or goes over the FDIC $250,000 limit.

- ~~Repurchase Agreements – The City requires that repurchase agreements be collateralized by securities authorized by this policy.~~

- ~~A master repurchase agreement is required for all repurchases.~~

- ~~The market value of securities which collateralize the repurchase agreement must be valued at 102% of the funds borrowed against those securities, plus a margin. This margin will be related to the risk inherent in the underlying securities and may vary depending upon type of collateral and maturity dates.~~

- Financial Institutions must mark the value of the collateral to market monthly and increase or decrease the collateral to satisfy the ratio requirement described above.

X. MATURITY

- The City cannot make any new investments in instruments with stated remaining maturities that exceed the terms specified in attached Exhibit A ("Allowable Investments"), which is incorporated by reference, at the time of purchase. Overall, all investments must follow the City's Investment Policy.

- Maturities of investment instruments in the portfolio will be staggered as much as practical and shall be consistent with projected cash requirements.

XI. LIQUIDITY

- All forecasted operating requirements must be satisfied by maintaining an adequate level of liquidity in the portfolio.

- Maturities will be selected to mature before or match the timing of the City's projected cash needs.

- The marketability of a security is an important criterion in selecting an investment.

- A liquidity base equal to the forecasted cash needs for 180 days should be maintained whenever practical.

XII. DIVERSIFICATION

- Within the parameters established by Section III, Investment Selection Criteria, and Section VI, Allowable Investments, investments should be diversified by security type and institution.

XIII. COMPETITIVE BIDDING

- The purchase or sale of securities should be made on the basis of competitive bids. A minimum of three bids, from a list of eligible dealers and/or banks

should be obtained and documented. Exceptions to this policy may be granted by the majority of the Committee members ~~two members of The Committee~~ when competitive bids are not practical. Reasons for granting exceptions to the competitive bid process should be stated.

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XIV. REPORTING

- The Treasurer must report to the City Council on a monthly and annual basis.
- The monthly investment report submitted to the City Council will contain the following:
  - An investment inventory including types and amounts of investments, issuing financial institutions and maturities
  - Average maturity of the portfolio
  - Average total yield to maturity of the portfolio
  - For marketable securities only including current market value of investments with maturities of more than 12 months
  - A statement indicating that the City can meet its expenditure requirements for the upcoming 180 days
  - A statement indicating that the portfolio complies with the City's Investment Policy
  - Percent of portfolio invested by type of instrument
  - Comparison of portfolio performance to the average yield rate for the three-month treasury bill
  - Written explanations for any variances to policy
- ~~On a quarterly basis, a description of funds, investments, or programs that are under the management of contracted parties, including current market values as of the date of the report and source of valuation, must be submitted to the City Council.~~

- The Annual Investment Report must provide a summary of the annual investment activities and include a proposed statement of Investment Policy to be approved by the City Council during the first sixty days of the fiscal year.

XV. PRUDENCE

- The City of Monterey Park will follow the prudent investor standard of Government Code § 53600.3. Prudent Investor Standard: Investments must be made with judgment and care – under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

- Investment officers acting in accordance with this Investment Policy and written procedures and exercising due diligence are relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely and accurate fashion as required by this Policy and procedures and appropriate action is taken to control adverse developments.

XVI. INTERNAL CONTROLS

- Internal controls must be established and documented in writing. The controls must be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees and officers of the City. Controls deemed most important include: separation of duties; separation of transaction authority from accounting and recordkeeping; custodial safekeeping; clear delegation of authority; specific limitations regarding securities losses and remedial action; control over wire transfers such as dual authorization; minimizing the number of authorized investment officials; documentation of transactions and strategies; and a code of ethics standard.

- The City's investment procedures Manual will establish and maintain an internal control structure designed to ensure that the assets managed under the scope of the Policy are protected from loss, theft, or misuse. The internal control structure will provide reasonable assurance that these objectives are met.

- As part of the City's annual audit, the City's external auditor will review the City's investment activities to ensure compliance with the Investment Policy.

XVII. INVESTMENT GUIDELINES POLICY ADOPTION

- At the direction of the Treasurer, the City's Investment Policy will be reviewed and updated annually by the Committee to reflect changes in applicable law, general market conditions or to provide further clarification of the City's policies. The Investment Policy ~~must~~ may be amended annually by resolution of ~~adopted by~~ the City Council ~~annually~~. Any amendments to the Policy must be approved by the City Council.

Glossary of Terminology

Allowable Investments: A list of permitted investments by investment type maintained as a component to an investment policy. Allowable investment listings will generally include descriptions or parameters for investment diversification ratios, terms of maturity, and quality ratings.

Bankers' Acceptance (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institutions guarantee payment of the bill, as well as the issuer.

BID: The price offered for securities.

Book Entry Securities: All U.S. Treasury and Federal Agencies are maintained on computerized records at the Federal Reserve; now know as "wireable" securities.

Broker: A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CDs are typically negotiable.

Collateral: Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Collateralized Bank Deposits: Non-negotiable Certificate of Deposit issued by a nationally or state - charted bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.

Commercial Paper (CP): An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Cost: The purchase price of an investment.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on a bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment.

Credit Risk: The risk of loss of principal and interest due to failure of the security issuer or broker.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Derivatives: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Discount: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to $ 250,000 per deposit for anyone issuer with maturity on or before 12/31/2013.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., twelve Regional Banks and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Los Angeles County Pooled Investment Fund (LACPIF): Government Code § 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County.

Local Agency Investment Pool (LAIF): The aggregate of all funds from California political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Risk: The risk that the market value and interest earnings of an investment or a portfolio will fall due to changes in general interest rates.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

~~**Master Repurchase Agreement:** A written contract covering all future transactions between the parties to repurchase–reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to **liquidate** the underlying securities in the event of default by the seller-borrower.~~

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Par Value: The amount that will be realized upon maturity of an investment.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal

Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

Prudent Person Rule: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state-- the so called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. Or income earned on an investment, expressed as a percentage of the cost of that investment.

~~**Repurchase Agreement (RP or REPO):** A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.~~

Rule 15C3-1: See Uniform Net Capital Rule.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15:1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Weighted Average Rate of Return: Rate of return calculated based on interest earnings and the length of actual holding for each individual security.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD OR YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Zero Coupons: Securities that have no periodic interest payments and are sold at a deep discount from face value. For the purposes of the Monterey Park Investment Policy, zero coupons reference U.S Treasury issues.

CITY OF MONTEREY PARK
FINANCIAL INSTITUTIONS

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Bank of America Securities Inc.	300 S. Grand Avenue, 19th Floor Los Angeles, CA 90071
Morgan Stanley	245 Lytton Avenue, #200 Palo Alto, CA 94301 (800) 755-8081
Multi-Bank Securities, Inc.	6 Sea Island Drive Newport Beach, CA 92660 (800) 337-3467
Wells Fargo Bank, N.A	333 S. Spring Street Los Angeles, CA 90013 (213) 972-0828
Merrill Lynch Government Securities, Inc.	350 S. Grand Avenue, 28th Fl. Los Angeles, CA 90071 (213) 236-2047

ATTACHMENT A

ALLOWABLE INVESTMENTS

	CITY AUTHORIZED			STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Local Agency Bonds Bonds issued by the City, including bonds payable solely out of revenues from a revenue producing property owned, controlled, or operated by the City or authority of the City	None	5 years	None	None	5 years	None
U.S. Treasury Obligations · United States Treasury Notes, Bonds, Bills or other certificates of indebtedness backed by the US government · U.S. Treasury Zero Coupons	None	5 years	None	None	5 years	None
State Obligations - CA and Others Bonds, notes or other evidence of indebtedness of any local agency within this state	None	5 years	None	None	5 years	None
U.S. Agency Obligations Discount notes or notes issued by Agencies of the Federal Government	None	5 years	None	None	5 years	None
Collateralized Bank Deposits Non - negotiable Certificate of Deposit issued by a nationally or state - charted bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.	None	5 years	None	None	5 years	None
Medium-term notes issued by corporations	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository
Local Agency Investment Fund (LAIF) State of California Local Agency Investment Fund (LAIF) or other Local Government Investment Pools established by public entities	None	Not applicable	None	None	Not applicable	None

ATTACHMENT A

ALLOWABLE INVESTMENTS

	CITY AUTHORIZED			STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Los Angeles County Pooled Investment Fund California Government Code Section 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County	10% of LACPIF pool balance	None	None	Not applicable	None	None
Mutual Funds and Money Market Mutual Funds	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than $500 million	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than $500 million
"Banker's acceptance"	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None
Commercial Paper	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commerical paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of $500 million.	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commerical paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of $500 million.
Repurchase Agreements	Not Allowable	Not Allowable	Not Allowable	None	1 year	None
Negotiable Certificates of Deposit Negotiable Certificates of Deposit issued by a nationally or State - charted Bank, a federal association, or a State - licensed branch of a foreign - owned bank (insured by the federal government).	30%	5 years	None	30%	5 years	None

ATTACHMENT A

ALLOWABLE INVESTMENTS

	CITY AUTHORIZED			STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Financial Futures and Financial option contracts.	None	5 years	None	None	5 years	None
Reverse Repurchase Agreements and Securities Lending Agreements	Not Allowable	Not Allowable	Not Allowable	20% of the base value of the portfolio	92 days	None
Mortgage Pass-Through Securities - Mortgage-backed securities '(Corporate issued)	Not specified			Not specified		
- Diversified Management Companies	20%	5 years	"A" or better ranking by nationally recognized rating service	20%	5 years	"A" or better ranking by nationally recognized rating service

City Council Staff Report

DATE: **September 21, 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 **September 21, 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 **September 21, 2016 totaling $259,412.99** 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 **311097-311200** and e-Payables numbered **000408-000410.**

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 **$259,412.99.**

Respectfully submitted:

Chu Thai
Director of Management Services

Prepared by:

Annie Yaung, CPFO
Controller

Approved By:

Paul L. Talbot
City Manager

Attachments 1: Resolution
Attachments 2: Warrant Register

ATTACHMENT 1
Resolution

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 21ST DAY OF SEPTEMBER 2016 TOTALING $259,412.99 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	$	51,978.35
State Gas Tax Fund		532.60
Refuse Fund		5,442.17
City Shop Fund		12,329.47
Payroll Clearing Account		1,286.94
Special Deposits Fund		14,957.22
Water Fund		90,803.48
Water Treatment Fund		1,359.00
OPA Proposition A		(2,245.78)
Library Tax Fund		885.45
POST		1,571.00
Recreation Fund		1,300.00
Asset Forfeiture		10,250.00
Prop C		65,396.37
ELAC Instructional Serv Prog		3,437.35
Literacy Trust Grant		104.37
City/Housing Successor Agency		25.00
TOTAL	$	259,412.99

PASSED, APPROVED AND ADOPTED THE 21ST DAY OF SEPTEMBER 2016.

Mitchell Ing, Mayor
City of Monterey Park, California

ATTEST

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

RESOLUTION NO.
Page 2

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

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 21st day of September 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 2
Warrant Register

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ROBERTO A AGUIRRE	0075-450-0075-08615	147.44	CENTENNIAL SUPPLIES (TRUST)		311097	
	0075-450-0075-08615	579.88	CENTENNIAL SUPPLIES (TRUST)		311097	
	0075-450-0075-08615	9.99	CENTENNIAL SUPPLIES (TRUST)		311097	
						737.31
APPLEONE EMPLOYMENT SERVICES	0010-801-1704-31950	577.74	TEMPORARY STAFFING SERVICES		311098	
	0010-801-3205-31950	575.95	TEMPORARY STAFFING SERVICES		311098	
						1,153.69
	0010-801-3205-31950	568.40	TEMPORARY STAFFING SERVICES		311122	
	0010-801-1704-31950	932.72	TEMPORARY STAFFING SERVICES		311122	
						1,501.12
CALIFORNIA ASSOCIATION OF	0065-464	564.00	LTD FIREFIGHTERS		311099	
						564.00
CHARTER COMMUNICATIONS	0010-801-3201-32050	600.65	INTERNET/CABLE SERVICE		311100	
	0010-801-4210-38400	71.08	INTERNET/CABLE SERVICE		311100	
						671.73
	0010-801-3210-32050	69.98	INTERNET/CABLE SERVICE		311123	
	0010-801-3210-32050	139.96	INTERNET/CABLE SERVICE		311123	
	0010-801-3210-32050	130.00	INTERNET/CABLE SERVICE		311123	
						339.94
CITY OF MONTEREY PARK	0092-450-0092-09000	4,933.00	REFUND-WATER DEPOSIT		311101	
	0092-701-0092-07510	4,530.75-	WATER USAGE		311101	
	0092-701-0092-07510	619.05	REFUND-WATER PAYMENT		311101	
						1,021.30
EXPRESS SERVICE, INC	0010-801-1801-31950	593.78	TEMPORARY STAFFING SERVICES		311124	
	0010-801-6001-31950	358.15	TEMPORARY STAFFING SERVICES		311124	
						951.93
GILBERT HUERTA (DBA) A PLUS SCREENI	0075-450-0075-08420	1,731.60	GOLF POLOS (TRUST)		311125	
						1,731.60

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HERNANDEZ FLOOR COVERING	0092-801-4220-31950	1,850.00	CARPET INSTALLATION		311102	1,850.00
MICHAEL HUNTLEY	0010-801-1704-33200	53.25	ICSC CONFERENCE		311103	53.25
TONY C C LAM	0092-701-0092-07510	3,157.98	REFUND WATER FEE		311104	3,157.98
LOS ANGELES AREA FIRE CHIEFS'	0010-801-3201-33200	750.00	FIRE TRAINING		311105	750.00
HARALD LUNA	0010-801-1704-33200	53.25	ICSC CONFERENCE		311106	53.25
REBECCA MINOR	0136-801-3101-33250	180.00	POST TRAINING		311107	180.00
MONTEREY PARK PETTY CASH	0075-450-0075-08420	94.83	PETTY CASH-SUPPLIES (TRUST)		311126	
	0075-450-0075-08640	36.99	PETTY CASH-SUPPLIES (TRUST)		311126	
	0010-801-6503-31150	21.42	PETTY CASH-SUPPLIES		311126	
	0010-801-6503-31150	50.32	PETTY CASH-SUPPLIES		311126	
	0010-801-6502-31950	71.33	PETTY CASH-LAMINATING		311126	
	0075-450-0075-08615	53.61	PETTY CASH-SUPPLIES (TRUST)		311126	
	0075-450-0075-08615	49.56	PETTY CASH-SUPPLIES (TRUST)		311126	
	0075-450-0075-08420	194.92	PETTY CASH-SUPPLIES (TRUST)		311126	
	0010-801-1702-22750	16.55	PETTY CASH-SUPPLIES		311126	589.53
RICKY MUNDER	0136-801-3101-33250	90.00	POST TRAINING		311108	90.00
ORANGE COUNTY SHERIFF'S DEPT	0136-801-3101-33250	40.00	POST TRAINING		311109	40.00
	0136-801-3101-33250	140.00	POST TRAINING		311110	140.00

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ORANGE COUNTY SHERIFF'S DEPT	0136-801-3101-33250	20.00	POST TRAINING		311111	20.00
	0136-801-3101-33250	130.00	POST TRAINING		311112	130.00
PACIFIC TELEMANAGEMENT SERVICES	0010-801-6502-32050	228.00	PHONE SERVICE		311113	228.00
DONNA RAMIREZ	C010-801-1704-33200	53.25	ICSC CONFERENCE		311114	53.25
RAQUEL RICHARDS	0010-801-1802-33100	12.85	PETTY CASH-MILEAGE		311127	
	0010-801-1802-32200	22.95	PETTY CASH-POSTAGE		311127	
	0010-801-1801-39550	18.75	PETTY CASH-REFRESHMENTS		311127	
	0010-801-1801-39550	10.42	PETTY CASH-REFRESHMENTS		311127	
	0010-801-1801-39550	16.15	PETTY CASH-REFRESHMENTS		311127	
	0010-801-1801-39550	13.00	PETTY CASH-REFRESHMENTS		311127	
	0010-801-1801-39550	20.47	PETTY CASH-REFRESHMENTS		311127	
	0010-801-1802-39400	77.34	PETTY CASH-TOOLS		311127	
	0010-801-1801-22670	42.22	PETTY CASH-SUPPLIES		311127	
	0010-801-1801-22670	17.46	PETTY CASH-SUPPLIES		311127	
	0010-801-1802-33100	12.85	PETTY CASH-MILEAGE		311127	
	0010-801-1801-39550	14.32	PETTY CASH-REFRESHMENTS		311127	278.78
REGIONAL TRAINING CENTER	0136-801-3101-33250	576.00	POST TRAINING		311115	576.00
MANUEL REYES	0159-801-6507-31910	1,300.00	INSTRUCTOR-RECREATION CLASS		311116	1,300.00
SCOTT GOODWIN ASSOCIATES	0349-801-3201-39400	2,160.00	FIRE TRAINING		311117	2,160.00
SEE'S CANDY SHOPS, INC	0075-450-0075-08550	2,301.37	LANGLEY SPECIAL EVENT-TRUST	17-0256	311128	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						2,301.37
SPRINT CORPORATION	C010-801-3115-38400	1,391.65	MOBILE DATA SERVICE	17-0126	311129	
						1,391.65
THE STANDARD INSURANCE CO.	C065-464	722.94	EXECUTIVE PREMIUM		311118	
						722.94
VERIZON WIRELESS	0022-801-4206-32050	8.52	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-4209-32050	30.87	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-4212-32050	7.83	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4221-32050	21.58	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4222-32050	0.84	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4223-32050	22.61	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-6502-32050	0.22	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-6517-32050	1.72	WIRELESS VOICE & DATA SERVICE		311119	
	0043-801-4212-38400	38.01	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4222-32050	152.04	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-3115-38400	38.01	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-1408-32050	4.68	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-1701-32050	38.01	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-1702-32050	14.14	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-1703-32050	38.01	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-3112-32050	131.40	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-4209-32050	51.00	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-4212-32050	11.53	WIRELESS VOICE & DATA SERVICE		311119	
	0010-801-6517-32050	6.55	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4220-32050	0.22	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4221-32050	47.39	WIRELESS VOICE & DATA SERVICE		311119	
	0092-801-4222-32050	1.02	WIRELESS VOICE & DATA SERVICE		311119	
						666.20
	0010-801-3104-22750	38.01	WIRELESS VOICE & DATA SERVICE		311130	

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
VERIZON WIRELESS	0010-801-3115-38400	25.76	WIRELESS VOICE & DATA SERVICE		311130	
						63.77
JULIE MARIE VILLANUEVA	0131-801-6006-22450	29.98	PETTY CASH-SUPPLIESS		311120	
	0445-801-6005-22750	100.00	PETTY CASH-SUPPLIES		311120	
	0445-801-6005-22750	4.37	PETTY CASH-SUPPLIES		311120	
	0131-801-6006-22450	2.14	PETTY CASH-SUPPLIES		311120	
	0010-801-6001-21350	43.60	PETTY CASH-NAME PLATES		311120	
	0075-450-0075-08270	33.65	PETTY CASH-SUPPLIES (TRUST)		311120	
						213.74
ZINGO TACOS	0010-801-1801-22670	400.00	EE DINNER		311121	
						400.00
	TOTAL FOR PREPAID WARRANTS					**26,082.33**
	PRINTED	26,082.33				
	E-PAYABLE	0.00				

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AFFILIATED SYSTEMS, INC.	0010-801-1801-31900	1,245.00	PRE-EMPLOYMENT/DMV/DOT PHYS		311131	1,245.00
ALLSTAR FIRE EQUIPMENT INC.	0010-801-3210-22300	448.62	FIRE SUPPLIES		311132	448.62
AMERICAN BASEBALL CONGRESS OF SOUTH	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT(TRUST)		311133	200.00
AMERICAN LEGION POST 397	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT(TRUST)		311134	200.00
AMERICAN RED CROSS	0010-801-6503-22300	27.00	AQUATIC CPR/AED TRAINING		311135	27.00
ARAMARK UNIFORM & CAREER APPAREL, I	0010-801-3210-39050	13.13	FIRE UNIFORM SERVICES		311136	
	0010-801-3210-39050	19.70	FIRE UNIFORM SERVICES		311136	32.83
BAXTER'S FRAME WORKS AND BADGE FRAM	0010-801-3101-22670	324.00	POLICE PLAQUE		311137	324.00
BIG BEN INC. (DBA) BIG BEN ENGINEEI	0092-850-4224-82246	31,421.07	WATER SYSTEM IMPROVEMENTS	16-0269	311138	31,421.07
BOB BARKER CO., INC.	0010-801-3113-22600	547.73	POLICE SUPPLIES		311139	
	0010-801-3113-22600	206.88	POLICE SUPPLIES		311139	
	0010-801-3113-22600	44.58	POLICE SUPPLIES		311139	799.19
BRAVO BUSINESS RESOURCES	0010-801-3205-39250	260.00	TRANSLATION SERVICES		311140	260.00
CALIFORNIA CONSULTING, LLC	0075-450-0075-08915	1,658.51	GRANT WRITING SERVICES (TRUST)		311141	1,658.51
CALIFORNIA POLICE CHIEFS ASSOCIATIC	0010-801-1801-34100	300.00	JOB POSTING		311142	300.00
CALIFORNIA STATE UNIVERSITY	0136-801-3101-33250	341.00	POST TRAINING		311143	

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						341.00
DAILY JOURNAL CORPORATION	0010-801-1301-34050	426.00	LEGAL NOTICE	17-0073	311144	
	0010-801-1301-34050	156.00	LEGAL NOTICE	17-0073	311144	
	0010-801-1301-34050	153.00	LEGAL NOTICE	17-0073	311144	
						735.00
DAMEWOOD CONSULTING GROUP	0010-801-1801-39400	500.00	EMPLOYEE SAFETY TRAINING		311145	
						500.00
DELL MARKETING LP	0010-850-1403-22750	228.88	COMPUTER/SUPPLIES		311146	
						228.88
DEPARTMENT OF JUSTICE	0010-801-1801-39550	162.00	FINGERPRINT PROCESSING		311147	
	0010-701-0010-03710	1,100.00	FINGERPRINT PROCESSING		311147	
						1,262.00
DEPINTO MORALES COMMUNICATIONS INC.	0075-450-0075-08615	1,020.00	CENTENNIAL EVENT (TRUST)		311148	
						1,020.00
DIVERSIFIED ALARM SERVICE	0010-801-3112-38400	135.00	MONITORING SERVICES		408 *	
	0010-801-3112-38400	135.00	MONITORING SERVICES		408 *	
	0010-801-3112-38400	135.00	MONITORING SERVICES		408 *	
	0010-801-6502-38400	135.00	MONITORING SERVICES		408 *	
						540.00
EAST LOS ANGELES COLLEGE BAND	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT(TRUST)		311149	
						200.00
ECHOSAT, INC.	0010-701-0010-06940	39.95	CNG STATION MERCHANT FEE		311150	
						39.95
ELAC CLASSIFIED SOCIAL ASSOC	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT(TRUST)		311151	
						200.00
EMPIRE CLEANING SUPPLY	0010-801-3113-22600	1,301.01	JANITORIAL SUPPLIES		409 *	
	0010-801-3113-22600	226.53	JANITORIAL SUPPLIES		409 *	
						1,527.54

* Indicates an E-Payable transaction

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ENGLANDER KNABE ALLEN & ASSOCIATES	0010-850-1201-31950	2,000.00	710 COALITION SERVICES	16-0681	311152	2,000.00
FEDERAL EXPRESS CORP.	0010-801-4209-32200	31.19	CARRIER SERVICES		311153	31.19
FIRST TRANSIT INC	0166-801-4201-31960	65,186.72	SPIRIT BUS OPERATION	17-0123	311154	
	0109-701-0109-07680	2,445.72-	SPIRIT BUS FARE		311154	
	0109-801-4201-31950	199.94	CHARTERS		311154	
	0166-801-4201-31960	209.65	SPIRIT BUS GPS	17-0123	311154	63,150.59
FORENSIC NURSE RESPONSE TEAM (DBA)	0010-801-3104-31950	2,190.00	INVESTIGATION SERVICE		311155	2,190.00
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		311156	
	0010-801-3113-22600	24.00	PHYSICAL		311156	
	0010-801-3113-22600	24.00	PHYSICAL		311156	72.00
GOVCONNECTION INC.	0010-801-3115-38400	598.24	COMPUTER SUPPLIES		311157	
	0010-850-1403-22750	1,049.42	COMPUTER SUPPLIES		311157	
	0010-801-1403-22750	34.40-	COMPUTER SUPPLIES-CREDIT		311157	1,613.26
GRM INFORMATION MANAGEMENT	0010-801-1802-38400	257.42	DOCUMENT SYSTEM SERVICES	17-0046	311158	257.42
HAVIS INC	0010-801-3115-38400	199.00	POLICE COMPUTER REPAIR		311159	199.00
HEALTHFIRST MEDICAL GROUP	0010-801-1801-31900	634.00	PRE-EMPLOYMENT PHYSICALS		311160	634.00
HENSLEY LAW GROUP	0880-801-2207-31600	25.00	LEGAL-AFFORDABLE HOUSING	17-0255	311161	
	0010-801-1601-31600	29.00	LEGAL-BEDFORD FREIGHT LINES	17-0255	311161	
	0010-801-1702-31600	1,044.00	LEGAL-CODE ENFORCEMENT	17-0255	311161	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0075-450-0075-09204	174.00	LEGAL-MARKET PLACE (TRUST)	17-0255	311161	
	0075-450-0075-09201	58.00	LEGAL-TOWN CENTRE (TRUST)	17-0255	311161	
	0010-801-1601-31600	174.00	LEGAL-FIRST TRANSIT	17-0255	311161	
	0010-801-1601-31600	145.00	LEGAL-GENERAL LITIGATION	17-0255	311161	
	0010-801-1601-31600	162.00	LEGAL-GOODVIEW	17-0255	311161	
	0092-801-1601-31600	145.00	LEGAL-SOLID WASTE	17-0255	311161	
	0010-801-1601-31600	19.00	LEGAL-XU	17-0255	311161	
	0010-801-1601-31600	58.11	LEGAL-XU	17-0255	311161	
	0092-801-1601-31600	20,000.00	LEGAL-GENERAL SERVICES	17-0254	311161	22,033.11
HOLLY ELECTRIC, INC. (DBA) BREA ELE	0060-850-4211-22250	2,677.00	MOTOR POOL SHOP REPAIR	17-0211	311162	2,677.00
YUPO BOB HUNG	0136-801-3101-33250	54.00	POST TRAINING		311163	54.00
MICHAEL HUNTLEY	0010-801-1704-33100	145.68	ICSC CONFERENCE		311164	145.68
MITCHELL ING	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		311165	
	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		311165	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		311165	200.00
INTERNATIONAL CODE COUNCIL, INC	0010-801-1703-39350	58.50	BUILDING CODE BOOK		311166	
	0010-801-1703-39350	1,304.06	BUILDING CODE BOOK		311166	1,362.56
IRON MOUNTAIN OFF-SITE DATA	0010-801-1403-31700	354.45	COMPUTER DATA STORAGE		311167	354.45
JAVIER PARADA (DBA) XTREMEFITNESS	0010-801-3210-31950	295.00	FIRE EQUIPMENT MAINTENANCE		311168	295.00
KNIGHT COMMUNICATIONS INC	0160-801-3115-31700	10,250.00	SYSTEM MANAGEMENT SERVICE	17-0122	311169	

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNIGHT COMMUNICATIONS INC	0010-801-1301-38400	497.17	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-1404-38400	464.96	SYSTEM MANAGEMENT SERVICE		311169	
	0043-801-1404-38400	548.29	SYSTEM MANAGEMENT SERVICE		311169	
	0092-801-1404-38400	714.97	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-1701-38400	376.67	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-1702-38400	376.67	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-1703-38400	376.67	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-1801-38400	733.75	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-3115-38400	1,282.50	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-3201-38400	897.50	SYSTEM MANAGEMENT SERVICE		311169	
	0022-801-4202-38400	524.08	SYSTEM MANAGEMENT SERVICE		311169	
	0092-801-4210-38400	386.75	SYSTEM MANAGEMENT SERVICE		311169	
	0060-801-4211-38400	1,716.66	SYSTEM MANAGEMENT SERVICE		311169	
	0043-801-4212-38400	552.92	SYSTEM MANAGEMENT SERVICE		311169	
	0092-801-4220-38400	1,628.33	SYSTEM MANAGEMENT SERVICE		311169	
	0131-801-6001-38400	853.33	SYSTEM MANAGEMENT SERVICE		311169	
	0010-801-6502-38400	1,110.83	SYSTEM MANAGEMENT SERVICE		311169	
						23,292.05
KNOWLES-MCNIFF	0010-801-1404-31700	783.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0043-801-1404-31700	3,850.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0092-801-1404-31700	3,908.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0010-801-3115-31700	599.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0010-801-3220-31700	209.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0092-801-4221-31700	989.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0093-801-4226-31700	212.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0093-801-4227-31700	259.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0093-801-4228-31700	212.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0093-801-4229-31700	199.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0093-801-4231-31700	265.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNOWLES-MCNIFF	0093-801-4232-31700	212.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
	0010-801-6001-31700	803.00	FINANCE SOFTWARE MAINTENANCE	17-0002	311170	
						12,500.00
LIFE-ASSIST INC	0010-801-3220-22350	2,057.49	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-22350	510.00	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-22350	17.50	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-22350	408.00	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-24200	862.83	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-24200	224.49	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-24200	130.47	FIRE SUPPLIES	17-0079	311171	
	0010-801-3220-24200	340.01	FIRE SUPPLIES	17-0079	311171	
						4,550.79
MALWAREBYTES	0010-801-1404-38400	392.95	ANTISPYWARE SUBSCRIPTION		311172	
	0043-801-1404-38400	392.95	ANTISPYWARE SUBSCRIPTION		311172	
	0092-801-1404-38400	392.95	ANTISPYWARE SUBSCRIPTION		311172	
						1,178.85
MARTIN FLORIST	0010-801-6508-22750	218.00	FLORAL ARRANGEMENTS		311173	
						218.00
METROPOLITAN WATER DISTRICT	0010-701-0010-07530	2,095.00	LEASE-GARVEY RESERVOIR		311174	
						2,095.00
MIG	0075-450-0075-08660	3,637.50	ENVIRONMENTAL SERVICES (TRUST)	17-0264	311175	
						3,637.50
MISSION SUPER HARDWARE	0010-801-3210-38400	117.48	HARDWARE SUPPLIES	17-0263	311176	
						117.48
MOBILE MINI LLC	0010-801-6508-39860	109.96	FARMER MARKET STORAGE		311177	
						109.96
MONOPRICE, INC	0010-801-3114-21350	228.16	COMPUTER SUPPLIES		311178	
						228.16

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
NAVARRO'S TOWING	0010-801-3103-22750	285.00	TOWING SERVICES		311179	
						285.00
NET TRANSCRIPTS INC.	0010-801-3101-22750	177.50	POLICE TRANSCRIPTION SERVICES		311180	
						177.50
OFFICE DEPOT INC.	0010-801-1201-21350	119.09	OFFICE SUPPLIES		311181	
	0010-801-3114-21350	65.35	OFFICE SUPPLIES	17-0075	311181	
	0010-801-1201-21350	22.38	OFFICE SUPPLIES		311181	
						206.82
OFFICE SOLUTIONS	0010-801-1701-21350	117.60	OFFICE SUPPLIES	17-0045	410 *	
	0010-801-1301-21250	50.11	OFFICE SUPPLIES	17-0065	410 *	
	0010-801-1301-21350	17.32	OFFICE SUPPLIES	17-0065	410 *	
	0010-801-1301-22750	322.41	OFFICE SUPPLIES		410 *	
						507.44
P & P ELECTRIC CO., INC.	0010-701-0010-02600	428.00	REFUND ELECTRICAL PERMITS		311182	
						428.00
PUBLIC AGENCY RISK MANAGEMENT ASSOC	0010-801-1802-39350	150.00	HR MEMBERSHIP		311183	
						150.00
BRIAN RODRIGUEZ	0349-801-3201-39400	280.00	FIRE TRAINING		311184	
						280.00
RUDY'S SIGN GRAPHICS	0010-801-3210-38400	165.24	FIRE SIGNS		311185	
	0010-801-3210-38400	194.40	FIRE SIGNS		311185	
	0010-801-3210-38400	202.50	FIRE SIGNS		311185	
						562.14
SAN GABRIEL VALLEY MUNICIPAL WATER	0092-801-4220-44450	14,310.00	TOILET REPLACEMENT PROGRAM		311186	
						14,310.00
SHRED-IT US JV LLC	0010-801-3114-38400	137.48	DESTRUCTION SERVICES		311187	
						137.48
SMART & FINAL #321	0010-801-3210-22750	55.65	FIRE SUPPLIES		311188	

* Indicates an E-Payable transaction

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						55.65
SOFTWARE PRODUCTS	0010-801-1704-38400	530.00	COMPUTER SERVICES		311189	
						530.00
ST. STEPHEN MARTYR SCHOOL	0075-450-0075-08110	200.00	REFUND-FIREWORK DEPOSIT(TRUST)		311190	
						200.00
STAR TROPHIES & AWARDS	0075-450-0075-08420	1,945.94	POLICE PLAQUE (TRUST)		311191	
						1,945.94
SUCCESS PRINTING GRAPHICS INC	0010-801-6503-31150	305.20	AQUATIC RECEIPT		311192	
						305.20
TECHNOLOGY CLUB	0075-450-0075-08110	200.00	REFUND FIREWORKS DEPOSIT-TRUST		311193	
						200.00
TIMEKEEPING SYSTEMS INC	0010-801-3113-22600	1,120.00	JAIL TIME KEEPING SYSTEM		311194	
						1,120.00
TOM'S CLOTHING & UNIFORMS INC	0010-801-3104-22310	225.63	UNIFORMS-B CUEVAS	17-0087	311195	
	0010-801-3103-22310	275.17	UNIFORMS-I FLORES	17-0087	311195	
	0010-801-3103-22310	144.27	UNIFORMS-D LAM	17-0087	311195	
	0010-801-3103-22310	141.31	UNIFORMS-S WUKELICH	17-0087	311195	
	0010-801-3210-22310	192.93	UNIFORMS-M SILVERSTRO	17-0129	311195	
	0010-801-3210-22310	125.35	UNIFORMS-E FOWLER	17-0129	311195	
	0010-801-3210-22310	310.65	UNIFORMS-M LENNI	17-0129	311195	
	0010-801-3210-22310	218.00	UNIFORMS-C THOMPSON	17-0129	311195	
	0010-801-3210-22310	65.40	UNIFORMS-R RYSDOO	17-0129	311195	
	0349-801-3201-39400	997.35	UNIFORMS-M SILVESTRO		311195	
	0010-801-3103-22310	228.57	UNIFORMS-K AKPAWU	17-0087	311195	
	0010-801-3103-22310	14.71	UNIFORMS-W LEON	17-0087	311195	
	0010-801-3112-22310	300.00	UNIFORMS-J WALTERS	17-0087	311195	
	0075-450-0075-08420	29.43	UNIFORMS-POLICE EXPLORER-TRUST		311195	
						3,268.77

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
RICHARD TULLIUS	0060-801-4211-22250	132.08	FIRE-REIMBURSE STRIKE TEAM		311196	132.08
TONY URICH	0010-801-1801-39400	1,349.84	TUITION REIMBURSEMENT		311197	1,349.84
VCA CODE GROUP	0010-701-0010-06100	95.00	PLAN CHECK SERVICE		311198	95.00
WESTERN WATER WORKS SUPPLY CO.	0092-801-4223-23300	10,572.43	WATER PARTS/SUPPLIES	17-0265	311199	10,572.43
YALE/CHASE EQUIPMENT AND SERVICE,]	0060-850-4211-22250	7,803.73	FLEET MACRO AIR FANS	16-0741	311200	7,803.73
	TOTAL FOR REGULAR WARRANTS					**233,330.66**
	PRINTED	230,755.68				
	E-PAYABLE	2,574.98				

TOTAL FOR PREPAID WARRANTS	26,082.33
TOTAL FOR PREPAID E-PAYABLES	0.00
TOTAL FOR PRINTED WARRANTS	230,755.68
TOTAL FOR PRINTED E-PAYABLES	2,574.98
TOTAL WARRANTS	259,412.99
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	34
TOTAL PREPAID E-PAYABLES	0
TOTAL CHECKS PRINTED	70
TOTAL E-PAYABLES PRINTED	3
TOTAL CHECKS ISSUED	107

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 09/21/2016
FUND SUMMARY

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	8,467.55	43,510.80	51,978.35
0022	STATE GAS TAX FUND	8.52	524.08	532.60
0043	REFUSE FUND	38.01	5,404.16	5,442.17
0060	CITY SHOP FUND	0.00	12,329.47	12,329.47
0065	PAYROLL CLEARING ACCOUNT	1,286.94	0.00	1,286.94
0075	SPECIAL DEPOSITS FUND	5,233.84	9,723.38	14,957.22
0092	WATER FUND	6,274.98	84,528.50	90,803.48
0093	WATER TREATMENT FUND	0.00	1,359.00	1,359.00
0109	0PA PROPOSITION A	0.00	2,245.78-	2,245.78-
0131	LIBRARY TAX FUND	32.12	853.33	885.45
0136	POST	1,176.00	395.00	1,571.00
0159	RECREATION FUND	1,300.00	0.00	1,300.00
0160	ASSET FORFEITURE	0.00	10,250.00	10,250.00
0166	PROPOSITION C	0.00	65,396.37	65,396.37
0349	ELAC INSTRUCTIONAL SERV PROG	2,160.00	1,277.35	3,437.35
0445	LITERACY TRUST GRANT	104.37	0.00	104.37
0880	CITY/HOUSING SPECIAL REVENUE	0.00	25.00	25.00
	TOTAL	**26,082.33**	**233,330.66**	**259,412.99**

City Council Staff Report

DATE: September 21, 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 – August 2016

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 August 31, 2016 invested funds for the City of Monterey Park is $70,426,344.42.

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 Yaung, CPFO
Controller

Approved by:

Paul L. Talbot
City Manager

Chu Thai
Director of Management Services

CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF AUGUST 31, 2016

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	03/04/16	03/03/17	1.00%		200,000.00
CATHAY BANK	08/14/16	08/14/18	1.20%		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	1.15%		150,000.00
FIRST GENERAL BANK	08/15/15	08/15/17	1.00%		240,000.00
PLAZA BANK	08/30/16	02/28/18	1.25%		245,000.00
PREFERRED BANK	06/06/16	06/06/17	1.10%		100,000.00
PREFERRED BANK	03/03/16	03/03/17	1.15%		140,000.00
TOMATO BANK, N.A.	03/04/16	03/04/17	1.10%		100,000.00
TOMATO BANK, N.A.	02/04/16	02/04/17	1.00%		140,000.00
ROYAL BUSINESS BANK	06/23/16	06/23/17	1.15%		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	09/21/18	1.70%		245,000.00
BMW BK NORTH AMERICA	09/23/15	09/18/17	1.20%		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
CADENCE BANK	02/10/16	02/18/18	1.25%		245,000.00
SANTANDER BANK	02/17/16	08/17/17	1.00%		245,000.00
INVESTOR BANK	02/25/16	05/25/17	0.85%		245,000.00
WORLDS FOREMOST BANK	04/07/16	04/05/19	1.35%		200,000.00
JP MORGAN CHASE BANK	04/19/16	04/19/19	1.20%		245,000.00
BANK NORTH CAROLINA THOMASVILLE	05/27/16	02/27/18	1.00%		245,000.00
FIRST NATIONAL BANK	06/17/16	06/18/18	1.10%		245,000.00
TOTAL CDs (40)		Average	1.260%	12.35%	8,700,000.00
LA COUNTY TREASURY POOL		ON DEMAND	0.950%	87.20%	61,409,237.79
LOCAL AGENCY INVESTMENT FUND		ON DEMAND	0.470%	0.45%	317,106.63
TOTAL INVESTMENTS				100.00%	**$ 70,426,344.42**
BANK BALANCE: [1]					$ 5,823,091.11

AVERAGE MATURITY DAYS	61
AVERAGE INTEREST RATE FOR THE MONTH	0.970%

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 2016-2017 (CUMULATIVE)	N/A
THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.	
3-MONTH T-BILL	0.30%
CERBT STRATEGY 1 3-YEAR PERFORMANCE RETURN:	6.02%

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

City Council Staff Report

DATE: September 21, 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 meeting of August 17, 2016; 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:

Timothy Huynh
Minutes Clerk

Approved By:

Paul L. Talbot
City Manager

Attachments: August 17, 2016 regular meeting minutes

ATTACHMENT 1
Minutes

MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
CONCURRENT SPECIAL MEETING
REGULAR MEETING
AUGUST 17, 2016

The City Council of the City of Monterey Park held a Concurrent Special and Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, August 17, 2016 at 6:00 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 Ing called the meeting to order at 6:02 p.m.

FLAG SALUTE:
The Monterey Park Police Explorers led the flag salute.

MOMENT OF SILENCE
A moment of silence was taken in honor of Monty Manibog, former Mayor of the City of Monterey Park.

ROLL CALL:
City Clerk Vincent Chang called the roll:
Council Members Present: Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian
Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Karl Berger, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Fire Chief Scott Haberle, Director of Management Services Chu Thai, Community and Economic Development Director Michael Huntley, Director of Recreation & Community Services Dan Costley, Director of Human Resources Tom Cody, City Librarian Norma Arvizu, Police Chief Jim Smith, Police Captain Gene Harris, Public Works Maintenance Manager Tito Haes, Water Utility Manager Frank Heldman, Recreation Superintendent Robert Aguirre, Public Works Assistant City Engineer Reynold Alfonso, Building Official Tim Tran, Economic Development Specialist Donna Ramirez

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS
None.

ORAL AND WRITTEN COMMUNICATIONS

- David Barron, representative for the Chamber of Commerce, gave an update as to the current activities of the Chamber.

- Margaret Leung, a resident, updated council and residents regarding the increasing Los Angeles International Airport noise.

1. PRESENTATIONS

1A. USE OF SPORTS FIELDS BY ATHLETIC TEAMS

Director of Recreation & Community Services Dan Costley and Recreation Superintendent Robert Aguirre gave a PowerPoint presentation regarding the park facilities and the organizations that require field time.

Public Speakers:

- Robert Alvarez, representative for Xtreme Youth Football, spoke regarding the field space issue.

- Edwin Fernandez, representative for Xtreme Youth Football, spoke regarding the benefits of this program.

- Dave Jones, representative for American Youth Soccer Organization Region 60, spoke regarding the program and its ties with the community.

- Scott Sumemoto, representative for Jay Simper and California Amateur Softball Association ("CASA"), read into the record a letter from Jay Simper regarding the positive impact CASA has had in the community.

- Charlie Sanchez, representative for Monterey Park Sports Club ("MPSC") Baseball, spoke regarding the recent issues regarding field space.

- Phil Diprima, representative for California Amateur Baseball Association ("CABA"), was called but was not present.

- Jonathan Young, representative for MPSC, spoke regarding field usage issues.

- Rebecca Amsden, representative for Monterey Park Baseball ("MPK Baseball"), also spoke regarding the issues regarding field usage.

- Gerald Yee, President of MPK Baseball, spoke regarding the field scheduling issues.

- David Osborne, representative for MPK Baseball, spoke regarding the lack of available fields that are able to be used for practices and games.

- Ruben Anguiano, representative for San Gabriel Valley Knights, spoke regarding the benefits of their program and to continue the permittance of using Monterey Park's fields.

- Irma B. Brien, representative for San Gabriel Valley Knights, also spoke regarding the program and its benefits.

Action Taken: Discussion only – no action taken.

RECESSED AND RECONVENED
The City Council recessed at 7:53 p.m. and reconvened with all council members present at 8:04 p.m.

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 AUGUST 17, 2016

See Successor Agency Minutes

2B. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT – JULY 2016

See Successor Agency Minutes

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

3. CITY OF MONTEREY PARK CONSENT CALENDAR
None.

4. PUBLIC HEARING
None.

5. OLD BUSINESS
None.

6. NEW BUSINESS

6A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF AUGUST 17, 2016

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 310634-310780 and e-Payables numbered 00373-000383.

Action Taken: The City Council approved payment of warrants and adopted Resolution No. 11855 allowing certain claims and demands per Warrant Register

dated August 17, 2016 totaling $959,526.07 and specifying the funds out of which the same are to be paid.

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

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

Resolution No. 11855, entitled:
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED THE 17TH DAY OF AUGUST TOTALING $959,526.07 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

6B. MONTHLY INVESTMENT REPORT – JUNE 2016

As of June 31, 2016 invested funds for the City of Monterey Park is $72,477,494.37.

Public Speakers:

- Joseph Leon, City Treasurer, was present to answer any questions council may have had.

Action Taken: The City Council received and filed the Monthly Investment Report.

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

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

6C. 2015-2016 ANNUAL INVESTMENT REPORT

The City's Investment Policy requires an annual investment report and a statement of investment policy to be submitted to the City Council for review within 60 days of the fiscal year-end. The attached annual report shows that all investment activities during 2015-16 were conducted according to the City's Investment Policy.

Public Speakers:

- Joseph Leon, City Treasurer, provided the staff report and was present to answer questions.

Recommendation: It is recommended that the City Council (1) receive and file the 2015-16 Annual Investment Report and (2) adopt the City's Investment Policy.

Action Taken: The City Council, by consensus, continued this item to the next council meeting.

6D. CONSIDERATION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE TERRITORY OF THE CITY OF MONTEREY PARK IN THE CSCDA OPEN PACE PROGRAM

CSCDA Open PACE program is being offered to allow property owners in participating cities and counties to finance renewable energy, energy water efficiency improvements, seismic improvements, and electric vehicle charging infrastructure on their property. Participation in the assessment is 100% voluntary by the property owner. The improvements installed on the owner's property are financed by the issuance of bonds by CSCDA. The bonds are secured by a voluntary contractual assessment levied on the owner's property. Property owners who wish to participate in PACE agree to repay the money through the voluntary contractual assessment collected with property taxes. The voluntary contractual assessments will be levied by CSCDA and collected in annual installments through the applicable county secured property tax bill.

The proposed resolution enables CSCDA Open PACE programs to be available to owners of non-residential/commercial property within the City to finance permanently fixed renewable energy, energy efficiency, water efficiency, and seismic strengthening improvements as well as electric vehicle charging infrastructure. This program is different from the existing California HERO program that the City participates in that it focuses on non-residential/commercial property instead of residential.

CSCDA will be responsible for entering into voluntary contractual assessment agreements with participating property owners, levying the voluntary contractual assessment, issuing bonds to finance the improvements and taking remedial actions in the event of delinquent assessment payments. The resolution expressly provides that the City will not be responsible for the conduct of any assessment proceedings, the levy of assessments, any required remedial action in the case of delinquencies in assessment payments, or the issuance, sale or administration of any bonds issued in connection with CSCDA Open PACE program.

Public Speakers:

- Brent Neben, representative for Ygrene Energy Fund, spoke to council regarding with other PACE options.

Applicant:

- Wendy Gump, representative for CaliforniaFIRST, was present and answered questions the council had.

Action Taken: The City Council adopted Resolution No. 11856 authorizing the City of Monterey Park's participation in CSCDA Open PACE program, which will enable property owners to finance permanently fixed renewable energy, energy efficiency, water efficiency, and seismic strengthening improvements as well as electric vehicle charging infrastructure as amended to change Section 2 (2) to include "... or any representations made by the authority or the participating property owners."

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

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

Resolution No. 11856, entitled:
RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK CONSENTING TO THE INCLUSION OF PROPERTIES WITHIN THE TERRITORY OF THE CITY OF MONTEREY PARK IN THE CSCDA OPEN PACE PROGRAMS; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE TERRITORY OF THE CITY OF MONTEREY PARK; AND AUTHORIZING RELATED ACTIONS

6E. REQUEST TO AMEND CONTRACT WITH WLC ARCHITECTS, INC.

The City Council awarded a contract to WLC Architects, Inc. on January 20, 2016 for $268,000 to provide architectural services for Fire Station No. 61 remodel, Fire Station No. 62 reconstruction, and evaluation of Fire Station No. 63. The contract covers preliminary site assessment studies and conceptual designs. The designs were completed, with the last Council action selecting a design option for Station 62 construction and approving a budget for 50% of the construction project costs in the Fiscal Year 2016-2017 Capital Improvement Projects budget. To proceed towards construction, staff seeks to amend the current agreement with WLC Architects, Inc. to provide an additional $224,000.

Action Taken: The City Council authorized the City Manager to execute an amendment with WLC Architects, Inc., in a form approved by the City Attorney, to increase the contract award by $224,000.00 for Fire Stations 61 and 62 remodel and reconstruction projects.

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

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

6F. AWARD OF CONTRACT TO FILANC, INC. FOR THE DESIGN-BUILD OF THE CENTRALIZED GROUNDWATER TREATMENT SYSTEM

In response to the Request for Proposal (RFP) for the design and construction of the Centralized Groundwater Treatment System for the Delta Water Plant, two design-build teams submitted proposals. The panel of members who had been selected to assist with this project has completed their evaluation of the proposals and recommends award of contract to Filanc.

Action Taken: The City Council (1) awarded the Design-Build contract for the Centralized Groundwater Treatment System to J. R. Filanc Construction Company, Inc. and (2) did not authorize the City Manager to execute an agreement with Filanc, in a form approved by the City Attorney.

Motion: Moved by Vice Mayor Real Sebastian and seconded by Mayor Ing, motion carried by the following vote:

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

Action Taken: The City Council (1) directed staff to negotiate a 2 year labor warranty with Filanc for the overall design of the facility and (2) authorized the City Manager to execute an agreement with Filanc, in a form approved by the City Attorney, contingent upon Filanc granting the 2 year labor warranty extension.

Motion: Moved by Mayor Ing and seconded by Vice Mayor Real Sebastian, motion carried by the following vote:

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

6G. CONSIDERATION OF A LEASE BETWEEN THE CITY OF MONTEREY PARK AND MP 3600 LLC FOR OPERATION OF THE MONTEREY PARK GOLF COURSE

The City of Monterey Park leases the Monterey Park golf course to MP Golf. The lease includes operation of the driving range, golf course, café, and pro shop. Per Article 10 of the lease with the City, the City must approve any assignment of the existing lease. Mr. Don Keunmim Lee submitted a letter stating his intent to retire and his desire to sell the operation of the golf course. (Exhibit "A" – Letter from MP Golf Club dated April 8, 2016). Mr. Lee has identified MP 3600, LLC as potential new owners for the operation of the facilities.

Applicant:

- Justin Kim and Rick Moore were present to address questions and concerns of council.

Action Taken: The City Council authorized the City Manager to execute a Memorandum of Lease and related documents, in a form approved by the City Attorney, with MP 3600 LLC.

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

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

6H. FISCAL YEAR 2016-2017 BUDGET – DEFIBRILLATORY PURCHASE

The Fire Department's current Zoll E-Series cardiac defibrillator is more than five years old, which is beyond the recommended service life and outdated in terms of technological advances and software improvements. In Fiscal Year 2014-2015, staff began submitting budget requests for defibrillator replacement, which was approved and adopted by the City Council as a priority project. This will be the third replacement since Fiscal Year 2014-2015. Staff seeks City Council authorization to purchase the replacement defibrillator/monitor.

Action Taken: The City Council (1) waived bidding requirements pursuant to Monterey Park Municipal Code §3.20.050(2) and award the bid to Zoll Medical Corp. Funds in the amount of $40,000 were budgeted in Fiscal Year 2016-17; Account Number 0010-801-5002-99724 and (2) authorized the City Manager, or designee, to execute an agreement in a form approved by the City Attorney.

Motion: Moved by Council Member Liang and seconded by Council Member Chan, motion carried by the following vote (Council Member Liang did not participate):

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

6I. REJECT ALL BIDS FOR THE REFURBISHMENT OF THE WEST SIDE RESTROOMS AT LANGLEY CENTER; AUTHORIZE AN ADDENDUM TO THE PUBLIC WORKS CORPORATE YARD LOCKER ROOM REMODEL PROJECT TO INCLUDE THE WEST SIDE RESTROOMS AT LANGLEY CENTER PROJECT; AND AUTHORIZE ADDITIONAL FUNDING OF APPROXIMATELY $31,000 FROM THE GENERAL FUND ASSIGNED RESERVED CAPITAL IMPROVEMENT PROJECT TO PAY FOR THE WORK AT LANGLEY CENTER.

At the March 16, 2016 City Council meeting, the Council adopted a resolution authorizing advertisement of the Langley Center Restroom Project. The project was advertised in the locally adjudicated newspapers and on 10 different electronic bid boards, with 27 companies receiving bid packets – after not receiving any bids the first two times, 2 companies turned in bids on the project. Unfortunately, the apparent lowest bidder is non-responsive because it does not have the required contractor's license to complete the project; the only responsive bid was well above the engineer's estimate for the project.

Staff believes that combining this project with the Public Works Corporate Yard Locker Room Remodel (which the City Council approved on August 3, 2016), more companies will be interested in submitting a bid. This will allow the City to capitalize on the economy of scale and be a more efficient way to manage both projects.

Action Taken: The City Council (1) rejected all bids for the refurbishment of the West Side restrooms Langley Center; (2) authorized an addendum to the pending bid solicitation to add the West Side restroom project at Langley Center in conjunction with the Public Works Corporate Yard Locker Room Remodel project that was approved at the August 3, 2016 City Council meeting; and (3) approved an additional appropriation of approximately $31,000 from the Capital Reserve Fund to utilize in addition to $53,835 that was budgeted in account 0010-801-5004-91746.

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

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

6J. 2016 VARIOUS STREET RESURFACING – APPROVAL OF CHANGE ORDER AND ADDITIONAL FUNDS

The Police Department was recently notified that three federally purchased 2013 Polaris Ranger Crew all terrain utility vehicles that had been available to the Department at no cost. The Department is seeking City Council approval to accept the vehicles and utilize them for public safety activities at special events and festivals within the City of Monterey Park.

Action Taken: The City Council (1) approved the contract change order for the 2016 Various Street Resurfacing Project and (2) reallocated $235,000 in Measure R funds from the current year CIP budget for Various Street Rehabilitation to cover the change order work and an additional 15% contingency.

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

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

7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Council Member Chan spoke regarding the firefighter demonstration. He reported that he attended the Ecuador Independence Day celebration.

Council Member Liang offered his condolences to the Manibog family for the loss of Monty Manibog, a former Mayor of Monterey Park.

Council Member Lam also offered his condolences to the Manibog family.

Vice Mayor Real Sebastian reported that she attended the Centennial meeting, the Disco Kings concert, and a weekend lunch with sister cities. She also offered her condolences to the Manibog family. She announced that the last Summer Concert Series will be taking place this Saturday August 20, 2016 where the Arroyo Orchestra will be performing.

Mayor Ing also reminded residents of the upcoming Summer Concert Series performance on Saturday, along with offering his condolences to the Manibog family.

8. CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 10:59 p.m.

_____

Vincent D. Chang
City Clerk

City Council Staff Report

DATE: September 21, 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: Approval of Haulers Qualified for a Waste Collection and Recycling Franchise and Authorization to Release Request for Applications

RECOMMENDATION:

It is recommended that the City Council consider:

1. Approving the list of haulers qualified to apply for a waste collection and recycling franchise (residential and/or commercial franchise);
2. Authorizing the release of the request for applications to the list of qualified haulers; and
3. Taking such additional, related action that may be desirable.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

The City will review the environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, et seq., "CEQA"), the regulations promulgated thereunder (14 Cal. Code of Regulations §§ 15000, et seq., the "CEQA Guidelines"), and the City's Environmental Guidelines. The environmental analysis will be presented when the new contract or contracts are recommended to City Council for approval.

EXECUTIVE SUMMARY:

On July 6, 2016, the City Council approved the release of a request for qualifications (RFQ) to waste management companies interested in applying for a new residential or commercial waste collection and recycling franchise. Thirteen (13) companies responded to the RFQ and submitted statements of qualifications. Based on the criteria approved by the City Council, five companies are qualified to apply for a residential franchise and nine companies are qualified to apply for a commercial franchise.

Staff is requesting City Council's approval of this list of qualified haulers and authorization to release the Request for Applications (RFA) for a franchise to these haulers.

BACKGROUND:

Monterey Park Municipal Code ("MPMC") § 6.09.050 requires competitive bidding for solid waste franchises. This agenda item seeks Council approval of the list of waste management companies that are qualified to apply for a franchise and authority to release a Request for Applications (RFA) to solicit applications from these companies.

On July 6, 2016, the City Council approved the release of a Request for Qualifications (RFQ) for new residential and commercial waste collection and recycling franchises that included the following qualification criteria:

> *The company must be currently providing waste collection, recycling, and disposal services in at least three (3) franchises areas in California. If the company desires to be considered for a residential franchise in Monterey Park, it must be currently providing services relatively similar to those described in the residential service plan in at least three residential franchise areas in California. If the company desires to be considered for a commercial franchise in Monterey Park, it must be currently providing services relatively similar to those described in the commercial service plan in at least three commercial franchise areas in California. These franchises must have been awarded by a California city, county, regional agency that provides waste services, or municipal service agency or district.*

A summary of the services described in the service plans is as follows:

Residential Service Plan

- Provide weekly collection of refuse, recyclable materials, and mixed organics (yard waste and food waste) from approximately 12,220 single family residences
- Provide collection of refuse and recyclable materials from approximately 835 multifamily residences.
- Divert from disposal at least 50% of the refuse and materials collected weekly
- Dispose of non-recyclable waste in a fully-permitted disposal facility
- Provide customers with containers
- Provide service at City facilities at no charge
- Collect refuse from street cans at no charge
- Provide collection and recycling services at community events at no charge
- Provide customer service, support and education services

Commercial Service Plan

- Provide regular weekly collection of refuse and recyclable materials from approximately 650 commercial and industrial businesses in the city
- Divert from disposal at least 50% of the refuse and materials collected weekly, and at least 60% of the construction and demolition debris collected
- Dispose of non-recyclable waste in a fully-permitted disposal facility
- Provide customers with containers
- Provide customer service, support and education services

RESPONSES TO THE RFQ:

Thirteen (13) companies submitted statements of qualification by the due date and time:

1. Athens Services/Arakelian Enterprises
2. Burrtec Waste Services
3. City Rent-A-Bin/Serv-Wel Disposal
4. Commercial Waste Services, Inc.
5. Consolidated Disposal Service/Republic Services
6. G.B. Services, Inc.
7. NASA Services, Inc.
8. United Pacific Waste and Recycling Services, Inc.
9. Valley Vista Services
10. U.S.A. Waste of California/Waste Management, Inc.
11. Ware Disposal, Inc.
12. Waste and Recycling Services, Inc.
13. Waste Resources, Inc.

Two of the companies are publicly-traded. The privately-held companies provided the names and addresses of their ten largest shareholders or partners, and those with a 10% or greater ownership interest in the company. They also listed their officers and directors.

The RFQ stated that companies were to provide a current Dunn & Bradstreet report for their company. Some companies indicated that they did not have D&B accounts and asked if they could submit other information regarding their financial condition. In response to these questions, the City staff indicated that an acceptable alternative would be a letter from a bank at which the company had a business relationship for at least the past five years. The letter would have to be on the bank's letterhead, be signed by an officer of the bank, and include an unambiguous statement regarding the creditworthiness of the company. Seven of the companies submitted such a letter.

Most of the companies did not identify any litigation in which their company was involved or any fines or liquidated damages that were assessed. Details of the litigation and any fines or liquidated damages that were reported are provided in Attachments 1 and 2.

1. Companies that qualify for a residential waste collection franchise:

Of the ten companies that requested to be considered for a residential franchise, five did not meet the approved qualification criteria. The companies that were disqualified did not have at least three residential franchises for waste collection and recycling in California that were of sufficient size to be considered to be the equivalent of the size of the franchise in the City.

Qualified Companies for Residential Franchise		
Company	Agency and Weekly Customers (3 Largest Accounts)	Reasons for Disqualification
Athens Services/Arakelian Enterprises	West Covina - 21,568 Glendora - 12,969 Redondo Beach - 15,908	
Burrtec Waste Industries	South Whittier/LA County - 13,600 Rancho Cucamonga - 38,812 Santa Clarita/LA County - 13,346	
Consolidated Disposal Service/Republic Services	Alhambra - 17,250 Hawthorne - 14,150 Inglewood - 17,900	
Valley Vista Services	Bassett, Valinda/LA County - 14,700 Hacienda Heights/LA County - 15,100 El Monte - 15,500	
USA Waste/Waste Management Inc.	Lancaster - 35,328 Diamond Bar - 12,972 Chino - 19,269	
Non-Qualified Companies for Residential Franchise		
Company	Agency and Weekly Customers (3 Largest Accounts)	Reasons for Disqualification
Commercial Waste Services		The company does not serve any residential franchises
NASA Services	Pico Rivera - 13,000 La Canada Flintridge - 400	This company also provides weekly recycling services to 9,158 multifamily units in the City of Los Angeles pursuant to a contract with the city. However, NASA does not provide refuse collection or green waste recycling services in that city.
United Pacific Waste	Huntington Park - 6,042	The company is currently only serving one residential franchise. Two other residential franchises were listed, but the company is no longer providing service to those areas.
Ware Disposal	East Charter Oak/LA County - 3,550 Avocado Heights/LA County - 3,300 El Modena/Orange County - 550	This company does not serve at least one residential franchise of similar size to the City.
Waste Resources	Gardena - 7,944 Lynwood - 9,086	The company is providing services in only 2 residential franchise areas.

2. Companies that qualify for a commercial waste collection franchise:

Of the 13 companies that requested to be considered for a commercial waste collection franchise, four did not meet the approved qualification criteria. The companies that were disqualified did not have at least three commercial franchises in California that were of sufficient size to be considered to be the equivalent of the size of the franchise in the City.

Staff is recommending that NASA Services, United Pacific Waste, Ware Disposal and Waste Resources be found to be qualified even though they did not have three "qualifying" franchises. The reason for this is that the MPMC provides that the City cannot disqualify "multiple" franchises through the qualifications set forth in the RFQ. If the City were to not find these companies qualified then this would run afoul of the MPMC since "multiple" companies that had three or more franchises, although not of equivalent size of the City's franchise, would not be qualified using the criteria of the RFQ. Staff would not be able to discern this until the responses to the RFQ's were received and analyzed. Accordingly, staff reviewed the RFQ responses more closely and determined that since the above companies did have at least one qualifying franchise that they should be allowed to submit an application to avoid violating the MPMC. City Rent a Bin and Waste and Recycling services did not have three franchises and at least one franchise that was similar in size to the City's franchise so staff is recommending that they be found not to be qualified to submit an application. Thus, at least all of the recommended companies have at least one qualified franchise which provides some level of comfort to the City that they have the ability to serve a franchise similar to that of the City's and the City complies with the MPMC.

Qualified Companies for Commercial Franchise		
Company	Agency and Weekly Customers (3 Largest Accounts)	Reasons for Disqualification
Athens Services/Arakelian Enterprises	Azusa - 1,130 Covina - 1,351 Monrovia – 982	
Burrtec Waste Industries	Pomona - 863 Fontana - 1,646 Santa Clarita - 1,568	
Consolidated Disposal Service/Republic Services	Alhambra - 1,712 Hawthorne - 1,710 Inglewood - 3,042	
NASA Services	Pico Rivera - 950 La Canada Flintridge - 28 LA County – 35	
United Pacific Waste	Huntington Park - 1,895 Long Beach - 106 LA County – 55	
USA Waste/Waste Management Inc.	Lancaster - 2,200 Manhattan Beach - 868 Chino - 1,580	
Valley Vista Services	Industry - 1,585 La Puente - 555 El Monte - 1,110	
Ware Disposal	Newport Beach - 220 Irvine - 300 Costa Mesa – 550	
Waste Resources	Gardena - 1,732 Lynwood - 961 LA County – 81	
Non-Qualified Companies for Commercial Franchise		
Company	Agency and Weekly Customers (3 Largest Accounts)	Reasons for Disqualification
City Rent-A-Bin/Serv-Wel Disposal	Long Beach - 172 LA County - 79 Montebello – 60	This company does not have at least one franchise of similar size to the City.
Commercial Waste Services	Montebello – 56	The company provides refuse collection and recycling services in 2 other cities pursuant to a permit or license, and recycling services only in 2 cities pursuant to a permit.
G.B. Services	Vernon - 63 Montebello - 25	This company provides services in 2 other cities, but does so pursuant to a permit or license.
Waste & Recycling Services	Pasadena - 311 Vernon - 72 LA County – 100	This company does not have at least one franchise of similar size to the City.

REQUEST FOR APPLICATIONS:

The next step in the process of securing new franchisees for waste collection and recycling services is the issuance of a RFA to those companies that have been qualified to submit an application. A copy of the proposed RFA is included as Attachment 3.

Monterey Park Municipal Code ("MPMC") § 6.09.070 states that "the city council must award any franchise based upon the applicant proposing the lowest proposed monthly rates to the customer." The RFA includes forms to be completed by the applicants that will automatically calculate each applicant's monthly rate to the customers, thereby providing the City Council with a basis for awarding the franchises.

The basic program parameters specified in the RFA are as follows:

1. An exclusive franchise will be awarded for residential waste collection and recycling services.

2. Either a single exclusive or up to three non-exclusive franchises will be awarded for commercial waste collection and recycling services.

3. The term of all franchises will be seven years (Monterey Park Municipal Code ("MPMC") § 6.09.050), and the term cannot be renewed.

4. Customer rates can be adjusted annually by the change in the Consumer Price Index for all urban consumers in the Los Angeles-Riverside-Orange County area (Monterey Park Municipal Code ("MPMC") § 6.09.070).

5. Residential customers are to be provided with a recycling program using the same 2-cart system. Commercial customers are to be provided with a recycling system that is comparable to the current program.

6. Franchisees must achieve and maintain a waste diversion rate of at least 50%.

The components of the RFA are as follows:

1. Statistics on the quantities of waste and recyclable materials collected, recovered, and disposed in 2015 and from January to June 2016, as well as the gross receipts from the residential and commercial franchise during 2015 and from January to June/July 2016, and miscellaneous other program statistics.

2. Instructions for the completion and submittal of applications.

3. Application Cost Forms:
    - Service Plan: This portion of the form specifies the approximate quantities of waste and materials that the franchisee will be required to collect each month and requires the applicants to indicate how and where these quantities will be processed and disposed. Applicants are also required to indicate their cost

for implementing their service plans. These costs are used to determine the processing and disposal components of the applicant's customer rates.

- Customer Rates: This form indicates the approximate number of customers at each service level that will have to be served each month. Applicants will enter their collection costs for each service level.

- The forms are designed to automatically calculate each applicant's cost per customer by dividing their total cost to collect, process, and dispose of the quantities of waste and materials specified and provide monthly collection services to the specified number of monthly customers, divided by the total number of customers to be served each month.

Applicants are advised to base their costs on satisfying all of the terms and conditions of the franchise agreements, which will be distributed as part of the RFA.

4. Certification statement which must be signed by an officer of the applicant's company, and if the applicant is a subsidiary of a parent company, also signed by an officer of the parent company.

A franchise agreement for the residential program and a separate agreement for the commercial program will be distributed with the RFA. The agreements will be in a form approved by the City Attorney.

TENTATIVE SCHEDULE:

City releases request for applications (RFA)	Sep 26, 2016
Mandatory pre-application meeting	Sep 28, 2016
Deadline for submittal of questions to the RFA	Oct 5, 2016
City response to questions to the RFA	Oct 7, 2016
Applications for franchises due	Oct 27, 2016
City staff recommendations to City Council	Nov 30, 2016
City Council award of franchises	Dec 7 or 21, 2016
Franchisee transition period	Feb 1 – Aug 31, 2017
Franchise service begins	Sep 1, 2017

FISCAL IMPACT:

The annual cost for the City's solid waste contract is just under $5,000,000. This reflects the cost to provide waste collection and recycling services for residential units. Commercial businesses pay the contractor/hauler directly for their waste collection services.

FY2016 estimated expenditure is $4,930,318. The funds that are used for the contract are refuse (0043-801-4208-41200).

Respectfully submitted by:

Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:

Amy Ho
Principal Management Analyst

Approved by:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Details on Litigation Provided by Qualified Companies
2. Details on Fines and Liquidated Damages Provided by Qualified Companies
3. Draft Request for Applications
4. Responses to the RFQ (made public previously)

ATTACHMENT 1
Details on Litigation Provided by Companies that Qualified for a Franchise

1. Arakelian Enterprises, dba Athens Services

Description	Agency	Date Filed	Status
Arakelian Enterprises v City of Montebello	Montebello	8/20/2012	Settled

Details: Since 1962, Athens Services had been the exclusive residential waste collection franchisee in the city. In 2008, Athens negotiated an agreement for an exclusive residential and commercial franchise with the city. The City Council approved this agreement, but the Mayor refuse to sign it. The City Attorney advised that the Mayor could be declared "absent" under Government Code section 40602 and that the Mayor Pro Tem could sign the agreement. After several weeks passed without the Mayor signing the agreement, at the apparent direction of the City Attorney, the Mayor Pro Temp signed it.

Plaintiff Mike Torres, a city resident, filed a complaint against the City seeking a writ of mandate to invalidate the contract. The trial court entered a judgment for Torres and issued the requested writ, ruling the agreement void because it had not been executed by the Mayor as required by Government Code section 40602. On appeal from the judgment as a real party in interest, Athens Services contended the Mayor was appropriately deemed "absent" based on his refusal to carry out his ministerial duty, and the Mayor Pro Tem was therefore authorized to execute the contract.

The State Court of Appeals found that neither the City Attorney nor the Mayor Pro Tem had the authority to deem the Mayor "absent" under the Government Code. Accordingly, the Court of Appeals concluded that the Mayor Pro Tem's signature was ineffective to enter the contract on the City's behalf, and affirmed the judgment of the trial court, thereby voiding the agreement.

2. Arakelian Enterprises, dba Athens Services

Description	Date Filed	Status
City of Montebello v Vasquez (Arakelian Enterprises real party in interest)	7/23/2012	On appeal

Details: This action is related to 11.1. The City of Montebello filed a complaint against three of its former council members and the former city administrator for conflict of interest related to the approval the exclusive franchise agreement with Athens, seeking a declaration that the defendants violated California Gov't Code 1090 by voting on a waste hauling contract in which they held a financial interest. After the contract was voided in a separate action (described in 11.1 above), the defendants moved to strike the City's complaint under the anti-SLAPP statute. The trial court denied the motion to strike. The Court of Appeals affirmed the decision of the trial court. The Supreme Court reversed the Court of Appeals, holding the statutory anti-SLAPP exemption for public enforcement actions did not apply in this case, but the votes cast in favor of the contract were protected activity under section 425.16. Because the Court of Appeals did not reach a decision on the issue of whether the City could establish a likelihood of the lawsuit succeeding, the case was remanded.

3. Consolidated Disposal Service/Republic Services

Description	Date Filed	Status
Citizens of Los Alamitos v City of Los Alamitos, Consolidated Disposal Service, and members of the Los Alamitos City Council	10/27/2010	Settled

Details: The plaintiff sought an order rescinding and/or declaring void the Los Alamitos refuse collection contract awarded by the city to Consolidated Disposal Service (CDS). The plaintiff alleged that the city failed to follow its municipal code for procurements in awarding the contract after an RFP selection process. The trial court found that the city code required a revised process. While the matter was on appeal, CDS settled the case. As part of the settlement, CDS was allowed to retain the refuse collection contract.

4. Consolidated Disposal Service/Republic Services

Description	Date Filed	Status
APEX Waste v Board of Education of the City of Los Angeles and Consolidated Disposal Service as a real party in interest	12/27/2011	Settled

Details: APEX Waste filed for a writ of mandate to rescind an award of contract for waste collection and recycling services to Consolidated Disposal Service (CDS) by the LAUSD. The case was settled upon payment of $100,000 to APEX by LAUSD. CDS paid $12,500 to LAUSD.

5. Consolidated Disposal Service/Republic Services

Description	Date Filed	Status
City of Toronto v Republic Services of Canada and Republic Services of Michigan dba Carleton Farms Landfill	2/11/2008	Settled

Details: The City of Toronto filed a claim for $30 million in damages due to an alleged breach of contract by Republic in relation to the inability of the Carleton Farms Landfill to accept sludge for disposal by a specified date. The parties settled the case.

6. Consolidated Disposal Service/Republic Services

Description	Date Filed	Status
City of Garland, TX v Republic Services/Allied Waste Services	10/10/2014	Settled

Details: The City of Garland alleged that Republic Services/Allied Waste breached its contract with the city by failing to pay the city the contractual amount for recycling glass, and for charging the city for disposal of glass. The case was settled upon payment of $25,000 to the city.

7. Consolidated Disposal Service/Republic Services

The company also provided details on several cases brought against it or its subsidiaries for alleged violation of various environmental laws and regulations related to the ownership or operation of its solid waste processing, treatment, and disposal facilities.

ATTACHMENT 2

Details on Fines and Liquidated Damages Provided by Companies that Qualified for a Franchise

1. Consolidated Disposal Service/Republic Services

Description	Agency	Date Filed	Amount
Notice of Violation	Imperial County APCD	3/1/2014	$750

Details: Allegations of violations of a landfill permit condition

2. Consolidated Disposal Service/Republic Services

Description	Agency	Date Filed	Amount
Notice of Violation	San Diego County APCD	4/11/2014	$2,500

Details: Violation of landfill surface emissions

3. Consolidated Disposal Service/Republic Services

Description	Agency	Date Filed	Amount
Notice of Violation	San Diego County APCD	5/16/2013	$2,500

Details: Allegations that a landfill operated with a surface emission measuring above the required limit

4. Consolidated Disposal Service/Republic Services

Description	Agency	Date Filed	Amount
Notice of Violation	Imperial County APCD	3/2/2014	$1,500

Details: Allegation that a landfill failed to submit a written monitoring report to the APCD and US EPA

5. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
HazMat violation	FAA	9/30/2014	N/A

Details: Administrative penalty for alleged shipment of a box of batteries in violation of FAA regulations.

6. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
Fatality	California OSHA	6/19/2013	N/A

Details: Maintenance employee was fatally injured while maneuvering a forklift between parked trailers.

7. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
Inspection Violation	California OSHA	1/27/2016	$600

Details: Alleged exposure of employees to heat stress because of a non-working A/C unit in a vehicle.

8. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
Inspection Violation	California OSHA	2/11/2015	$24,185

Details: Two citations were issued related to a heat illness prevention plan.

9. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
Inspection Violation	California OSHA	1/27/2016	$600

Details: Alleged exposure of employees to heat stress because of a non-working A/C unit in a vehicle.

10. USA Waste/ Waste Management

Description	Agency	Date Filed	Amount
Recordkeeping Violations	State of CA	8/15/2015	N/A

Details: Alleged violations of the California Beverage Container Recycling and Litter Reduction Act for payment and recordkeeping requirements of recyclable commodity credits.

1. Introduction

The City of Monterey Park California (the City) invites companies that have been pre-qualified to submit applications for a franchise to collect, recycle, and dispose of solid waste generated in the city. The city intends to award an exclusive franchise for the collection, recycling, and disposal of residential refuse to a single qualified company. The city also intends to award a non-exclusive franchise to up to three qualified companies to collect, recycle, and dispose of commercial solid waste and to provide temporary debris box service. The term of these franchises will be from September 1, 2017 to August 31, 2024.

A qualified company is one that, by August 25, 2016, submitted a statement of qualifications to the City in response to the City's Request for Qualifications, and was subsequently notified by the City that the company has been qualified to submit an application for a franchise.

2. Franchise Terms, Conditions, and Service Requirements

All franchisees will be required to meet and satisfy all of the terms, conditions, performance standards, and service requirements specified in the franchise agreements. The franchise agreements for the residential and commercial programs are included as part of this request for applications (RFA).

All franchisees must divert from disposal at least 50% of the solid waste and materials collected from customers in the city according to the schedules in the franchise agreements, and at least 60% of the construction and demolition debris collected from customers in the city. These waste diversion rates must be reported monthly and maintained throughout the entire term of the franchise. Failure of a franchisee to achieve and maintain these rates will result in the imposition of liquidated damages and will be cause for termination of a franchise.

3. Application Contents

A company's application must include ALL of the following components:

3.1 A cover letter signed by an officer of the company with the authority to bind and make commitments on behalf of the company. The cover letter must clearly include the following information:

3.1.1 Identification of the franchise for which the company is applying: residential franchise, commercial franchise, or both

3.1.2 Description of the type of recycling program that the company proposes to provide to its customers (source separation, mixed waste sorting, etc.)

3.1.3 The location of the company's office from which the franchise will be administered

3.1.4 The name, title, and contact information of the individual who will be responsible for managing the franchise and ensuring that all requirements of the franchise agreement are met

3.2 Application Cost Forms: These forms are MS Excel documents that can be downloaded from the City website. There are two (2) application cost forms, one for the residential franchise and one for the commercial franchise. An applicant must complete and submit the form(s) for the franchise(s) for which it is applying.

Each application cost form includes three (3) tabs:

a. Service Plan
b. Customer Rates
c. Service Plan Example

Companies are advised to familiarize themselves with the waste diversion requirements specified in the franchise agreements and the method by which a franchisee's compliance with the waste diversion requirements is to be reported and measured.

3.3 A brief description of the background and experience of the key personnel who would be involved in the implementation and management of the applicant's services.

3.4 Pro forma financial projections for the term of the franchise, including the applicant's statement of projected income and a schedule of any planned capital expenditures that will be required by the applicant to implement the services specified in the franchise agreements. Such schedules shall include expenditures for vehicles, containers, processing and material handling equipment, facilities, computers and software. Applicants should provide notes to explain all significant assumptions used to create the projections and schedule.

3.5 A description (limited to 2 pages) of the applicant's technical ability to meet the requirements specified in the franchise agreement.

3.6 A completed and signed copy of the City's certification statement, signed by an officer of the company with the authority to bind and make commitments on behalf of the company. If the company applying for a franchise is a subsidiary of a corporate parent, an officer of the corporate parent must also sign the certification statement.

Applicants for a franchise from Monterey Park will be required to certify that all of the information provided in their application is true and accurate. Applications that are incomplete or include alternatives, options, or additions not requested by the city will be deemed non-responsive and will be rejected by the City. Applications that include any false or misleading information, or any information that is clearly inaccurate, will be rejected by the City.

If a company submits an application for a franchise for which it has not been qualified by the City, that application will be rejected by the City.

4. EXISTING PROGRAM STATISTICS: 2015 AND JAN-JUNE 2016

The following tables provide information derived from reports that the current hauler submitted to the City. The City required the hauler to use different report forms beginning in January 2016, which may account for some discrepancies between the 2015 and 2016 data. Although the City has taken measures to provide applicants with accurate information, it cannot guarantee that the information in these tables is 100% correct.

Table 1: Collection Tons

2015	Collected	Green Waste	MRF Recovery	Waste to Energy	Total Recovered	Total Disposed	Recovery Rate
Residential							
Single Family	18,048	5,500	3,263	0	8,763	9,285	48.6%
Multifamily	10,289	0	2,622	1,102	3,724	6,566	36.2%
City Facilities	3,678	0	958	0	958	2,720	26.1%
Total Residential	32,016	5,500	6,844	1,102	13,445	18,571	42.0%
Commercial							
Bin Refuse	14,312	0	3,727	0	3,727	10,585	26.0%
Roll-off & Compactors	2,859	0	1,417	0	1,417	1,441	49.6%
C&D Debris	3,018	0	2,866	0	2,866	153	94.9%
Total Commercial	20,189	0	8,010	0	8,010	12,179	39.7%

Jan-Jun 2016	Collected	Green Waste	MRF Recovery	Waste to Energy	Total Recovered	Total Disposed	Recovery Rate
Residential							
Single Family	9,154	2,674	1,364	0	4,038	5,125	44.1%
Multifamily	5,082	0	1,525	0	1,525	3,557	30.0%
City Facilities	1,736	0	923	0	923	813	53.2%
Total Residential	15,972	2,674	3,812	0	6,486	9,495	40.6%
Commercial							
Bin Refuse	7,271	0	2,183	0	2,183	5,087	30.0%
Roll-off & Compactors	1,813	0	626	0	626	1,187	34.5%
C&D Debris	241	0	196	0	196	45	81.4%
Total Commercial	9,325	0	3,006	0	3,006	6,319	32.2%

Table 2: Hauler Revenue

Program	Period	Revenue to hauler (does not include fees paid to the City)
Residential	July 1, 2015 to June 30, 2016	$4,930,318
Commercial	Jan 1 to Dec 31, 2015	$2,421,785
Commercial	Jan 1 to July 31, 2016	$1,337,624

Table 3: Other Program Statistics

Program	Statistic	Data from hauler records
Residential	Christmas trees collected in December 2015	26.4 tons
Residential	Requests for bulky item pickups: Jan – Jun 2016	1,558 requests

5. Instructions for Completing the Application Cost Forms

Service Plans

5.1 The information provided in the service plans will be used to calculate the processing and disposal components of an applicant's proposed customer rates. A separate line of the form should be completed for each combination of facilities that will be used to process a specified portion of the waste or materials collected. See the *Service Plan Example* for an illustration of how the forms are to be completed.

5.2 Type of Recycling Programs

Franchisees will be required to offer the following types of waste diversion programs to their customers:

Customer	Program
Residential cart customers	Co-collection of mixed waste and recyclable materials in 64 or 96-gal carts Co-collection of yard waste and compostable food waste in 64 or 96-gal carts
Residential bin customers	Co-collection of mixed waste and recyclable materials in 2, 3, or 4 yard bins Collection of source-separated yard waste and landscaping debris to be available to those customers that request such a service
Commercial customers	Recyclable materials can be collected from separate bins or carts provided to customers, or co-collected with mixed waste. All customers subject to the requirements of AB 341 are to be offered recycling services. All customers subject to AB 1826 are to be offered organics waste recycling services.

5.3 The approximate quantity of waste and/or materials to be collected each month is indicated at the top of each section of the form. These quantities are based on information from the current franchisee's records. This hauler offers a mixed waste sorting program, so there is no data available on the quantity of source separated materials that could be collected. Applicants proposing source separation recycling programs must use their experience and knowledge of the industry to estimate the percent of the existing commercial mixed waste that can be collected as source separated materials.

5.4 In each section of the forms, enter in column 1 the name of the facility to which you will transport materials in your collection vehicles. In column 2, enter the percent of the total of the monthly tons to be collected that will be transported there. When your form is completed, the total for column 2 in each section must equal 100%.

5.5 In column 4, enter the percent of the refuse or materials in column 2 that will be recovered at the facility listed in column 1. Refer to the franchise agreement for instructions on how the facility recovery rates are to be calculated. If the facility listed in column 1 is not owned or operated by your company, obtain the recovery rate from the facility operator. Do not automatically assume that the recovery rate is 100%. Please note that the recovery rates for transformation facilities may not be 100%, as the operators of these facilities usually allocate a portion of the residue from these facilities to the jurisdictions from which waste was received.

When completing these forms, applicants should use material recovery and customer participation rates that are realistic, based on the actual experience and capabilities of the facilities that the applicant proposes to use, and are consistent with the methods by which the waste diversion rates described in the franchise agreements are to be calculated and reported. The City reserves the right to require applicants to submit information, calculations, and examples to document the accuracy of the material recovery and customer participation rates used in their applications. Applicants are advised to refer to the limitations on the use of waste diversion tons from ADC, AIC, and transformation described in the franchise agreements.

5.6 If you plan to transport any of the residual materials from the facility listed in column 1 to another facility for additional material or energy recovery, such as a recycling, composting, or transformation facility, or plan to transfer materials from a local facility to a regional MRF, enter the name of that facility in column 7. In column 8, enter the percent of the residual from the facility in column 1 that will be transported to the facility entered in column 7. In column 11 enter the material recovery rate for the facility listed in column 7. The standards for the material recovery rates listed in column 11 are the same as those listed in sections 5.5 of these instructions.

5.7 In column 12, enter the name of the facility that will be used for disposal of residuals from the tons transported to the facilities in columns 1 and 7. If the facilities in columns 1 or 7 are not operated by your company and you do not know the name of the disposal facility that the operators of those facilities will use, enter "Other" in column 12.

5.8 In column 15 of each row, enter the tip fee per ton which represents your total cost to process, transport, and dispose of the tons in column 3 of each row through all of the facilities in that row, divided by the tons in column 3 of that row. Include your costs to transport materials between facilities and any mark-up, overhead, or profit assessed to these costs. These tip fees will be used to calculate the processing and disposal portion of your customer rates on the *Customer Rates* tab of this form.

Customer Rates

5.9 The customer rates are monthly rates per customer served.

5.10 Provide an entry for all *LIGHT BLUE* cells. All other cells are locked.

5.11 The residential franchisee will be required to provide a number of city-wide and community services at no charge, such as collection and recycling services at city facilities and parks, daily collection of street cans, and collection and recycling services at community events. These services are described in the residential franchise agreement.

5.12 The customers rates must include the franchisee's costs to provide the customer service, education, and outreach services described in the franchise agreement.

5.13 The customer rates proposed by applicants will become effective on September 1, 2017, and will remain in effect for at least the first twelve (12) months of the term of the franchise.

5.14 Customer rates can only be adjusted once per year. The adjustment factor will the year-to-year change in the Consumer Price Index for all urban consumers in the Los Angeles-Riverside-Orange County area.

5.15 Cost Components:

5.15.1 Collection cost (column 1): Your fully-loaded cost (vehicles, drivers, fuel, containers, insurance, customer service, overhead, profit, etc.) to provide weekly collection service from a customer location and transportation of the collected waste or materials to the designated facility. For applicants offering source separation recycling programs, the collection costs should include the costs for providing and collecting refuse and recycling containers.

5.15.2 Processing & Disposal Cost (column 2): This component of your monthly rates will be calculated automatically based on your tip fees entered on the Service Plan tab of the form. The cost to process and dispose of the waste and materials collected from city facilities is not included in the processing and disposal costs of the customer rate schedules.

5.15.3 Pull-out Service Cost: Your cost in addition to the regular monthly rate, to move a customer's carts or bins to and from the curb on collection day. According to the current franchisee's records, most residential bin customers require pullout service. Your customer rates for residential bin customers should include the cost to provide pullout services.

5.15.4 Weekly Customers (column 4): The approximate number of customers to be served each week. These service counts are based on the best available data from the current franchisee's records.

Residential customers are categorized as either "cart customers" or "bin customers". Applicants should note that at some residential cart customer locations there are multiple dwelling units. For example, a service level of ten (10) 96-gal carts would refer to ten residential units at a single address, each with a 96-gal cart serviced once per week.

5.15.5 Total Monthly Charges (column 5): The total customer rate multiplied by the number of customers to be served

5.15.6 Total Monthly Residential or Commercial Customer Charges: Total monthly charges to all residential or commercial customers

5.15.7 Total Residential or Commercial Customers Served Monthly: Total number of cart customers receiving weekly refuse collection service plus the total number of bin customers receiving weekly refuse service.

5.15.8 Rate per Residential or Commercial Customer: Total monthly residential or commercial customer charges divided by the total number of residential or commercial customers served each month. This value will be the basis upon which the City will award franchises.

5. SCHEDULE

City releases request for applications (RFA) and rate forms	Sep 26, 2016
Mandatory pre-application meeting	Sep 28, 2016
Deadline for submittal of questions to the RFA	Oct 5, 2016
City response to questions to the RFA	Oct 7, 2016
Applications for franchises due	Oct 27, 2016
City staff recommendations to City Council	Nov 30, 2016
City Council award of franchises	Dec 7 or 21, 2016
Franchisee transition period	Feb 1 – Aug 31, 2017
Franchise service begins	Sep 1, 2017

6. PRE-APPLICATION MEETING

A **mandatory** pre-application meeting will be held on September 28, 2016 from ___ to ____ in _____ at the Monterey Park City Hall, 320 W. Newmark Avenue. If a company intends to submit an application for a franchise, a company representative must attend this meeting. A sign-in sheet will be used to verify the attendance of the company's representative.

The purpose of this meeting will be to explain how the application cost forms are to be completed and to answer attendee's questions regarding any other parts of the application or the process that the City will use to award franchises.

7. COMMUNICATION PROTOCOL

All questions and comments related to this RFA must be submitted in writing or via email prior to October 5, 2016 to:

Mr. Ron Bow, Director of Public Works and Assistant City Manager, or
Ms. Amy Ho, Principal Management Analyst
City of Monterey Park
Public Works Department
320 W. Newmark Avenue
Monterey Park, CA 91754
Email: Rbow@montereypark.ca.gov amho@montereypark.ca.gov

The City staff will only respond to questions or requests for clarification raised at the September 28 pre-application meeting, or to those received via email or in writing prior to October 5. The City will not be responsible for any oral exchanges or other information or exchanges regarding this RFA that occur between parties. Written responses to all questions received prior to the submittal deadline will be prepared and distributed to all companies that have been qualified by the City. Applicants are advised to not rely on responses to their questions or clarifications of the requirements of this RFA from sources other than the written responses received from Ms. Ho or to the responses to questions provided at the September 28 meeting.

8. AWARD OF FRANCHISES

As specified in Section 6.09.070 of the City of Monterey Park municipal code, franchises will be awarded to the applicants proposing the lowest monthly rates to the customer. For the purposes of this request for applications, an applicant's monthly rate to the customer will be termed "Rate per Residential Customer" for the residential franchise and "Rate per Commercial Customer" for the commercial franchise.

For each applicant submitting a responsive application, these rates will be calculated based on the information an applicant enters into its application cost forms as follows:

Residential Franchise:	The total cost to provide monthly collection, recycling, and disposal services to all residential customers (line 81) divided by the total number of weekly customers to be served (line 82). The result is shown in line 83.
Commercial Franchise:	The total cost to provide monthly collection, recycling, and disposal services to all commercial customers (line 94) divided by the total number of weekly customers to be served (line 95). The result is shown in line 96. If the City decides to award three (3) non-exclusive franchises, franchises will be awarded to the three (3) applicants with the lowest Rate per Commercial Customer.

The City reserves the right to waive irregularities in the applications and to reject any applications for cause or all applications without cause.

9. SUBMITTAL OF APPLICATIONS

9.1 Due date for applications

Completed applications must be received by the City in a sealed envelope by **4 PM PST on October 27, 2016**.

9.2 Address for application submittal

All applications must be mailed or delivered to:

City Clerk
City of Monterey Park
320 W. Newmark Avenue
Monterey Park, CA 91754

9.3 Number of copies

Three bound (3) copies of all components of an application are required. All copies should be printed on paper with at least 50% recycled fiber content.

9.4 Ownership, Control, and Confidentiality of Applications

Applications will become the exclusive property of the City of Monterey Park. All documents submitted in response to this RFA will be public records and subject to disclosure. Protection from disclosure generally applies to those elements in each submittal which are marked as "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" to the extent the California Public Records Act (Government Code Section 6250 et seq.) protects such information from disclosure. The City will accept materials clearly and prominently labeled "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" by the companies responding to this RFA. The City will not advise as to the nature of the content of the documents entitled to protection from disclosure, or as to the definition of trade secret, confidential, or proprietary information. The company submitting an application is solely responsible for all such determinations made by it, and for clearly and prominently marking each and every page or sheet of materials with "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" as it determines to be appropriate.

The City will endeavor to advise companies of any request for the disclosure of the material so marked with "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY," and give the company the opportunity to seek a court order to protect such materials from disclosure. If the requested material was submitted by a party other than the company, the company is solely responsible for notifying the submitting party of the request. The City's sole responsibility is to notify the company of the request for disclosure, and the City is not liable for any damages resulting out of such disclosure, whether such disclosure is deemed required by law, by an order of court or administrative agency, or occurs through inadvertence, mistake, negligence on the part of the City or its officers, employees, consultants, or sub-consultants. The applicant shall be responsible for all legal fees and damages resulting from any litigation regarding such matters.

CERTIFICATION STATEMENT

_____("the Company") has submitted an application to the City of Monterey Park (the City) for a:

_____ Residential Waste Collection and Recycling Franchise
Initial here if applying for a residential franchise

_____ Commercial Waste Collection and Recycling Franchise
Initial here if applying for a commercial franchise

The individual signing below certifies on behalf of the Company, that:

1. The Company understands that any franchise awarded by the City will be citywide, and not limited to zones or areas within the City.

2. The Company previously submitted a statement of qualifications in response to a request for qualifications issued by the City and has been notified by the City that the Company has been qualified to submit this application.

3. The Company's statement of qualifications previously submitted to the City is incorporated into, and is part of this application for a franchise.

4. The Company has reviewed the actual service conditions and requirements in the City, and has read and understands the request for applications and franchise agreements provided by the City, and based on its independent judgment, it has the skills, resources, financial capability, and experience required to successfully provide the services described in these documents.

5. The Company acknowledges that the City has used the best information available to it when preparing the application cost forms, and that the actual number of customers to be served and the quantities of waste and materials to be collected by a franchisee may differ from the service requirements provided in the application cost forms.

6. The Company has based the collection, processing, and disposal costs entered into the application cost forms on the Company's total costs for satisfying all of the requirements listed in the franchise agreements.

7. The application submitted to the City does not contain any false, misleading, or inaccurate information, statements, or facts.

8. When preparing its application, the Company has not colluded with any other companies that, to the best of its knowledge, intended to submit an application for a franchise to the City.

9. The Company has adhered to the communication protocols specified in the instructions to the Request for Applications.

10. The Company fully understands all of the requirements of the agreement(s) for the franchise for which it has submitted an application. If awarded a franchise by the City, the Company is prepared to execute the agreement for that franchise as it is currently written, without modification.

11. The Company understands the basis upon which franchises will be awarded as described in Section 6.09.070 of the City of Monterey Park municipal code and in the City's request for applications, and accepts that this is the sole basis upon which the City will award franchises.

I certify and declare under penalty of perjury, that the foregoing is true and correct.

Signature of corporate officer or official	Date
Printed name	Title
Signature of corporate officer or official of parent company if applicable	Date
Printed name	Title

City of Monterey Park
Application for a Waste Collection and Recycling Franchise
RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

Enter values in the **Light Blue** spaces.

1. Residential Cart Customers - Mixed Waste

1,350 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
1			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
2			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
3			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
4			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
5			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
6			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
7	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 7 must equal 100%

Recovery Rate	0.0%

2. Cart Customers - Mixed Organics

450 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste or materials	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Recovered	Total Cost Per Ton
8			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
9			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
10			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
11			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
12	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 12 must equal 100%

Mixed Organics Recovery Rate	0.0%
Total Single Family Recovery Rate	0.0%

City of Monterey Park
Application for a Waste Collection and Recycling Franchise
RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

Enter values in the **Light Blue** spaces.

3. Residential Bin Customers - Mixed Waste

560 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
13			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
14			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
15			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
16			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
17			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
18	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	
														Multifamily Recovery Rate	0.0%

Row 18 must equal 100%

4. City Facilities - Mixed Waste

130 tons/month

	1	2	3	4	5	6	7	8	9	10	11.00	12	13	14	
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	
19			0.00		0.0	0.0			0.0		0.0		0.0	0.0	
20			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
21			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
22			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
23			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
24	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	
														City Facilities Recovery Rate	0.0%

Row 24 must equal 100%

City of Monterey Park
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RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

Enter values in the **Light Blue** spaces.

5. City Facilities - Inert Material

80 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	
25			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
26			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
27			0.0		0.00	0.00			0.0		0.0		0.0	0.0	
28			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
29	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 29 must equal 100%

City Facilities Inert Material Recovery Rate	0.0%

6. City Facilities - C&D Debris

50 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	
30			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
31			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
32			0.0		0.00	0.00			0.0		0.0		0.0	0.0	
33			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
34	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 34 must equal 100%

City Facilities C&D Debris Recovery Rate	0.0%
Total Residential Recovery Rate	0.0%

As specified in the franchise agreement, franchisees must recover at least 50% of the refuse and materials collected.

City of Monterey Park
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RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

The cost to process and dispose of waste and materials from city facilities is not included in the processing and disposal costs of customer rates.

Line	1. Residential Cart Service			1	2	3	4	5
	Mixed Waste							
1.	Qty	Size (gal)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Weekly Customers	Total Monthly Charges
2.	1	35	Cart		$0.00	$0.00	5	$0.00
3.	1	64	Cart		$0.00	$0.00	2,100	$0.00
4.	2	64	Cart		$0.00	$0.00	100	$0.00
5.	3	64	Cart		$0.00	$0.00	75	$0.00
6.	4	64	Cart		$0.00	$0.00	60	$0.00
7.	5	64	Cart		$0.00	$0.00	40	$0.00
8.	6	64	Cart		$0.00	$0.00	20	$0.00
9.	7	64	Cart		$0.00	$0.00	15	$0.00
10.	8	64	Cart		$0.00	$0.00	10	$0.00
11.	1	96	Cart		$0.00	$0.00	7,700	$0.00
12.	2	96	Cart		$0.00	$0.00	1,450	$0.00
13.	3	96	Cart		$0.00	$0.00	310	$0.00
14.	4	96	Cart		$0.00	$0.00	195	$0.00
15.	5	96	Cart		$0.00	$0.00	60	$0.00
16.	6	96	Cart		$0.00	$0.00	40	$0.00
17.	7	96	Cart		$0.00	$0.00	20	$0.00
17.	8	96	Cart		$0.00	$0.00	10	$0.00
18.	9	96	Cart		$0.00	$0.00	2	$0.00
19.	10	96	Cart		$0.00	$0.00	5	$0.00
20.	13	96	Cart		$0.00	$0.00	1	$0.00
21.	14	96	Cart		$0.00	$0.00	1	$0.00
22.	16	96	Cart		$0.00	$0.00	1	$0.00
23.	Total weekly customers						12,220	$0.00
24.	Pull-out service - fee					$0.00	105	$0.00
25.	Pull-out service - no charge						246	
26.							Total Monthly Cart Customer Charges	$0.00

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RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

The cost to process and dispose of waste and materials from city facilities is not included in the processing and disposal costs of customer rates.

Line	2. Residential Cart Service			1	2	3	4	5
	Mixed Organics							
27.	Qty	Size (gal)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Weekly Customers	Monthly Charges
28.	1	35	Cart		$0.00	$0.00	5	$0.00
29.	1	64	Cart		$0.00	$0.00	2,680	$0.00
30.	2	64	Cart		$0.00	$0.00	160	$0.00
31.	3	64	Cart		$0.00	$0.00	100	$0.00
32.	4	64	Cart		$0.00	$0.00	50	$0.00
33.	5	64	Cart		$0.00	$0.00	25	$0.00
34.	6	64	Cart		$0.00	$0.00	15	$0.00
35.	7	64	Cart		$0.00	$0.00	5	$0.00
36.	8	64	Cart		$0.00	$0.00	5	$0.00
37.	1	96	Cart		$0.00	$0.00	8,100	$0.00
38.	2	96	Cart		$0.00	$0.00	600	$0.00
39.	3	96	Cart		$0.00	$0.00	250	$0.00
40.	4	96	Cart		$0.00	$0.00	120	$0.00
41.	5	96	Cart		$0.00	$0.00	50	$0.00
42.	6	96	Cart		$0.00	$0.00	25	$0.00
43.	7	96	Cart		$0.00	$0.00	5	$0.00
44.	8	96	Cart		$0.00	$0.00	1	$0.00
45.	9	96	Cart		$0.00	$0.00	1	$0.00
46.	10	96	Cart		$0.00	$0.00	1	$0.00
47.	13	96	Cart		$0.00	$0.00	1	$0.00
48.	16	96	Cart		$0.00	$0.00	1	$0.00
49.					Total Weekly Customers		12,200	
50.						Total Monthly Charges for Organics Recycling		$0.00
51.						Total Residential Cart Customer Monthly Charges		$0.00
52.						Total Cart Customers Served		12,220
53.						Rate per Cart Customer		$0.00

City of Monterey Park
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RESIDENTIAL FRANCHISE APPLICATION COST FORM

Applicant

The cost to process and dispose of waste and materials from city facilities is not included in the processing and disposal costs of customer rates.

3. Residential Bin Service

Line	Mixed Waste			1	2	3	4	5
54.	Qty	Size (yd^3)	Per Week	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Weekly Customers	Monthly Charges
55.	1	2	1		$0.00	$0.00	175	$0.00
56.	1	2	2		$0.00	$0.00	200	$0.00
57.	1	2	3		$0.00	$0.00	25	$0.00
58.	1	3	1		$0.00	$0.00	20	$0.00
59.	1	2	4		$0.00	$0.00	5	$0.00
60.	1	2	5		$0.00	$0.00	1	$0.00
61.	10	2	2		$0.00	$0.00	1	$0.00
62.	10	2	3		$0.00	$0.00	1	$0.00
63.	10	2	4		$0.00	$0.00	1	$0.00
64.	2	2	1		$0.00	$0.00	6	$0.00
65.	2	2	2		$0.00	$0.00	25	$0.00
66.	2	2	3		$0.00	$0.00	8	$0.00
67.	2	3	2		$0.00	$0.00	10	$0.00
68.	2	2	4		$0.00	$0.00	1	$0.00
69.	2	3	1		$0.00	$0.00	1	$0.00
70.	3	2	2		$0.00	$0.00	1	$0.00
71.	3	3	2		$0.00	$0.00	1	$0.00
72.	4	2	1		$0.00	$0.00	2	$0.00
73.	4	2	2		$0.00	$0.00	1	$0.00
74.	4	3	2		$0.00	$0.00	1	$0.00
75.	5	2	1		$0.00	$0.00	1	$0.00
76.	6	2	1		$0.00	$0.00	1	$0.00
77.	6	3	2		$0.00	$0.00	1	$0.00
78.	4	1	1		$0.00	$0.00	1	$0.00
79.					Total Weekly Customers		490	
80.						Total Monthly Residential Bin Customer Charges		$0.00

4. Summary

81.	Total Residential Customer Charges		$0.00
82.	Total Residential Customers Served		12,710
83.	Rate per Residential Customer		$0.0000

City of Monterey Park
Application for a Waste Collection and Recycling Franchise
COMMERCIALFRANCHISE APPLICATION COST FORM

Applicant

Enter values in the **Light Blue** spaces.

1. Commercial Bin Customers NOT Subject to AB 1826 - Mixed Waste

Monthly Tons Collected 350 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
1.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
2.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
3.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
4.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
5.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
6.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
7.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 7 must equal 100%

Commercial Bin Customers Recovery Rate 0.0%

2. Commercial Roll-off Customers - Mixed Waste

140 tons/month

	1	2	3	4	5.0	6.0	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste or materials	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Recovered	Total Cost Per Ton
8.			0.0		0.0	0.0			0		0.0		0.00	0.00	
9.			0.0		0.0	0.0			0.0		0.0		0.00	0.00	
10.			0.0		0.0	0.0			0.0		0.0		0.00	0.00	
11.			0.0		0.0	0.0			0.0		0.0		0.00	0.00	
12.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.00	0.00	

Row 12 must equal 100%

Commercial Roll-off Customers Mixed Waste Recovery Rate 0.0%

3. Commercial Compactor Customers (customer-owned) - Mixed Waste

215 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste or materials	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Recovered	Total Cost Per Ton
13.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
14.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
15.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
16.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
17.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 17 must equal 100%

Commercial Compactor Customers Recovery Rate 0.0%

City of Monterey Park
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Enter values in the **Light Blue** spaces.

4. Commercial Roll-off Customers - Inert Material — 16 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
18.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
19.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
20.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
21.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 21 must equal 100%

Commercial Roll-off Customers C&D Debris and Intert Material Recovery Rate 0.0%

5. Commercial Roll-off Customers - C&D Debris — 10 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
22.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
23.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
24.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
25.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 25 must equal 100%

Commercial Roll-off Customers C&D Debris and Intert Material Recovery Rate 0.0%

6. Temporary 3-yd Bin Customers — 5 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
26.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
27.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
28.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
29.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	

Row 29 must equal 100%

Temporary Bin Customers Recovery Rate 0.0%

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Enter values in the **Light Blue** spaces.

7. Commercial Bin Customers Subject to AB 1826 - Mixed Waste Monthly Tons Collected 860 tons/month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Facility to which collection vehicles will direct haul waste	Percent of Collected	Tons to this facility	Facility Recovery Rate	Tons Recovered	Residual Tons	Facility to which residual from facility in column 1 will be transferred for additional material recovery	Percent of Column 6 tons to this facility	Tons to this facility	Recovery Rate	Tons Recovered	Residual Disposal Facility	Disposal Tons	Total Tons Recovered	Total Cost Per Ton
30.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
31.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
32.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
33.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
34.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
35.			0.0		0.0	0.0			0.0		0.0		0.0	0.0	
36.	Totals	0.0%	0.0		0.0	0.0			0.0		0.0		0.0	0.0	
		Row 7 must equal 100%										AB 1826 Bin Customers Recovery Rate			0.0%

8. Summary

	Disposal Tons	Recovered Tons
Total commercial collections	0.0	0.0

Commercial customer recovery rate: 0.0%

As specified in the franchise agreement, franchisees must recover at least 50% of the refuse and materials collected.

City of Monterey Park
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COMMERCIAL FRANCHISE APPLICATION COST FORM

Applicant

Fill in all light BLUE spaces

1. Commercial Bin Customers - Not AB 1826					1	2	3	4	5
	Mixed Waste								
Line	Qty	Size (yd^3)	Frequency	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Weekly Customers	Total Monthly Charges
1.	1	1.5	1	Bin		$0.00	$0.00	90	$0.00
2.	1	1.5	2	Bin		$0.00	$0.00	3	$0.00
3.	1	1.5	3	Bin		$0.00	$0.00	1	$0.00
4.	1	1.5	4	Bin		$0.00	$0.00	1	$0.00
5.	1	1.5	5	Bin		$0.00	$0.00	1	$0.00
6.	1	2	1	Bin		$0.00	$0.00	60	$0.00
7.	1	2	2	Bin		$0.00	$0.00	5	$0.00
8.	1	2	3	Bin		$0.00	$0.00	1	$0.00
9.	1	2	5	Bin		$0.00	$0.00	1	$0.00
10.	1	3	1	Bin		$0.00	$0.00	180	$0.00
11.	1	3	2	Bin		$0.00	$0.00	80	$0.00
12.	1	3	3	Bin		$0.00	$0.00	40	$0.00
13.	1	3	4	Bin		$0.00	$0.00	10	$0.00
14.	1	3	5	Bin		$0.00	$0.00	10	$0.00
15.	1	3	6	Bin		$0.00	$0.00	15	$0.00
16.	2	3	1	Bin		$0.00	$0.00	6	$0.00
17.	2	3	2	Bin		$0.00	$0.00	10	$0.00
18.	2	3	3	Bin		$0.00	$0.00	15	$0.00
19.	2	3	4	Bin		$0.00	$0.00	0	$0.00
20.	2	3	5	Bin		$0.00	$0.00	10	$0.00
21.	2	3	6	Bin		$0.00	$0.00	2	$0.00
22.	3	3	2	Bin		$0.00	$0.00	1	$0.00
23.	3	3	3	Bin		$0.00	$0.00	5	$0.00
24.	3	3	5	Bin		$0.00	$0.00	1	$0.00
25.	3	3	6	Bin		$0.00	$0.00	15	$0.00
26.	4	3	2	Bin		$0.00	$0.00	1	$0.00
27.	1	4	1	Bin		$0.00	$0.00	15	$0.00
28.	1	4	2	Bin		$0.00	$0.00	10	$0.00
29.	1	4	3	Bin		$0.00	$0.00	1	$0.00
30.	1	4	4	Bin		$0.00	$0.00	2	$0.00
31.	1	4	5	Bin		$0.00	$0.00	5	$0.00
32.	1	4	6	Bin		$0.00	$0.00	5	$0.00
33.	2	4	2	Bin		$0.00	$0.00	1	$0.00
34.	2	4	3	Bin		$0.00	$0.00	5	$0.00
35.	2	4	4	Bin		$0.00	$0.00	1	$0.00
36.	2	4	5	Bin		$0.00	$0.00	1	$0.00
37.	2	4	6	Bin		$0.00	$0.00	1	$0.00
38.	4	4	3	Bin		$0.00	$0.00	1	$0.00
39.	5	4	6	Bin		$0.00	$0.00	1	$0.00
40.	1	3	3	Compactor		$0.00	$0.00	1	$0.00
41.	2	3	1	Compactor		$0.00	$0.00	1	$0.00
42.					Total Commercial Bin Customers			615	$0.00

City of Monterey Park
Application for a Waste Collection and Recycling Franchise
COMMERCIAL FRANCHISE APPLICATION COST FORM

Applicant

Fill in all light BLUE spaces

2. Commercial Roll-off Service				1	2	3	4	5
	Mixed Waste							
Line	Qty	Size (yd^3)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Avg Services Per Month	Monthly Charges
43.	1	20	Roll-off		$0.00	$0.00	1	$0.00
44.	1	30	Roll-off		$0.00	$0.00	5	$0.00
45.	1	40	Roll-off		$0.00	$0.00	24	$0.00
46.			Total Commercial Roll-off Customers - Mixed Waste				30	$0.00

3. Commercial Compactor Service				1	2	3	4	5
	Mixed Waste							
Line	Qty	Size (yd^3)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Avg. Services Per Month	Monthly Charges
47.	1	30	Customer compactor		$0.00	$0.00	35	$0.00
48.	1	35	Customer compactor		$0.00	$0.00	6	$0.00
49.	1	40	Customer compactor		$0.00	$0.00	4	$0.00
50.			Total Commercial Compactor Customers - Mixed Waste				45	$0.00

4. Commercial Roll-off Service				1	2	3	4	5
	Inert Material							
Line	Qty	Size (yd^3)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Avg. Services Per Month	Monthly Charges
51.	1	10	Roll-off		$0.00	$0.00	3	$0.00

5. Commercial Roll-off Service				1	2	3	4	5
	C&D Debris							
Line	Qty	Size (yd^3)	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Avg. Services Per Month	Monthly Charges
52.	1	40	Roll-off		$0.00	$0.00	2	$0.00

City of Monterey Park
Application for a Waste Collection and Recycling Franchise
COMMERCIAL FRANCHISE APPLICATION COST FORM

Applicant

Fill in all light BLUE spaces

Line	6. AB 1826 Bin Customers				1	2	3	4	5
	Qty	Size (yd^3)	Frequency	Container	Collection Cost	Processing & Disposal Cost	Total Customer Monthly Rate	Avg Services Per Month	Monthly Charges
53.	2	3	2	Bin		$0.00	$0.00	1	$0.00
54.	Grocery store								
55.	2	3	4	Bin		$0.00	$0.00	1	$0.00
56.	3	3	6	Bin		$0.00	$0.00	1	$0.00
57.	1	4	5	Bin		$0.00	$0.00	1	$0.00
58.	2	4	6	Bin		$0.00	$0.00	1	$0.00
59.	Hotel with restaurant								
60.	1	4	6	Bin		$0.00	$0.00	1	$0.00
61.	Restaurant								
62.	1	2	6	Bin		$0.00	$0.00	1	$0.00
63.	1	3	4	Bin		$0.00	$0.00	2	$0.00
64.	1	3	5	Bin		$0.00	$0.00	2	$0.00
65.	1	3	6	Bin		$0.00	$0.00	6	$0.00
66.	2	3	3	Bin		$0.00	$0.00	1	$0.00
67.	2	3	4	Bin		$0.00	$0.00	6	$0.00
68.	2	3	5	Bin		$0.00	$0.00	2	$0.00
69.	2	3	6	Bin		$0.00	$0.00	3	$0.00
70.	3	3	6	Bin		$0.00	$0.00	2	$0.00
71.	1	4	3	Bin		$0.00	$0.00	2	$0.00
72.	1	4	4	Bin		$0.00	$0.00	1	$0.00
73.	1	4	5	Bin		$0.00	$0.00	1	$0.00
74.	1	4	6	Bin		$0.00	$0.00	3	$0.00
75.	2	4	5	Bin		$0.00	$0.00	1	$0.00
76.	2	4	6	Bin		$0.00	$0.00	1	$0.00
77.	Shopping center with restaurants								
78.	1	3	5	Bin		$0.00	$0.00	1	$0.00
79.	2	3	3	Bin		$0.00	$0.00	1	$0.00
80.	2	3	4	Bin		$0.00	$0.00	1	$0.00
81.	4	3	7	Bin		$0.00	$0.00	1	$0.00
82.	5	3	5	Bin		$0.00	$0.00	1	$0.00
83.	15	3	6	Bin		$0.00	$0.00	1	$0.00
84.	3	4	7	Bin		$0.00	$0.00	1	$0.00
85.				Total Commercial Roll-off Customers - Mixed Waste				47	$0.00

Applicant

Fill in all light BLUE spaces

7. Commercial Customers Extra Service

			1	2	3	4	5
Line	Qty	Description	Cost Per Service	Processing & Disposal Cost	Total Customer Monthly Rate	Monthly Customers	Total Monthly Charges
86.	1	3-yd temporary bin - mixed waste		$0.00	$0.00	12	$0.00
87.	1	Bin push-out service				44	$0.00
88.	1	Bin lock lids				80	$0.00
89.	1	1.5-yd bin extra service				1	$0.00
90.	1	2-yd bin extra service				4	$0.00
91.	1	3-yd bin extra service				5	$0.00
92.	1	4-yd bin extra service				2	$0.00
93.				Total Charges for Extra Services			$0.00

8. Summary

94.	Total Monthly Commercial Customer Charges	$0.00
95.	Total Commercial Customers Served Monthly	742
96.	Rate per Commercial Customer	$0.0000

The 13 statements of qualification are available on the City's website:

http://www.montereypark.ca.gov/444/Bids-Proposals

1. Athens Services/Arakelian Enterprises
2. Burrtec Waste Services
3. City Rent-A-Bin/Serv-Wel Disposal
4. Commercial Waste Services, Inc.
5. Consolidated Disposal Service/Republic Services
6. G.B. Services, Inc.
7. NASA Services, Inc.
8. United Pacific Waste and Recycling Services, Inc.
9. Valley Vista Services
10. U.S.A. Waste of California/Waste Management, Inc.
11. Ware Disposal, Inc.
12. Waste and Recycling Services, Inc.
13. Waste Resources, Inc.

City Council Staff Report

DATE: September 21, 2016

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

TO: The Honorable Mayor and City Council

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

SUBJECT: Approval of Memorandum of Understanding for Proposition 84 Grant

RECOMMENDATION:

It is recommended that the City Council consider:

1. Authorizing the City Manager to receive and appropriate Proposition 84 grant funds for the Centralized Groundwater Treatment System;
2. Authorizing the City Manager to execute the Memorandum of Understanding (MOU) with the Los Angeles County Flood Control District, in a form approved by the City Attorney; and
3. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The California Department of Water Resources (DWR) awarded the City 2015 Prop 84 Integrated Regional Water Management (IRWM) grant funding for the Centralized Groundwater Treatment System Project. Staff is requesting that the City Council authorize the City Manager to receive the funds and to execute the Memorandum of Understanding.

BACKGROUND:

The City is a member of the Greater Los Angeles (GLAC) Integrated Regional Water Management (IRWM) Region. In the spring of 2015, the City worked with IRWM to prepare a grant application for Proposition 84 funding to upgrade the water treatment facility at Delta Plant. IRWM's application included projects from various other local jurisdictions in Los Angeles County that would meet the Department of Water Resources goal to address the long term water needs of the state, including the delivery of safe drinking water and the protection of water quality and the environment.

In January 2016, the State announced the award of Proposition 84 grant funds to the GLAC IRWM. Since the submittal of the application, one jurisdiction withdrew its application and no longer desires to pursue its project. That portion of the grant funds has been reapportioned to the other grant participants. The City's share of grant thus increased from $3.55M to $4.13M.

The Prop 84 grant MOU is between the City and the Los Angeles County Flood Control District that is acting on behalf of the grantor, DWR.

In order to meet the schedule proposed in the Proposition 84 grant application, the City Council authorized the process of hiring a contractor to *Design and Build* the Centralized Groundwater Treatment System and selected Filanc as the constractor.

CEQA (California Environmental Quality Act):

The Centralized Groundwater Treatment System is categorically exempt from the California Environment Quality Act (CEQA) per Categorical Exemption 15302, "Replacement or Reconstruction." The project consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purposes and capacity as the structure replaced. The City of Rosemead has concurred with the exemption.

FISCAL IMPACT:

The Proposition 84 award of $4.13M assumes a local match of $4.17M for a total project cost of $8.3M. The City's portion of cost will be paid with treatment funds (0093).

Respectfully submitted by:

Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:

Frank Heldman
Water Utility Manager

Approved by:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT:

1. Memorandum of Understanding (MOU)

ATTACHMENT 1
MEMORANDUM OF UNDERSTANDING

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (hereinafter referred to as "Agreement"), is made and entered into as of the date of the last Party signature set forth below between the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (hereinafter referred to as "LACFCD"), and CITY OF MONTEREY PARK (hereinafter referred to as "Local Project Sponsor" or "LPS"). LACFCD and LPS are hereinafter referred to as "Parties" or, each individually, as "Party" for the following project(s): Centralized Groundwater Treatment System (hereinafter referred to as "Project(s)"). The requested grant amount for the Project(s) is $4,130,400.00.

WITNESSETH

WHEREAS, in November 2006, the voters of California enacted the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act, (hereinafter referred to as Proposition 84), adding provisions to the California Public Resources Code; and

WHEREAS, Proposition 84 amended the Public Resources Code to include Section 75026 et seq., which authorizes the Legislature to appropriate One Billion and 00/100 Dollars ($1,000,000,000.00) for Integrated Regional Water Management (hereinafter referred to as "IRWM") projects (water resources-related projects that address water supply, water quality, and habitat/open space needs in a region); and

WHEREAS, the intent of the IRWM concept is to encourage integrated regional strategies for the management of water resources and to provide funding through competitive grants for projects that protect communities from drought, improve water reliability, protect and improve water quality, and improve local water security by reducing dependence on imported water; and

WHEREAS, the California Department of Water Resources (hereinafter referred to as "DWR") issued Proposition 84 IRWM Grant Program Guidelines for the 2015 IRWM Grant Program Guidelines and Implementation Grant Proposal Solicitation Package (hereinafter referred to as "Guidelines") in May 2015 to establish the process and criteria to solicit applications, evaluate proposals, and award Proposition 84 grants under the IRWM Grant Program; and

WHEREAS, eligible grant recipients under the Guidelines are public agencies defined as a City, County, City and County, District, joint powers authority, State agency or Department, or other political subdivision of the State, and nonprofit organizations defined as any California corporation organized under Sections 501(c)(3), 501(c)(4), or 501(c)(5) of the Federal Internal Revenue Code. Other entities that are part of the regional water management group responsible for applying for the grant may perform work funded by the grant; and

WHEREAS, under the Guidelines, IRWM Implementation grant proposals must be

submitted by an IRWM Region that was accepted into DWR's IRWM Grant Program through the 2009 Region Acceptance Process and must: (1) include projects that are consistent with an adopted IRWM Plan (hereinafter referred to as "Plan"), (2) require project proponents to adopt the Plan or an update to the Plan, (3) describe specific implementation projects for which funding is being requested, and (4) identify matching funding; and

WHEREAS, the Plan for the Greater Los Angeles County Region (hereinafter referred to as "Region"), adopted on December 13, 2006, and updated and approved on May 20, 2014, will facilitate a regional approach to watershed management by establishing collaborative efforts across the watersheds within the Region; and

WHEREAS, the Region was accepted into DWR's IRWM Grant Program through the 2009 Region Acceptance Process in September 2009; and

WHEREAS, the Region's IRWM Group, which includes the Region's participating local entities and the LPSs identified in Exhibit F of the Grant Agreement, designated LACFCD as the regional entity to apply for grant funds on behalf of all proposed projects for the Region, through the IRWM process; and

WHEREAS, the implementation grant proposal for the Region included two (2) separate projects sponsored by the LACFCD and the following local entities, solely or jointly, (the projects are identified in Exhibit F to the Grant Agreement between DWR and LACFCD, which Grant Agreement, including all Exhibits thereto, is attached hereto and incorporated herein as Attachment A): Gateway Water Management Authority (four separate projects); City of Malibu; Las Virgenes Municipal Water District; Mountains Restoration Trust; City of Calabasas; City of Inglewood; City of Torrance; City of Palo Verdes Estates; National Forest Foundation; The River Project; City of Glendale; Crescenta Valley Water District; City of Monterey Park; and County of Los Angeles; and

WHEREAS, for IRWM projects funded under the implementation grant that will be implemented with the participation of more than one entity, it is the intention of the Parties that the LPS will be a single entity that is responsible for implementation of the Project(s) and which has the authority to enter into this Agreement on behalf of all entities participating in the Project(s); and

WHEREAS, LPS assumes all responsibilities and liabilities for the Project(s) under this Agreement (including the Grant Agreement responsibilities allocated to LPS under this Agreement). LPS will be the entity that invoices LACFCD, submits required information, including reports, notices and notifications, to LACFCD and provides any documentation and information requested or required under this Agreement or the Grant Agreement by LACFCD with respect to the implementation of the Project(s). In the event that the Project(s) will be implemented by more than one entity, LPS shall ensure that it has entered into appropriate written agreement(s) with each of the other Project-implementing entities to confirm the authority of LPS to enter into this Agreement on their behalf, and shall ensure that each of the

other Project-implementing entities agrees to defend, indemnify and hold harmless LACFCD to the same extent as the LPS provides to LACFCD in this AGREEMENT. Further, each entity participating in a Project acknowledges full responsibility for the implementation of the Project(s), including all responsibilities identified in this Agreement as well as the Grant Agreement and commits to the fulfillment of their respective obligations with respect to the Project(s). As to LACFCD, LPS remains solely responsible for all aspects of the Project(s); and

WHEREAS, DWR has indicated that it will award an implementation grant of up to Twenty-Seven Million, Seven Hundred and Forty-Two Thousand, Nine Hundred and Seventy-Five Dollars ($27,742,975.00) to the LACFCD on behalf of the Region's LPSs; and

WHEREAS, DWR has indicated that it will enter into an agreement (hereinafter referred to as Grant Agreement) with LACFCD, for the administration of the implementation grant funds with respect to the nineteen (19) projects, including LPS's Project(s); and

WHEREAS, LPS desires that LACFCD execute the anticipated Grant Agreement with DWR and perform the role of Grantee therein on LPS's behalf so that LPS can receive and benefit from the Proposition 84 grant funds for its Project(s) in the amount to be identified in Exhibit B to the Grant Agreement; and

WHEREAS, LACFCD and LPS desire to enter into this Agreement to clarify their respective responsibilities with respect to the anticipated grant from DWR and the Parties' responsibilities pursuant to the Grant Agreement; specifically, the Parties intend that LACFCD's role will be to administer the grant funding and submit documentation required under the Grant Agreement to DWR on behalf of LPS, for which LACFCD will be reimbursed pursuant to this Agreement. LPS will be responsible for all other activities required under the Grant Agreement related to its Project(s), including, but not limited to construction, monitoring, Project management, operations and maintenance and legal compliance; and

WHEREAS, the LPS was awarded a project grant of $4,130,400.00; and

WHEREAS, the LPS previously agreed to pay LACFCD $16,872.75 for the cost of preparing and processing the LPS's grant application(s) for its project(s). LPS's grant budget includes a line item for this cost; and

WHEREAS the Parties acknowledge that LACFCD will not approve any aspect of the Project(s) or provide any resources related to implementation of the Project(s) outside of grant funding, if any, which is provided to LACFCD from DWR, specifically for the Project(s).

NOW, THEREFORE, LACFCD and LPS hereby agree as follows:

LACFCD'S RESPONSIBILITIES

Section (1) LACFCD AGREES TO, for as long as the Grant Agreement remains in effect:

(1) Provide staff to oversee grant administration, manage grant funds and provide Project oversight as related to the grant.

(2) Establish an independent account to manage the grant funds for each Project and provide routine updates to the LPS of balance and activities of each account.

(3) Receive from LPS and submit to DWR the reports and information prepared and provided by LPS for each Project as requested by LACFCD and/or as required under the Grant Agreement.

(4) LACFCD may execute amendments to the Grant Agreement on behalf of LPS, upon written request and approval by LPS and after LPS negotiates with DWR.

(5) Process grant reimbursement requests submitted by LPS, including, submission of such requests to DWR and, only upon receipt of funds from DWR related to the invoices submitted, provide reimbursement to LPS within thirty (30) days of receipt by LACFCD of funds from DWR.

(6) Submit grant reimbursement request(s) to DWR, for a total amount not to exceed two-and-one-half percent (2.5%) of the Grant Amount to justify LACFCD's grant administrative costs, management, and project oversight efforts with respect to the IRWM grant, as authorized by DWR and pursuant to Section (2)(8).

LPS'S RESPONSIBILITIES

Section (2) LPS AGREES TO:

(1) Retain sole and full responsibility for all aspects of LPS's Project(s) as identified in the Grant Agreement, including any approved amendments, including, but not limited to: planning, design, review and approval of plans, specifications, bid documents and construction documents, implementation; construction; management; Project oversight; monitoring; inspections; operation and maintenance; submission of Project reimbursement billing requests; provision of reports, notifications and notices; compliance with all legal requirements related to the Project(s) such as lead agency responsibilities, and all other applicable local, State and Federal statutes and regulations related to the Project(s) for the lifetime of the Project(s) notwithstanding any early termination of this Agreement.

(2) Plan, design, construct, and continuously operate and maintain LPS's Project(s) pursuant to LPS's Work Plan as identified in Exhibit A to the Grant Agreement. LPS agrees to notify LACFCD and receive LACFCD's written approval as well as that of DWR in advance of implementing any proposed changes to LPS's Project(s), including proposed future changes to the Work Plan.

(3) Comply with all terms, provisions and commitments contained in the Grant Agreement, including all exhibits and attachments thereto, applicable to LPS or to LACFCD as Grantee or to representatives of Grantee under the Grant Agreement, whether or not herein specifically referenced, (with the exception of responsibilities identified in Section (1)(1) above which are solely responsibilities of LACFCD) for the lifetime of the

Project(s). The Parties agree that responsibilities of LPS, Grantee, representatives of Grantee or activities for which LACFCD (as Grantee) and LPS may be listed as jointly responsible under the Grant Agreement, shall remain the sole responsibility of LPS, with the exception of activities herein listed as LACFCD'S RESPONSIBILITIES.

(4) Comply with all applicable environmental requirements pertaining to the Project(s), including but not limited to the California Environmental Quality Act (CEQA), the State CEQA Guidelines and, if applicable, the National Environmental Policy Act (NEPA). Submit documents that satisfy the CEQA and NEPA process as well as any mitigation agreements, and environmental permits, including but not limited to DWR's Environmental Information Form. LACFCD is not responsible for any aspect of environmental compliance with respect to the Project(s), including any proposed future changes to LPS's Project(s), and no Project may be implemented absent LPS's compliance with CEQA and other environmental laws and regulations. Prior to submission of each invoice to LACFCD under this Agreement, LPS must submit written confirmation to LACFCD, in a format to be specified by LACFCD, that it has complied with all requirements of the Grant Agreement, including, but not limited to compliance with CEQA and, as applicable, NEPA for LPS's Project(s), including all work covered under the invoice, and shall provide appropriate evidence of its compliance. In addition, LPS agrees to submit written confirmation of CEQA and applicable NEPA compliance prior to implementing any future changes to its Project(s).

(5) Demonstrate availability of funds to complete the Project by submitting the most recent three (3) years of audited financial statements and provide cost share funding match for the LPS's Project in the amount identified in Exhibit B of the Grant Agreement.

(6) Ensure that any and all permits, licenses and approvals required for its Project(s) are obtained in a timely manner and maintained in effect as legally required.

(7) Submit not more than one reimbursement request per month to LACFCD, in the format specified by LACFCD, executed by an authorized individual at LPS who is knowledgeable of the information and certifies and warrants the accuracy of the information contained in the reimbursement request.

(8) Allow LACFCD to be reimbursed by DWR in an amount not to exceed two-and-one-half percent (2.5%) percent of the Grant Amount for grant administrative costs, management, and project oversight efforts with respect to the IRWM. LPS thereby agrees that it will be reimbursed ninety-seven-and-one-half percent (97.5%) of the Grant Amount by LACFCD under this Agreement.

(9) Prepare, provide and ensure accuracy of all deliverables, reports, documentation, notifications, notices and information related to the Project(s) as required under the Grant Agreement and/or requested by LACFCD to assist LACFCD and to enable LACFCD or LPS to provide information required under the Grant Agreement to DWR in a prompt and timely manner, in accordance with the provisions of the Grant Agreement.

(10) Inform DWR and the LACFCD of any material changes related to the Project(s) as soon

as possible including but not limited to, the progress of construction, Project budget(s), and Project benefits, through reporting process or other methods established by DWR and/or the LACFCD.

(11) Repay the LACFCD any amount owed to DWR within 30 days of written notification, if for any reason DWR determines that LPS's Project(s) is no longer entitled to grant funds.

(12) Provide regular and ongoing inspections of construction work in progress and be responsible to keep work under control. Authorize LACFCD to inspect the Project(s), at LACFCD's discretion, to review the progress of the Project(s).

(13) Accept all liabilities and hold LACFCD legally and financially harmless if it is determined by court of law that LPS's allocation and use of the grant and matching funds is in violation of any applicable statutes, regulations, ordinances, guidelines, or requirements, including, but not limited to, grant requirements, and/or requirements governing contracting, and subcontracting, unless such violation(s) is due to LACFCD's active negligence or willful misconduct.

(14) Accept sole responsibility for persons performing work related to the Project(s), including, but not limited to, employees, contractors, subcontractors, suppliers and providers of services.

(15) Accept sole responsibility for any and all disputes arising out of contracts for implementation of the Project(s), including, but not limited to, payment disputes involving representatives of LPS, contractors and subcontractors. LPS acknowledges that LACFCD will not mediate or be involved with disputes between LPS and any other entity concerning responsibility for performance of work related to the Project(s).

(16) Comply with all Basic Conditions, conditions for disbursement, Continuing Eligibility requirements, and Standard Conditions set forth in the Grant Agreement at all times.

(17) Designate in writing a Project Manager with the full authority to act on behalf of LPS on any matter related to the Project(s), and advise LACFCD and DWR immediately in writing of any change in Project Manager.

Section (3) TERMINATION OF AGREEMENT

(1) This Agreement shall remain in effect while the Grant Agreement or any provision of the Grant Agreement remains in effect. LPS's indemnification will remain in effect for the lifetime of the Project(s). Following termination of the Grant Agreement, LPS shall remain solely responsible for any liability, costs or expenses related to its Project(s), including any request for repayment by DWR related to LPS's Project(s) and/or any other costs, fees and/or penalties, such as costs related to allegations of default under Section 14 of the Grant Agreement, which may be asserted against LACFCD by DWR related to the LPS's Project(s). LPS acknowledges that in no event shall LACFCD be responsible for any liability, costs, or expenses related to LPS's Project(s) or for the performance of work on, or the operation or maintenance of, the completed Project(s) as a result of the

termination of the Grant Agreement or for any other reason.

Section (4) GENERAL INDEMNIFICATION

(1) LPS shall indemnify, defend, and hold harmless LACFCD, the County of Los Angeles, Special Districts for which the Board of Supervisors for the County of Los Angeles and LACFCD acts as the governing body, elected and appointed officers, employees and agents from and against any and all liability, including, but not limited to, defense costs, demands, claims, allegations of default or breach of the Grant Agreement or this Agreement, actions, fees, costs and expenses (including attorney and expert witness fees) arising from or relating to: acts or omissions of the LPS related to its Project(s) and/or any acts or omissions of LACFCD made on behalf of or for the benefit of LPS pursuant to this Agreement, including, but not limited to, LACFCD's actions or activities in administering the grant funding and other LACFCD responsibilities set forth in Section (1)(1), but not including any acts or omissions of the LACFCD that involve the LACFCD's active negligence or willful misconduct. LPS liability arising from the active negligence or willful misconduct of LACFCD is excluded under this paragraph. This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement and shall remain in effect during the lifetime of the Project(s).

(2) LACFCD shall indemnify, defend, and hold harmless LPS, its successors and assigns, officials, officers, employees, agents and those LPS agents serving as independent contractors in the role of LPS officials or officers from and against any and all liability, including, but not limited to, defense costs, demands, claims, allegations of default or breach of the Grant Agreement or this Agreement, actions, fees, costs and expenses arising from or relating to: LACFCD's active negligence or willful misconduct in its performance of LACFCD's RESPONSIBILITIES under this Agreement. This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement.

(3) If, for whatever reason, DWR fails to fund any part of the grant commitment related to the Project(s), LPS shall hold LACFCD harmless for that failure to fund and shall not seek any funding from LACFCD other than funds actually provided by DWR to LACFCD and specifically identified for LPS's Project(s). If, for whatever reason, DWR demands repayment of any part of the grant commitment related to the Project(s), LPS shall indemnify, defend, and hold LACFCD harmless for that repayment demand and shall not seek any funding from LACFCD in connection therewith.

(4) LPS shall comply with the requirements set forth in CEQA and the CEQA Guidelines for its Project(s). LPS is ultimately and solely responsible for compliance with all applicable CEQA and NEPA requirements, including any mitigation measures required for the Project(s). LPS shall indemnify, defend, and hold harmless LACFCD, the County of Los Angeles, Special Districts for which the Board of Supervisors for County of Los Angeles and LACFCD acts as the governing body, elected and appointed officers, employees, and agents from and against any and all claims and/or actions related to the Project(s) that

may be asserted by any third party or public agency alleging violations of CEQA or the CEQA Guidelines, NEPA and/or other Federal, State, and local environmental laws, rules, and regulations, guidelines, and requirements for the Project(s). This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement and shall remain in effect during the lifetime of the Project(s).

Section (5) CHILD SUPPORT LAWS

(1) LACFCD's Policy on Child Support Laws

LPS acknowledges that LACFCD places a high priority on the enforcement of child support laws and the apprehension of child support evaders. LPS understands that it is LACFCD's policy to encourage all LACFCD contractors to voluntarily post LACFCD'S Los Angeles Most Wanted: Delinquent Parents List, in a prominent position at LPS's place of business.

(2) Child Support Compliance Program

As required by LACFCD's Child Support Compliance Program (County Code Chapter 2.200), LPS shall maintain compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653) and California Unemployment Insurance Code Section 1088.5, and shall implement lawfully served Wage and Earnings Withholding Orders or District Attorney Notice of Wage Earnings Assignment for Child or Spousal Support, pursuant to Code of Civil Procedure, Section 706.031 and Family Code, Section 5246(b).

(3) Termination for Noncompliance with Child Support Requirements

LPS shall maintain compliance with requirements of LACFCD's Child Support Compliance Program as certified in LPS's Child Support Compliance Program Certification and as set forth in this Agreement. Failure of LPS to maintain compliance with these requirements will constitute a default under this Agreement. Failure to cure such a default within ninety (90) days of notice by LACFCD shall be grounds upon which LACFCD may give notice of termination and terminate this Agreement.

Section (6) NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

(1) LPS shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

Section (7) PROHIBITION AGAINST USE OF CHILD LABOR

(1) LPS shall:

(a) Not knowingly sell or supply to LACFCD any products, goods, supplies or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment; and,

(b) Upon request by LACFCD, identify the country/countries of origin of any products, goods, supplies, or other personal property LPS supplies to LACFCD; and,

(c) Upon request by LACFCD, provide to LACFCD the manufacturer's certification of compliance with all international child labor conventions.

(2) Should LPS discover that any products, goods, supplies, or other personal property sold or supplied by LPS to LACFCD are produced in violation of any international child labor conventions, LPS shall immediately provide an alternative, compliant source of supply.

(3) Failure by LPS to comply with provisions of this section will be grounds for immediate suspension or termination of this Agreement.

Section (8) TERMINATION FOR IMPROPER CONSIDERATION

(1) LACFCD may, by written notice to LPS, immediately terminate the right of LPS to proceed under this Agreement if it is found that consideration, in any form, was offered or given by LPS, either directly or through an intermediary, to any LACFCD officer, employee, or agent with the intent of securing this Agreement or securing favorable treatment with respect to the award, amendment, or extension of this Agreement or the making of any determinations with respect to LPS performance pursuant to this Agreement. In the event of such termination, LACFCD shall be entitled to pursue the same remedies against LPS as it could pursue in the event of default by LPS.

LPS shall immediately report any attempt by a LACFCD officer or employee to solicit such improper consideration. The report shall be made either to LACFCD manager charged with the supervision of the employee or to the Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel, entertainment, or tangible gifts.

Section (9) NOTIFICATION

(1) Any notices, bills, invoices, or reports relating to this Agreement, and any request, demand, statement or other communication required or permitted hereunder shall be in writing and

(a) shall be delivered to the representatives of the Parties at the addresses set forth below, except that any Party may change the address for notices by giving the other Party at least ten (10) days written notice of the new address:

LACFCD:
Russ Bryden, Principal Engineer
Watershed Management Division
Los Angeles County Flood Control District
County of Los Angeles Department of Public Works
900 South Fremont Avenue
Alhambra, CA 91803-1331

LPS:
Frank M. Heldman, Water Utility Manager
City of Monterey Park
320 West Newmark Avenue
Monterey Park, California 91754

(b) or when LACFCD establishes a process to electronically upload some of the above stated information via the Web, the LPS shall submit the information accordingly as directed by LACFCD.

Section (10) MUTUAL COVENANTS

(1) Governing Law: This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.

(2) Amendment: No variation, modification, change, or amendment of this Agreement shall be binding upon any Party unless such variation, modification, change, or amendment is in writing and duly authorized and executed by both Parties. This Agreement shall not be amended or modified by oral agreements or understandings between the Parties or by any acts or conduct of the Parties. Notwithstanding the above, the Parties agree that any amendment to the Grant Agreement (including any amendment to LPS's grant amount and corresponding change to the dollar amount of LACFCD's 2.5 percent administrative fee) shall become part of this Agreement upon the provision of written notice to the LPS without the necessity of further written agreement between the Parties absent the immediate provision of written objection by LPS to LACFCD.

(3) Entire Agreement: This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings.

(4) No Third Party Beneficiary/Successors and Assigns: This Agreement is made and entered into for the sole protection and benefit of the Parties and their successors and assigns. No other person shall have any right of action based upon any provisions of this Agreement.

(5) Waiver: No waiver of any breach or default by any Party shall constitute a waiver of any other breach or default, nor shall any such waiver constitute a continuing waiver. Failure of any Party to enforce at any time or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.

(6) Covenant: All provisions of this AGREEMENT, whether covenants or conditions, on the part of LPS shall be deemed to be both covenants and conditions.

(7) Interpretation: All Parties have been represented by counsel in the preparation and negotiation of this Agreement. Accordingly, this Agreement shall be construed according to its fair language and any ambiguities shall not be resolved against the drafting Party simply by virtue of having drafted the ambiguous provision.

(8) Assignment: No Party shall assign this Agreement or any of such Party's interest, rights, or obligations, under this Agreement without the prior written consent of the other Party, which consent shall not be unreasonably withheld except that any Party may assign the Agreement, or any part thereof, to any successor governmental agency performing the functions of the assigning Party as its successor.

(9) Manner of Execution: The Agreement may be executed simultaneously in counterpart, each of which shall be deemed an original, but together, shall constitute but one and the same instrument.

(10) Relationship of Parties: The Parties are, and at all times shall remain as to each other, wholly independent entities. No Party to this Agreement shall have the power to incur any debt, obligation, or liability on behalf of any other Party unless expressly provided to the contrary by this Agreement. No employee, agent, or officer of a Party shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another Party.

(11) Successors: This Agreement shall be binding upon and shall insure to the benefit of the respective successors, heirs and assigns of each Party.

Section (11) NEGATION OF PARTNERSHIP

(1) Nothing in this Agreement shall be construed to render LACFCD in any way or for any purpose a partner, joint venturer, or associate in any relationship with LPS, nor shall this Agreement be construed to authorize either Party to act as agent for the other Party unless expressly provided in this Agreement.

Section (12) SAVINGS CLAUSE

(1) If any provision or provisions of this Agreement shall be determined by any court to be invalid, illegal or unenforceable to any extent, the remainder of the Agreement shall continue in full force and effect and this Agreement shall be construed as if the invalid, illegal or unenforceable provision(s) had never been contained in this Agreement.

Section (13) AUTHORITY TO ENTER INTO AGREEMENT

(1) Each of the persons signing below on behalf of a Party represents and warrants that he or she is authorized to sign this Agreement on behalf of such Party.

Section (14) LACFCD LOBBYISTS

(1) Each LACFCD lobbyist, as defined in the Los Angeles County Code Section 2.160.010, retained by LPS shall be in full compliance with Chapter 2.160 of the Los Angeles County Code. LPS's signature on the Agreement is its certification that it is in full compliance with Chapter 2.160. Failure on the part of any LACFCD lobbyist retained by LPS to fully comply with the County Lobbyist Ordinance shall constitute a material breach of this Agreement upon which LACFCD may immediately terminate or suspend this Agreement.

//

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized by the LPS on _____, 2016, and by the LACFCD on _____, 2016

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT

By _____ _____
GAIL FARBER Date
Chief Engineer

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By _____ _____
Deputy Date

CITY OF MONTEREY PARK

ATTEST:

By _____ _____
PAUL TALBOT Date
City Manager

APPROVED AS TO FORM:

KARL H. BERGER
Assistant City Attorney

By _____ September 14, 2016
Date

City Council Staff Report

DATE: September 21, 2016

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

TO: The Honorable Mayor and City Council

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

SUBJECT: Authorize Staff to Enter in Professional Services Agreement for Engineering Services for Design of the Potrero Grande Drive Beautification and Street Renovation Project

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a Professional Services Agreement (PSA) to RKA Consulting Group, in the amount of $138,255;
2. Authorizing the Director of Public Works to approve change orders up to $13,825 (up to 10% of PSA amount) for this project;
3. Authorizing an appropriation of $152,100 from the former Redevelopment Agency's Bond Proceeds which is in the General Fund Reserves to cover the cost of the design work;
4. Authorizing the City Manager, or his designee, to execute a PSA, in a form approved by the City Attorney, with RKA Consulting Group; and
5. Taking such additional, related, action that may be desirable.

CEQA:

Taking the recommended action would not result in a potential for resulting in a direct or reasonably indirect physical change in the environment and, accordingly, does not qualify as a "project" under the California Environmental Quality Act (Cal. Pub. Res. Code §§ 21000, *et seq.*; "CEQA") or CEQA Guidelines (Cal. Code Regs. tit. 14, §§ 15000, *et seq.*; *see* Cal. Code Regs. tit. 14, §§ 15061(b)(3), 15378). Even if the award of contract were to qualify as a project, it would be categorically exempt as a Class 1 or Class 5 project since, at best, it would constitute a minor alteration of existing public structures involving no expansion of use; or a minor alteration in land use limitations (see CEQA Guidelines §§ 15301, 15305).

EXECUTIVE SUMMARY:

In March 2016, City Council approved 3-year professional services agreements with four (4) general engineering firms to provide on-call services and assist staff with Capital Improvement Projects. Staff solicited proposals from each firm for the design of the Potrero Grande Drive beautification and renovation project. Two firms submitted

proposals, RKA Consulting Group and KOA Corporation. Staff recommends that the City Council authorize the City Manager to execute a Professional Services Agreement in a form approved by the City Attorney with RKA Consulting, the lowest cost proposal.

BACKGROUND:

Potrero Grande Drive from the easterly City limits to Markland Drive is in need of pavement rehabilitation. The existing pavement shows clear signs of distress including potholing and cracking. City staff has worked to extend the life of the pavement; however, it has reached a point where a major street resurfacing project is required. In addition, this section of street is dated and could use beautification including landscaped medians and parkways, curb ramps, sidewalk, and intersection improvements to meet ADA requirements. These enhancements will create a more pedestrian friendly street and increase the "walkability" of the area.

Staff received proposals for design of the Potrero Drive improvements from the two of the four on-call general engineering services firms.

RKA Consulting Group (Walnut, CA)	$138,255
KOA Corporation (Monterey Park, CA)	$167,222

RKA's proposal included a clear understanding of the project, reasonable work schedule, and the lowest not to exceed fee. Accordingly, staff recommends the City Council authorize the City Manager to execute a professional services agreement with RKA Consulting Group for the design of the Potrero Grande Drive Beautification and Street Renovation Project at a fee not to exceed $138,255.

FISCAL IMPACT:

This design phase of the Potrero Grande Drive Beautification and Street Renovation Project is $152,080 (including 10% allowance for change orders). The project is qualified to be funded by the former Redevelopment Agency's Bond Proceeds, which is now in the General Fund Reserves. Staff is requesting an appropriation of $152,100 from the Bond Proceeds under CIP Account #0010-801-5001-91950 for the cost of this work.

Respectfully submitted by:

Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:

Tito Haes
Public Works Maintenance
Manager

Approved by:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

City Council Staff Report

DATE: September 21, 2016

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

TO: The Honorable Mayor and City Council

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

SUBJECT: Award Contract to Hardy & Harper, Inc. for Citywide Asphalt Patch Repairs Project

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a Public Works contract to Hardy & Harper, Inc., in the amount of $88,000.00;
2. Authorizing the Director of Public Works to approve construction change orders up to $8,800.00 (up to 10% of construction contract amount) for this project;
3. Authorizing the City Manager, or designee, to execute a contract, in a form approved by the City Attorney, with Hardy & Harper, Inc.; and
4. Take such additional, related, action that may be desirable.

CEQA:

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).

EXECUTIVE SUMMARY:

At the May 18, 2016 City Council meeting, the Council adopted a resolution authorizing staff to advertise for the Citywide Asphalt Patch Repairs Project. City staff advertised the project. Staff has completed the bidding process and is recommending the award of contract to Hardy & Harper, Inc. in the amount of $88,000.00.

BACKGROUND:

The City of Monterey Park currently has a list of 212 temporary asphalt patches of various sizes throughout the City's streets. These temporary patches are the result of the Water Division "cutting" into streets to access water lines either for repair, service, or installation of new services. The temporary patches, if not removed and replaced, eventually sink and/or break up, creating dips or potholes in the street. This existing list

of patches in need of repair is too extensive to be performed using in-house crews without negatively impacting other operations.

On August 18, 2016, staff received six (6) proposals. A summary of the bid amounts is as follows:

1.	Hardy & Harper, Inc., Santa Ana, CA	$ 88,000.00
2.	Excel Paving., Long Beach, CA	$108,640.00
3.	S.E. Pipeline Construction, Santa Fe Springs, CA	$127,680.00
4.	Gentry General, Rancho Cucamonga, CA	$132,000.00
5.	All American Asphalt, Corona, CA	$159,200.00
6.	EBS General Construction, Corona, CA	$391,200.00

The bid submitted by Hardy & Harper, Inc., is the lowest responsive bid from a responsible bidder. Hardy & Harper's license was verified with the California State Contractor's License Board to be current, active and in good standing. Staff also checked the contractor's references and received positive feedback. As such, staff recommends awarding a contract in the amount of $88,000.00 to Hardy & Harper, Inc. to complete the Citywide Asphalt Patch Repairs Project.

FISCAL IMPACT:

There is funding available in the Public Works Water Distribution Budget Account Number 0092-801-4225-82246 for this project.

Respectfully submitted by:

Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:

Tito Haes
Public Works Maintenance
Manager

Approved by:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENTS:
1) Bid Opening Bid Sheet
2) Hardy & Harper Proposal
3) Resolution Authorizing Advertisement for RFP of the Project

ATTACHMENT 1
Bid Opening Bid Sheet

PROJECT: Citywide Asphalt Patch Repairs Project **NO.** 856
BID OPENING DATE & IME: THURSDAY, AUGUST 17, 2016 @ 10:00 AM

PRESENT: VEGA,

1 Name SE PIPE LINE CONST From SANTA FE SPGS
Bond ✓ Bid Signed ✓ Subcontractors YES References ✓ Amendments NONE
Amount of Bid: $127,080.00

2 Name HARDY & HARPER From SANTA ANNA
Bond ✓ Bid Signed ✓ Subcontractors NONE References ✓ Amendments NONE
Amount of Bid: $ 88,000.00

3 Name EBS GEN. CONST. From CORONA CA
Bond ✓ Bid Signed ✓ Subcontractors NONE References ✓ Amendments NONE
Amount of Bid: $ 391,200.00

4 Name ALL AMERICAN ASPH. From CORONA
Bond ✓ Bid Signed ✓ Subcontractors NONE References ✓ Amendments NONE
Amount of Bid: $ 159,200.00

5 Name EXCEL PAVING From LONG BEACH
Bond ✓ Bid Signed ✓ Subcontractors NONE References ✓ Amendments NONE
Amount of Bid: $ 108,640.00

6 Name GENTRY BRO. GENERAL From RANCHO CUCAMONGA
Bond ✓ Bid Signed ✓ Subcontractors NONE References ✓ Amendments NONE
Amount of Bid: $ 132,000.00

~~7~~ Name From
Bond Bid Signed Subcontractors References Amendments
Amount of Bid:

Name From
Bond Bid Signed Subcontractors References Amendments
Amount of Bid:

Name From
Bond Bid Signed Subcontractors References Amendments
Amount of Bid:

Name From
Bond Bid Signed Subcontractors References Amendments
Amount of Bid:

APPARENT LOW BIDDER: HARDY & HARPER **BID AMOUNT:** 88,000.-

ATTACHMENT 2
Hardy & Harper Proposal

SECTION C. BIDDERS PROPOSAL

(Entire section C shall be submitted with the bid)

BIDDER'S NAME: Hardy & Harper, Inc

In accordance with the City's Notice Inviting Sealed Bids, the undersigned BIDDER, hereby proposes to furnish all materials, equipment, tools, labor, and incidentals required for the above stated project as set forth in the Plans, Specifications, and contract documents therefore, and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, Plans, Specifications, Instructions to Bidders, and all other contract documents. If this proposal is accepted for award, BIDDER understands that failure to enter into a contract in the manner and time prescribed will result in forfeiture to the City of Monterey Park of the guarantee accompanying this proposal.

BIDDER understands that a bid is required for the entire work. The contract will be awarded on the prices shown on the bid schedule. It is agreed that the unit and/or lump sum prices bid include all appurtenant expenses, taxes, royalties and fees. In the case of discrepancies in the amounts of bid, unit prices shall govern over extended amount, and words shall govern over figures.

If awarded the Contract, the undersigned further agrees that in the event of the BIDDER'S default in executing the required contract and filing the necessary bonds and insurance certificates within ten working days after the date of the City's notice of award of contract to the BIDDER, the proceeds of the guarantee accompanying this bid shall become the property of the City and this bid and the acceptance hereof may, at the City's option, be considered null and void.

BID SCHEDULE

To the Monterey Park's City Council, herein called the "Council".

Pursuant to and in compliance with your Notice Inviting Bids and the other documents relating thereto, the undersigned bidder, having familiarized himself with the work, and with the terms of the contract, the local conditions affecting the performance of the contract, and the cost of the work at the place where the work is done, and with the drawings and specifications and other contract documents, hereby proposes and agrees to perform, within the time stipulated, the contract, including all of its component parts, and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, expendable equipment, and all applicable taxes, utility and transportation services necessary to perform the contract and complete in a workmanlike manner, all in strict conformity with the Contract Documents on file at the office of the City Clerk of said City, per the following bid schedule:

- Contractor will submittal all documents required to the Public Works Department within 10 calendar days of award of bid.

DESIGNATION OF SUBCONTRACTORS

BIDDER proposes to subcontract certain portions of the work which are in excess of one-half of one percent of the bid and to procure materials and equipment from suppliers and vendors as follows:

Subcontractor Information	Work to be Performed	Dollar Amount
Name: none Address: Tel:		$_____
Name: Address: Tel:		$_____
Name: Address: Tel:		$_____
Name: Address: Tel:		$_____
Name: Address: Tel:		$_____
Name: Address: Tel:		$_____
Name: Address: Tel:		$_____
Total Subcontract Amount (shall not exceed 49% of Total Bid Amount)		$_____

- The Contract Time will commence when the City issues a Notice to Proceed. The Work will start on the date specified in the Notice to Proceed and within a maximum of fifteen (15) calendar days after the date of the Notice to Proceed, and be diligently prosecuted to completion with the time provided in the Specifications.

- Contractor shall complete work within forty (40) working days after the date specified in the Notice to Proceed.

	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
1.	Remove and replace asphalt concrete pavement per City Standards (to repair utility cuts at 204 locations city wide), complete and in place	160	TON	$550.00	$88,000.00
TOTAL BID IN FIGURES					$88,000.00
TOTAL BID IN WORDS	Eighty - Eight Thousand Even				

- The asphalt pavement repairs shall be **paid** for at the contract unit price per **ton** of new asphalt placed. Such price shall include full compensation for furnishing and placing materials required, including all necessary mobilization, removals, disposals, subgrade backfill, subgrade compaction, tack coat applications, and traffic control, and for all labor, equipment, tools and incidentals needed to complete the work in place in accordance with these specifications and to the satisfaction of the City Engineer.

- The bid prices shall include any and all costs, including labor, materials, appurtenant expenses, taxes, royalties and any and all other incidental costs to complete the project, in compliance with the Bid and Contract Documents and all applicable codes and standards.

- All other work items not specifically listed in the bid schedule, but necessary to complete the work per bid and contract documents and all applicable codes and standards are assumed to be included in the bid prices.

REFERENCES

References shall be for projects constructed by the bidding company; references for other projects performed by principals or other individuals of the bidding company may not be included. References shall be either minimum from 3 Public Agencies; or minimum from 2 Public Agencies plus 2 Private Entities for which BIDDER has performed similar work within the past three years.

Reference 1		
Agency Name Please see attachment "A" Contact Name and Title	Project Name and Brief Description	
Tel: E-mail:	Contract Value: $	Year Completed:

Reference 2		
Agency Name Contact Name and Title	Project Name and Brief Description	
Tel: E-mail:	Contract Value: $	Year Completed:

Reference 3		
Agency Name Contact Name and Title	Project Name and Brief Description	
Tel: E-mail:	Contract Value: $	Year Completed:

Reference 4		
Agency Name Contact Name and Title	Project Name and Brief Description	
Tel: E-mail:	Contract Value: $	Year Completed:

PUBLIC WORKS REFERENCES
2015/2016

Attachment A

Owner/Agency	Contact	Project (Amount & Completion Date)
City of Hesperia 9700 Seventh Avenue Hesperia, CA 92345	Dwaine Latimer, P.E. (760) 947-1434 dlatimer@cityofhesperia.us	Street Improvements and Main Street Bridge Rehab $1,184,570.00 01/15
City of Covina 125 E. College Street Covina, CA 91723-2199	Natalie Avila (626) 384-5400 RAvila @covinaca.gov	Resurfacing of Streets at Hollenbeck Ave, Cypress St. $624,297.95 8/15
City of Pasadena 100 N Garfield Ave Pasadena, CA 92570	Richard Yee (626) 744-4643	Preventitive Maintenance Street FEDERAL ID NO. STPL-5064(081) $1,518,231.24 8/15
City of Eastvale 12363 Limonite Ave., Suite 910 Eastvale, CA 91752	Ruben Castaneda (951) 703-4472 rcastaneda@eastvaleca.gov	SCHLEISMAN ROAD Overlay STPL-5486(002) $333,333.00 8/15
City of Cathedral City 68700 Avenida Lalo Guerrero Cathedral City, CA 92234	Bill Simmons (760) 770-0340 bsimmons@cathedralcity.gov	Date Palm Drive Street Improvement, I-10 to Vander Rd Bid # B15-02E Proj # 8668 $406,064.90 8/15
City of Laguna Niguel 30111 Crown Valley Parkway Laguna Niguel, CA 92677	Frank Borges (949) 362-4325 FBorges@cityoflagunaniguel.org	St. Christopher Neighborhoods & Via Vetti Pavement Rehab Improvement No. 15-02 $1,226,861.00 9/15
City of Norco 2870 Clark Ave Norco, CA 92860	Bill Thomas (951) 735-3900	FY 2015-16 Annual Minor Street Rehabilitation Phase I $777,000.00 10/15
City of Norco 2870 Clark Ave Norco, CA 92860	Bill Thomas (951) 735-3900	FY 2015-16 Annual Minor Street Rehabilitation Phase II $547,000.00 11/15

PUBLIC WORKS REFERENCES
2015/2016

Attachment A

City of Walnut 21201 La Puente Rd. Walnut, CA 91789	Natalie Avila, P.E (909) 594-9702, Ext. 315 navila@rkagroup.com	Area 1 & 2 Street Resurfacing Project $1,077,000.00 11/15
City of Rancho Cucamonga 10500 Civic Center Drive Rancho Cucamonga, CA 91730	Romeo David (909)477-2740 Romeo.David@cityofrc.us	Foothill Blvd Pavement Rehabilitation $1,076,200.00 11/15
City of Simi Valley 2929 Tapo Canyon Road Simi Valley, CA 93063	Fuad Shamout, P.E (805) 583-6788 FShamout@simivalley.org	FY 2015-16 Annual Minor Street Rehabilitation $1,213,960.50 11/15
City of Redondo Beach 415 Diamond Street Redondo Beach, CA 90277	Lauren Sablan, P.E (310) 318-0661 Lauren.Sablan@redondo.org	Aviation Blvd Resurfacing Project $367,293.00 12/15
City of Palm Desert 73-510 Fred Waring Drive Palm Desert, CA 92260	Bo Chen, P.E (310) 370-5099 bochen@cityofpalmdesert.org	Portola Ave STP Rehabilitation Project $639,204.74 2/16
City of Pasadena 100 N. Garfield Ave Pasadena, CA 91109	Sean Singletary (626) 744-4273 ssingletary@cityofpasadena.net	Preventitive Maintenance of Streets 2015 $1,182,829.46 4/6/16
City of Lake Elsinore 130 South Main Street Lake Elsinore, CA 92530	Ken Rukavina (951) 674-3124 krukavina@lake-elsinore.org	FY 15-16 Citywide Pavement Rehab Phase 5 $560,736.74 2/16
City of Lake Elsinore 130 South Main Street Lake Elsinore, CA 92530	Ken Rukavina (951) 674-3124 krukavina@lake-elsinore.org	FY 15-16 Citywide Pavement Rehab Phase 4 $895,665.91 3/16
City of Colton 650 N. La Cadena Drive Colton, CA 92324	Jess Sotto (909) 370-5099 JSotto@coltonca.gov	FY 15-16 Asphalt Paving Project $1,569,242.84 4/16
City of Westminster 8200 Westminster Blvd Westminster, CA 92683	Tuan Pham (714) 898-3311 tpham@westminster-ca.gov	Citywide Street Improvement For Various Residential Streets $679,108.61 5/16

SITE INSPECTION

The Bidder declares that he/she has carefully read and examined the plans, specifications, bid documents, and he/she has made a personal examination of the site (indicate name of the person, representing the bidder, who inspected the site and date below) and that he/she understands the exact scope of the Project without question.

Name of Person who inspected the site: Corey Kirschner

Date of Inspection: 8/9/16

ADDENDA ACKNOWLEDGMENT

The Bidder acknowledges receipt of the following Addenda and has included their provisions in this Proposal:

Addendum No._____ Dated_____

Addendum No._____ Dated_____

Addendum No._____ Dated_____

Addendum No._____ Dated_____

Addendum No._____ Dated_____

Addendum No._____ Dated_____

EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE

BIDDER certifies that all previous contracts or subcontracts, all reports which may have been due under the requirements of any Agency, Site, or Federal equal employment opportunity orders have been satisfactorily filed, and that no such reports are currently outstanding.

AFFIRMATIVE ACTION CERTIFICATION

BIDDER certifies that affirmative action has been taken to seek out and consider minority business enterprises for those portions of work to be subcontracted, and that such affirmative actions have been fully documented, that said documentation is open to inspection, and that said affirmative action will remain in effect for the life of any contract awarded hereunder. Furthermore, BIDDER certifies that affirmative action will be taken to meet all equal employment opportunity requirements of the contract documents.

INSURANCE REQUIREMENTS

To be awarded this contract, the successful bidder shall procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

Type of Insurance	Limits
Commercial general liability:	$2,000,000
Business automobile liability	$2,000,000
Workers compensation	Statutory requirement.

Commercial general liability insurance shall meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above shall be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies shall be endorsed to name the City, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by the City will be excess thereto. Such endorsement shall be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance shall be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to the City.

Automobile coverage shall be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Contractor shall furnish to the City duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement, endorsements as required herein, and such other evidence of insurance or copies of policies as may be reasonably required by the City from time to time. Insurance shall be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) shall reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Contractor shall require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

By signing this form, the bidder certifies that it has read, understands, and will comply with these insurance requirements if it is selected as the City's Contractor. Failure to provide this insurance will render the bidder's proposal "nonresponsive."

Bidder's Name: Hardy & Harper, Inc.

Authorized Signature:

Name and Title: Steve Kirschner - Vice President

Date: 8/10/16

PUBLIC CONTRACT CODE SECTION 7106

Noncollusion Declaration by Bidder

The undersigned declares:

I am the Vice President of Hardy & Harper, Inc, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Bidder's Name: Hardy & Harper, Inc

Authorized Signature:

Name and Title: Steve Kirschner - Vice President

Date: 8/10/16

PUBLIC CONTRACT CODE SECTION 10162

In conformance with the above Public Contract Code Section, the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder any officer of such bidder, or any employee of such bidder who has a proprietary interest in such bidder

has never been X **has been** _____ (**Indicate YES or NO** after applicable answer)

disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of a violation of law or a safety regulation, and if so to explain the circumstances.

If the answer is **has been** **YES** explain the circumstances below:

Bidder's Name: Hardy & Harper, Inc

Authorized Signature:

Name and Title: Steve Kirschner - Vice President

Date: 8/10/16

PUBLIC CONTRACT CODE SECTION 10232

In conformance with above Public Contract Code Section, the bidder hereby declares under penalty of perjury under the laws of the State of California that no more than one final, unappealable finding of contempt of court by a federal court

has not been X **has been**_____ (**indicate YES or NO** after applicable answer)

issued against the bidder within the immediately preceding two-year period because of the contractor's failure to comply with an order of a federal court which orders the contractor to comply with an order of the National Labor Relations Board. For purposes of this section, a finding of contempt does not include any finding which has been vacated, dismissed, or otherwise removed by the court because the contractor has complied with the order which was the basis for the finding.

Bidder's Name: Hardy & Harper, Inc

Authorized Signature:

Name and Title: Steve Kirschner - Vice President

Date: 8/10/16

PUBLIC CONTRACT CODE SECTION 10285.1

In conformance with above Public Contract Code Section, the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder or any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof

has never been X **has been** _____ (**Indicate YES or NO** after applicable answer)

convicted within the preceding three years by a court of competent jurisdiction of any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code Section 1101, with any public entity, as defined in Public Contract Code Section 1100, including, for the purposes of this article, the Regents of the University of California or the Trustees of the California State University.

Bidder's Name: Hardy & Harper, Inc

Authorized Signature:

Name and Title: Steve Kirschner - Vice President

Date: 8/10/16

BIDDER INFORMATION

Bidder's Name: Hardy & Harper, Inc

Address: 1312 E. Warner Ave., Santa Ana, CA 92705

Form of Legal Entity: Corporation

If a Corporation, State of Incorporation: California

State Contractor's Class and License No.: 215952; A, C-8, C12

Contact Person Information:

Name: Steve Kirschner Title: Vice President

E-mail: skirschner@hardyandharper.com Tel: 714-444-1851

The following are the names, titles, addresses, and phone numbers of all individuals, firm members, partners, joint venturers, and/or corporate officers having a principal interest in this proposal:

Fred T. Maas, Jr - President, Treasurer

Dan T. Maas - CEO

Steve Kirschner - Vice President

Kristen S. Paulino - Secretary

The date(s) of any voluntary or involuntary bankruptcy judgements against any principal having an interest in this proposal are as follows:

None

All current and prior DBA'S, alias, and/or fictitious business names for any principal having an interest in this proposal are as follows:

N/A

Previous contract performance history:

Was any contract terminated previously: No

If the answer to the above is "yes", provide the following information:

Contract/project name and number: _____

Date of termination: _____

Reason for termination: _____

Owner's name: _____

Owner contact person and tel. no.: _____

IN WITNESS WHEREOF, BIDDER executes and submits this proposal with the names, titles, hands, and seals of all aforementioned principals this 16th day of August, 2016.

BIDDER Hardy & Harper, Inc

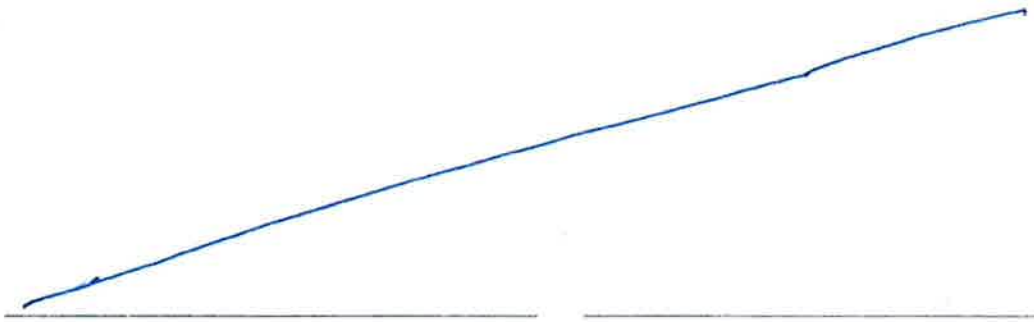
Steve Kirschner - Vice President

Subscribed and sworn to this _____ day of _____, 20__.

NOTARY PUBLIC _____

CALIFORNIA JURAT WITH AFFIANT STATEMENT **GOVERNMENT CODE § 8202**

☐ See Attached Document (Notary to cross out lines 1–6 below)
☐ See Statement Below (Lines 1–6 to be completed only by document signer[s], *not* Notary)



Signature of Document Signer No. 1 *Signature of Document Signer No. 2 (if any)*

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

TINA PHAM
COMM. #2149384
Notary Public-California
ORANGE COUNTY
My Comm. Expires Apr 17, 2020
FRS3

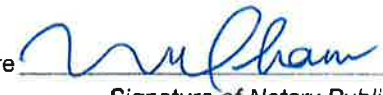
Subscribed and sworn to (or affirmed) before me on this 16 (*Date*) day of August (*Month*), 2016 (*Year*), by

(1) Steve Kirschner

(and (2) ———),

Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature 
Signature of Notary Public

Seal
Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bidder's Information **Document Date:** August 16, 2016

Number of Pages: 2 **Signer(s) Other Than Named Above:** None

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PROPOSAL GUARANTEE

BID BOND

Bond No.: CSBA-2901

KNOW ALL MEN BY THESE PRESENTS that Hardy & Harper, Inc., as BIDDER, AND Fidelity and Deposit Company of Maryland, as SURETY, are held and firmly bound unto the City of Monterey Park, in the penal sum of Ten Percent of Amount Bid ($10% ****) dollars, lawful money of the United States, which is 10 percent of the total amount bid by BIDDER to the City of Monterey Park for the Citywide Asphalt Patch Repairs Project, SPECIFICATION NO. 856 ("Public Project"), for the payment of which sum, BIDDER and SURETY agree to be bound, jointly and severally, firm by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH that, whereas BIDDER is about to submit a bid to the City of Monterey Park for the above stated project, if said bid is rejected, or if said bid is accepted and a contract is awarded and entered into by BIDDER in the manner and time specified, then this obligation shall be null and void, otherwise it shall remain in full force and effect in favor of the City of Monterey Park.

IN WITNESS WHEREOF the parties hereto have set their names, titles, hands, and seals this 15th day of August, 2016.

SIGNED AND SEALED this 15th day of August, 2016.

Hardy & Harper, Inc.

PRINCIPAL

Fidelity and Deposit Company of Maryland

Dwight Reilly, Attorney-in-Fact

SURETY

PRINCIPAL's MAILING ADDRESS:
1312 E. Warner Avenue
Santa Ana, CA 92705

SURETY's MAILING ADDRESS:
777 South Figueroa Street, Suite 3900
Los Angeles, CA 90017

NOTE: All signatures shall be acknowledged by a notary public.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On August 15, 2016 before me, Tina Pham, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Steve Kirschner
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

TINA PHAM
COMM. #2149384
Notary Public-California
ORANGE COUNTY
My Comm. Expires Apr 17, 2020
FRS3

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: Bid Bond Document Date: August 15, 2016
Number of Pages: 1 Signer(s) Other Than Named Above: Dwight Reilly

Capacity(ies) Claimed by Signer(s)

Signer's Name: Steve Kirschner
☑ Corporate Officer — Title(s): Vice President
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other:
Signer Is Representing: Hardy & Harper, Inc

Signer's Name:
☐ Corporate Officer — Title(s):
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other:
Signer Is Representing:

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ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange)

On August 15, 2016 before me, Susan Pugh, Notary Public
(insert name and title of the officer)

personally appeared Dwight Reilly,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

SUSAN PUGH
COMM. #2105405
Notary Public-California
ORANGE COUNTY
My Comm. Expires Apr 29, 2019
FRS3

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Maryland, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Maryland (herein collectively called the "Companies"), by **MICHAEL BOND, Vice President,** in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Daniel HUCKABAY, Dwight REILLY, Andrew WATERBURY, Arturo AYALA, Shaunna BURCHFIEL and Michael CASTANEDA, all of Orange, California, EACH** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings,** and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 9th day of May, A.D. 2016.

ATTEST:

ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: _____

Secretary
Eric D. Barnes

_____

Vice President
Michael Bond

State of Maryland
County of Baltimore

On this 9th day of May, A.D. 2016, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **MICHAEL BOND, Vice President, and ERIC D. BARNES, Secretary**, of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

_____

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2019

POA-F 012-0079B

PROPOSAL GUARANTEE

CERTIFIED CHECK or CASHIER'S CHECK

As an Alternative to Bid Bond, Bidder can provide Certified Check or Cashier's Check as follows

Accompanying this proposal is a certified check or a cashier's check payable to the order of the City of Monterey Park, in the amount of _____ ($ _____) dollars, lawful money of the United States, which is 10 percent of the total amount bid by BIDDER to the City of Monterey Park for the Citywide Asphalt Patch Repair Project, SPECIFICATION NO. 856 ("Public Project").

The proceeds of the same shall become the property of said City if, in case this proposal shall be accepted by said City through the City Council, the undersigned shall fail to execute a contract, with and furnish the insurance and bonds required by the City of Monterey Park within the specified time; otherwise, the same is to be returned to the undersigned as set forth in the Instructions to Bidders.

Bidder's Name: N/A

Authorized Signature: _____

Name and Title: _____

Date: _____

ATTACHMENT 3
Resolution Authorizing Advertisement for RFP of the Project

RESOLUTION NO. 11838

A RESOLUTION APPROVING THE BID SPECIFICATIONS FOR PERFORMING THE CITYWIDE ASPHALT PATCH REPAIRS PROJECT PURSUANT TO GOVERNMENT CODE § 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT.

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

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

A. City Staff has prepared bid specifications for the Citywide Asphalt Patch Repairs Project (Project).

B. The City Engineer reviewed the completed bid specifications for the Project and agrees with staff that the bid specifications are complete and the Project may be implemented;

C. The City Council wishes to obtain the immunities set forth in Government Code § 830.6 with regard to the plans and implementation of the Project.

SECTION 2: *Environmental Assessment.* The proposed project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations § 15301 as a Class 1 categorical exemption (Existing Facilities). The project results in minor alterations to existing public facilities having no significant impacts with regard to traffic, noise, air quality, or water quality. There are adequate utilities and public services to serve the project.

SECTION 3: *Design Immunity; Authorization.*

A. The design and plans for the Project are determined to be consistent with the City's standards and are approved.

B. The design approval set forth in this Resolution occurred before actual work on the Project construction commenced.

C. The approval granted by this Resolution conforms with the City's General Plan.

D. The City Engineer, or designee, is authorized to act on the City's behalf in approving any alterations or modifications of the design and plans approved by this Resolution.

E. The approval and authorization granted by this Resolution is intended to avail the City of the immunities set forth in Government Code § 830.6.

F. The City Manager, or designee, may solicit bids for the Project in accordance

with applicable law.

SECTION 4: *Project Payment Account.* For purposes of the Contract Documents administering the Project, the City Council directs the City Manager, or designee, to establish an account allocating Water funds from the current fiscal year budget to pay for the Project ("Project Payment Account"). The Project Payment Account is the sole source of funds available for the Contract Sum, as defined in the Contract Document administering the Project.

SECTION 5: The City Clerk is directed to certify the adoption of this Resolution.

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

PASSED AND ADOPTED this 18th day May, 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, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No.11838 was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 18th day of May, 2016, by the following vote:

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

Dated this 18th day of May, 2016.

Vincent D. Chang, City Clerk
Monterey Park, California

City Council Staff Report

DATE: September 21, 2016

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

TO: The Honorable Mayor and City Council

FROM: Dan Costley, Director Recreation & Community Services Department
Jim Smith, Chief of Police

SUBJECT: Requesting approval for the sale and consumption of beer and wine at the Halloween Night Market, conducted by Sing Tao newspaper, scheduled for October 29th & 30th at Barnes Park

RECOMMENDATION:

It is recommended that the City Council:

1. Consider approving a request from the Sing Tao newspaper to allow for the sale and consumption of beer and wine as a part of a Halloween Celebration scheduled for October 29th and 30th at Barnes Park; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Monterey Park Municipal Code ("MPMC") § 12.04.100 (Attachment 1) allows for the sale and consumption of alcohol upon public premises (which would include City Parks) when a permit is approved by a majority vote of the City Council. The Sing Tao newspaper is requesting permission from the City Council to have alcohol on October 29th and 30th at Barnes Park in the patio adjacent to the tennis courts. (Attachment 2). The sale of alcohol at these events will be closely monitored by the vendor, private security staff, and police staff to ensure there is no sale or consumption of alcohol by underage attendees. Everyone wishing to buy or consume alcohol will be required to provide proof of age, and they will receive a wristband that must be worn so as to be easily seen by the police. Additionally, alcohol must stay within the permanent fence line around the patio and steps will also be taken so that no one is over-served.

BACKGROUND:

Sing Tao newspaper submitted an Application for Use of Facilities to reserve the Barnes Park Baseball Diamond and the Amphitheatre as well as the tennis courts, the patio area, and adjacent areas of the north end of the park; this does not include the pool or picnic shelter.

In addition to the beer and wine garden, the event will feature food booths and trucks, a haunted house, entertainment, vendor booths and carnival games. The entertainment

will feature a Halloween costume competition, Spooky Pooch Competition and a pumpkin crafting competition.

Chief Smith reviewed and approved the application to permit the sale or serving of Alcoholic Beverages (Attachment 3).

FISCAL IMPACT:

Granting approval of the sale and consumption of beer and wine for this event will have no fiscal impact on the City – all costs associated with the sale of alcohol will be the responsibility of Sing Tao newspaper. They will also be responsible for all other expenses for the entire event, including staff from Police, Fire, Public Works, Community and Economic Development and Recreation & Community Services.

Respectfully prepared and submitted,

Dan Costley
Recreation & Community
Services Department Director

FOR Jim Smith

Jim Smith
Chief of Police

Approved By:

Paul L. Talbot
City Manager

Reviewed by:

Karl H. Berger
Assistant City Attorney

ATTACHMENT:

1. MPMC 12.04.100
2. Permit request from Sing Tao newspaper
3. Alcohol application

ATTACHMENT 1
MPMC 12.04.100

12.04.100 Drinking in public and private areas.

(a) Except as otherwise provided, it is unlawful for any person to drink any alcoholic beverage:

(1) Upon any street, sidewalk, highway or alley;

(2) In any public place, place of public assembly or in any place open to the public;

(3) In or upon any building or premises or portion thereof owned or occupied by the city;

(4) Upon any private street, building or other private property within the city without the consent of the person or entity in possession or control thereof;

(5) In any area within any public park posted to prohibit consumption of alcoholic beverages.

(b) This section will not be deemed to make punishable any act which is expressly prohibited or expressly permitted by any law of the state of California; provided further that the provisions of this section will not prohibit consumption of alcoholic beverages upon any premises properly licensed for the consumption of alcoholic beverages on the premises; or at an organized private event upon public premises when a permit was obtained from the city council in accordance with this section.

(c) Any person may apply to the city council for a permit to serve and consume alcoholic beverages upon public premises. Such application must be accompanied with a fee in an amount established by city council resolution. The city council may, but is not required to, issue a permit for alcohol consumption on a public premises after finding that such activity will not be detrimental to public health and safety. Any permit granted by the city council will not become valid until the permittee provides sufficient insurance and enters into a hold harmless agreement in a form approved by the city attorney. (Ord. 2107 § 2, 2014; prior code § 4309)

ATTACHMENT 2
Permit request from Sing Tao newspaper

Permit #4880

CITY OF MONTEREY PARK
RECREATION AND PARKS DEPARTMENT
320 WEST NEWMARK AVENUE, MONTEREY PARK, CA 91754

APPLICATION FOR USE OF FACILITIES

Application Form MUST be filed 15 DAYS PRIOR TO PROPOSED USE. All questions must be answered fully and signed and dated or Application is VOID. FILING OF THIS APPLICATION DOES NOT GUARANTEE THE ISSUANCE OF A USE PERMIT.

NAME OF ORGANIZATION: SING TAO NEWSPAPER LOS ANGELES

ORGANIZATION'S ADDRESS: STREET 17059 Green Drive | CITY City of Industry | ZIP CODE 91745

NAME OF APPLICANT (print): Dennis Hsiao | PHONE # 626 956 8235

APPLICANT'S ADDRESS: STREET 17059 Green Drive | CITY City of Industry | ZIP CODE 91745

REQUESTED DATE OF USE	TIME	TO	NOT AFTER 12 MIDNIGHT	Allow for Set-Up and Clean-up Time
Oct 29 - Oct 30, 2016	3pm, 3pm	11am - 10pm		

FACILITY REQUESTED (SEE BACK OF FORM)

TYPE OF ORGANIZATION: ☒ Private ☐ Non-Profit ☐ Government Agency ☐ Other

PURPOSE FOR WHICH FACILITY WILL BE USED (MUST PROVIDE COMPLETE ACTIVITY INFORMATION)

CHECK ALL THAT APPLY: ALCOHOL: ☐ Served ☒ Sold ☐ N/A FOOD: ☐ Served ☒ Sold ☐ N/A

ENTERTAINMENT: ☒ Yes ☐ No If yes, what type?

TOTAL EXPECTED ATTENDANCE	HOW MANY MONTEREY PARK RESIDENTS EXPECTED TO ATTEND	CHECK IF EVENT WILL BE OPEN TO: ☐ Private ☐ Private/ Charge ☒ Public/ No Charge ☐ Public/ Admission ☐ Public/ Donation

SPECIAL SET-UP REQUIRED (CHARGE WILL RANGE $50-$100) ☐ Yes ☒ No

INDICATE BELOW ANY SPECIAL EQUIPMENT REQUIRED AT FACILITY:

No.	Item
_____	CHAIRS
_____	8' TABLES
_____	P.A. SYSTEM ($10/HR.)

ROOM SET-UP DESIRED

I hereby certify that I, the undersigned, am authorized to act on behalf of the above named organization/group, that I have read, and understand rules and regulations governing the use of City of Monterey Park facilities as stated in Policy Information and that the above named organization/group will abide by those rules and regulations. I further certify that the above named organization/group and its officers and members agree to hold the City of Monterey Park, its officers, employees, agents, and Commissions free and harmless from any obligation, debt, claim or responsibility in connection with said use of the City's facility and for said program/event.

SIGNATURE Dennis Hsiao | DATE 7/21/16

YOU WILL RECEIVE A "USE PERMIT" CONFIRMING THE RESERVATION OF THE FACILITY YOU HAVE SELECTED. IF THERE ARE ANY PROBLEMS WITH THE DATE AND/OR TIME YOU HAVE SELECTED, YOU WILL BE NOTIFIED IMMEDIATELY.

FOR OFFICE USE ONLY | **FOR CASHIER'S USE ONLY**

☐ APPROVED ☐ DISAPPROVED BY: _____ DATE: _____

☐ INSURANCE BY APPLICANT ☐ INSURANCE BY CITY

	Fee	Account Number
RENTAL	$ _____	_____
STAFF	$ _____	_____
SECURITY	$ _____	_____
INSURANCE	$ _____	_____
CLEAN-UP DEPOSIT	$ _____	_____

TOTAL FEE of $ _____ must be paid by (date of) _____ to City Hall cashier.

COMMENTS: _____

ATTACHMENT 3
Alcohol Application

Application to Permit the Sale or Serving of Alcoholic Beverages at a Special City Event at a City Park

Event: Halloween in the park

Date: 10/29 & 10/30 Location: Barnes Park

Sponsoring Group: Sing Tao Daily

Street Address: 17059 Green Drive, City of Industry CA 91754

Contact Person: Winnie Check

E-Mail: winniecheck@singtaola.com

Cell Phone: 626-347-1217

Event Map

- ✓ Show Major components of the event
- ✓ Show alcohol sales area
- ✓ Describe the steps that will take place to eliminate the possibility of over serving, or preventing the access of underage drinking.

There will be security and staff checking ID and patrolling inside the beer garden, Live band will be setup on the north side of the fenced area, 10 tall cocktail tables will be place inside the area with no chairs, around 10 to 15 hay bale will be scattered as seats. Pumpkins will be decorated around the area. 2 fire extinguishers will be available inside the fenced area.

Security Personnel

Security Company: Tan's International

Contact Person: Rocky Tan

Phone #: 626-415-8267 E-mail: rocky@tiprotection.com

# of Security Personnel: 3

9/15/16

City Council Staff Report

DATE: September 21, 2016

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

TO: The Honorable Mayor and City Council

FROM: Paul L. Talbot, City Manager

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA DECLARING THE 23rd DAY OF SEPTEMBER, 2016 AS "VIN SCULLY DAY"

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution no. _____ declaring the 23rd day of September, 2016 as "Vin Scully Day" in the City of Monterey Park; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On July 8, 2016, Acting Governor for the State of California Senate President Pro Tempore Kevin De Leon, representing District 24, which includes the Dodger Stadium, issued a proclamation to declare July 8, 2016 as "Vin Scully Day".

On September 23, 2016, the Dodger Stadium will celebrate the 67th and final season of Vin Scully's broadcasting career with the Los Angeles Dodgers. Cities throughout Southern California are encouraged to declare September 23, 2016 Vin Scully Day to honor Vin Scully's contributions to baseball.

All cities are encouraged to participate in the #VinScullyDay social media campaign by posting a message, video, and or photo via social media expressing your appreciation for Mr. Scully the morning of Friday, September 23, 2016.

Together we hope to show Mr. Scully how he has impacted baseball fans throughout Southern California.

BACKGROUND:

Dodger Hall of Fame Broadcaster Vin Scully return in 2016 for his unprecedented 67th and final season with the Los Angeles Dodgers organization. The Hall of Famer's 67 years of consecutive service with the Dodgers is the longest of any sports broadcaster with one team.

In February 2016, the Los Angeles City Council voted unanimously to change the street leading to Dodger Stadium's main entrance from Elysian Park Avenue to Vin Scully Avenue.

In 2014, Mr. Scully was presented with the Commissioner's Historic Achievement Award by Major League Baseball Commissioner Allan H. "Bud" Selig. This award was created in 1998 to recognize the accomplishments and contributions of historical significance. The Dodger broadcaster was just the second non-player to receive the honor, joining Rachel Robinson.

In January 2014, Mr. Scully added "Grand Marshal" to his resume when he served as the Grand Marshal of the 125th Rose Parade on New Year's Day.

In 2010, the American Sportcasters Association (ASA), put his name atop the list of the 50 greatest to ever sit behind a microphone. The ASA also elected Mr. Scully as the top sportscaster of the 20th century in a vote by more than 500 national members of the organization in 2000, topping such broadcasting icons as Howard Cosell, Mel Allen and others.

On the air, Vin Scully is the voice of optimism. He is humorous, lyrical, and even tender. His antidotes are perfectly fitted to what's happening on the field. Even in defeat, his dulcet tones comfort the most sorrowful Dodger fan. In addition to calling over 9,000 Major League baseball games, Mr. Scully broadcasted 25 World Series and 12 All-Star Games.

Mr. Scully's long career has earned him countless honorary recognition and awards. He truly is a legend in the baseball and sportscaster arena.

As he nears his announced retirement at the end of this season, all Californians are urged to take time to appreciate the treasure that is Vin Scully as not just an announcer but, the embodiment of the goodwill that our game inspires, and every day he reminds us why this game is forever a national pastime.

Respectfully submitted and approved by:

Paul L. Talbot
City Manager

Prepared by:

Diana Wong
Secretary to the City Manager

ATTACHMENT 1: Resolution

ATTACHMENT 1
Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING THE 23RD DAY OF SEPTEMBER 2016 AS "VIN SCULLY DAY"

The City Council does resolve as follows:

Section 1. The City Council finds and declares that:

A. At the age of 88 and in his 67th season announcing Dodger baseball, the voice of Vin Scully has become the song of summer for generations of Los Angeles baseball fans and aficionados of excellence in sports broadcasting. For his devotees, and there are millions nationwide, his catchphrase "It's time for Dodger's baseball" is as beautifully simple as a ballpark dinner of a sack of peanuts, a Dodger Dog, and a cold drink.

B. In the Dodger's broadcast booth since 1950, Vin Scully has achieved a list of accomplishments, awards, accolades, and recognitions longer than a tape-measure home run. His consecutive years with the Dodgers are the longest of any sports broadcaster with one team. He's been inducted into the Broadcaster's wing of the Baseball Hall of Fame, and into the Sports Broadcasting Hall of Fame in New York City as well as California's Sports Hall of Fame. The American Sportscasters Association has placed him atop the list of 50th greatest broadcasters and, in 2000, named him the top sportscaster of the 20th Century, out-polling legends like Howard Cosell and Mel Allen. The road leading to Dodger Stadium was recently named Vin Scully Avenue. The list goes on and on.

C. Vin Scully was 22 when he joined the Brooklyn Dodgers broadcast team just a year after graduating from Fordham University where he played baseball for two seasons and broadcast university sporting events. Former Dodgers announcer Red Barber, a legend in his own right, schooled the 22-year-old Scully in the importance of preparation and being yourself when calling a game and not letting your style be influenced by other announcers.

D. It is Vin Scully's style that has made him one of the best, if not the best sports broadcaster of all time. Chicago Tribune columnist Phil Rosenthal described the Scully story as about how "preparation, hard work, humility, unadorned precision, and knowing when it's best not to speak at all, can make you better."

E. Knowing when to let the roar of the crowd tell the story is a Scully trademark. When injured Kirk Gibson pinch-hit a walk-off home run against the Oakland A's in Game 1 of the 1988 World Series, Scully paused for 68 seconds as the fans cheered while Gibson hobbled around the bases. Scully resumed his commentary with the memorable observation: "In a year that has been so improbable, the impossible has happened."

F. Vin Scully is the voice of optimism. He is humorous, lyrical, and even tender. His antidotes are perfectly fitted to what's happening on the field. Even in defeat, his dulcet tones comfort the most sorrowful Dodger fan. In addition to calling over 9,000 Major League baseball games, Scully has broadcast 25 World Series and 12 All-Star Games.

G. As he nears his announced retirement at the end of this season, all Californians are urged to take time to appreciate the treasure that is Vin Scully as not just an announcer but a reminder of why baseball is "forever the national pastime."

Section 2. The City Council further declares September 23, 2016 is "Vin Scully Day" in the City of Monterey Park. The Community is encouraged to recognize and celebrate "Vin Scully Day".

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

PASSED, APPROVED, AND ADOPTED this 21st day of September 2016.

Hans Liang
City Council Member
Monterey Park, California

ATTEST:

Vincent D. Chang, City Clerk
Monterey Park, California

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

I, Vincent D. Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 21st day of September 2016, by the following vote:

Ayes:
Noyes:
Absent:
Abstain:

Dated this 21st day of September 2016

Vincent D. Chang, City Clerk
Monterey Park, California