

**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
October 17, 2018
7:00 p.m.**

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.**

Documents related to an Agenda item are available to the public in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at www.montereypark.ca.gov.

PUBLIC COMMENTS ON AGENDA ITEMS

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Mayor and City Council may change the amount of time allowed for speakers.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

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. 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 briefly 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.] PRESENTATION

1-A. SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT – WATER CONSERVATION

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

2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF OCTOBER 17, 2018

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

- (1) Approve payment of warrants and adopt a Resolution of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated October 17, 2018 totaling \$182.00 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 – SEPTEMBER 2018

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

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

2-C. SUCCESSOR AGENCY (SA) MINUTES

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

- (1) Approve the minutes from the regular and special meetings of September 19, 2018; and
- (2) Take such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR ITEMS NOS. 3A-3G

3-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF OCTOBER 17, 2018

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated October 17, 2018 totaling \$1,157,782.10 specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

3-B. MONTHLY INVESTMENT REPORT – SEPTEMBER 2018

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.

3-C. CITY COUNCIL MINUTES

It is recommended that the City Council:

- (1) Approve the minutes from the regular and special meetings of September 19, 2018; and
- (2) Take such additional, related, action that may be desirable.

3-D. CALIFORNIA LAW ENFORCEMENT RECORDS AND SUPPORT PERSONNEL DAY

It is recommended that the City Council:

- (1) Adopt a Resolution Declaring Tuesday, November 6th, 2018 to be Law Enforcement Records and Support Personnel Day; and
- (2) Take such additional, related, action that may be desirable.

3-E. AUTHORIZE AN ADDITIONAL \$10,000 FOR PRIVATE SECURITY CAMERA SERVICES PROGRAM WITH HOME BOT AUTOMATION, INC (DBA RING)

It is recommended that the City Council:

- (1) Amend the City's approved FY 2018-19 Police Department Budget to include an additional \$10,000 to continue the program with Bot Home Automation, Inc. (dba Ring) for private security camera services; and
- (2) Take such additional, related, action that may be desirable.

3-F. AUTHORIZE CONTRACT FOR THE PROCUREMENT OF THE EMERGENCY OPERATIONS CENTER (EOC) TRAINING CADRE PROJECT

It is recommended that the City Council:

- (1) Based on MPMC § 3.20.040, award an agreement to Michael Brady to provide services for the Emergency Operations Center (EOC) Training Cadre Project;
- (2) Authorize the City Manager to execute an agreement with Michael Brady, in a form approved by the City Attorney; and
- (3) Take such additional, related, action that may be desirable.

3-G. ACCEPT A \$25,000 DONATION ON BEHALF OF THE CITY FOR TWO (2) FITNESS COURTS

It is recommended that the City Council:

- (1) Accept a \$25,000 donation on behalf of the City for the support and construction of two (2) National Fitness Campaign Fitness Courts (one at Edison Trails Park and one at Barnes Park); and
- (2) Take such additional, related, action that may be desirable.

[4.] PUBLIC HEARING – None.

[5.] OLD BUSINESS – None.

[6.] NEW BUSINESS

6-A. AWARD OF CONTRACT TO CARNIVAL MIDWAY ATTRACTIONS TO PROVIDE CARNIVAL SERVICES FOR THE CITY'S ANNUAL PLAY DAYS FESTIVAL AND APPROVAL OF NEW PARADE ROUTE.

It is recommended that the City Council:

- (1) Awarding a three-year contract to Carnival Midway Attractions to provide carnival services for the annual Play Days Festival;
- (2) Authorizing the City Manager, or his designee, to execute a contract on behalf of the City in a form approved by the City Attorney;
- (3) Approving the parade route for the Play Days Celebration, as proposed by the City's Police Department; and
- (4) Take such additional, related, action that may be desirable.

6-B. ADOPT A RESOLUTION PURSUANT TO ELECTIONS CODE §10010(E)(3)(A) STATING THE CITY COUNCIL'S INTENT TO INITIATE PROCEDURES FOR ESTABLISHING AND IMPLEMENTING DISTRICT BASED ELECTIONS FOR CITY COUNCIL MEMBERS

It is recommended that the City Council:

- (1) Adopting a resolution establishing a schedule for possible transition to a district based election system; and
- (2) Take such additional, related, action that may be desirable.

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

[8.] CLOSED SESSION (IF REQUIRED; CITY ATTORNEY TO ANNOUNCE)

ADJOURN



City Council Staff Report

DATE: October 17, 2018

AGENDA ITEM NO: SA CONSENT CALENDAR
AGENDA ITEM 2-A.

TO: The Honorable Mayor and City Council
FROM: Annie Yaung, CPFO, Director of Management Services
SUBJECT: Warrant Register for Successor Agency to the Former Community Redevelopment Agency of
October 17, 2018

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt a Resolution of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **October 17, 2018 totaling \$182.00** 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 **367**.

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 **\$182.00.**

Respectfully submitted:

Approved By:



Annie Yaung, CPFO
Director of Management Services

Ron Bow
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
17TH OF OCTOBER 2018
TOTALING \$182.00 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	182.00
Total	<u>\$ 182.00</u>

PASSED, APPROVED AND ADOPTED THE 17TH OF OCTOBER 2018.

Peter Chan, Mayor
City of Monterey Park, California

ATTEST:

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

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

I hereby certify that this resolution was duly adopted by the
Successor Agency to the Former Community Redevelopment Agency,
at a regular meeting held on the 17th of October 2018 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 10/17/2018

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0860-801-1203-31600	182.00	LEGAL-SA		367	182.00
TOTAL FOR PREPAID WARRANTS						182.00
PRINTED						

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 10/17/2018

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TOTAL FOR PREPAID WARRANTS	\$182.00
TOTAL FOR PRINTED WARRANTS	\$0.00
TOTAL FOR ACH-PAYMENTS	\$0.00
TOTAL WARRANTS	\$182.00
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL ACH-PAYMENTS PRINTED	0
TOTAL CHECKS PRINTED	0
TOTAL CHECKS ISSUED	1

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 10/17/2018
FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	182.00	0.00	182.00
	TOTAL	182.00	0.00	182.00



City Council Staff Report

DATE: October 17, 2018

AGENDA ITEM NO: SA CONSENT CALENDAR
AGENDA ITEM 2-B.

TO: The Honorable Mayor and City Council
FROM: Annie Yaung, CPFO, Director of Management Services
SUBJECT: Successor Agency Monthly Investment Report – September 2018

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 September 30, 2018 invested funds for the Successor Agency of the City of Monterey Park is as follows:

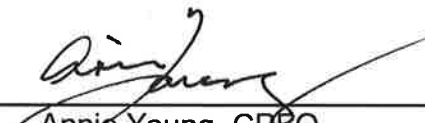
• Successor Agency (SA) Checking	135,261.97
• Successor Agency (SA) RORF	<u>137,861.00</u>
Total	<u>\$ 273,122.97</u>

BACKGROUND:

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

Respectfully submitted and prepared by:

Approved by:



Annie Yaung, CPFO
Director of Management Services



Ron Bow
City Manager



City Council Staff Report

DATE: October 17, 2018

AGENDA ITEM NO: SA CONSENT CALENDAR
AGENDA ITEM 2-C.

TO: The Honorable Mayor and City Council
FROM: Vincent D. Chang, City Clerk
SUBJECT: Successor Agency (SA) Minutes

RECOMMENDATION:

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

- (1) Approve the minutes from the regular and special meetings of September 19, 2018; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

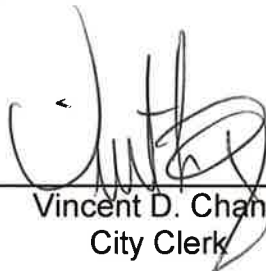
BACKGROUND:

None.

FISCAL IMPACT:

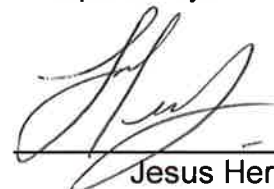
None.

Respectfully submitted,



Vincent D. Chang
City Clerk

Prepared by:



Jesus Hernandez
Minutes Clerk

Approved By:



Ron Bow
City Manager

Attachments: Minutes

ATTACHMENT 1

Minutes

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
SEPTEMBER 19, 2018**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 19, 2018 at 6:00 p.m.

CALL TO ORDER:

Mayor Lam called the meeting to order at 6:03 p.m.

ROLL CALL:

City Manager Ron Bow called the roll:

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

Council Members Absent: None.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL & WRITTEN COMMUNICATIONS

None.

CLOSED SESSION - The City Council adjourned to Closed Session at 6:03 p.m.

1. CONFERENCE WITH LABOR NEGOTIATORS, PURSUANT TO CALIFORNIA GOVERNMENT CODE § 54957.6

City Negotiators: Ron Bow, City Manager; Tom Cody, Human Resources Director

Employee Bargaining Units Monterey Park Police Officers'
Organizations: Association (MPPOA)

RECONVENE & ADJOURNMENT

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

Action Taken: No reportable action taken in Closed Session.

Vincent D. Chang
City Clerk

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

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
SEPTEMBER 19, 2018**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 19, 2018 at 7:00 p.m.

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

CALL TO ORDER:

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

FLAG SALUTE:

The Monterey Park Police Explorers

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 Ron Bow, City Attorney Mark Hensley, City Treasurer Joseph Leon, Director of Human Resources and Risk Management Tom Cody, Director of Community & Economic Development Michael Huntley, Director of Management Services Annie Yaung, Director of Public Works Mark McAvoy, Director of Recreation & Community Services Inez Alvarez, Acting City Librarian Diana Garcia, Fire Chief Matthew Hallock, Police Captain Kelly Gordon, Police Sergeant David Elliot, Police Corporal Denise Ferrari, Deputy City Clerk Cindy Trang

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL AND WRITTEN COMMUNICATIONS

- Sarkis Antonian expressed concerns regarding the state budget and the appropriation of funds for social programs.
- Helen Shaw, representative for the South California Gas Company, urged the Council to consider approving a resolution that will allow for an energy balance between renewable natural gas and electric gas.

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

- Helen Liu expressed her concerns regarding airplane noise and urged council to take action.
- Elaine Pang, representative of Chinatown Service Center, invited business owners to the upcoming 19th Annual Asian Small Business Expo event in the City of Montebello.
- Margaret Leung spoke about the airplane noise issue in the City and urged council to take action.

Discussion: The City Council directed staff to agendize an item regarding an update on the airplane noise issue.

1. **PRESENTATIONS**

1A. **RING DOORBELL PROGRAM UPDATE**

Police Captain Gordon provided a PowerPoint presentation on the Ring Doorbell Program which was held on July 17th at the Langley Center.

Discussion: The City Council directed staff to extend the Ring Doorbell program and offer another round of discounted Ring Doorbell units. Council Member Real Sebastian directed staff to add a condition to the grant agreement, which would emphasize that the Ring Doorbell unit needs to be installed in a property located in the City of Monterey Park, and that the unit needs to be installed within six months.

2. **SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) - CONSENT CALENDAR ITEM NO. 2A**

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

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency approved and adopted Item No. 2A on Consent Calendar.

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

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

2A. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT – AUGUST 2018

As of August 31, 2018 invested funds for the Successor Agency of the City of Monterey Park is as follows:

• Successor Agency (SA) Checking	145,569.74
• Successor Agency (SA) RORF	<u>137,861.00</u>
Total	<u>\$ 283,430.74</u>

Action Taken: The City Council, acting on behalf of the Successor Agency, received and filed the Monthly Investment Report on Consent Calendar.

This is the end of Successor Agency (SA) items



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Annie Yaung, CPFO, Director of Management Services
SUBJECT: Warrant Register for the City of Monterey Park of
October 17, 2018

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **October 17, 2018 totaling \$1,157,782.10** 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 **321224-321426** and ACH numbered **000043-000071**.

BACKGROUND:

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

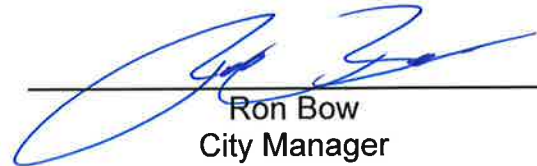
FISCAL IMPACT:

Disbursements from all funds total **\$1,157,782.10.**

Respectfully submitted:

Approved By:



Annie Young, CPFO
Director of Management Services

Ron Bow
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
17TH OF OCTOBER 2018
TOTALING \$1,157,782.10 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	\$	188,915.94
Retirement Fund		15,386.00
State Gas Tax Fund		6,584.61
Sewer Fund		102,617.44
Refuse Fund		429,503.44
City Shop Fund		54,288.70
Payroll Clearing Account		1,104.50
Public Safety Impact Fee Fund		10.00
Special Deposits Fund		46,147.91
Water Fund		66,782.66
Water Treatment WQA-EPA Fund		51,860.44
Water Treatment City Fund		1,106.00
OPA Proposition A		2,302.90
Measure R Fund		5,843.02
Measure M Fund		1,115.40
POST		2,625.74
Home Housing Program		7,702.50
Recreation Fund		11,292.53
Asset Forfeiture		15,229.49
Construction Agency Fund		1,920.00
Prop C		75,166.92
CDBG Fund		3,770.00
Maintenance District 93-1		28.08
Prop A - Per Parcel Grant		188.34
Used Oil Recycling Block Grant		665.00
Maintenance Grant (075)		225.00
ELAC Instructional Serv Prog		13,610.60
Video Serv Franchise Trust		46,336.82
Selective Traffice Enforce (4)		76.20
MTA Bike Lane Construction		107.03
Urban Area Initiative 2016		3,182.62
CA Initiatives Books Grant		2,086.27
TOTAL	\$	1,157,782.10

PASSED, APPROVED AND ADOPTED THE 17TH OF OCTOBER 2018.

 Peter Chan, Mayor
 City of Monterey Park, California

ATTEST

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

RESOLUTION NO.
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STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY COUNCIL OF THE)
CITY OF MONTEREY PARK)

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 17th of October 2018 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

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 10/17/2018

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ALL AMERICAN LEADERSHIP	0349-801-3201-39400	8,500.00	FIRE TRAINING	19-0186	321240	8,500.00
ANTHEM BLUE CROSS	0010-801-5102-12330	3,431.45	10/18 MEDICAL INSURANCE		321224	3,431.45
AT & T	0010-801-3112-32050	88.93	PHONE SERVICE		321241	
	0022-801-4206-32050	630.15	PHONE SERVICE		321241	
	0092-801-4222-32050	117.40	PHONE SERVICE		321241	836.48
	0010-801-3113-32050	84.96	PHONE SERVICE		321242	
	0010-801-3201-32050	91.82	PHONE SERVICE		321242	176.78
KATALINA BELTRAN	0159-801-6507-31910	6,051.02	INSTRUCTOR-RECREATION CLASS		321225	6,051.02
BIBLIOTHECA, LLC	0010-801-6004-38400	4,866.24	LIBRARY SOFTWARE SUPPORT	19-0201	321243	4,866.24
CALBO TRAINING INSTITUTE	0010-801-1703-39300	295.00-	VOID CHECK		320451	295.00-
CALIFORNIA ASSOCIATION OF	0065-464	576.00	LTD FIREFIGHTERS		321226	576.00
CALIFORNIA BUILDING STANDARDS COMM	0010-701-0010-09202	685.80	BUILDING PERMIT SURCHARGE FEE		321244	685.80
CALIFORNIA PEACE OFFICERS' ASSOCIA	0136-801-3101-33250	280.00	POST TRAINING		321227	280.00
CHARTER COMMUNICATIONS	0010-801-3201-32050	617.37	INTERNET/CABLE SERVICE		321245	
	0092-801-4210-38400	99.98	INTERNET/CABLE SERVICE		321245	717.35
MICHELLE CHEN	0075-450-0075-08550	117.00	LANGLEY EVENT SUPPLIES (TRUST)		321228	117.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 10/17/2018

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
COULTER VENTURES LLC (DBA) ROGUE FJ	0349-801-3201-39400	2,359.60	PHYSICAL FITNESS EQUIPMENT		321246	2,359.60
COUNTY OF LOS ANGELES	0349-801-3201-39400	1,751.00	PARAMEDIC TRAINING		321229	1,751.00
BILL CUEVAS	0136-801-3101-33250	150.00	POST TRAINING		321230	150.00
DEPARTMENT OF CONSERVATION	0010-701-0010-09200	3,831.73	STRONG MOTION FEE		321247	3,831.73
GABRIEL ESCARSEGA	0010-801-3104-22310	264.32-	VOID CHECK		320696	264.32-
FEDERAL EXPRESS CORP.	0010-801-1802-32200	64.66	DELIVERY SERVICES		321231	
	0043-801-4212-32200	23.45	DELIVERY SERVICES		321231	88.11
FEI TAN	0010-701-0010-08025	167.00	REFUND LAUGHLIN TRIP		321232	167.00
GOGOVAPPS, INC.	0092-801-1408-37200	4,000.00	GOREQUEST & GOENFORCE LICENSE	19-0202	321248	
	0092-801-1408-37500	4,400.00	GOREQUEST & GOENFORCE LICENSE	19-0202	321248	8,400.00
ERIC ALEXIS GRANDE	0010-450-3101-09000	51.00-	VOID CHECK		317745	51.00-
HD INDUSTRIES	0060-801-3210-38400	2,015.52	REPAIR-E62	19-0213	321249	
	0060-801-3210-38400	960.00	REPAIR-E61	19-0213	321249	
	0060-801-3210-38400	2,581.66	REPAIR-T62	19-0213	321249	5,557.18
HENSLEY LAW GROUP	0010-801-1601-31600	21,215.00	LEGAL-GENERAL SERVICES	19-0172	321250	
	0010-801-1601-31600	255.60	LEGAL-CC&R REVIEW	19-0173	321250	
	0010-801-1601-31600	4,132.70	LEGAL-CODE ENFORCEMENT	19-0173	321250	
	0010-801-1601-31600	1,080.00	LEGAL-GOODVIEWS	19-0173	321250	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0010-801-1601-31600	5,670.00	LEGAL-GENERAL LITGATION	19-0173	321250	34,903.30
	0010-801-1601-31600	2,550.00	LEGAL-KINGS INN	19-0173	321250	
KAMAN INDUSTRIAL TECHNOLOGIES	0010-850-3210-38460	4,450.74	SAFETY SPRING REWIND REEL	18-0475	321251	4,633.68
	0010-801-3210-22750	182.94	SAFETY SPRING REWIND REEL		321251	
MARK KHAIL	0010-801-3201-39400	40.00-	VOID CHECK		299169	40.00-
	0010-801-3201-39400	40.00	FIRE TRAINING		321252	
L N CURTIS & SONS	0470-801-5002-99731	3,182.62	URBAN SEARCH AND RESCUE EQUIP	19-0164	321253	3,182.62
LONG BEACH BMW MOTORCYCLES (DBA)	0060-801-4211-38400	1,016.17-	VOID CHECK		318906	1,016.17-
	0060-801-4211-38400	1,016.17	SERVICE-UNIT 047		321254	
LOS ANGELES COUNTY CERTIFIED	0060-801-4211-41100	3,342.00	HAZARDOUS WASTE/GENERATOR FEE	19-0199	321255	6,838.00
	0060-801-4211-41100	3,496.00	HAZARDOUS WASTE/GENERATOR FEE	19-0199	321255	
MARRIOTT INTERNATIONAL (DBA) COURTYARD	0136-801-3101-33250	384.04	POST TRAINING		321233	384.04
MONTEREY PARK PETTY CASH	0010-801-6517-39400	60.00	PETTY CASH-CERT RENEWAL		321234	
	0075-450-0075-08550	54.56	PETTY CASH-LANGLEY (TRUST)		321234	
	0075-450-0075-08550	15.10	PETTY CASH-LANGLEY (TRUST)		321234	
	0010-801-1403-22750	34.29	PETTY CASH-REFRESHMENTS		321234	
	0075-450-0075-08420	85.93	PETTY CASH-GOLF (TRUST)		321234	
	0075-450-0075-08420	61.49	PETTY CASH-GOLF (TRUST)		321234	
	0010-801-1403-22750	25.44	PETTY CASH-REFRESHMENTS		321234	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0075-450-0075-08550	9.86	PETTY CASH-LANGLEY (TRUST)		321234	
	0092-801-4220-33200	60.00	PETTY CASH-TRAINING		321234	
	0010-801-3205-21350	13.90	PETTY CASH-STAMP INK		321234	
	0010-801-1406-39400	57.50	PETTY CASH-REFRESHMENTS		321234	
	0010-801-1406-39400	20.17	PETTY CASH-REFRESHMENTS		321234	
	0075-450-0075-08420	32.60	PETTY CASH-GOLF (TRUST)		321234	
						530.84
	0010-801-6508-22750	20.39	PETTY CASH-TROPHY CASES		321256	
	0010-801-6508-31950	100.00	PETTY CASH-TEXT MARKETING		321256	
	0010-801-3230-38400	19.71	PETTY CASH-ARSON PATCHES		321256	
	0075-450-0075-08550	31.33	PETTY CASH-FEDEX (TRUST)		321256	
	0010-801-4210-24100	73.69	PETTY CASH-LONG RAM JACK		321256	
	0075-450-0075-08420	100.00	PETTY CASH-GOLF (TRUST)		321256	
	0075-450-0075-08420	31.45	PETTY CASH-GOLF (TRUST)		321256	
	0075-450-0075-08550	5.48	PETTY CASH-ROPE (TRUST)		321256	
	0060-801-3210-38400	50.00	PETTY CASH-TRUCK WINDOW TINT		321256	
	0010-801-1406-39400	82.07	PETTY CASH-OFFICE SUPPLIES		321256	
	0010-801-3120-22750	51.00	PETTY CASH-COFFEE WITH A COP		321256	
	0010-801-6508-31990	53.86	PETTY CASH-EVENT DECORATIONS		321256	
						618.98
MUSIC GEM	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		321235	
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		321235	
						380.00
ABRAM PORRAS	0092-701-0092-07510	335.68	REFUND WATER FEE		321236	
						335.68
PROGRESSIVE SOLUTIONS INC	0010-801-1406-38400	900.00	SOFTWARE TRAINING		321257	
						900.00
RUBEN SEMERENA	0136-801-3101-33250	36.00-	VOID CHECK		320553	

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PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						36.00-
ANDREW SERRANO	0159-801-6507-31910	42.18	INSTRUCTOR-RECREATION CLASS		321237	42.18
THE STANDARD INSURANCE CO.	0065-464	528.50	EXECUTIVE PREMIUM		321238	528.50
UNITED STATES POSTAL SERVICE	0010-801-6509-31880	8,000.00	CASCADES POSTAGE	19-0100	321239	8,000.00
VERIZON WIRELESS	0010-801-3205-32050	42.30	WIRELESS VOICE & DATA SERVICE		321258	
	0010-801-3210-32050	177.53	WIRELESS VOICE & DATA SERVICE		321258	
	0010-801-3220-32050	145.82	WIRELESS VOICE & DATA SERVICE		321258	
						365.65
TOTAL FOR PREPAID WARRANTS						109,539.89
	PRINTED	109,539.89				

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ADVANCED BATTERY SYSTEMS, INC.	0060-801-4211-23500	269.46	BATTERY		321259	269.46
AECOM TECHNICAL SERVICES, INC	0161-450-4212-06910	1,920.00	PLAN CHECKING SERVICES	19-0131	321260	1,920.00
AEF SYSTEMS CONSULTING, INC.	0010-850-1403-31950	4,650.00	ERP SYSTEMS SELECTION SERVICES	18-0465	43 **	4,650.00
AFFORDABLE FORKLIFT SYSTEMS, INC.	0092-801-4223-23700	612.53	CYLINDER KIT		321261	612.53
AMERICAN DYNAMIC SERVICES, INC.	0010-801-3230-22750	89.97	FIRE/SECURITY ALARM BATTERY		44 **	194.97
	0010-801-3230-22750	105.00	FIRE/SECURITY ALARM BATTERY		44 **	
ANELLE MANAGEMENT SERVICES, INC. DE	0060-801-4211-38400	90.00	BIT INSPECTIONS-UNIT 937		45 **	180.00
	0060-801-4211-38400	90.00	BIT INSPECTIONS-UNIT 113		45 **	
APPLEONE EMPLOYMENT SERVICES	0010-801-1704-31950	930.24	TEMPORARY STAFFING SERVICES		321262	3,120.18
	0010-801-1704-31950	1,136.96	TEMPORARY STAFFING SERVICES		321262	
	0010-801-1704-31950	1,052.98	TEMPORARY STAFFING SERVICES		321262	
ARAMARK UNIFORM & CAREER APPAREL GF	0010-801-3210-39050	24.49	UNIFORM CLEANING		321263	73.47
	0010-801-3210-39050	24.49	UNIFORM CLEANING		321263	
	0010-801-3210-39050	16.32	UNIFORM CLEANING		321263	
	0010-801-3210-39050	8.17	UNIFORM CLEANING		321263	
ASCAP (DBA)	0092-801-6508-31990	704.50	MUSIC USE LICENSE		321264	704.50
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-23300	50.45-	WADEG ANCHOR-CREDIT		321265	
	0010-801-4210-23300	701.79	PRESS ADAPTER, ANCHOR, PRESS TEE		321265	
	0010-801-4210-23300	50.25	HOSE WYE		321265	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-4210-23300	23.01	ADAPTOR, COUPLING, PRESS ELL		321265	724.60
ATHENS SERVICES	0043-801-4208-41200	402,600.46	REFUSE COLLECTION SERVICES		321266	402,600.46
B & W AUTOMOBILE INC. (DBA) BRAVO	0060-801-4211-23500	295.65	MODULE ANT-UNIT 049		321267	295.65
B W GRAPHICS	0010-801-1703-39250	40.52	BUSINESS CARD-M TAHER		321268	
	0092-801-4222-39250	51.47	BUSINESS CARD-A HO		321268	
	0010-801-3103-21200	49.27	BUSINESS CARD-B ARCHIBALD		321268	
	0010-801-3103-21200	49.27	BUSINESS CARD-B CUEVAS		321268	
	0010-801-3114-39250	44.90	BUSINESS CARD-G JIMENEZ		321268	
	0010-801-3101-39250	42.70	BUSINESS CARD-T WISNIEWSKI		321268	278.13
BAKER & TAYLOR INC	0010-801-6002-40000	33.09	BOOK(S) 1		321269	
	0010-801-6002-40000	18.58	BOOK(S) 1		321269	
	0010-801-6002-40000	51.25	BOOK(S) 3		321269	
	0010-801-6006-40000	13.57	BOOK(S) 2		321269	
	0010-801-6006-40000	26.78	BOOK(S) 2		321269	
	0010-801-6006-40000	27.62	BOOK(S) 1		321269	
	0010-801-6006-40000	20.99	BOOK(S) 1		321269	
	0533-801-6002-40000	75.22	BOOK(S) 6		321269	
	0533-801-6002-40000	183.97	BOOK(S) 9		321269	451.07
BAKER ELECTRIC INC.	0092-801-4222-23400	1,986.14	LA LOMA RESERVOIR ELECTRICAL		321270	
	0092-801-4222-23400	611.85	DELTA REPAIR B6 MOTOR	19-0218	321270	2,597.99
VINCENT BALTIERRA III	0010-801-3103-22310	506.43	UNIFORM REIMBURSEMENT		321271	
	0136-801-3101-33250	250.00	POST TRAINING		321271	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						756.43
BARTEL ASSOCIATES LLC	0012-850-5102-31850	5,070.00	ACTUARIAL SERVICES	18-0274	321272	
	0012-801-5102-31850	1,370.00	ACTUARIAL SERVICES	19-0204	321272	
	0012-801-5102-31850	8,946.00	ACTUARIAL SERVICES	19-0204	321272	15,386.00
BEAR COMMUNICATIONS INC (DBA) BEARC	0160-801-3103-22750	221.20	POLICE ANTENNA		46 **	
	0010-801-3112-38400	663.00	RADIO REPAIR		46 **	884.20
BEVERLY URGENT CARE, INC.	0010-801-1801-31900	334.00	PRE-EMPLOYMENT SCREENING		321273	334.00
BRENNTAG PACIFIC INC	0093-801-4227-23300	7,235.79	WATER CHEMICALS	19-0141	321274	
	0093-801-4227-23300	7,072.35	WATER CHEMICALS	19-0141	321274	
	0093-801-4227-23300	286.16	WATER CHEMICALS		321274	14,594.30
BRODART COMPANY	0533-801-6002-40000	1,428.67	BOOK(S) 72		321275	
	0533-801-6002-40000	268.08	BOOK(S) 13		321275	
	0533-801-6002-40000	130.33	BOOK(S) 5		321275	1,827.08
BUCKNAM INFRASTRUCTURE GROUP, INC	0112-801-5001-89100	1,115.40	PAVEMENT MANAGEMENT PROGRAM	19-0192	321276	1,115.40
DARLENE BURNETT	0159-701-0159-07010	96.00	REFUND-RECREATION CLASS		321277	96.00
CALIFORNIA EMERGENCY MANAGEMENT AGE	0136-801-3101-33250	800.00	POST TRAINING		321278	800.00
CALIFORNIA FIRE CHIEFS ASSOC.	0010-801-3201-39300	750.00	MEMBERSHIP		321279	750.00
CALIFORNIA WATER SERVICE CO.	0092-801-4222-36300	62.93	WATER SERVICE		321280	
	0092-801-4222-36300	47.52	WATER SERVICE		321280	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CALIFORNIA WATER SERVICE CO.	0092-801-4222-36300	323.80	WATER SERVICE		321280	
	0092-801-4222-36300	30.90	WATER SERVICE		321280	465.15
CALOX, INC	0010-801-3220-24200	45.00	CYLINDER OXYGEN		47 **	
	0010-801-3220-24200	29.75	CYLINDER OXYGEN		47 **	
	0010-801-3220-24200	21.25	CYLINDER OXYGEN		47 **	96.00
CANON FINANCIAL SERVICES, INC.	0010-801-6505-39250	186.57	COPIER MACHINE RENTAL		321281	
	0010-801-3115-38400	331.46	COPIER MACHINE RENTAL		321281	518.03
CANON SOLUTIONS AMERICA, INC	0010-801-6505-39250	290.20	COPIER MAINTENANCE		321282	290.20
CASSANDRA CATTINI (DBA) 567 WORKSHC	0075-450-0075-08630	300.00	REFUND FACILITY DEPOSIT (TRUST)		321283	300.00
DAVID CASTELLANO	0360-801-3102-33100	76.20	POLICE TRAINING		321284	76.20
CEP AMERICA - CALIFORNIA	0010-801-1801-31900	178.00	PRE-EMPLOYMENT SCREENINGS		321285	178.00
CHRIS THOMPSON	0349-801-3201-39400	400.00	FIRE TRAINING		321286	
	0349-801-3201-39400	200.00	FIRE TRAINING		321286	
	0349-801-3201-39400	400.00	FIRE TRAINING		321286	1,000.00
CINTAS CORPORATION NO. 3 (DBA) CIN7	0010-801-6505-22150	596.36	JANITORIAL SUPPLIES-LANGLEY		321287	
	0010-801-6505-22150	596.36	JANITORIAL SUPPLIES-LANGLEY		321287	
	0010-801-6505-22150	654.97	JANITORIAL SUPPLIES-LANGLEY		321287	
	0010-801-3210-22150	178.06	JANITORIAL SUPPLIES-FS61	19-0200	321287	
	0010-801-3210-22150	178.45	JANITORIAL SUPPLIES-FS61	19-0200	321287	
	0010-801-3210-22150	393.32	JANITORIAL SUPPLIES-FS61	19-0200	321287	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
CINTAS CORPORATION NO. 3 (DBA) CINT	0010-801-3210-22150	178.06	JANITORIAL SUPPLIES-FS61	19-0200	321287	
	0010-801-3210-22150	60.86	JANITORIAL SUPPLIES-FS62	19-0200	321287	
	0010-801-3210-22150	60.86	JANITORIAL SUPPLIES-FS62	19-0200	321287	
	0010-801-3210-22150	213.72	JANITORIAL SUPPLIES-FS62	19-0200	321287	
	0010-801-3210-22150	60.86	JANITORIAL SUPPLIES-FS62	19-0200	321287	
	0010-801-3210-22150	62.70	JANITORIAL SUPPLIES-FS63	19-0200	321287	
	0010-801-3210-22150	62.70	JANITORIAL SUPPLIES-FS63	19-0200	321287	
	0010-801-3210-22150	204.74	JANITORIAL SUPPLIES-FS63	19-0200	321287	
	0010-801-3210-22150	62.70	JANITORIAL SUPPLIES-FS63	19-0200	321287	3,564.72
	0178-801-6505-22150	188.34	JANITORIAL SUPPLIES-LANGLEY		321288	188.34
CLINICAL LABORATORY OF	0092-801-4222-31950	1,567.00	WATER ANALYSIS		321289	
	0092-801-4222-31950	180.00	WATER ANALYSIS		321289	1,747.00
COBRA FIRE PROTECTION	0092-801-4210-38100	273.70	FIRE SYS/EXTINGUISHERS SERVICE		321290	273.70
COMET ELECTRIC INC	0110-850-5001-91944	3,547.30	TRAFFIC SIGNAL-N ATLANTIC	18-0336	321291	3,547.30
COMPUTER SERVICE COMPANY	0010-801-4206-38400	3,200.00	TRAFFIC SIGNAL MAINTENANCE	19-0103	321292	3,200.00
COUNTY OF LOS ANGELES	0010-801-3111-31950	1,755.40	ANIMAL CONTROL SERVICE	19-0032	321293	1,755.40
COUNTY OF ORANGE - SHERIFF CORONER	0136-801-3101-33250	260.00	POST TRAINING		321294	260.00
BILL CUEVAS	0010-801-3103-22310	67.49	UNIFORM REIMBURSEMENT		321295	67.49
DAILY JOURNAL CORPORATION	0450-801-5004-96070	107.03	LEGAL NOTICE		48 **	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
DAILY JOURNAL CORPORATION	0010-801-4212-31950	162.00	LEGAL NOTICE		48 **	
	0010-801-1301-34050	108.00	LEGAL NOTICE	19-0073	48 **	
	0010-801-1301-34050	244.64	LEGAL NOTICE	19-0073	48 **	
	0010-801-1301-34050	480.00	LEGAL NOTICE	19-0073	48 **	
						1,101.67
DAMEWOOD CONSULTING GROUP	0010-801-1802-39400	500.00	EMPLOYEE SAFETY TRAINING		321296	
						500.00
DIGITAL MARKETING CORP. (DBA) DIGIT	0075-450-0075-08320	5,448.04	NESTING FLIPPER TABLE (TRUST)	19-0102	321297	
						5,448.04
DIRECTV, LLC	0010-801-3230-32050	134.24	SERVICES AT EOC		321298	
						134.24
DISCOUNT SCHOOL SUPPLY	0010-801-6506-22750	1,146.43	DAY CARE ART SUPPLIES		321299	
	0010-801-6506-22750	326.03	DAY CARE ART SUPPLIES		321299	
						1,472.46
DIVERSIFIED ALARM SERVICE	0010-801-4210-38400	105.00	MONITORING SERVICE	19-0116	49 **	
	0344-801-5002-99290	225.00	MONITORING SERVICE		49 **	
						330.00
DIVISION OF THE STATE ARCHITECT	0010-701-0010-02020	29.20	STATE BUSINESS LICENSE FEE		321300	
						29.20
DUBOIS AVIATION, INC.	0075-450-0075-08420	350.00	GOLF BALL DROP (TRUST)		321301	
						350.00
DUDEK	0075-450-0075-08660	9,410.00	MARKET PLACE TRAFFIC CON-TRUST		321302	
						9,410.00
DUNN-EDWARDS CORPORATION	0010-801-4210-23100	11.55	PAINT		321303	
	0022-801-4206-23100	304.98	PAINT		321303	
						316.53
E & J YUMMY KITCHEN	0010-701-0010-06850	383.00	REFUND INDUSTRIAL WASTE FEE		321304	
						383.00

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ECONOMY RENTALS INC.	0010-801-4210-38400	490.00	SCISSOR LIFT RENTAL		321305	490.00
ELIE FARAH INC	0010-801-4212-31950	2,400.00	WATER SYS IMPROVEMENT	19-0195	321306	
	0010-801-4212-31950	2,450.00	WATER SYS IMPROVEMENT	19-0195	321306	
	0010-801-4212-31950	2,100.00	WATER SYS IMPROVEMENT	19-0195	321306	6,950.00
EMPIRE CLEANING SUPPLY	0010-801-3113-22600	298.84	JANITORIAL SUPPLIES-POLICE		321307	
	0010-801-3210-22150	1,129.97	JANITORIAL SUPPLIES-FIRE		321307	
	0010-801-3210-22150	262.25	JANITORIAL SUPPLIES-FIRE		321307	
	0010-801-6503-22150	53.44	JANITORIAL SUPPLIES-POOL		321307	1,744.50
EMS PERSONNEL FUND	0010-801-3220-41100	200.00	PARAMEDIC LICENSE		321308	200.00
ENTERPRISE FM TRUST	0060-801-4211-37800	6,362.78	POLICE LEASED VEHICLES	19-0008	50 **	6,362.78
ERVIN YOUNGBLOOD (DBA) YOUNGBLOOD &	0010-801-3210-31900	300.00	POLYGRAPH EXAMINATION		321309	
	0010-801-3210-31900	600.00	POLYGRAPH EXAMINATION		321309	900.00
GABRIEL ESCARSEGA	0010-801-3104-22310	148.40	UNIFORM REIMBURSEMENT		321310	148.40
EWING IRRIGATION PRODUCTS, INC.	0010-801-6517-23300	233.12	POPUP, ADJ ROTOR, BATTERY	19-0095	321311	
	0010-801-6517-23300	387.04	ADAPTORS, PVC PIPES, COUPLINGS	19-0095	321311	
	0010-801-6517-23300	28.60	IRRIGATION REPAIRS	19-0095	321311	
	0010-801-6517-23300	25.22	IRRIGATION REPAIRS	19-0095	321311	
	0010-801-6517-23300	461.82	IRRIGATION REPAIRS	19-0095	321311	1,135.80
EXPRESS SERVICE, INC	0010-801-6003-31950	426.30	TEMPORARY STAFFING SERVICES		321312	
	0010-801-6003-31950	466.90	TEMPORARY STAFFING SERVICES		321312	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						893.20
EZEQUIEL LOPEZ VELASCO (DBA) EFFICIENCY	0010-801-3113-38250	2,326.88	JAIL JANITORIAL SERVICES	19-0165	321313	2,326.88
FIESTA COOPERATIVE INC.	0109-801-6511-41200	1,856.27	DIAL-A-TAXI PROGRAM		321314	
	0109-801-6511-41200	2,047.69	DIAL-A-TAXI PROGRAM		321314	
	0075-450-0075-08550	130.00	DIAL-A-TAXI PROGRAM		321314	4,033.96
FIRST TRANSIT INC	0166-801-4201-31960	72,087.74	SPIRIT BUS OPERATION	19-0175	321315	
	0166-801-4201-31960	209.65	SPIRIT BUS GPS	19-0175	321315	
	0166-801-4201-31960	1,672.13	SPIRIT BUS OPERATION RETRO	19-0175	321315	
	0109-701-0109-07680	3,011.06	SPIRIT BUS FARE		321315	70,958.46
FORD OF MONTEBELLO	0060-801-4211-23500	254.08	MOTOR MOUNTS-UNIT 038		321316	
	0060-801-4211-23500	144.54	SOLENOID-UNIT 038		321316	398.62
FORWARD THINKING SYSTEMS, LLC	0109-801-6511-31180	60.00	DIAL-A-RIDE GPS SERVICE		321317	60.00
GALLADE CHEMICAL, INC.	0092-801-4222-23300	1,180.41	WATER CHEMICALS	19-0121	321318	1,180.41
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		321319	
	0010-801-3113-22600	24.00	PHYSICAL		321319	48.00
GARVEY EQUIPMENT COMPANY	0010-801-6517-23050	122.16	MULCH BALD, SCREWS	19-0097	321320	122.16
GATEWAY CITIES COUNCIL OF GOVERNMENT	0043-801-4203-31950	30.28	HARBOR TOXIC UPSTREAM		321321	30.28
GENERAL PUMP COMPANY INC	0093-801-4227-31950	2,980.00	AIR STRIPPER ANNUAL TESTING	19-0150	51 **	
	0093-801-4227-31950	28,902.19	PUMP SERVICED	19-0150	51 **	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						31,882.19
GOLDEN STAR TECHNOLOGY INC/DBA: GSI	0010-850-1404-38400	1,288.00	HARDWARE MAINTENANCE		52 **	1,288.00
GOVERNMENT FINANCE OFFICERS	0092-801-1403-39300	400.00	MEMBERSHIP		321322	
	0010-801-1403-39300	195.00	MEMBERSHIP		321322	595.00
GRAINGER	0010-801-4210-23400	1,574.15	KNEE PADS, ELBOW PADS, TAPE		321323	
	0010-801-4210-23400	26.17	ELBOW PADS		321323	
	0010-801-4210-23400	20.33	ELBOW PADS		321323	
	0010-801-4210-23400	43.37	HOT MELT GLUE STICK		321323	
	0010-801-4210-23400	65.54	GLUE GUN		321323	
	0010-801-4210-23400	158.00	WALL CLOCK, KEY CONTROL CABINET		321323	
	0010-801-4210-23400	129.58	MASKS, FILTERS		321323	
	0010-801-4210-23400	34.11	RELAY		321323	
	0010-801-4210-23400	152.97	FABRIC REFRESHER, SPRAY BOTTLES		321323	2,204.22
GRANICUS, INC	0010-801-6502-31950	103.60	MPKTV STREAMING SERVICES	19-0124	321324	
	0010-801-6509-31950	1,300.00	MPKTV STREAMING SERVICES	19-0124	321324	
	0010-801-6509-38400	3,500.00	MPKTV STREAMING SERVICES	19-0124	321324	4,903.60
GRM INFORMATION MANAGEMENT	0010-801-1801-38400	1,175.13	DOCUMENT SYSTEM SERVICES	19-0012	321325	
	0010-801-1801-38400	243.00	DOCUMENT SYSTEM SERVICES	19-0012	321325	1,418.13
MARC GUILLERMO	0010-801-3103-22310	633.57	UNIFORM REIMBURSEMENT		321326	633.57
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	10.63	SENSOR-UNIT 092		321327	
	0060-801-4211-23500	106.05	PEDAL-UNIT 092		321327	
	0060-801-4211-23500	653.39	SUSPENSION ABSORBER-UNIT 049		321327	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	321.62	ROTORS		321327	1,091.69
HAAKER EQUIPMENT COMPANY	0042-801-5004-91955	63,400.50	VACTOR TRAILER-JETTER	19-0071	53 **	
	0042-801-4204-23700	188.18	HAND SPOTLIGHT		53 **	63,588.68
HACH COMPANY (AKA ELE	0093-801-4227-23300	79.91	SINGLETs		321328	79.91
HADRONEX, INC. (DBA) SMARTCOVER SYS	0042-801-4204-23700	120.00	EQUIPMENT REPAIR		54 **	120.00
HANSON AGGREGATES	0110-801-4202-23600	582.26	ASPHALT		321329	582.26
HAROLD'S KEY SHOP, INC.	0010-801-4210-38100	347.38	KEY/LOCK SERVICES		55 **	
	0010-801-4210-38100	460.43	KEY/LOCK SERVICES		55 **	807.81
HARRINGTON INDUSTRIAL PLASTICS	0092-801-4222-23700	175.16	VALVE BALL TUBES		321330	175.16
HOLLIDAY ROCK CO INC	0110-801-4202-23600	526.21	WASHED CONSTRUCTION SAND		321331	526.21
HOME DEPOT CREDIT SERVICES	0010-801-4210-23050	78.45	CONCRETE MIX,KNIFE		321332	
	0010-801-4210-23050	52.74	TAPE MEASURE,GLOVES,BOLTS		321332	
	0010-801-4210-23050	135.48	PRIMER,PAINTS,COUPLINGS		321332	
	0010-801-4210-23050	88.76	LUMBER,NAIL,SCREWS		321332	
	0010-801-6517-22100	19.67	LUMBER	19-0096	321332	
	0010-801-6517-22100	70.20	POTTING MIX,PLANTS	19-0096	321332	
	0010-801-6503-38200	176.87	LUMBER,BRUSHES,PRIMER,CAULKGUN		321332	
	0010-801-4202-23950	238.74	PAINTERS TOUCH,SCOUR PADS		321332	
	0010-801-6505-23050	20.08	DRAINER	19-0163	321332	
	0010-801-6503-38200	19.46	SOFTENER COVER		321332	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HOME DEPOT CREDIT SERVICES	0010-801-6503-38200	68.89	DRYWALL, SCREW, PAINT TRAY		321332	
	0010-801-6503-38200	53.11	PAINT, STAPLES GUN, PAINT PAIL		321332	
	0010-801-6503-38200	227.98	BRUSH, STUCCO PATCH, LUMBER		321332	
	0010-801-4210-23050	113.28	LUMBER, BIT SET		321332	
						1,363.71
HOWROYD-WRIGHT EMPLOYMENT AGENCY, I	0010-801-6006-31950	629.28	TEMPORARY STAFFING SERVICES		321333	
	0010-801-6006-31950	82.08	TEMPORARY STAFFING SERVICES		321333	
	0010-801-6002-31950	273.60	TEMPORARY STAFFING SERVICES		321333	
	0010-801-6002-31950	273.60	TEMPORARY STAFFING SERVICES		321333	
						1,258.56
IPMA	0010-801-1801-39300	957.00	HUMAN RESOURCES MEMBERSHIP		321334	
						957.00
IRON MOUNTAIN INC DBA IRON MOUNTAIN	0010-850-1404-31700	335.78	COMPUTER DATA STORAGE		56 **	
						335.78
SHELLY MARIE ISHIDA	0159-801-6507-31910	686.51	INSTRUCTOR-RECREATION CLASS		321335	
						686.51
IZZY FLORES JR.	0010-801-3103-22310	185.00	UNIFORM REIMBURSEMENT		321336	
	0010-801-3103-22310	109.98	UNIFORM REIMBURSEMENT		321336	
	0010-801-3103-22310	110.60	UNIFORM REIMBURSEMENT		321336	
						405.58
J C KIDS MART	0010-801-1702-22310	81.00	UNIFORM EMBROIDERY		321337	
	0010-801-1703-22310	90.00	UNIFORM EMBROIDERY		321337	
						171.00
JACOB PULLLIAM (DBA) SOLWAY COMPANY	0010-801-4210-23100	900.00	ASBESTOS & LEAD SURVEY		321338	
						900.00
JADE PLAZA LLC	0010-701-0010-06850	1,043.24	REFUND INDUSTRIAL WASTE FEE		321339	
						1,043.24
JASPER ENGINE & TRANSMISSION EXCHAN	0060-801-4211-23500	4,248.58	REPAIR-UNIT 038	19-0171	321340	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						4,248.58
JCL TRAFFIC SERVICES	0022-801-4206-23800	1,216.55	RED CURB PAINT,SIGNS	19-0058	57 **	
	0022-801-4206-23800	1,423.50	SIGNS	19-0058	57 **	
	0022-801-4206-23800	269.59	SIGNS	19-0058	57 **	
						2,909.64
JEDA WORKS (DBA) HOUSING PROGRAMS	0152-801-2206-38650	130.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	585.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	130.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	325.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	520.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	747.50	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	325.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	195.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-31850	1,787.50	HOUSING REHAB SERVICES	19-0084	321341	
	0152-801-2206-38650	390.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	390.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	130.00	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	357.50	HOUSING REHAB SERVICES	19-0196	321341	
	0152-801-2206-38650	715.00	HOUSING REHAB SERVICES	19-0196	321341	
						7,702.50
JHM SUPPLY INC	0176-801-6516-23300	28.08	SPEAR BLUE,PVC NIPPLES	19-0094	58 **	
						28.08
JOHN L. HUNTER & ASSOC.,INC.	0184-801-4208-31950	665.00	USED OIL PROGRAM	19-0174	321342	
	0043-801-4203-31950	16,882.50	NPDES SERVICES	19-0174	321342	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						17,547.50
RICHARD KAGEYAMA	0159-801-6507-31910	301.08	INSTRUCTOR-RECREATION CLASS		321343	301.08
KARL WONG	0075-450-0075-08620	111.92	NATIONAL NIGHT OUT (TRUST)		321344	111.92
KEYSTONE UNIFORM CENTERS	0071-801-3120-22310	10.00	UNIFORMS-M CONTRERAS		321345	10.00
KING CHARCOAL BBQ	0010-701-0010-06850	298.00	REFUND INDUSTRIAL WASTE FEE		321346	298.00
KNIGHT COMMUNICATIONS INC	0010-801-1301-38400	527.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-1404-38400	492.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0043-801-1404-38400	581.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0092-801-1404-38400	758.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-1701-38400	400.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-1702-38400	400.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-1703-38400	400.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-1801-38400	778.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-3115-38400	1,726.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-3201-38400	952.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0022-801-4202-38400	556.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0092-801-4210-38400	208.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0060-801-4211-38400	1,238.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0043-801-4212-38400	417.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0092-801-4220-38400	1,417.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-6001-38400	1,083.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-6502-38400	797.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0093-801-4226-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0093-801-4227-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0093-801-4229-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNIGHT COMMUNICATIONS INC	0093-801-4230-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0093-801-4231-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0094-801-4226-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0094-801-4227-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0094-801-4229-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0094-801-4230-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0094-801-4231-38400	167.00	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0010-801-3115-31700	1,537.50	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
	0160-801-3115-31700	8,962.50	SYSTEM MANAGEMENT SERVICE	19-0129	321347	
						24,900.00
KNOWLES-MCNIFF	0010-801-1404-31700	5,006.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0010-801-3115-31700	599.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0010-801-3220-31700	209.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0010-801-6001-31700	803.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0043-801-1404-31700	1,571.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0092-801-1404-31700	1,964.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0092-801-4221-31700	989.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0093-801-4226-31700	204.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0093-801-4227-31700	241.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0093-801-4229-31700	193.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0093-801-4230-31700	204.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0093-801-4231-31700	246.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4226-31700	42.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4227-31700	52.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4229-31700	40.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4230-31700	42.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4231-31700	53.00	INFORMATION TECHNOLOGY SERVICE		59 **	
	0094-801-4232-31700	42.00	INFORMATION TECHNOLOGY SERVICE		59 **	
						12,500.00

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KOA CORPORATION	0166-801-5001-91960	1,197.40	COLLISION ACCIDENT ANALYSIS		321348	1,197.40
L & M FOOTWEAR INC DBA SHOETERIA	0092-801-4223-22300	196.53	SAFETY BOOTS-D ZAPATA	19-0085	60 **	
	0092-801-4223-22300	225.00	SAFETY BOOTS-G NORIEGA	19-0085	60 **	
	0010-801-4209-22310	200.00	SAFETY BOOTS-S RODRIGUEZ	19-0062	60 **	
	0010-801-4209-22310	195.97	SAFETY BOOTS-L ROMERO	19-0062	60 **	
	0010-801-4209-22310	200.00	SAFETY BOOTS-F BANUELOS	19-0062	60 **	
	0010-801-4209-22310	195.10	SAFETY BOOTS-R LUCERO	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-M AGUILAR	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-C ZUBIATE	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-G RAMIREZ	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-J ALVARADO	19-0062	60 **	
	0010-801-4209-22300	194.86	SAFETY BOOTS-M LIRA	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-M BALCKBUCKET	19-0062	60 **	
	0010-801-4209-22300	200.00	SAFETY BOOTS-J MENDIVEL	19-0062	60 **	2,607.46
L.A.COUNTY DEPT. PUBLIC WORKS	0043-801-4203-31950	3,701.55	CATCH BASIN CLEANOUT		321349	3,701.55
STEPHEN LAM	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		321350	
	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		321350	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		321350	200.00
LAWTON PRINTING, INC.	0010-801-1403-22750	147.00	INDEX TABS		321351	147.00
NHI DAM LE	0075-450-0075-08200	13,906.30	REFUND CONSTRUCTION BOND-TRUST		321352	13,906.30
LEAGUE OF CALIFORNIA CITIES	0010-801-1301-39400	150.00	CITY CLERK CONFERENCE		321353	150.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
LEHR AUTO ELECTRIC (CA CORP) STOMME	0160-850-5004-99323	5,931.79	ANTENNA	17-0342	321354	5,931.79
LIFE-ASSIST INC	0010-801-3220-24200	489.73	FIRE MEDICAL SUPPLIES	19-0039	321355	
	0010-801-3220-24200	4,389.09	FIRE MEDICAL SUPPLIES	19-0039	321355	4,878.82
THE LIGHTHOUSE INC (DBA)	0060-801-4211-23500	94.30	LED LIGHTS-UNIT 853		321356	94.30
LINCOLN EQUIPMENT INC.	0010-801-6503-23050	531.11	LIQUID CHLORINE,MURIATIC ACID	19-0049	321357	
	0010-801-6503-23050	99.41	LIQUID CHLORINE,MURIATIC ACID	19-0049	321357	630.52
LONG BEACH BMW MOTORCYCLES (DBA)	0060-801-4211-38400	751.87	SERVICE-UNIT 141		61 **	
	0060-801-4211-38400	382.95	REPAIR-UNIT 048		61 **	1,134.82
LOS ANGELES COUNTY DEPT. OF	0022-801-4206-41100	2,049.86	TRAFFIC SIGNALS MAINTENANCE		321358	2,049.86
LYNN PEAVEY COMPANY	0010-801-3104-38400	426.13	EVIDENCE SUPPLIES		62 **	426.13
MAK FIRE PROTECTION ENGINEERING & C	0010-801-3205-31950	95.00	FIRE PLAN CHECK	19-0112	321359	
	0010-801-3205-31950	2,550.66	FIRE PLAN CHECK	19-0112	321359	
	0010-801-3205-31950	170.00	FIRE PLAN CHECK	19-0112	321359	
	0010-801-3205-31950	299.00	FIRE PLAN CHECK	19-0112	321359	3,114.66
MARCO GALICIA	0075-450-0075-08616	5.00	REFUND ARTWALK SPACES (TRUST)		321360	5.00
MCMASTER-CARR SUPPLY CO.	0092-801-4222-23700	75.62	CLEANER		63 **	
	0092-801-4222-23700	145.84	DIVIDERS,CHAIR MAT		63 **	
	0092-801-4222-23400	24.39	HEAT SINK COMPOUND		63 **	
	0092-801-4222-23700	255.40	TOWELS,GLASS,TUBE FUSE		63 **	

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						501.25
MEDIA CONTROL SYSTEMS LLC	0351-801-5004-91753	46,336.82	MPK TV EQUIPMENT	19-0099	321361	46,336.82
MERCEDES SORIANO	0159-801-6507-31910	2,497.26	INSTRUCTOR-RECREATION CLASS		321362	2,497.26
METROPOLITAN WATER DISTRICT	0010-801-3112-32050	155.80	LEASE-GARVEY RESERVOIR		321363	155.80
MISSION FENCE & PATIO BUILDERS	0092-801-4222-38500	1,690.00	CHAIN LINK FENCE		321364	1,690.00
MISSION SUPER HARDWARE	0010-801-3210-38100	87.97	HAMMER,SHOWER SYSTEM		321365	
	0010-801-3210-22750	44.85	PEST CONTROL		321365	
	0010-801-6517-23050	75.34	PRIMER,ROLLER,BRUSHES		321365	
	0010-801-6517-23050	24.02	PUTTY KNIFE,SCRUBBER PADS		321365	
	0060-801-4211-23500	23.93	KEYS		321365	256.11
MODERN TRAILER SUPPLY CO (DBA)	0060-801-4211-23500	374.00	SURGE BRK ASSY		321366	
	0060-801-4211-23500	76.95	REVERSE BRK CANCEL		321366	450.95
MOORE IACOFANO GOLTSMAN, INC.	0075-450-0075-08660	12,587.02	ENVIRONMENTAL SERVICES (TRUST)	19-0009	321367	12,587.02
MOST DEPENDABLE FOUNTAINS INC	0010-801-6517-23050	152.16	MAGNETIC HEX NUT DRIVES		321368	152.16
MR. ROOTER PLUMBING (DBA)	0042-801-4204-31950	17,650.00	PLUMBING SERVICES	19-0178	64 **	
	0042-801-4204-31950	1,150.00	PLUMBING SERVICES	19-0178	64 **	
	0042-801-4204-31950	13,545.00	PLUMBING SERVICES	19-0178	64 **	
	0042-801-4204-31950	2,840.00	PLUMBING SERVICES	19-0178	64 **	
	0042-801-4204-31950	3,723.76	PLUMBING SERVICES	19-0178	64 **	
	0010-801-4210-38100	3,600.00	PLUMBING SERVICES	19-0178	64 **	

** Indicates an ACH-Payment transaction

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MR. ROOTER PLUMBING (DBA)	0010-801-4210-38100	759.01	PLUMBING SERVICES	19-0178	64 **	43,545.27
	0010-801-4210-38100	277.50	PLUMBING SERVICES	19-0178	64 **	
NADA BUS, INC	0109-801-4201-31950	1,350.00	HOLLYWOOD BOWL TRIP		321369	1,350.00
NAVARRO'S TOWING	0060-801-4211-38400	75.00	TOWING SERVICES		321370	75.00
NET TRANSCRIPTS INC.	0010-801-3101-22750	102.20	POLICE TRANSCRIPTION SERVICES		321371	102.20
NETWORK INNOVATIONS US INC.	0010-801-3230-32050	35.41	EOC SATELLITE PHONE SERVICE		321372	35.41
O'REILLY AUTO PARTS	0060-801-3210-38400	67.90	WASH BRUSHES		321373	194.94
	0060-801-4211-23500	61.41	ACCUMULATOR-UNIT 039	19-0119	321373	
	0060-801-4211-23500	27.36	FLOOR MATS-UNIT 019	19-0119	321373	
	0060-801-4211-23500	38.27	ENGINE PAINT	19-0119	321373	
OCLC, INC	0010-801-6003-31700	1,148.27	LIBRARY CATALOGING SERVICE		321374	1,148.27
OFFICE DEPOT INC.	0010-801-1407-21250	45.85	PAPER,TOWEL,DUSTER		321375	
	0010-801-6502-21250	45.85	PAPER,TOWEL,DUSTER		321375	
	0010-801-1801-21250	45.84	PAPER,TOWEL,DUSTER		321375	
	0092-801-1407-38250	114.78	PAPER,TOWEL,DUSTER		321375	
	0010-801-1407-21350	24.13	PAPER,TOWEL,DUSTER		321375	
	0010-801-1801-21350	12.37	TISSUE		321375	
	0010-801-3210-21350	106.04	INK CARTRIDGE	19-0090	321375	
	0010-801-3210-21350	48.49	BINDER CLIPS,TABS,RUBBER BANDS	19-0090	321375	
	0010-801-3210-21300	81.99	PAPER	19-0090	321375	
	0010-801-3201-21350	49.21	FILES	19-0090	321375	

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OFFICE DEPOT INC.	0010-801-3114-21350	16.93	WRIST REST		321375	
	0010-801-3114-21350	690.92	FOLDER, PAPER, TAPE, CLAMPS		321375	
	0092-801-4212-21350	13.48	ENVELOPE		321375	
	0092-801-4212-21350	51.19	BINDING COMBS, TISSUE, DIVIDERS		321375	
	0092-801-4212-21350	47.18	FLASH LIGHT		321375	
	0092-801-4212-21350	179.09	CLIPBOARD, PENS, POST IT NOTE		321375	
	0010-801-6505-21350	205.08	PAPER, TAPE, STAPLER, CLIPS	19-0135	321375	1,778.42
OFFICE SOLUTIONS	0010-801-1403-22750	242.52	PEN, CALENDAR, PRONG, FASTENERS	19-0152	321376	
	0010-801-1403-22750	48.74	FAN	19-0152	321376	
	0010-801-1403-22750	60.55	NOTE PADS, PEN, REFILLABLE	19-0152	321376	351.81
PACIFIC PRODUCTS & SERVICES LLC	0022-801-4206-24100	133.98	STEEL DR RIVETS, NYLON WASHERS		321377	133.98
PATRICK CHAN (DBA) BEST IMAGE	0075-450-0075-08420	1,000.00	GOLF PHOTOGRAPHY SERVICE-TRUST		321378	1,000.00
PERFORMANCE ELEVATOR CONTRACTORS IN	0010-801-4210-38400	265.00	ELEVATOR MAINTENANCE	19-0059	321379	265.00
PHO LY THUONG KIET	0010-701-0010-06850	408.00	REFUND INDUSTRIAL WASTE FEE		321380	408.00
PRISCILA DAVILA & ASSOCIATES, INC.	0169-801-2201-31850	1,722.50	CDBG REHABILITATION CONSULTING	19-0126	321381	
	0169-801-2201-31850	2,047.50	CDBG REHABILITATION CONSULTING	19-0126	321381	3,770.00
PROSOURCE FACILITY SUPPLY	0092-801-1407-38250	547.28	HAND SOAP, TOWELS		321382	
	0092-801-1407-38250	757.47	HAND SOAP, TOWELS, TISSUE		321382	1,304.75
FUGUANG QI	0010-701-0010-02010	75.00	REFUND BUSINESS LICENSE FEE		321383	75.00

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VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
QUALITY SUITES HOTEL	0136-801-3101-33250	537.70	POST TRAINING		321384	537.70
R. M. BODY SHOP	0060-801-4211-38450	559.14	REPAIR-UNIT 028	19-0157	321385	
	0060-801-4211-38450	490.74	REPAIR-UNIT 028	19-0157	321385	1,049.88
RIVERSIDE COUNTY SHERIFFS DEPT	0160-801-3101-39400	114.00	POLICE TRAINING		321386	114.00
ROYAL WHOLESALE ELECTRIC	0092-801-4222-23400	360.78	PNL MOUNT HIM		65 **	
	0092-801-4222-23400	5.41	PNL MOUNT HIM		65 **	366.19
S C FUELS (DBA)	0060-801-4211-22250	419.93	OIL	19-0017	66 **	
	0060-801-4211-22250	6,014.78	FUEL	19-0017	66 **	
	0060-801-4211-22250	12,494.18	FUEL	19-0017	66 **	18,928.89
SAN GABRIEL BASIN WATER	0092-801-4222-22900	33,520.40	WATER ASSESSMENT		321387	33,520.40
SAN GABRIEL VALLEY WATER CO.	0092-801-4222-36300	60.58	WATER SERVICES		321388	
	0092-801-4222-36300	56.47	WATER SERVICES		321388	
	0092-801-4222-36300	56.47	WATER SERVICES		321388	173.52
SECURITY SIGNAL DEVICES INC DBA SSI	0010-801-4210-38400	2,001.69	ALARM SERVICES		321389	
	0010-801-6001-38400	233.76	ALARM SERVICES		321389	2,235.45
SERGIO BALANDRAN (DBA) THE SAUCE CF	0075-450-0075-08616	1,159.06	GERANIUM BANNER (TRUST)		321390	
	0075-450-0075-08550	93.07	LANGLEY OVERLAYS (TRUST)		321390	
	0075-450-0075-08550	722.70	LANGLEY SIGNAGE RULES (TRUST)		321390	1,974.83
SHEPARD, SAVANNAH MICHAEL	0010-701-0010-06240	500.00	REFUND FIREWORKS CITATION		321391	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						500.00
SMARDAN SUPPLY COMPANY	0010-801-4210-23300	284.63	REEL COVER, REEL, CABLE		321392	
	0010-801-4210-23300	1,127.90	MIXING VALVE, MADERA, AQUALYN		321392	
						1,412.53
SMART ENERGY SYSTEMS LLC	0092-850-4225-82261	1,795.07	BILLMASTER INTEGRATION	18-0356	67 **	
	0092-850-4221-23300	2,561.80	BILLMASTER INTEGRATION	18-0356	67 **	
	0092-801-4221-23300	143.13	BILLMASTER INTEGRATION		67 **	
						4,500.00
SNAP-ON INDUSTRIAL, A DIVISION OF I	0060-801-4211-38400	30.51	SHOP TOOLS		321393	
	0060-801-4211-38400	169.77	SHOP TOOLS		321393	
						200.28
HENRY H. SOLOMON	0010-801-1703-22310	185.00	SAFETY SHOES		321394	
	0010-801-1703-22300	200.00	SAFETY SHOES		321394	
						385.00
SOUTH COAST AIR QUALITY	0092-801-4222-38420	131.79	AQMD FEES		321395	
						131.79
SOUTHEAST CONSTRUCTION PRODUCT	0010-801-6503-38200	249.93	BARNES POOL SOFTENER		321396	
	0110-801-4202-23600	451.95	BROOMS, CEMENT		321396	
	0110-801-4202-23600	163.02	BROOMS, WIRE BRUSH, WOOD STAKES		321396	
						864.90
STETSON ENGINEERS, INC	0093-801-4226-31950	1,648.25	NPDES APP SERVICES	19-0153	321397	
	0093-801-4229-31950	866.40	NPDES APP SERVICES	19-0153	321397	
	0093-801-4230-31950	866.39	NPDES APP SERVICES	19-0153	321397	
						3,381.04
SUCCESS PRINTING & SIGN INC.	0043-801-6509-31880	3,636.20	CASCADES NEWSPAPER	19-0082	321398	
						3,636.20
RAN SUN	0159-701-0159-07020	111.00	REFUND RECREATION CLASS		321399	
						111.00

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SUPER PRINT LITHOGRAPHICS INC	0010-801-1703-39250	503.70	CORRECTION NOTICE		321400	503.70
SUPERCO SPECIALTY PRODUCTS (DBA)	0010-801-4202-23950	1,371.09	COVER UPS,MAGIC BLOCK		321401	1,371.09
SUPERIOR FIRE PROTECTION INC	0010-701-0010-06330	82.62	REFUND FIRE AS BUILT FEE		321402	82.62
SUPREME TROPHIES & GIFTS CO.	0010-801-1101-21350	65.70	GAVEL SET		321403	76.65
	0010-801-6502-23050	10.95	NAME PLATE		321403	
TANK SPECIALISTS OF CALIFORNIA	0060-801-4211-22250	125.00	DESIGNATED OPERATOR INSPECTION	19-0016	321404	250.00
	0060-801-4211-22250	125.00	DESIGNATED OPERATOR INSPECTION	19-0016	321404	
RICHARD R. TERZIAN	0010-801-1702-31600	625.00	HEARING SERVICES		321405	1,075.00
	0010-801-3102-31950	450.00	HEARING SERVICES		321405	
TITO AUTO TRIM (DBA)	0060-801-4211-38400	95.00	FLEET REPAIR-UNIT 073		321406	95.00
TOM'S CLOTHING & UNIFORMS INC	0010-801-3101-22320	573.23	UNIFORMS-S ARDON		321407	2,627.39
	0010-801-3101-22320	27.38	UNIFORMS-S BERMUDEZ		321407	
	0010-801-3101-22320	322.48	UNIFORMS-L NG		321407	
	0010-801-3103-22310	95.22	UNIFORMS-J ORATE		321407	
	0010-801-3103-22310	624.15	UNIFORMS-O NUNEZ		321407	
	0010-801-3104-22310	128.12	UNIFORMS-G ALVAREZ		321407	
	0010-801-4209-22310	265.54	UNIFORMS-L ROMERO		321407	
	0092-801-4221-22310	291.27	UNIFORMS-D VERA		321407	
	0092-801-4223-22310	300.00	UNIFORMS-S CRUZ		321407	
LAURA R. TORRES-HOAGLAND	0159-801-6507-31910	145.67	INSTRUCTOR-RECREATION CLASS		321408	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						145.67
TRI-MOUNTAIN	0010-801-1702-22310	132.50	UNIFORM-CODE ENFORCEMENT		321409	
	0010-801-1703-22310	140.00	UNIFORM-BUILDING & SAFETY		321409	
						272.50
ULLOA AUTOMATIC TRANSMISSION	0060-801-4211-38400	2,427.33	REPAIR UNIT 077		321410	
						2,427.33
UNITED STATES POST OFFICE	0010-801-3205-32200	225.00	BUSINESS REPLY MAIL PERMIT		321411	
						225.00
UNITED WATER WORKS, INC	0092-801-4223-24100	242.68	WATER SUPPLIES		68 **	
						242.68
VALLEY MAINTENANCE CORP.	0010-801-6517-38250	4,300.00	PARKS JANITORIAL SERVICES	19-0091	321412	
						4,300.00
VETERINARY HEALTHCARE CENTER	0010-801-3111-31550	25.00	ANIMAL SERVICE/SUPPLIES		321413	
						25.00
VISTA PAINT CO.	0092-801-4222-23700	135.92	PAINT AND SUPPLIES		321414	
						135.92
VULCAN MATERIAL CO	0110-801-4202-23600	310.65	ASPHALT	19-0045	321415	
	0110-801-4202-23600	233.03	ASPHALT	19-0045	321415	
	0110-801-4202-23600	28.60	ASPHALT	19-0045	321415	
						572.28
WALTERS WHOLESALE ELECTRIC CO	0010-801-4210-23400	108.03	DEVICE RCPT,EMT		321416	
	0010-801-4210-23400	47.00	CONCRETE COVER BOLD,BRASS BOLT		321416	
						155.03
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	63.78	TPMS SENSOR-UNIT 039	19-0154	321417	
	0060-801-4211-23500	208.08	ORIFICE TUBE-UNIT 039	19-0154	321417	
	0060-801-4211-23500	25.37	MOTOR ASSY-UNIT 039	19-0154	321417	
	0060-801-4211-23500	88.22	SWITCH ASSY-UNIT 006	19-0154	321417	
	0060-801-4211-23500	125.96	ALTERNATOR-UNIT 853	19-0154	321417	

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	206.33	BATTERY	19-0154	321417	
	0060-801-4211-23500	143.12	KNOCK SENSOR-UNIT 949	19-0154	321417	
	0060-801-4211-23500	53.80	WIRE PLUG LIGHT SWITCH	19-0154	321417	
	0060-801-4211-23500	58.10	RELAY-UNIT 006	19-0154	321417	
	0060-801-4211-23500	326.93	ENGINE PARTS-UNIT 038	19-0154	321417	
	0060-801-4211-23500	206.33	BATTERY	19-0154	321417	
	0060-801-4211-23500	134.26	MOTOR KIT-UNIT 977	19-0154	321417	
	0060-801-4211-23500	45.86	POWER STRG-UNIT 038	19-0154	321417	
	0060-801-4211-23500	16.16	FUEL FILTER	19-0154	321417	
	0060-801-4211-23500	230.66-	SWITCH,MOUNT-CREDIT	19-0154	321417	
	0060-801-4211-23500	26.28-	BATTERY-CREDIT	19-0154	321417	
	0060-801-4211-23500	26.28-	BATTERY-CREDIT	19-0154	321417	
	0060-801-4211-23500	85.41-	MOTOR-CREDIT	19-0154	321417	
						1,333.67
WESTCO SERVICE COMPANY	0010-801-6001-38100	3,430.00	REPLACE HVAC INSTALLATION	19-0001	69 **	3,430.00
WESTERN WATER WORKS SUPPLY CO.	0092-801-4222-23700	180.67	RING GASKET,ZINC PLATED BOLT		70 **	180.67
WILCOX SUPPLY INC	0060-801-4211-23500	94.57	TIRE LUBE		321418	
	0060-801-4211-24100	40.19	SMALL TOOLS		321418	
						134.76
WILLIES TIRES AND ALIGNMENT	0060-801-4211-23500	448.73	TIRES	19-0028	71 **	448.73
WITTMAN ENTERPRISES	0010-801-3205-31950	187.50	FIRE SAFETY INSPECTIONS	19-0111	321419	
	0010-801-3220-31400	4,700.00	AMBULANCE BILLING SERVICES	19-0040	321419	
						4,887.50
WOLFF LANG CHRISTOPHER ARCHITECTS,	0010-850-5002-99730	8,275.00	FIRE STATION 62 DEVELOPMENT	17-0290	321420	
						8,275.00

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PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BOB WONDRIES FORD	0060-801-4211-38400	916.26	REPAIR-UNIT 089		321421	916.26
RICKY WONG	0159-801-6507-31910	164.51	INSTRUCTOR-RECREATION CLASS		321422	164.51
THOMAS WONG	0159-801-6507-31910	1,197.30	INSTRUCTOR-RECREATION CLASS		321423	1,197.30
SWAIN WUKELICH	0010-801-3103-22310	39.11	UNIFORM REIMBURSEMENT		321424	
	0010-801-3103-22310	56.39	UNIFORM REIMBURSEMENT		321424	
	0010-801-3103-22310	100.57	UNIFORM REIMBURSEMENT		321424	196.07
GUAN DONG DA YUAN	0010-701-0010-06850	293.00	REFUND INDUSTRIAL WASTE FEE		321425	293.00
GUOTAO ZENG	0010-801-3103-22310	59.60	UNIFORM REIMBURSEMENT		321426	59.60
TOTAL FOR REGULAR WARRANTS						1,048,242.21
PRINTED		844,670.32				
ACH-PAYMENTS		203,571.89				

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TOTAL FOR PREPAID WARRANTS	\$109,539.89
TOTAL FOR PRINTED WARRANTS	\$844,670.32
TOTAL FOR ACH-PAYMENTS	\$203,571.89
TOTAL WARRANTS	\$1,157,782.10
TOTAL VOID CHECKS	6
TOTAL PREPAID CHECKS	35
TOTAL ACH-PAYMENTS PRINTED	29
TOTAL CHECKS PRINTED	168
TOTAL CHECKS ISSUED	232

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FUND SUMMARY

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	62,734.29	126,181.65	188,915.94
0012	RETIREMENT FUND	0.00	15,386.00	15,386.00
0022	STATE GAS TAX FUND	630.15	5,954.46	6,584.61
0042	SEWER FUND	0.00	102,617.44	102,617.44
0043	REFUSE FUND	23.45	429,479.99	429,503.44
0060	CITY SHOP FUND	12,445.18	41,843.52	54,288.70
0065	PAYROLL CLEARING ACCOUNT	1,104.50	0.00	1,104.50
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	10.00	10.00
0075	SPECIAL DEPOSITS FUND	924.80	45,223.11	46,147.91
0092	WATER FUND	9,013.06	57,769.60	66,782.66
0093	WATER TREATMENT WQA-EPA FUND	0.00	51,860.44	51,860.44
0094	WATER TREATMENT CITY FUND	0.00	1,106.00	1,106.00
0109	OPA PROPOSITION A	0.00	2,302.90	2,302.90
0110	MEASURE R FUND	0.00	5,843.02	5,843.02
0112	MEASURE M FUND	0.00	1,115.40	1,115.40
0136	POST	778.04	1,847.70	2,625.74
0152	HOME HOUSING PROGRAM	0.00	7,702.50	7,702.50
0159	RECREATION FUND	6,093.20	5,199.33	11,292.53
0160	ASSET FORFEITURE	0.00	15,229.49	15,229.49
0161	CONSTRUCTION AGENCY FUND	0.00	1,920.00	1,920.00
0166	PROPOSITION C	0.00	75,166.92	75,166.92
0169	CDBG FUND	0.00	3,770.00	3,770.00
0176	MAINTENANCE DISTRICT 93-1	0.00	28.08	28.08
0178	PROP A - PER PARCEL GRANT	0.00	188.34	188.34
0184	USED OIL RECYCLING BLOCK GRANT	0.00	665.00	665.00
0344	MAINTENANCE GRANT (075)	0.00	225.00	225.00
0349	ELAC INSTRUCTIONAL SERV PROG	12,610.60	1,000.00	13,610.60
0351	VIDEO SERV FRANCHISE TRUST	0.00	46,336.82	46,336.82

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FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0360	SELECTIVE TRAFFIC ENFORCE (4)	0.00	76.20	76.20
0450	MTA BIKE LANE CONSTRUCTION	0.00	107.03	107.03
0470	URBAN AREA INITIATIVE - 2016	3,182.62	0.00	3,182.62
0533	CA INITIATIVES BOOKS GRANT	0.00	2,086.27	2,086.27
	TOTAL	109,539.89	1,048,242.21	1,157,782.10



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Joseph Leon, City Treasurer
SUBJECT: Monthly Investment Report – September 2018

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.

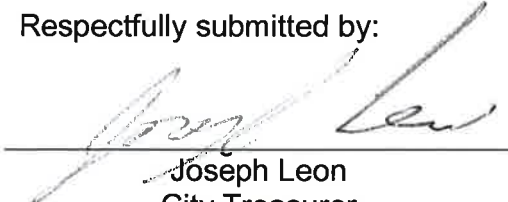
EXECUTIVE SUMMARY:

As of September 30, 2018 invested funds for the City of Monterey Park is \$73,509,542.86.

BACKGROUND:

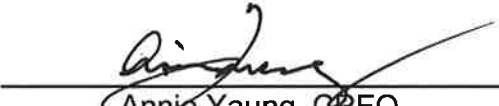
In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months. The attached monthly investment report includes a summary investment report for the LA County Pooled Investment Fund, which displays the composition by type for the entire pooled investment fund.

Respectfully submitted by:



Joseph Leon
City Treasurer

Prepared by:



Annie Yaung, CPFO
Director of Management Services

Approved by:



Ron Bow
City Manager

**CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF SEPTEMBER 30, 2018**

INVESTMENTS PORTFOLIO PROFILE:

TOTAL BALANCE AT 9/30/18

\$ 73,509,542.86

INVESTMENT COMPOSITION

(1) <u>LA COUNTY POOLED INVESTMENT FUND</u>		ON DEMAND	1.890%	<u>\$ 8,238,626.14</u>
(See Schedule A for LA County Pool Composition)				
(2) <u>LOCAL AGENCY INVESTMENT FUND</u>		ON DEMAND	2.090%	<u>\$ 52,437,825.98</u>
(3) <u>CERTIFICATES OF DEPOSIT</u>				
	Purchase Date	Maturity Date	Interest Rate	
PACIFIC PREMIER BANK	02/28/18	08/28/19	2.10%	245,000
PREFERRED BANK	03/03/18	09/03/19	2.00%	140,000
ROYAL BUSINESS BANK	06/23/18	06/23/19	2.20%	250,000
ALLY BANK MIDVALE	10/06/17	10/05/20	1.95%	245,000
AMERICAN EXPRESS BANK	05/03/17	05/04/20	1.80%	245,000
AMERICAN EXPRESS CENTURION BANK	12/01/16	12/03/18	1.40%	245,000
BANK OF HOPE	05/26/17	11/26/19	1.70%	245,000
BANKUNITED NA	02/09/18	02/10/20	2.20%	245,000
BMW BK NORTH AMERICA	09/21/17	03/16/20	1.85%	238,000
BROOKLINE BANK	06/29/17	06/28/19	1.65%	245,000
CAPITAL ONE NATL BANK	10/25/17	10/26/20	2.00%	245,000
CHARTER BANK	04/10/18	04/10/19	2.05%	245,000
COMPASS BANK	12/29/17	12/28/18	1.75%	245,000
DIRECT CFED CREDIT UNION	11/22/17	11/23/20	2.00%	245,000
DISCOVER BANK	09/01/17	09/01/20	1.90%	245,000
EVERBANK	01/02/18	09/16/19	1.25%	245,000
FIRST FED SAVINGS & LOAN	12/22/17	12/20/19	2.05%	245,000
FIRST FINAL BANK	04/10/18	10/10/19	2.25%	245,000
FIRST MERCHANTS BANK	12/30/16	06/28/19	1.50%	245,000
FIRST TECH FEDERAL CREDIT UNION	10/16/17	10/16/19	1.80%	245,000
GOLDMAN SACHS BANK	10/18/17	10/19/20	1.95%	245,000
GRAND RIVER BANK	11/28/17	05/28/20	1.80%	245,000
GUARANTY BANK	03/15/18	09/15/20	2.40%	245,000
INFINITY FCU	02/12/18	02/12/19	1.90%	245,000
JP MORGAN CHASE BANK	04/19/16	04/19/19	1.20%	245,000
LAKESIDE BANK CHICAGO	05/10/17	05/11/20	1.65%	245,000
MB FINANCIAL BANK	08/24/17	02/24/20	1.75%	245,000
MERRICK BK SOUTH	04/19/17	04/18/19	1.50%	245,000
MIDLAND BANK	03/22/18	09/23/19	2.20%	245,000
MORGAN STANLEY	12/28/17	12/30/19	2.05%	245,000
MORGAN STANLEY BANK	11/30/17	12/02/19	1.90%	245,000
NATIONWIDE BANK	11/30/17	08/31/20	2.00%	245,000
POST OAK BANK	02/21/18	08/21/19	2.05%	245,000
SAFRA NATIONAL BANK	01/18/18	04/15/19	1.80%	245,000
SALLIE MAE BANK	10/07/15	10/09/18	1.65%	245,000
SYNCHRONY BK RETAIL	04/27/18	04/27/20	2.55%	245,000
THIRD FED SAVINGS & LOAN	12/21/17	12/21/20	2.10%	245,000
UNIVERSITY IOWA CMNTY	04/30/18	04/30/21	2.75%	245,000
WELLS FARGO BANK	11/12/15	11/13/18	1.40%	245,000
WEX BANK	06/02/17	06/02/20	1.80%	245,000
WHITNEY BANK	01/25/17	01/25/19	1.55%	245,000
WORLDS FOREMOST BANK	04/07/16	04/05/19	1.35%	200,000

**CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF SEPTEMBER 30, 2018**

(3) CERTIFICATES OF DEPOSIT

DOUGLAS NATIONAL BANK	05/09/18	05/09/19	2.10%	245,000
GARRETT BANK	05/09/18	05/11/20	2.55%	245,000
UNITED BANKERS BANK	05/11/18	11/12/19	2.30%	245,000
FIFTH THIRD BANK	05/23/18	05/23/19	2.20%	245,000
COMMUNITY WEST BANK	05/29/18	05/29/19	2.25%	245,000
IBERIABANK	05/30/18	11/30/20	2.70%	245,000
STEARNS BANK	05/31/18	05/29/20	2.70%	245,000
COMMERCIAL BANK	06/21/18	06/22/20	2.75%	245,000
AFFINITY FEDERAL BANK	08/03/18	08/02/19	2.65%	245,000
MEMORIAL CREDIT UNION	08/15/18	08/15/19	2.60%	245,000
ELGA CREDIT UNION	09/19/18	03/19/20	2.70%	245,000
TOTAL CDs (53)			2.004%	<u>\$ 12,833,000.00</u>

OTHER INFORMATION:

BANK BALANCE: ⁽¹⁾ **\$ 3,182,015.21**

AVERAGE MATURITY DAYS 78

AVERAGE INTEREST RATE FOR THE MONTH 2.053%

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 2018-2019 (CUMULATIVE) **\$ 99,042.46**

THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.

3-MONTH T-BILL **2.13%**

(1) Bank balance is maintained to cover outstanding warrants, payroll checks and on-going operating costs.

POOLED SURPLUS AND SPECIFIC PURPOSE INVESTMENTS
AS OF AUGUST 31, 2018

SCHEDULE A

<u>PORTFOLIO PROFILE</u>	<u>Pooled Surplus Investments</u>	<u>Specific Purpose Investments</u>
Inventory Balance at 8/31/18		
At Cost	\$ 27,663,562,961	\$ 163,140,331
At Market	\$ 27,267,836,494	\$ 158,397,027
Repurchase Agreements	\$ -	\$ -
Reverse Repurchase Agreements	\$ -	\$ -
Composition by Security Type:		
Certificates of Deposit	6.87%	30.65%
United States Government and Agency Obligations	72.57%	41.48%
Bankers Acceptances	0.00%	0.00%
Commercial Paper	20.17%	0.00%
Municipal Obligations	0.09%	2.48%
Corporate and Deposit Notes	0.30%	0.00%
Repurchase Agreements	0.00%	0.00%
Asset-Backed	0.00%	0.00%
Other	0.00%	25.39%
1-60 days	27.73%	
61 days-1 year	13.79%	56.04%
Over 1 year	58.48%	43.96%
Weighted Average Days to Maturity	667	



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council

FROM: Vincent D. Chang, City Clerk

SUBJECT: City Council Minutes

RECOMMENDATION:

It is recommended that the City Council

- (1) Approve the minutes from the regular and special meetings of September 19, 2018; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

None.

FISCAL IMPACT:

None.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Vincent D. Chang", written over a horizontal line.

Vincent D. Chang
City Clerk

Prepared by:

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

Jesus Hernandez
Minutes Clerk

Approved By:

A handwritten signature in blue ink, appearing to read "Ron Bow", written over a horizontal line.

Ron Bow
City Manager

Attachments: Minutes

ATTACHMENT 1

Minutes

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
SPECIAL MEETING
SEPTEMBER 19, 2018**

The City Council of the City of Monterey Park held a Special Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 19, 2018 at 6:00 p.m.

CALL TO ORDER:

Mayor Lam called the meeting to order at 6:03 p.m.

ROLL CALL:

City Manager Ron Bow called the roll:

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

Council Members Absent: None.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL & WRITTEN COMMUNICATIONS

None.

CLOSED SESSION - The City Council adjourned to Closed Session at 6:03 p.m.

1. CONFERENCE WITH LABOR NEGOTIATORS, PURSUANT TO CALIFORNIA GOVERNMENT CODE § 54957.6

City Negotiators:	Ron Bow, City Manager; Tom Cody, Human Resources Director
Employee Organizations:	Bargaining Units Monterey Park Police Officers' Association (MPPOA)

RECONVENE & ADJOURNMENT

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

Action Taken: No reportable action taken in Closed Session.

Vincent D. Chang
City Clerk

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

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
SEPTEMBER 19, 2018**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, September 19, 2018 at 7:00 p.m.

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

CALL TO ORDER:

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

FLAG SALUTE:

The Monterey Park Police Explorers

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 Ron Bow, City Attorney Mark Hensley, City Treasurer Joseph Leon, Director of Human Resources and Risk Management Tom Cody, Director of Community & Economic Development Michael Huntley, Director of Management Services Annie Yaung, Director of Public Works Mark McAvoy, Director of Recreation & Community Services Inez Alvarez, Acting City Librarian Diana Garcia, Fire Chief Matthew Hallock, Police Captain Kelly Gordon, Police Sergeant David Elliot, Police Corporal Denise Ferrari, Deputy City Clerk Cindy Trang

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL AND WRITTEN COMMUNICATIONS

- Sarkis Antonian expressed concerns regarding the state budget and the appropriation of funds for social programs.
- Helen Shaw, representative for the South California Gas Company, urged the Council to consider approving a resolution that will allow for an energy balance between renewable natural gas and electric gas.

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

- Helen Liu expressed her concerns regarding airplane noise and urged council to take action.
- Elaine Pang, representative of Chinatown Service Center, invited business owners to the upcoming 19th Annual Asian Small Business Expo event in the City of Montebello.
- Margaret Leung spoke about the airplane noise issue in the City and urged council to take action.

Discussion: The City Council directed staff to agendize an item regarding an update on the airplane noise issue.

1. PRESENTATIONS

1A. RING DOORBELL PROGRAM UPDATE

Police Captain Gordon provided a PowerPoint presentation on the Ring Doorbell Program which was held on July 17th at the Langley Center.

Discussion: The City Council directed staff to extend the Ring Doorbell program and offer another round of discounted Ring Doorbell units. Council Member Real Sebastian directed staff to add a condition to the grant agreement, which would emphasize that the Ring Doorbell unit needs to be installed in a property located in the City of Monterey Park, and that the unit needs to be installed within six months.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) - CONSENT CALENDAR ITEM NO. 2A

2A. SUCCESSOR AGENCY MONTHLY INVESTMENT REPORT – AUGUST 2018

See Successor Agency Minutes

This is the end of Successor Agency (SA) items

3. CITY OF MONTEREY PARK CONSENT CALENDAR CONSISTS OF ITEM NOS. 3A-3G

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

Action Taken: The City Council approved and adopted Item Nos. 3A, 3B and 3E on Consent Calendar, except for Item Nos. 3C, 3D, 3F and 3G which were pulled for discussion and separate motion, reading resolutions and ordinances by the title only and waiving further reading thereof.

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

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

3A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF SEPTEMBER 19, 2018

Disbursements will be made from the funds referenced in the Resolution, attached to the staff report, in Warrants numbered 320861-321007 and Automatic Clearing House (ACH) numbered 000021-000029.

Action Taken: The City Council approved payment of warrants and adopted Resolution No. 12034 allowing certain claims and demands per Warrant Register dated September 19, 2018 totaling \$1,907,820.33 specifying the funds out of which the same are to be paid on Consent Calendar.

Resolution No.12034, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 19TH OF SEPTEMBER 2018 TOTALING \$1.907,820.33 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

3B. MONTHLY INVESTMENT REPORT – AUGUST 2018

As of August 31, 2018 invested funds for the City of Monterey Park is \$75,709,542.86.

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

3C. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DECLARING THE MONTH OF OCTOBER AS BREAST CANCER AWARENESS MONTH

National Breast Cancer Awareness Month takes place every year during the month of October. It is an annual health campaign organized by major breast cancer charities to increase the awareness of the disease and to raise funds for research into its cause, prevention, diagnosis, treatment and cure.

Action Taken: The City Council adopted Resolution No. 12035 declaring the month of October as Breast Cancer Awareness Month.

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

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

Resolution No.12035, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA DECLARING THE MONTH OF OCTOBER AS BREAST CANCER AWARENESS MONTH

3D. CONSIDERATION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO.- A RESOLUTION ADOPTING THE 2018 CONFLICT OF INTEREST CODE FOR THE CITY OF MONTEREY PARK IN ACCORDANCE WITH THE POLITICAL REFORM ACT

Pursuant to the Political Reform Act (Government Code § 81000, *et seq.*) every local agency is required to review its Conflict of Interest Code ("COI") biennially and file its biennial notice with its code reviewing body – the City Council – by October 1 of even-numbered years, to determine if the COI requires amendments. Pursuant to the City Council's previous direction, the City Clerk's office reviewed the COI in consultation with other City departments. After that review, the recommendation is that the COI be updated to reflect existing positions in the City and changes in applicable law.

Action Taken: The City Council adopted Resolution No. 12036; and directed the City Manager to sign the verification on the City's 2018 Local Agency Biennial Notice as amended to add the Traffic Commission to the list of filers.

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

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

Resolution No.12036, entitled:

A RESOLUTION ADOPTING THE 2018 CONFLICT OF INTEREST CODE FOR THE CITY OF MONTEREY PARK IN ACCORDANCE WITH THE POLITICAL REFORM ACT

3E. SECOND READING AND ADOPTION: AN ORDINANCE AMENDING THE LAND USE MAP OF THE GENERAL PLAN (GPA-17-01) TO CHANGE THE LAND USE DESIGNATION FROM C TO MDR AND THE ZONING MAP (ZC-17-01) TO CHANGE THE ZONING FROM C-S TO R-2 TO ALLOW CONSTRUCTION OF AN 8-UNIT RESIDENTIAL CONDOMINIUM DEVELOPMENT AT 2011 POTRERO GRANDE DRIVE

On September 5, 2018, the City Council introduced and waived the first reading of an ordinance amending the General Plan Land Use Map and Zoning Map. The staff report from that meeting is attached to the staff report for reference. At the meeting, the City Council approved the first reading subject to the addition of three conditions of approval as outlined in the draft ordinance, attached to the staff report.

Second reading and adoption of this ordinance is recommended; the ordinance will become effective 30 days after adoption.

On April 24, 2018, the Planning Commission adopted Resolution No. 07-18 which recommends that the City Council adopt a General Plan Amendment (GPA-17-01), Zone Change (ZC-17-01), and Tentative Map No. 77195 (TM-17-10). Collectively, these actions would allow construction of an 8-unit residential development. The Planning Commission staff report dated April 24, 2018 and the minutes from the April 24, 2018 Planning Commission meeting are attached to the staff report for reference. The Planning Commission found that there was sufficient evidence to support the General Plan Amendment, Zone Change, and Tentative Map for the proposed project.

Action Taken: The City Council waived the second reading and adopted Ordinance No. 2157 on Consent Calendar.

Ordinance No. 2157, entitled:

AN ORDINANCE AMENDING THE LAND USE MAP OF THE GENERAL PLAN (GPA-17-01) TO CHANGE THE LAND USE DESIGNATION FROM C TO MDR; AND AMENDING THE ZONING MAP (ZC-17-01) TO CHANGE THE ZONING FROM C-S TO R-2 TO ALLOW CONSTRUCTION OF AN 8-UNIT RESIDENTIAL CONDOMINIUM DEVELOPMENT AT 2011 POTRERO GRANDE DRIVE

RECESSED AND RECONVENED

The City Council recessed at 8:24 p.m. and reconvened with all council members present at 8:34 p.m.

3F. AWARD CONTACT TO DATA TICKET INC. FOR PARKING CITATION MANAGEMENT SERVICES AND CITATION ISSUANCE DEVICES

The City of Monterey Park contracted with Duncan Solutions (formerly recognized as ETEC) for parking citation management services since the early 1990s.

The City's contract expired and staff circulated a Request for Proposal (RFP) for this service. After considering the proposals, staff recommends awarding a contract to Data Ticket, Inc.

Public Speakers:

- Brook Westcott, Chief Operating Officer for Data Ticket, Inc., provided general information about the company and was available to answer questions.
- Heather Nowlan, Director of Consumer Relations for Data Ticket, Inc., provided general information about the company and was available to answer questions.

Action Taken: The City Council authorized the City Manager to execute an agreement, in a form approved by the City Attorney, with Data Ticket Inc. for parking citation management services and citation issuance devices.

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

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

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

The Monterey Park Bruggermeyer Library provides an annual report to the City Council in accordance with Monterey Park Municipal Code ("MPMC") § 2.80.060. This report is to be presented to the City Council by the end of August each year. A request to continue its review to the regularly scheduled City Council Meeting of September 19, 2018 was presented at the City Council meeting on August 15, 2018. A Copy of the report is available in the City Clerk's office for review.

Action Taken: The City Council reviewed and filed the staff report regarding the 2017/18 Library Annual Report.

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

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

4. PUBLIC HEARING

4A. A PUBLIC HEARING TO CONSIDER THE PROPOSED SUBSTANTIAL AMENDMENT TO THE 2018-2019 ANNUAL ACTION PLAN

The U.S. Department of Housing and Urban Development provides funding to states, counties and cities in the form of Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME) funds. Since the City of Monterey Park is an Entitlement City, the City is eligible to receive both CDBG and HOME funds which it has for many years.

Before Monterey Park can receive these funds, federal regulations require that a Consolidated Plan (i.e., five year plan) be adopted by the City that serves as the federal planning document for those jurisdictions receiving Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) Program funds. The Consolidated Plan was adopted by the City Council in 2015. In addition, federal regulations also require the adoption of an Annual Action Plan to the Consolidated Plan that operates on a single program year established by the City (i.e., July 1, 2018 through June 30, 2019). As required by federal requirements, the City submitted its One Year Annual Action Plan to the U. S. Department of Housing and Urban Development (HUD) in August 2018.

The City is proposing the following amendment to its PY 2018-2019 Annual Action Plan:

ADA Curb Ramps and Sidewalk Repairs – The City is proposing to add this project to its 2018-2019 Annual Action Plan. The project involves the installation of approximately 40 new ADA (Americans with Disabilities Act) curb ramps and related sidewalk repairs at various locations throughout the city. The new ramps and sidewalk will generally be installed in the vicinity of local schools, parks, and commercial areas to improve access for pedestrians, persons in wheelchairs, and the visually impaired. If approved, the total amount of CDBG funds awarded for this project will be \$100,000.

A Copy of the proposed Substantial Amendment was made available for the required public review period.

Action Taken: The City Council (1) opened the public hearing at 9:16 p.m. to receive testimonial and documentary evidence and closed the public hearing at 9:16 p.m.; (2) approved the proposed Substantial Amendment to the 2018-2019 Annual Action Plan; and (3) authorized the City Manager, or designee, to execute and submit the necessary documents to HUD for its review and approval.

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

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

4B. A PUBLIC HEARING TO CONSIDER THE DRAFT 2017-2018 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

As a condition of receiving federal grant funding, Federal Regulations require the City to submit a CAPER to the Department of Housing and Urban Development (HUD).

The CAPER provides information to HUD documenting the City's progress in meeting its Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) program goals.

The CAPER must be submitted to HUD by the end of September 2018. Federal regulations require the CAPER to be comprised of specific statistics and narratives showing the expenditure of funds and the accomplishments achieved. Additionally, narratives are required on the CDBG and HOME funds. Required narratives also include the status of various strategies such as: the Fair Housing Strategy, the Lead-Based Paint Hazard Reduction Strategy, and the Continuum-of-Care Strategy for the homeless and the Poverty Reduction Strategy.

A copy of the draft CAPER was made available for public review on August 30, 2018 through September 18, 2018. All comments will be incorporated into the final CAPER. The CAPER will be distributed to the City Council under separate cover due to the document size; it is also available for public review in the City Clerk's office.

Action Taken: The City Council (1) opened the public hearing at 9:17 p.m., received public comment and closed the public hearing at 9:17 p.m.; (2) approved the draft 2017-2018 Consolidated Annual Performance and Evaluation Report (CAPER); and (3) authorized the City Manager, or designee, to execute and submit the necessary documents to HUD for its review and approval.

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

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

5. OLD BUSINESS

5A. 2018 ADA CURB RAMPS AND SIDEWALK REPAIRS – AWARD OF CONTRACT

On May 2, 2018, the City Council adopted a resolution authorizing advertisement to solicit bids for the 2018 ADA Curb Ramps and Sidewalk Repairs Project. The public bid opening was held on July 17, 2018. Staff has completed its review of bids, and recommends that the contract be awarded to All Cities Engineering, the lowest responsive bidder, in the amount of \$248,300.00.

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).

Public Speakers:

- Javier Castro, Project Manager for All Cities Engineering, provided general information about the company and was available to answer questions.

Action Taken: The City Council (1) authorized the City Manager to execute a public works contract in a form approved by the City Attorney, with All Cities Engineering located in Jurupa Valley, CA, in the amount of \$248,300.00 for the 2018 ADA Curb Ramps and Sidewalk Repairs Project; (2) authorized the Director of Public Works to approve construction change orders and contingency up to \$12,415.00 or 5% of contract amount for this project; and (3) authorized an additional allocation of \$30,715 in SB-821 Funds to cover the final cost of the project.

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

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

6. NEW BUSINESS

None.

7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Mayor Pro Tem Chan appointed Franco Hui to the Community Participation Commission. He announced his attendance to the League of California City Conference in Long Beach as well as the National Drive Electric Week celebration. He stated that he will visit the City of Santa Monica on September 21, to learn more about their homeless shelters.

Council Member Liang stated he attended the Patriot Day Ceremony on September 11 at the front lawn of City Hall and expressed his appreciation to Capitan Kelly Gordon for sharing her experience on September 11, 2001.

Council Member Ing stated that Chick-fil-A and In-N-Out Burger are scheduled to open in November.

Council Member Real Sebastian stated that she attended the League of California City Conference in Long Beach. She announced that the November 14th LAX Round Table meeting will be held in the City Council Chambers, the City's 5th Annual Geranium Festival will be at Barnes Park on October 13th, and on Oct. 4th there will be a ribbon cutting ceremony for the South Garfield Village.

Mayor Lam stated that he attended the Patriot Day Ceremony on September 11.

8. CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 9:36 p.m.

Vincent D. Chang
City Clerk



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Jim Smith, Chief of Police
SUBJECT: California Law Enforcement Records and Support Personnel Day

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt a Resolution Declaring Tuesday, November 6th, 2018 to be Law Enforcement Records and Support Personnel Day; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Law Enforcement Records and Support Personnel Day, sponsored by the California Law Enforcement Association of Records Supervisors (CLEARS), is celebrated annually to honor the thousands of men and women who are depended upon by law enforcement and the public for the vital role that they play within the law enforcement system. In conjunction with CLEARS, the Monterey Park Police Department recommends that the City Council declare Tuesday, November 6, 2018 to be Law Enforcement Records and Personnel Day in the City of Monterey Park.

BACKGROUND:

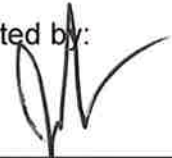
Law enforcement agencies throughout the State depend upon law enforcement records and support personnel to assist in tracking felons, maintaining criminal statistics and improving apprehension strategies which help identify, pursue, capture and process suspected law breakers.

Historically, the Police Department recognizes and celebrates the diligence and hard work of these dedicated professionals. This year, the Executive Board of the California Law Enforcement Association and Records Supervisors (CLEARS) has proclaimed Tuesday November 6th, 2018, to be "Law Enforcement Records and Support Personnel" Day. In conjunction with CLEARS, the Monterey Park Police Department recommends that the City Council help honor these men and women for the work they do every day to protect the residents of Monterey Park by declaring Tuesday, November 6, 2018 to be Law Enforcement Records and Personnel Day in the City.

FISCAL IMPACT:

None

Respectfully submitted by:



Jim Smith
Chief of Police

Prepared by:



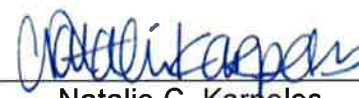
Gus Jimenez, Lieutenant
Operational Support Unit

Approved by:



Ron Bow
City Manager

Reviewed by:



Natalie C. Karpeles
Deputy City Attorney

ATTACHMENT(S):

1. Resolution

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF MONTEREY PARK, CALIFORNIA
DECLARING TUESDAY NOVEMBER 6, 2018 "LAW
ENFORCEMENT RECORDS AND SUPPORT
PERSONNEL" DAY IN MONTEREY PARK

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

SECTION 1. The City Council finds and declares that:

- A. Law Enforcement Records and Support Personnel Day, sponsored by the California Law Enforcement Association of Records Supervisors (CLEARs), is celebrated annually to honor the thousands of men and women who are depended upon by law enforcement and the public for the vital role that they play within the law enforcement system.
- B. Law enforcement agencies throughout the State depend upon records and support personnel to assist in tracking felons, maintaining criminal statistics and improving apprehension strategies which help identify, pursue, capture and process suspected law breakers.
- C. In order to recognize and celebrate the diligence of these dedicated professionals, Tuesday November 6th, 2018, is declared to be "Law Enforcement Records and Support Personnel" Day.

SECTION 2. The Mayor, or presiding officer, is hereby authorized to affix his signature to this Resolution signifying its adoption by the City Council of the City of Monterey Park, and the City Clerk, or her duly appointed deputy, is directed to attest thereto.

SECTION 3. This resolution takes effect immediately upon its adoption.

**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY
OF MONTEREY PARK ON THIS ___ DAY OF OCTOBER, 2018.**

Peter Chan, Mayor

Attest:

Vincent D. Chang, City Clerk

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

By: 
Natalie C. Karpeles, Deputy City Attorney



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Jim Smith, Chief of Police
SUBJECT: Authorize an Additional \$10,000 for Private Security Camera Services Program with Home Bot Automation, Inc (DBA Ring)

RECOMMENDATION:

It is recommended that the City Council:

1. Amend the City's approved FY 2018-19 Police Department Budget to include an additional \$10,000 to continue the program with Bot Home Automation, Inc. (dba Ring) for private security camera services;
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

In February 2018 the City established a one-year pilot program with Bot Home Automation, Inc. (dba Ring) whereby City residents could purchase Ring's private security camera products at a discounted price (\$100 off: \$50 City contribution and \$50 Ring subsidy). The City Council authorized \$10,000 in City funds for the program, which funded subsidiaries for 200 residents. On July 17, 2018 the first event program event was held and all 200 subsidiaries were dispersed. Due to the success of the program, the Police Department is requesting additional funding for another 200 subsidiaries.

BACKGROUND:

From 2015 to 2016, there was a sharp 21% increase in burglaries and 36% increase in larcenies in Monterey Park. It should be noted that burglaries are also rising in many other San Gabriel Valley cities. Overall, the increase in property crime can be attributed to recent prison reform legislation in California, like Assembly Bill ("AB") 109 and Proposition 47 as discussed in the Take Back Our Community presentation to City Council.

In February of 2018 the City of Monterey Park partnered with Bot Home Automation, Inc. (dba Ring) to provide discounts on its private security camera products – the most popular model is known as the Ring Video Doorbell. Several agencies across the U.S. have partnered with Ring including local agencies like the Cities of Arcadia, Commerce, Rancho Palos Verdes, Redondo Beach, Temple City, and Los Angeles (LAPD), among others. In 2016, Ring partnered with the LAPD to install Ring Video Doorbells in a large percentage of the Wilshire Park neighborhood and after six months the neighborhood experienced a 55% reduction in burglary crimes compared to the previous year's level.

The Program encourages residents to take a proactive approach toward preventing crime in their communities by purchasing a Ring Video Doorbell or other Ring security camera product at a discounted price. This allows the Police Department to contact residents that may have captured video related to specific criminal investigations and assist in identifying suspects and provide valuable information to the community.

Under the Program, the City offers residents a monetary incentive of \$50 toward any one (1) Ring Video Doorbell or a select number of Ring security camera products. In addition, the City has negotiated a subsidy with Ring to further reduce the cost to residents. Ring is offering an additional \$50 off the Ring Video Doorbell 2, Ring Video Doorbell Pro, Ring Video Doorbell Elite, Spotlight Cam Battery, Spotlight Cam Wired, and Floodlight Camera, which would bring the total resident discount to \$100 on any of these products. Like the City's incentive, Ring's \$50 discount is also limited to one (1) product per resident household. The savings available for residents are as follows:

Model	Retail Price	City's Incentive	Ring's Product Discount	Monterey Park Resident's Price
Video Doorbell 2	\$199	\$50	\$50	\$99
Video Doorbell Pro	\$249	\$50	\$50	\$149
Video Doorbell Elite	\$499	\$50	\$50	\$399
Spotlight Cam Battery	\$199	\$50	\$50	\$99
Spotlight Cam Wired	\$199	\$50	\$50	\$99
Floodlight Cam	\$249	\$50	\$50	\$149

The company also provides residents with an additional \$30 off discount that is valid on up to two (2) additional devices per household as well as an additional discount of 20% off Ring Accessories. This does not apply to the Ring Video Recording Services or non-Ring accessories.

All of the models enable residents to receive instant alerts when visitors press the doorbell or trigger the built-in motion sensors, and see, hear, and speak to anyone at their front door from their smartphone, tablet, or PC. The intercom capability enables residents to respond audibly and view live video feed – even if they are not actually home. Thus, residents who are at work or on vacation can lead suspects to believe they are home and possibly deter break-ins. The cameras can also assist law enforcement agencies by recording suspects during the commission of their crimes. Additionally, it offers convenience for those residents who are busy working in their garage or occupied at home, but still want to have eyes and ears around their residence.

FISCAL IMPACT:

Staff is requesting a budget amendment of \$10,000 from the General Fund in account # 0010-801-3120-39700 to continue this DBA Ring Program for FY2018-2019.

Respectfully submitted by:



Jim Smith
Chief of Police

Prepared by:



Kelly Gordon
Police Captain

Approved by:



Ron Bow
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

None



City Council Staff Report

DATE:

October 17, 2018

AGENDA ITEM NO:

**Consent Calendar
Agenda Item 3-F.**

TO: The Honorable Mayor and City Council

FROM: Scott Haberle, Fire Chief

SUBJECT: Authorize Contract for the Procurement of the Emergency Operations Center (EOC) Training Cadre Project

RECOMMENDATION:

It is recommended that the City Council:

1. Award an agreement to Mr. Michael Brady to provide services for the Emergency Operations Center (EOC) Training Cadre Project (per MPMC § 3.20.040);
2. Authorize the City Manager to execute an agreement with Michael Brady, in a form approved by the City Attorney; and
3. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City of Monterey Park has been selected by the Los Angeles County Office of Emergency Management to be the fiscal agent for the EOC Training Cadre Project. The Urban Area Security Initiative 16 Grant (Fund 0470) project budget has been approved for \$60,000, which is administered by the Los Angeles City Mayor's Office. Los Angeles County has approved a modification of an additional \$28,000 for this project and the modification is currently with the Los Angeles City Mayor's Office for review and approval. Staff recently solicited bids for the EOC Training Cadre Project; it is recommended that City Council approve awarding a contract to Mr. Michael Brady in an amount not to exceed \$60,000. Additionally, staff requests City-Council approval to increase the contract by no more than \$28,000 if, and only if, the Los Angeles City Mayor's Office provides written approval of the additional \$28,000 budget modification. If this condition is not met by November 1, 2018, the maximum approved spending authority for the contract will be \$60,000.

BACKGROUND:

This planning project will develop a training program to provide courses of instruction as required by the California Specialized Training Institute (CSTI) Type III EOC training standard using locally-based emergency managers who are state-certified instructors.

The primary goal of the EOC Training Cadre Project is to provide emergency response agencies with a cost-effective method to train their staff members in a standardized

emergency management core curriculum presented by local certified instructors. By developing a robust group of certified instructors that can teach emergency management, while sharing knowledge on how local response and recovery programs work, will be extremely valuable.

The EOC Training Cadre Project requires a contractor who is an expert in the required curriculum and courses of instruction. The RFP includes the statement of work for detailed qualifications. Specifically, a contractor must have seven years of experience developing curriculum for emergency response and recovery education programs. Additional contractor responsibilities include, without limitation:

1. Overseeing the operation of the Cadre training program and managing the processes to deliver training to the operational area partners;
2. Delivering training based on the "CSTI Community Outreach Program";
3. Educating cities regarding their state and federal mandates to prepare emergency plans;
4. Teaching EOC operations (e.g., field support program versus tactical response); and
5. Including a process for Disaster Management Area Coordinators and/or Cities to request training for their areas or agencies.

Staff recently conducted a bid based on the proposed statement of work for the EOC Training Cadre Project. The RFP was sent to ten vendors and Mr. Michael Brady was the only bidder. Based on Mr. Brady's extensive experience and expertise regarding leadership of the EOC Training Cadre Project, it is recommended that an agreement is awarded to Mr. Brady to provide services for the EOC Training Cadre Project. (Mr. Brady's response to the RFP is included as Attachment 1 to this staff report.)

FISCAL IMPACT:

The UASI 16 Grant project budget has been approved for \$60,000 by the Los Angeles City Mayor's Office and is pending approval of an additional \$28,000. If the Los Angeles City Mayor's Office provides written approval of the additional \$28,000 budget modification, then the total approved budget is \$88,000. If this budget modification condition is not met by November 1, 2018, the maximum approved spending authority for the contract will be \$60,000.

Respectfully submitted by:



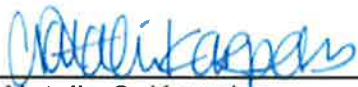
Scott Haberle
Fire Chief

Approved by:



Ron Bow
City Manager

Reviewed by:



Natalie C. Karpeles
Deputy City Attorney

ATTACHMENT:

1. Mr. Michael Brady's Bid Response

ATTACHMENT 1
Michael Brady's Bid Response



Bid for Request for Proposal

EOC Training Cadre #818A

Company Name: Michael Brady (Sole Proprietor)

Address:

**Michael Brady
891 Stagecoach Rd.
Arroyo Grande, CA 93420**

Phone: (805) 215-4009

Authorized Signature:


Michael Brady

EOC Cadre Project Request # 818A

Table of Contents

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Part I Section 1 – Introduction

It is my pleasure to submit this bid for the EOC Training Cadres Request Proposal # 181A. I believe I have unique experience which lends my abilities to meet and exceed the elements of this program. As a sole proprietor I have the skills set to design, implement, evaluate and refine the CADRE proposed tasks noted in the statement of work. Those skills have been demonstrated through my 33 years of experience as an Emergency Management Instructor Coordinator II and Senior Emergency Manager with the Governor's Office of Emergency Services (Cal OES)/California Specialized Training Institute (CSTI).

I have managed the following Programs:

- **CSTI Hazardous Materials Section (19 years)**
 - **Hazardous Materials Emergency Management Section Chief**
 - **Hazardous Materials Outreach Training Program which included the management of over 2,000 outreach instructors, 18 curriculums, and certification of over 400,000 students.**
 - **Hazardous Materials program management to include the supervision of 16 employees, development of over 30 curriculums, and annual certification of 2,000 students**
- **CSTI Emergency Management Section (14 years)**
 - **Emergency Management Section Chief**
 - **Supervised and Managed the Emergency Management Section**
 - **Developed and implemented the Emergency Management Outreach Instructor Program**
 - **500 EM Outreach Instructors**
 - **4,500 students certified**
 - **Developed over 20 Emergency Management/Recovery Curriculums focusing on core capabilities and adult learning techniques**
 - **Taught CSTI Emergency Management Curriculum for 14 years**
 - **Managed course development and delivery for 14 years to include tasks such as; venues, recruitment of instructors, coordinating course delivery, course recruitment, registration, certifications, staff supervision, evaluation and overall management.**
 - **Certified and taught the Emergency Management Outreach Instructors to offer the CSTI Outreach curriculum.**
 - **Established the policies and procedures for certifications**
 - **Developed and Managed the EOC Position Credentialing Program (Core Capabilities)**
 - **Developed the Emergency Management Career Credentialing Program**
 - **Certified as an Emergency Management Outreach Instructor in all curriculums**
 - **Developed the processes/documents for certification of Outreach Instructors and Students**
 - **Responded to most of the major disasters in California specifically working in Emergency Operations Center**

Part I Section 1 – Introduction cont.:

I understand the complexities and nuances of developing and running a training program. The CADRE program shares very similar tasks that I have successfully demonstrated through my 33 years as the Hazardous Materials and Emergency Management training Chief at the Governor's Office of Emergency Services, California Specialized Training Institute (CSTI).

Per the CADRE Statement of Work, “The primary goal of the “CADRE” program is to provide emergency response agencies with a cost effective method to training their staff members in standard emergency management core curriculum presented by local certified instructors. By developing a robust group of certified instructors that can teach emergency management while sharing knowledge on how local response and recovery programs work is extremely valuable resource”.

To achieve this goal, the following objectives will need to be developed, implemented, and evaluated (chronology is based on day contract is executed):

Objective 1:

Develop and maintain a CADRE steering committee for providing guidance and direction for the design, implementation, and evaluation of the program to the contractor (Oct 2018)

Objective 2:

Develop a training needs assessment for the jurisdictions requesting training (LA County Operational Area members) to determine what specific training needs exist to promote over all readiness in the OA and EOC Position Type III credentialing requirements (October 2018).

Objective 3:

CADRE steering committee determines priority training consistent with the parameters the contract (within November 2018).

Objective 4:

Once the training recipient jurisdiction is identified by the steering committee, develop date(s) and locations for the training coordinating with the recipient jurisdiction (November 2018).

Objective 5:

Reach out to CSTI Emergency Management Certified Outreach Instructors (in the LA County/OA Area i.e. specific to the jurisdiction if available) to determine availability to support Training (October-November 2018).

Objective 6:

Advertise the course and register the students, register the class with CSTI, determine logistical needs (student manuals, handouts, paperwork, facilities access, AV etc) (November 2018 to March 2019).

Objective 7:

Coach identified EM Outreach instructor(s) on subject matter, parameters of the course, course paperwork for certification (November 2018 to March 2019).

Objective 8:

Offer training, process paperwork, certificate the students, and evaluate effectiveness. Consultant may be onsite to assist training effort (November 2018 to March 2019).

Objective 9:

Working with the CADRE steering committee determine if updates on the program are needed, maintain records/certificates, develop reports and make adjustments needed (November 2018 to March 2019).

The nature/scope of the program is based on the following parameters:

- **Good communication and coordination between the contractor and the following will be essential to meet the intent of the program:**
 - **CADRE Steering Committee**
 - **LA County Office of Emergency Management**
 - **Jurisdiction receiving the training**
 - **Students attending**
 - **CADRE Instructors**
 - **City of Monterey Park**

Using technology for promotion/registration of the training will have to be used to manage this program. In addition “coaching” the CADRE instructors will determine ultimate success of building EOC capabilities of the students. The contractor scope/nature is focused on the implementation of the program and advisement to the parties aforementioned. The role of the interested parties will be one of oversight, evaluation, and adjustment.

The following tasks will need to be accomplished to meet the Identified objectives:

Objective 1:

Develop and maintain a CADRE steering committee for providing guidance and direction for the design, implementation, and evaluation of the program to the contractor (Oct 2018)

Tasks:

- Existing CADRE working group determine steering committee
- Meeting with CADRE steering committee and contractor to discuss parameters of the project and implementation
- Steering committee and contractor meet at a minimum quarterly to discuss status of program
- Contractor provide as a minimum quarterly and final reports on status
- Steering committee recommend changes of program if needed to contractor
- Steering committee provide information to LA County OEM and City Monterey Park

Objective 2:

Develop a training needs assessment for the jurisdictions requesting training (LA County Operational Area members) to determine what specific training needs exist to promote over all readiness in the OA and EOC Position Type III credentialing requirements (October 2018).

Tasks:

- Contractor develop training needs assessment tool (get input from steering committee)
- Contractor advertise and push out needs assessment (electronic form i.e. Survey Monkey) to identified jurisdictions provided by steering committee
- Contractor provides analysis to steering committee for review

Objective 3:

CADRE steering committee determines priority training consistent with the parameters the contract (within November 2018).

Tasks:

- Steering committee determines priority training needs to contractor (consistent with CADRE RFP).

Objective 4:

Once the training recipient jurisdiction is identified by the steering committee, develop date(s) and locations for the training coordinating with the recipient jurisdiction (November 2018).

Tasks:

- **Contractor contacts jurisdiction requesting training and establishes dates and venue location**
- **Contractor assists jurisdiction with facilities needs and identifies possible venues if need**

Objective 5:

Reach out to CSTI Emergency Management Certified Outreach Instructors (in the LA County/OA Area i.e. specific to the jurisdiction if available) to determine availability to support Training (October-November 2018).

Tasks:

- **Contractor identifies list of CSTI Emergency Management Outreach Certified Instructors in LA County**
- **Contractor discusses and vets list of Outreach instructors with steering committee**
- **Contractor reaches out to “vetted” list to determine accessibility**
- **Contractor may need to modify date of training with requesting jurisdiction based on instructor availability**

Objective 6:

Advertise the course and register the students, register the class with CSTI, determine logistical needs (student manuals, handouts, paperwork, facilities access, AV etc) (November 2018 to March 2019).

Tasks:

- **Work with point of contact of requesting jurisdiction to advertise the course**
- **Use Facebook to advertise courses (CADRE Website)**
- **Use flyers and emails to advertise courses**
- **Use software such as Eventbrite to register students**
- **Contractor submits paperwork to CSTI EM Outreach Coord to receive a course number**
- **Contractor prints course material as needed**

Objective 7:

Coach identified EM Outreach instructor(s) on subject matter, parameters of the course, course paperwork for certification (November 2018 to March 2019).

Tasks:

- Set up conference call with EM outreach instructors to discuss curriculum and options for delivery of the content
- Meet in person with the Outreach Instructor if needed to coach/mentor
- Be available to answer questions regarding the curriculum
- Provide list of students
- Provide logistical support as needed to the instructor to include visual aids, course material, venue, forms, schedule etc.

Objective 8:

Offer training, process paperwork, certificate the students, and evaluate effectiveness. Consultant may be onsite to assist training effort (November 2018 to March 2019).

Tasks:

- Contractor to check with instructors day prior and day of training with any issues
- Instructor will scan and send final roster of students to the contractor
- Instructor will hand-out and retain completed course evaluations
- Evaluations will be mailed and scanned to contractor for review
- Final roster and payment will be sent to CSTI for certificates
- Contractor will pay for certificates
- Certificates will be sent in a digital form to the students
- Students will receive an email from CSTI to evaluate the course
- The evaluation results will be sent to the instructor and forwarded contractor for review

Objective 9:

Working with the CADRE steering committee determine if updates on the program are needed, maintain records/certificates, develop reports and make adjustments needed (November 2018 to March 2019).

Tasks:

- Contractor will meet with CADRE steering committee to provide the following reports:
 - Number of courses offered (location/date)
 - List of students certified (by course)
 - Future course offerings
 - Evaluation of the courses and instructors
 - Overall status of the program
 - Future adjustment recommendations

The implementation of the program will be based on a progressive step-by-step process as indicated in the timeline of the objectives. Each step will be monitored by the CADRE steering committee to ensure elements identified in the contract are being met.

Anticipated number of course offerings for this contract will consist of:

Course #	Basic Course Name	# of iterations
CA-039-RESP	SEMS Executive Management	1
G191	ICS – Emergency Operations Center	1
G606	SEMS NIMS Combined	1
G611F	Essential EOC Finance and Admin Section Positions Training	1
G611L	Essential EOC Logistics Positions Training	1
G611M	Essential EOC Management and Admin Section Positions Training	1
G611O	Essential EOC Operations Section Positions Training	1
G611P	Essential EOC Planning and Intel Section Positions Training	1
G626E	Essential EOC Action Planning	1
G775	EOC Management and Operations	1

The actual number and type of course may vary based on the training needs assessment and direction from the CADRE steering committee. A swap based on an 8 hour instruction period could be implemented.

To economize cost for consultant fee, travel, and per diem courses maybe offered consecutively in a single week or offered within one week. The Contractor, or his designee, will be onsite at all training.

Part I Section 5 – Contractor Capability and References

I have proven my ability with the concept, design, and implementation of Emergency Management Training Programs over my 33 years as an Emergency Management Instructor/Coordinator II and Emergency Management Senior program manager at California Specialized Training Institute (CSTI).

Specific program emergency management training oversight and implementation includes:

- **Bay Area Urban Area Security Initiative (BAUASI)**
- **Los Angeles County OEM Emergency Management Training Program**
- **Santa Anna/Anaheim UASI**
- **San Diego Homeland Security/UASI**

References for each of the programs can be provided if requested.

In addition I developed and implemented the Cal OES /CSTI Emergency Management Outreach Program.

Part I Section 6 – Alternative Programs

None identified, concept of CADRE RFP is reasonable.

Part I Section 7 – Conflict of Interest

None Identified, I'm no longer a fulltime State employee.

**Bid for Request for Proposal
EOC Training Cadre #818A
PART II – Cost and Deliverables Proposal**

Divider

Michael Brady
891 Stagecoach Rd
Arroyo Grande, Ca 93420

**Bid for Request for Proposal
EOC Training Cadre #818A
PART II – Cost and Deliverables Proposal**

Total Cost of Proposal: \$88,766

Schedule of Deliverables:

Descriptions of Deliverable(s)	Date Completed
Establish Administrative Process for the Program Develop Registration System Develop Needs Assessment System	October 1, 2018
Meet with CADRE Steering Committee discuss program and identify stakeholders to coordinate with Develop and Issue Training Needs Assessment Template Provide Needs Assessment results to Steering Committee Finalize Course offerings and locations	October 15, 2018
Coordinate Training Locations Develop Marketing Material Target possible student Develop Facebook Site Develop Eventbrite Student registration site Identify and Coordinate with CADRE Instructors Coordinate with Students regarding logistics for the course Coordinate with Point of Contact who will host the course	October 31, 2018
Offer the: SEMS Executive Course ICS SEMS NIMS Combined Course State certificate the Students	November 20, 2018
Offer the: G775 Course G191 Course State certificate the Students	December 31, 2018
Offer the: G611 Mgt G611 Ops G611 Plans and Intel G611 Log G611 Finance and Admin State certificate the Students	January 31, 2019
Offer the: G626E Essentials of EOC Action Planning State certificate the Students	February 28, 2019
Develop After Action Report based on the program and submit to CADRE Steering Committee for review	March 31, 2019

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Schedule of Deliverables	5
Samples of Deliverables	Appendix A
Insurance Requirements – Exhibit C	Appendix B

Proposal #818A – Exhibit B

Program Item	Program Description	Descriptions of Deliverable(s) Cost	Cost
#1	Set-up administrative costs for RFP project and course/student administrative processes	Mandated Insurance \$2,000 Contractor time 6 hrs X \$150 = \$900 Purchase Eventbrite student and course registration online software. \$3,100	\$6,000
#2	Coordinate with CADRE Steering Committee, Develop and Implement Needs Assessment process to include survey. Develop course offering priority list. Develop CADRE Facebook site, Develop marketing material, develop Eventbrite course and student registration site.	Contractor time 40 hrs X \$150 = \$6,000 Contractor Travel, Per Diem, Hotel = \$767 Send out survey to stakeholders Develop training need assessment report for CADRE steering committee to review Develop CADRE Facebook site Develop Eventbrite homepage with course listings and registration function Tie CADRE Facebook site to Eventbrite Site Develop and distribute course marketing material	\$6,767
#3	Coordinate with recipient of training, identify facilities, register students Make onsite coordination meeting as needed Identify CADRE instructors for delivery	Contractor time 40 hrs X \$150 = \$6,000 Contractor Travel, Per Diem, Hotel = \$2576 Identify facility Market the class Register the Class with Eventbrite Correspond with students Coordinate with CADRE instructors to include onsite meetings for curriculum review Register courses for state certification	\$8,576
#4	Course Offerings for Month of Nov 2018	Contractor time 36 hrs X \$150 = \$5,400 Contractor Travel, Per Diem, Hotel \$1,134 Course Books for 40 students \$920 CSTI Course Certificates for 40 Students \$1,280 Misc Printing \$400 Student Registration \$1,000 Site Coordination CADRE Coordination Course Offerings: SEMS Executive ICS/SEMS/NIMS Combined	\$10,134
#5	Course Offerings for Month of Dec 2018	Contractor time 52 hours X \$150 = \$7,800 Contractor Travel, Per Diem, Hotel = \$1460	\$14,060

3 EOC Cadre Project Request # 818A — PART II Cost and Deliverables Proposal
August 30, 2018

		Course Books for 40 students \$1560 CSTI Course Certificates for 40 Students \$1280 Misc Printing \$1,000 Student Registration \$1,000 Site Coordination CADRE Coordination Course Offerings: G775 G191	
#6	Course Offerings for Month of January 2018	Contractor time 100 hrs X \$150 = \$15,000 Contractor Travel, Per Diem, Hotel \$3,835 Course Books for 40 students \$4040 CSTI Course Certificates for 40 Students \$3200 Misc Printing \$2500 Student Registration \$2500 Site Coordination CADRE Coordination Course Offerings: G611 Mgt G611 Ops G611 Plans and Intel G611 Log G611 Finance and Admin	\$31,075
#7	Course Offerings for Month of February 2018	Contractor time 30 hrs X \$150 = \$4,500 Contractor Travel, Per Diem, Hotel = \$767 Course Books for 40 students \$880 CSTI Course Certificates for 40 Students \$640 Misc Printing \$500 Student Registration/Admin \$500 Site Coordination CADRE Coordination Course Offerings: EOC Action Planning	\$7,787
#8	Final Report, Billing, and After Action	Contractor time 24 hours X \$150 = \$3600 Contractor Travel, Per Diem, Hotel \$567 Misc Printing \$200 Develop After Action Report for Improvements in the program and submit to CADRE Steering Committee.	\$4367
Total Cost	\$88,766		

Schedule of Deliverables:

Descriptions of Deliverable(s)	Date Completed
Establish Administrative Process for the Program Develop Registration System Develop Needs Assessment System	October 1, 2018
Meet with CADRE Steering Committee discuss program and identify stakeholders to coordinate with Develop and Issue Training Needs Assessment Template Provide Needs Assessment results to Steering Committee Finalize Course offerings and locations	October 15, 2018
Coordinate Training Locations Develop Marketing Material Target possible student Develop Facebook Site Develop Eventbrite Student registration site Identify and Coordinate with CADRE Instructors Coordinate with Students regarding logistics for the course Coordinate with Point of Contact who will host the course	October 31, 2018
Offer the: SEMS Executive Course ICS SEMS NIMS Combined Course State certificate the Students	November 20, 2018
Offer the: G775 Course G191 Course State certificate the Students	December 31, 2018
Offer the: G611 Mgt G611 Ops G611 Plans and Intel G611 Log G611 Finance and Admin State certificate the Students	January 31, 2019
Offer the: G626E Essentials of EOC Action Planning State certificate the Students	February 28, 2019
Develop After Action Report based on the program and submit to CADRE Steering Committee for review	March 31, 2109

Samples of Emergency Management Training Projects I Managed

Appendix A

Los Angeles County CSTI Courses FY 2017/18 (Revised on 11/7/17)

Course	Funding Round	Date	Course Manager/Registrar	Location	Flyer	Point of Contact	Docs to Alisa
EOC Action Planning (G626E-1-17) PCA: 03275	1	September 12, 2017	Freiler/Moses	City of Long Beach EOC 2990 Redondo Ave. Long Beach, CA 90806	Yes	David Ashman (562) 570-9480 David.Ashman@longbeach.gov	
Emergency Planning (G235-1-17) PCA: 03276	1	September 19-20, 2017	Toney/Jason	City of Gardena Transportation Facility 13999 S. Western Ave. Gardena, CA 90249	Yes	Lt. Vince Osorio vosorio@gardenapd.org (310) 217-6188 work (310) 874-4348 cell	
Basic PIO (G290/291-2-17) PCA: 03281	1	September 25-28, 2017	Freiler/Sarah	Rio Hondo Fire Academy Regional Training Center 11400 Greenstone Ave. Santa Fe Springs, CA 90670	Yes	Sean Contrias (562) 244-5459	
EEMC/All Hazards (E-1-17) PCA: 03279	1	October 23-26, 2017	Jackson/Jason	City of Long Beach EOC 2990 Redondo Ave. Long Beach, CA 90806	Yes	David Ashman (562) 570-9480 David.Ashman@longbeach.gov	
EOC Mgt & Ops/ICS Field Interface (G775/191)	CSTI EMPG Funding	November 28-30, 2017	Toney/	LA City EMD 500 E. Temple Street Los Angeles, CA 90012	Yes		
EEMC/All Hazards (E-2-17)	1	January 8-11, 2018	Jackson/Jason	Villa Parke Community Ctr 363 E. Villa Street Pasadena, CA 91101	Yes	Lisa Derderian (626) 744-7276 lderderian@cityofpasadena.net or Erfrain Montes emontes@cityofpasadena.net	
	2	Feb 22, 2018	Brady/Sarah				
	2	February 21, 2018	Brady/Sarah				
Integrating AFN into EM	1	January 17-18, 2018	Rodriguez/Sarah	900 Freemont Ave. Alhambra, CA 91803		Daniela Garcia (626) 458-7319 dagarcia@dpw.lacounty.gov	
	2	Feb 7, 2018	Brady/Sarah				

	2	January 30, 2018	Brady/Sarah			
	2	January 31, 2018				
	2	February 8, 2018	Brady/Sarah			
Advanced PIO (LO388-6-17)	1	February 12-16, 2018	Freiler/Jason	City of Long Beach EOC 2990 Redondo Ave. Long Beach, CA 90806	David Ashman (562) 570-9480 David.Ashman@longbeach.gov	
	2	February 20, 2018	Brady/Sarah			
	2	February 1, 2018	Brady/Sarah			
Disaster Mitigation (G393-2-17)	1	February 21-23, 2018	Toney/Jason			
	2	February 6, 2018	Brady/Sarah			
Disaster Recovery (G205-2-17)	1	February 27-March 1, 2018	Toney/Sarah	Look into Glendora?? Burbank – Change from Nov 28??		
	2	March 13-14, 2018	Brady/Sarah			
	2	March 15, 2018	Brady/Sarah			
	2	March 19-22, 2018	Jackson/Jason	1845 N. Ontario St. Burbank, CA 91505 (Tentative Location)	Eric Baumgardner EBaumgardner@burbankca.gov	
Advanced PIO (LO388-5-17)	1	March 26-30, 2018	Freiler/Jason	Rio Hondo Fire Academy Regional Training Center 11400 Greenstone Ave. Santa Fe Springs, CA 90670	Sean Contrias (562) 244-5459	



November 14, 2017

Steve Lieberman, Assistant Director
Office of Emergency Management
1275 N. Eastern Avenue
Los Angeles, CA 90063

Subject: Emergency Management Training

Dear Mr. Lieberman:

The California Specialized Training Institute (CSTI) has scheduled the following program(s) for your agency:

Course Name	Course Hours	Proposed Date	# of Deliveries	Cost Per Course
EOC Finance and Admin Section Position TTT (EOCFATT-17)	8	TBD	1	\$9,175.00
EOC Logistics Section Position TTT (EOCLTTT-17)	8	TBD	1	\$9,175.00
EOC Management Section Position TTT (EOCMTTT-17)	8	TBD	1	\$9,175.00
EOC Operations Section Position TTT (EOCOTTT-17)	8	TBD	1	\$9,175.00
Essentials EOC Action Planning TTT (EOCPTTT-17)	8	TBD	3	\$9,692.00
EOC Section/Position Exercises TTT (EOCXTTT-17)	16	TBD	1	\$15,458.00
Essential Emergency Management Concepts - All Hazards (E-11-17)	32	TBD	1	\$52,369.00
Emergency Management Instructor Enhancement (EMIE-17)	8	TBD	2	\$10,947.00
ICS/SEMS/NIMS Combined (G775/G191-17)	16	TBD	1	\$14,824.00
TOTAL:			12	\$170,321.00

The following information is provided to assist you in processing payment for services to be provided by the California Specialized Training Institute.

We request a Purchase Order:

- Procurement/Service Order – Original electronic copy of the Purchase Order no later than two weeks prior to the training session.

Procurement/Service Order process requires written acknowledgement by client agency representative in order to proceed. Cal OES will invoice your agency after all training has been completed. If you wish to prepay, please call (805) 549-3534, or e-mail CSTIpymt@caloes.ca.gov. Cal OES/CSTI accepts checks or credit cards (VISA, MasterCard and American Express). Federal Tax ID Number: 68-0278801.

Sincerely,

Clare Owen-McComas
Manager, Student and Administrative Services
California Specialized Training Institute
(805) 549-3005 Office
Clare.owen-mccomas@caloes.ca.gov

3650 SCHRIEVER AVENUE, MATHER, CA 95655
CALIFORNIA SPECIALIZED TRAINING INSTITUTE
PHONE (805) 549-3535 · FAX (805) 544-7103

Insurance Requirements Form (Exhibit C)

Appendix B

PROPOSAL # 818A - EXHIBIT C

INSURANCE REQUIREMENTS [MUST BE SUBMITTED WITH PROJECT PROPOSAL]

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$ 2 million
Professional liability	\$ 1 million
Business automobile liability	varies
Workers compensation	Statutory requirement.

Commercial general liability insurance must meet or exceed the requirements of the most recent ISO-CGL Form Number. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must 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 insurance must 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.

Professional liability coverage must be on an "occurrence basis" if such coverage is available, or on a "claims made" basis if not available. When coverage is provided on a "claims made basis," the Consultant must continue to maintain the insurance in effect for a period of three (3) years after this Agreement expires or is terminated ("extended insurance"). Such extended insurance must have the same coverage and limits as the policy that was in effect during the term of this Agreement, and cover the Consultant for all claims made by the City arising out of any errors or omissions of the Consultant, or its officers, employees or agents during the time this Agreement was in effect.

Automobile coverage must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Consultant must 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 must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Consultant will 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 consultant. Failure to provide this form may render the bidder's proposal "nonresponsive."

8/30/18
Date


Bidder



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Ron Bow, City Manager
Inez Alvarez, Director of Recreation & Community Services
SUBJECT: Accept a \$25,000 donation on behalf of the City for two (2) Fitness Courts

RECOMMENDATION:

It is recommended that the City Council:

1. Accept a \$25,000 donation on behalf of the City for the support and construction of two (2) National Fitness Campaign Fitness Courts (one at Edison Trails Park and one at Barnes Park); and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

On April 4, 2018, the City Council approved a fundraising campaign to support the construction of two National Fitness Campaign ("NFC") Fitness Courts – one at Edison Trails Park and one at Barnes Park. Following approval, City staff began seeking sponsorship from various corporations to support its fundraising efforts. Recently, staff received confirmation for a \$25,000 sponsorship from Transtech (a local engineering firm) towards the Fitness Court Fundraising Campaign.

BACKGROUND:

In February 2018, City staff applied for grants for two NFC Fitness Courts which were approved for both Edison Trails Park and Barnes Park. As a result, the City was awarded a \$10,000 grant and a \$5,000 credit for each site (Attachment 1). The awarded amount reduces the overall Fitness Court equipment cost of \$90,000 to \$75,000 per site. The Award Letter is included for reference (Attachment 2).

The Fitness Court is designed to provide free, outdoor bodyweight circuit training equipment for adults of all ages and ability levels. (Attachment 3 is an illustration of the Fitness Court and amenities.)

The approximate cost for each Fitness Court is list below:

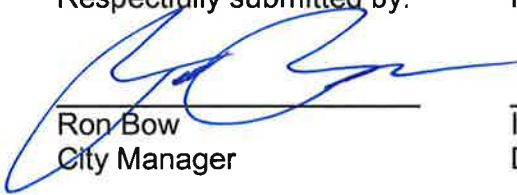
NFC Fitness Court Equipment	\$75,000
Concrete Pad	\$30,000
Pour in Place (PIP) Flooring Surface	\$20,000
Shipping and Installation	\$7,000
Total per each location	\$132,000

Pursuant to Resolution No. 11776, the City Council may accept donations with a value estimated at \$25,000 or greater (Attachment 4). Therefore, it is requested that the City Council accept a donation of \$25,000 from Transtech to support the fundraising campaign.

FISCAL IMPACT:

If accepted, the \$25,000 donation will be deposited into the NFC Fitness Court project account 0504-701-0504-05400.

Respectfully submitted by:



Ron Bow
City Manager

Prepared by:



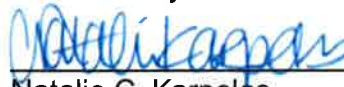
Inez Alvarez
Director of Recreation and Community Services

Approved by:



Ron Bow
City Manager

Reviewed by:



Natalie C. Karpeles
Deputy City Attorney

ATTACHMENT(S):

1. National Fitness Campaign History
2. Award Letter
3. Fitness Court Specifications and Amenities
4. Resolution

ATTACHMENT 1

National Fitness Campaign History

TIMELINE

1979 - National Fitness Campaign founded by Mitch Menaged in San Francisco, CA.

- Mitch saw an opportunity to re-imagine outdoor fitness stations.
- He envisioned a more compact & social exercise space.
- The NFC Fitness Court was born and the program was piloted in San Francisco and at Stanford University.

1980 - 1990 - The Campaign reaches new heights, nationally and internationally

- National Fitness Campaign grew to partner with over 4,000 cities, 100 corporate sponsors and raised over \$100 million in the countries of US, Canada, and Australia.
- It was the largest ever public and private partnership in support of physical fitness.

2011 - The NFC Fitness Court is back, this time it's better than ever

- Mitch assembled a world-class team to re-invent the Fitness Court for the 21st century.
- The team used San Francisco's Treasure Island as a lab for developing and testing the modern Fitness Court to perfection.
- 2012 - 2017 - The pilot Fitness Court is placed in its new home, along the iconic Bay Trail.
- With support from the city of San Francisco and SF Recreation & Park, the first modern Fitness Court was installed on the Bay Trail less than 3 miles from the Golden Gate Bridge.
- Tens of thousands of San Francisco residents and tourists use the new Fitness Court.
- With increasing demand from other communities, the NFC prepares to launch the Campaign.

January 2017 - Once again, the NFC will make world class fitness free for all

- Fit Radio, the world's #1 workout music app, comes on board as the NFC'S new national sponsor.
- With Fit Radio behind them, The NFC creates plans to include 100 U.S. communities in their 2018 sponsor supported campaign.
- April 2017 - Grant funding is officially available, the search for 100 elite cities begins.
- NFC opens for application submissions from cities and counties with interest in making world class fitness free!
- Over 600 U.S. communities have been in contact regarding the 2018 Campaign.

August 2017 - The 2018 Campaign picks up speed, partners all over the country are added

- 50 percent of the 2018 grant funding is awarded, with another 50 percent waiting in line
- Cities from over 25 states around the country have now joined the Campaign

September - December 2017 - The final group of partnerships to be formed

- NFC selects the final partners to round out the elite 100.
- Internally, the team puts finishing touches on cutting edge features for the Fitness Court App, preparations for 100 Opening Day Celebrations, and plans for the 2018 National Mayor's Fitness Challenge!

January 2018 - The Campaign Launch Nationwide!

- Cities and their Fitness Courts will be nationally spotlighted with opening day celebrations as Courts are built and installed on a rolling basis throughout the entire year.
- NFC prepares the opening stages of the 2019 Campaign that will bring Fitness Courts to new communities across America

ATTACHMENT 2

Award Letter



Congratulations – Monterey Park has been selected to join the 2018 National Fitness Campaign!

Dear Ron,

We are pleased to announce that the City of Monterey Park has been selected to receive two NFC Fitness Grants, provided by official music sponsor Fit Radio, to join the 2018 National Fitness Campaign.

This letter confirms your award of two \$15,000 grants towards building two NFC Fitness Courts™ and your local Campaign.

Your City has made a choice: to lead a national movement and make world class fitness free! Our team will work with you over the coming months to follow the path outlined in your grant application, to ship your NFC Fitness Courts™ and to make you part of the National Campaign, promoting and activating the program in 2018.

We have assigned Trent Matthias as your dedicated Campaign Manager, your champion and partner in this program.

This grant award is the first step towards formal confirmation of your participation. The next step is a call with Trent and your team to discuss building our partnership. This call will be scheduled for a time within the next 10 days.

Here are some of the things to look forward to in 2018:

- Opening Day Training Camp – Let's launch your NFC Fitness Courts™ and build a fit community!
- Fitness Court App – Learn the routines, track your score and compete in national challenges.
- Mayor's Fitness Challenge – Get residents moving and engaging with City leadership
- Social Media Promotions – Localized and National promotions featuring your City

On behalf of the entire NFC team, I am thrilled to invite the City of Monterey Park to join us as partners in the 2018 National Fitness Campaign.

Best in Fitness,

A handwritten signature in black ink, appearing to read 'Mitch Menaged'.

Mitch Menaged, Founder
National Fitness Campaign

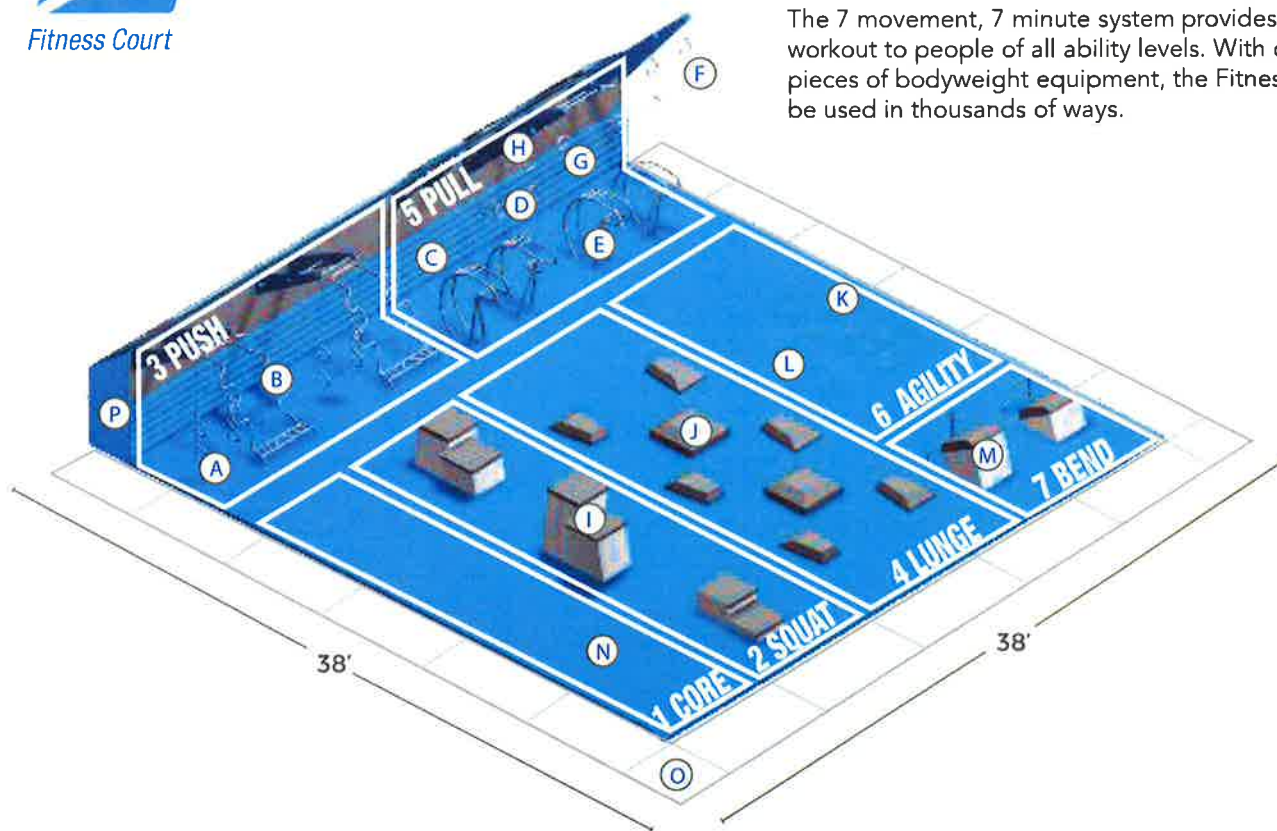
ATTACHMENT 3

Fitness Court Specifications and Amenities



THE FITNESS COURT

The 7 movement, 7 minute system provides a full-body workout to people of all ability levels. With over 30 pieces of bodyweight equipment, the Fitness Court can be used in thousands of ways.



FITNESS ELEMENTS

- (A) 2 SETS DESTABILIZED PUSHING HANDLES
- (B) 2 SETS STABILIZED PUSHING LADDERS
- (C) 7 PROGRESSIVE FOOTHOLD STRIPS
- (D) 2 SETS ROWING HANDLES
- (E) 4 FULL BODY ROWING STATIONS
- (F) 2 SETS MUSCLE UP RINGS
- (G) 2 SETS BICEP CURL RINGS
- (H) 2 SETS STABILIZED PULL-UP BARS
- (I) PLYOMETRIC / SQUAT BOXES
- (J) LUNGE STEP COURSE
- (K) AGILITY LADDERS
- (L) AGILITY DOTS
- (M) 2 BENDING STATIONS
- (N) POUR IN PLACE SURFACE (provided by NFC)
- (O) P.I.P. CONCRETE BORDER (by others)
- (P) PROGRESSIVE TRAINING WALL

PROGRESSIVE TRAINING



ADAPTABLE FITNESS ELEMENTS



ATTACHMENT 4
Resolution No. 11776

RESOLUTION NO. 11776

A RESOLUTION ESTABLISHING POLICIES AND PROCEDURES FOR ACCEPTING CONTRIBUTIONS, DONATIONS, GIFTS, BEQUESTS, AND DEVISES FOR PUBLIC PURPOSES.

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

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

- A. Community members seeking to improve the City's services, contribute to the construction of important public facilities, or otherwise seeking to enhance the City frequently seek to make contributions, donations, gifts, bequests, or devises (collectively, "donations") to the City;
- B. A review of the City's documents show that there are no existing policies for accepting such generous donations;
- C. It is in the public interest for the City to establish policies for accepting donations so that persons making such donations may take appropriate tax deductions, the City uses donations for the purpose for which they were intended, and so the City's administration has clear direction regarding what kinds of donations should be accepted;
- D. The City Council, or its designee, may accept or reject any donation for any public purpose. In doing so, the City may keep or dispose such donations or use them in the manner required by the donor;
- E. Unless otherwise specified by the donor, the City may use donations in any manner it chooses to promote the public interest;
- F. Contributions to the City may be tax deductible as a charitable contribution if the donation is made exclusively for a public purpose (26 U.S.C. § 170(c)(1)). For example, without limitation, art education is a legitimate public purpose (Government Code § 15813).

SECTION 2: *Definitions.* Unless the contrary is stated or clearly appears from the context, the following definitions will govern the construction of the words and phrases used in this chapter.

- A. "City manager" means the city manager or designee;
- B. "Donation" means a contribution, donation, gift, bequest or devise of personal or real property, but not personal services. Donations may be solicited or unsolicited by the City;

- C. "Donor" means a person, including a corporate entity, making a donation to the City for a public purpose.

SECTION 3: Authority. Pursuant to Government Code § 37354, the city manager is authorized to accept donations in accordance with this Resolution and with applicable administrative policies and procedures that may be promulgated by the city manager.

SECTION 4: Donations. The City will accept the following donations, upon the recommendation of the city manager:

- A. *Property donations.* Donations consisting of pecuniary, real or personal property with a fair market value of less than \$25,000 shall receive a written confirmation from the City.
- B. *Donations valued over \$25,000.* At the discretion of the City Council, the City Council may accept donations with a value estimated at \$25,000 or greater.

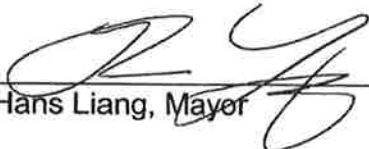
SECTION 5: Use of Donations. Pursuant to Government Code § 37355, the city manager may direct the use of donations unless a donor designated a donation for a particular use. If a donation must be used for a particular use, the city manager must ensure that the City uses the donations in the manner required by the donor.

SECTION 6: Charitable Contribution. Pursuant to 26 U.S.C. § 170(c)(1), donations made to the City may be tax deductible if made for a public purpose. Upon accepting or declining a donation, the city manager will provide donors with a written statement that includes the following information in accordance with Internal Revenue Code § 1.170A-13:

- A. Name of donor;
- B. Description of donation;
- C. Date of receipt;
- D. For personal or real property, the location of property;
- E. Use of property by the City;
- F. Whether the property is being used for exclusively public purposes; and
- G. That the City accepted or declined the donation.

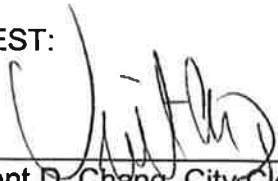
SECTION 8: This Resolution will become effective immediately upon adoption and will remain effective unless superseded or repealed.

PASSED AND ADOPTED this 5th day of August, 2015.



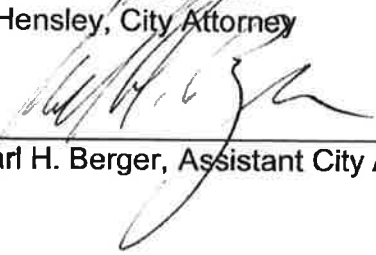
Hans Liang, Mayor

ATTEST:



Vincent D. Chang, City Clerk

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

By: 

Karl H. Berger, Assistant City Attorney

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

I, Vincent D. Chang, City Clerk of the City of Monterey Park, California, do hereby certify that the foregoing Resolution No. 11776 was duly and regularly adopted by the City Council of the City of Monterey Park at a meeting held on the 5th day of August, 2015, by the following vote:

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

Dated this 5th day of August, 2015.



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



City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Inez Alvarez, Director of Recreation & Community Services
Jim Smith, Police Chief
SUBJECT: Award of Contract to Carnival Midway Attractions to provide carnival services for the City's annual Play Days Festival and approval of new parade route.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Awarding a three-year contract to Carnival Midway Attractions to provide carnival services for the annual Play Days Festival;
2. Authorizing the City Manager, or his designee, to execute a contract on behalf of the City in a form approved by the City Attorney;
3. Approving the parade route for the Play Days Celebration, as proposed by the City's Police Department; and
4. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City of Monterey Park traditionally celebrates its "birthday" in May with a four-day long celebration ("Play Days"). As part of the festivities, the City contracts with an amusement contractor to provide various rides, game booths and concessions. In addition to the carnival, the Play Days event also includes entertainment, food and a parade. For the 2019 Play Days Celebration, staff recommends that the City Council award the carnival-services contract to Carnival Midway Attractions (CMA) and approve a new parade route, as proposed by the City's Police Department.

BACKGROUND:

Carnival Services

In anticipation of the 2019 Play Days event staff circulated a Request for Proposal on the City's website and solicited proposals from eight carnival companies (Attachment 1 - RFP). CMA was the sole respondent (Attachment 2 – Proposal).

In summary, CMA's projected revenue for the City's 2019 Play Days event is as follows:

Revenues	Attraction
30% of Pre-Sale	Carnival Ride Tickets
25% of Onsite Sales	Carnival Ride Tickets
\$125 per Each	Game Booths (min. of 8)
\$300 per Each	Food Booth
\$200 per Each	Additional Attraction

Additionally, CMA's proposal includes a three-year agreement, at no additional cost to the City, for carnival services at the City's annual Play Days event. The proposed agreement also provides an optional extension for two one-year terms. Based on their current availability, CMA proposes the following future dates (Thursday-Sunday) for the Play Days carnivals: May 9-12, 2019; May 7-10, 2020; and May 6-9, 2021.

For the past several years, CMA has been a reliable and responsive contractor. Specifically, CMA provided carnival services for the City's Play Days for the past three years, and the Lunar New Year Festival for the past seven years. Staff has evaluated CMA's proposal and agreement and recommends that the City Council authorize the City Manager, or his designee, to execute a three-year agreement with CMA for the annual provision of carnival services for the City's Play Days.

Parade Route

The annual Play Days parade traditionally starts on Garvey Avenue (at the intersection with Alhambra Avenue), proceeds west to McPherrin Avenue, and continues south – ultimately concluding at Barnes Park (Attachment 3 – Traditional Route Map). Attendance at the parade has varied over the years and is comprised of residents; visitors watching a family member participating in the parade; and local business members. To maintain safety during the parade, various barricades are distributed along the parade route by the City's Public Works Department, while the City's Police Department directs traffic at intersections (both along and surrounding the parade route). Because the area surrounding the traditional parade route is so large, the Police Department has had trouble eliciting the number of volunteers necessary to maintain adequate supervision of the traditional route. As a result, the Police Department has had to bring in off-duty staff to supervise the event – incurring costly overtime expenses.

Alternatively, the proposed parade route would (1) utilize water barriers at key locations, thereby reducing the number of Police personnel needed (e.g., from 38 staff members to 23); (2) eliminate the need for participants to arrange for transportation to the beginning of the parade route; (3) travel through a residential area, encouraging more residential audience participation; and (4) only impact Garvey Avenue, between Garfield Avenue and Atlantic Boulevard, allowing both Garfield Avenue and Atlantic Boulevard to remain open for north and southbound vehicular traffic.

Specifically, the proposed parade route would start on Ramona Avenue (at West Newmark Avenue) and proceed north, then travel west on Garvey Avenue continuing south on to Chandler Avenue, then proceed west onto West Newmark Avenue, and ultimately concluding at McPherrin Avenue (Attachment 4 – Proposed New Parade Route Map). Parade participants would disband on McPherrin Avenue south of West Newmark Avenue.

The Recreation & Community Services Department and Pageantry Productions (which is contracted to coordinate the parade), have reviewed the proposed new route and can stage the parade properly, utilizing the Library parking lot (which is closed each year for the parade), as well as Ramona Avenue (south of West Newmark Avenue). Additionally, the City's Fire Department has reviewed the proposed route and has identified sufficient access-areas in the event of an emergency. Lastly, the Public Works Department has also reviewed the proposed route and can coordinate the traffic control equipment required.

If the City Council approves a new route, staff will (1) coordinate and contact parade participants; (2) contact businesses and residences along the route to inform them of the event and provide them with information regarding parking restrictions and street closures; and (3) notify residents through articles in the Cascades, e-mail blasts, press releases, Twitter, the City website and other electronic media.

Staff recommends that the City Council approve the parade route for the 2019 Play Days Celebration, as proposed by the City's Police Department.

FISCAL IMPACT:

Anticipated revenue for the Play Days Carnival (account 0075-450-0075-08610) is approximately \$14,000 per year. This account is used to fund the Play Days Parade, Play Days entertainment, publicity and to offset City costs related to Play Days Birthday Celebration.

Respectfully submitted by:



Inez Alvarez
Director of Recreation & Community Services



Jim Smith
Police Chief

Approved by:



Ron Bow
City Manager

Reviewed by:



Natalie C. Karpeles
Deputy City Attorney

Attachments:

1. Request for Proposal
2. Proposal from Carnival Midway
3. Traditional Parade Route Map
4. Proposed New Parade Route Map

Attachment 1 Request for Proposal

City of Monterey Park



REQUEST FOR PROPOSALS RFP NO. REC-218

FOR

CARNIVAL SERVICES

KEY RFP DATES

Issue Due: September 05, 2018

Proposal Due Date: September 26, 2018 by 2:00 p.m.

SEND TO:

Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-218 Carnival Services

Dear Interested Parties:

The City of Monterey Park is now accepting Proposals for Carnival Services for the annual Play Days event. The requirements for submitting a Proposal are stated in the attached Request for Proposals (the "RFP"). Please review them carefully. Any questions must be sent in writing to:

City of Monterey Park
Attention: Robert Aguirre, Recreation Superintendent
Re: RFP No. REC-218
320 W Newmark Avenue
Monterey Park, CA 91754
Email: raguirre@montereypark.ca.gov

All Proposals are due to the City Clerk's Office at City Hall, Wednesday, September 26, no later than 2:00 p.m. PST. One (1) original and two (2) copies of your Proposal response should be submitted in a sealed envelope or box plainly marked with the Proposal name and service description, as follows:

Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-218 Carnival Services

We thank you for your time and attention in reviewing this RFP.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Aguirre", written in a cursive style.

Robert Aguirre
Recreation Superintendent

REQUEST FOR PROPOSALS CARNIVAL SERVICES

BACKGROUND

The City of Monterey Park is centrally located within the San Gabriel Valley and in close proximity to Los Angeles and is primarily a residential community. It is a vibrant and culturally mixed community with a population of approximately 62,240.

The City of Monterey Park is a full-service municipal government, offering its residents police, fire and emergency medical protection, water, sewer, public infrastructure improvements and culture and leisure programming.

In May of each year the City offers a 4-day carnival "Play Days", celebrating the City's Birthday. Other elements of the event include community booths, food vendors, live entertainment and a parade on the Saturday of the event.

1. INTRODUCTION

1.1. Objective.

The purpose and intent of this RFP is to establish a Contract (Agreement) from qualified proposers, also hereinafter referred to as the Contractor or Vendor, who will own and furnish all labor, equipment, materials, tools, insurance, supervision and all other items necessary and specified to provide CARNIVAL SERVICES for the annual Play Days event in the City of Monterey Park, in accordance with the terms, conditions, and specifications contained in this Request for Proposals (RFP).

1.2. Description of Exhibits.

Exhibit A: Play Days Event Location Map

Exhibit B: Sample Contract

Exhibit C: Insurance Requirements

(Signed copy must be included with proposal)

1.3. Accuracy of RFP and Related Documents.

The City assumes no responsibility for conclusions or interpretations derived from the information presented in this RFP, or otherwise distributed or made available during this procurement process. In addition, the City is not bound or responsible for any explanation, interpretation or conclusions of this RFP or any documents provided by the City other than those provided by the City by issuing addenda. In no event can a bidder rely on any oral statement by the City or its agents, advisors or consultants. Should a bidder find discrepancies or omissions in this RFP or any other documents provided by the City, the bidder should immediately notify the City of such potential discrepancy in writing, and a written addendum may be made available to each bidder, via email, if the City determines clarification to be necessary. Each bidder requesting an interpretation will be responsible for delivering such requests to the City's designated representative as indicated in Section 2.3.

1.4. City Rights and Options.

The City at its sole discretion reserves the following rights:

- To cancel this RFP with or without the substitution of another RFP;
- To take any action affecting this RFP, this RFP process, or the Services or facilities subject to this RFP that would be in the best interests of the City;
- To issue additional requests for information;
- To require one or more bidders to supplement, clarify or provide additional information in order for the City to evaluate the Proposals submitted;
- To conduct investigations with respect to the qualifications and experience of each bidder;
- To waive any defect, formality or irregularity in any Proposal received;
- To reject any or all Proposals;
- To award all, none, or any part of the Services that are in the best interests of the City, with one or more of the bidders responding, which may be done with or without re-solicitation;
- To discuss and negotiate with selected Vendors any terms and conditions in the Proposals including without limitation, financial terms; and,
- To enter into any Agreement, in a form approved by the City Attorney, deemed by the City to be in the best interests of the City with one of the Vendors responding.

1.5. Expense of Submittal Preparation.

The City accepts no liability for the costs and expenses incurred by the bidder in responding to this RFP, in preparing responses for clarification, in attendance at interviews, participating in contract development sessions, or in meetings and presentations required for the contract approval process. Each bidder that enters into the proposal process must prepare the required materials and submittals at its own expense and with the express understanding that the bidder cannot make any claims whatsoever for reimbursement from the City for the costs and expenses associated with the procurement process.

1.6 Proposal Conditions.

The following terms are applicable to this RFP and the Vendor's Proposal.

1.6.1. RFP Not an Offer.

This RFP does not constitute an offer by the City, and does not commit the City of Monterey Park to accept a proposal. No binding contract, obligation to negotiate, or any other obligation is created on the part of the City unless the City and the Vendor execute an Agreement. No recommendations or conclusions from this RFP process concerning the Vendor constitutes a right (of property or otherwise) under the Constitution of the United States or under the Constitution, case law or statutory law of California.

1.6.2. Right to Terminate Discussions.

The Vendor's participation in this process might result in the City selecting the Vendor to engage in further discussions. The commencement of such discussions, however, does not signify a commitment by the City to execute an Agreement or to continue discussions. The City can terminate discussions at any time and for any reason.

1.6.3. Requirement for Representation as to Accuracy and Completeness of Proposal.

Each Vendor must make the following representations and warranty in its Proposal Cover Letter, the material misrepresentation of which might result in rejection of its Proposal:

"The information contained in this Proposal or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to the City, are true, accurate, and complete to the Vendor's knowledge. This Proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts."

1.6.4. Trade Secrets/Confidentiality.

Upon receipt, Proposals may be considered a public record except for material which qualifies as "trade secret" information under California law. To properly designate material as trade secret under these circumstances, each Vendor must take the following precautions:

- a. any trade secrets submitted by a Vendor should be submitted in a separate, sealed envelope marked **"Trade Secret—Confidential and Proprietary Information—Do Not Disclose Except for the Purpose of Evaluating this Proposal,"** and
- b. the same trade secret/confidentiality designation should be stamped on each page of the trade secret materials contained in the envelope. Each original and copy of the Proposal must include all trade secret materials.

In submitting a Proposal, each Vendor agrees that the City may reveal any trade secret materials contained in such response to all City staff and City officials involved in the selection process, and to any outside consultant or other third parties who serve on the Evaluation Committee or who are hired by the City to assist in the selection process. The City will use the same level of effort it takes as to its own confidential materials to ensure that trade secrets are not improperly disseminated. Furthermore, each Vendor agrees to indemnify and hold harmless the City and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with its refusal to disclose any material which the Vendor has designated as a trade secret. **Any Vendor that designates its entire**

Proposal as a trade secret may be disqualified.

1.6.5. Statutory Requirements.

The Services performed by the Vendor in accordance with an Agreement executed pursuant to this RFP must be in full conformance with all requirements, laws, rules and regulations of the State of California, all laws, rules, requirements and regulations of the Federal Government, and all local ordinances to the extent applicable.

1.6.6. Reservation of Right to Change Schedule.

It is the City's right to determine the timing and sequence of events resulting from this RFP. The City reserves the right to delay the closing date and time for any phase if City staff believes that an extension would be in the best interests of the City.

1.6.7. Reservation of Right to Amend RFP.

The City reserves the right to amend this RFP at any time during the process, if it believes that doing so is in the best interests of the City. Any addenda will be mailed/emailed to all qualified Vendors. Vendors are required to acknowledge their receipt of each addendum by signing the addendum and emailing to raguirre@montereypark.com and including the signed copy in their RFP submission.

1.6.8. Additional Evidence of Ability.

Vendors must be prepared to present additional evidence of experience, qualifications, abilities, equipment, facilities, and financial standing. The City reserves the right to request such information at any time during the Proposal evaluations for this RFP.

1.6.9. No Collusion or Conflict of Interest.

By responding to this RFP, the Vendors are deemed to have represented and warranted that the Proposal is not made in connection with any competing Vendor submitting a separate response to this RFP, and is in all respects fair and without collusion or fraud.

1.6.10. Proposal Terms Firm and Irreversible.

The signed Proposal constitutes a firm offer on the part of the Vendor. The City can negotiate pricing and services. All Proposal responses (including all statements, claims, declarations, prices and specifications in the Proposals) are considered firm and irrevocable for purposes of future contract negotiations unless specifically waived in writing by the City. The Vendor chosen for award should be prepared to have its Proposal and any relevant correspondence incorporated into an Agreement, either in part or in its entirety, at the City's election. Any false or misleading statements found in the Proposal may be grounds for disqualification.

1.6.11. Use of the City's Name.

No advertising, sales promotion or other materials of the Vendor or its agents or representatives may identify or reference the City in any manner without the City's prior written consent.

1.6.12. Withdrawal for Modification of Proposals.

Vendors may change or withdraw their Proposals at any time before the Proposal submission deadline. Oral modifications, however, are not allowed. Only letters, mailed or hand-delivered, which are addressed in the same manner as the Proposal and received by the City before the Submission Date, will be accepted. The Proposal, when opened, will then be corrected in accordance with such written request[s], provided that the written request is contained in a sealed envelope, which is plainly marked "**Modifications to Proposal.**" Emailed modifications to any Proposal will not be accepted.

1.6.13. No Bribery.

In submitting a response to this RFP, each Vendor certifies that neither it, any of its affiliates or subcontractors, nor any employees of any of the foregoing has bribed, or attempted to bribe, a City elected or appointed officer employee, agent, or consultant in connection with the Agreement.

1.6.14. Fair Trade Certifications.

By submitting a Proposal, the Vendor certifies that in connection with this solicitation:

- a. The prices have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with anyone;
- b. Unless otherwise required by law, the prices which have been quoted in its Proposal have not been knowingly disclosed by the Vendor and will not knowingly be disclosed by the Vendor before opening; and
- c. No attempt has been made or will be made by the Vendor to induce any other person or firm to submit or not to submit a Proposal for the purpose of restricting competition.

1.6.15. Proposal Binding for 180 Days.

Each Proposal must contain a statement to the effect that the Proposal is a firm offer for 180 days from the Submission Date. This statement must be signed by an individual authorized to contractually bind the Vendor, and must include his/her name, title, address, and telephone number. All prices quoted must be firm and fixed for the full contract period.

1.6.16. Clarification of Ambiguities.

Any Vendor believing that there is any ambiguity, inconsistency or error in this RFP must promptly notify the City in writing of such apparent discrepancy. Failure to notify will constitute a waiver of claim of ambiguity,

inconsistency or error. Any claim under this Section must be delivered to the City in accordance with the schedule set forth in Section 2 below.

1.6.17. Vendors' Obligation to Fully Inform Themselves.

Vendors or their authorized representatives are expected to fully inform themselves as to all conditions, requirements and specifications of this RFP before submitting Proposals. Failure to do so will be at the Vendor's own risk.

1.6.18. Disclaimer.

Each Vendor must perform its own evaluation and due diligence verification of all information and data provided by the City. The City makes no representations or warranties regarding any information or data provided by the City.

2.0. DESCRIPTION OF THE PROCUREMENT PROCESS.

2.1. Schedule and Process.

The following table shows the schedule of events to assist in the preparation of the Contractor's Proposal. The key events and deadlines for this process are as follows, some of which are set forth in more detail in the Sections that follow:

Request for Proposal Release	September 5, 2018
Proposals Due	September 26, 2018 before 2:00 p.m. PST
Contract Award	October 17, 2018

Submission of Written Questions. Vendors are permitted to submit questions in writing only to the City, but only for purposes of clarifying this RFP or to identify ambiguities, inconsistencies or errors. All such questions must be in writing and mailed, hand-delivered, or, preferably, emailed to Robert Aguirre at the address and number listed in Section 2.3 and must include the name of the Vendor contact person to receive the City's answers. Questions are due no later than **2:00 p.m. on Monday, September 17, 2018 (last day for all questions).**

Proposal Submission. **Proposals are due before 2:00 p.m. PST on September 26, 2018** at the City Clerk's Office, marked as described in the Cover Letter on page 2. All Proposals will be time-stamped upon receipt and held in a secure place until the evaluation team begins its evaluation.

Proposed Award Date. The Evaluation Team will review all submitted proposals and prepare a summary review for presentation to the City Manager and City Attorney. The review will then proceed to the preparation of a staff recommendation to the City Council at its regular meeting scheduled for October 17, 2018. If for any reason the evaluation period and report to the City Council are delayed, all bidders whose proposals were evaluated will be advised of a revised schedule as soon as possible.

2.2. Interpretations and Addenda.

No interpretation or clarification of the meaning of any part of this RFP will be made orally to any Vendor. Otherwise, Vendors must request such interpretations or clarifications in writing from the City. Requests for information or clarification of this RFP must be made in writing and addressed to **Robert Aguirre** at the address or email address listed below, with email being the preferred method. Questions should reference the RFP page and topic number.

Robert Aguirre, Recreation Superintendent
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754
Phone: (626) 307-1497
Email: raguirre@montereypark.ca.gov

When responding to Vendor questions, the City will email the answer or information to all Vendors. You must submit your questions no later than **2:00 p.m. on Monday, September 17, 2018.**

The City reserves the right to disqualify any Vendor who contacts a City employee, or agent concerning this RFP other than in accordance with this Section. Nothing in this Section prohibits the City from conducting discussions with Vendors after the Proposal opening.

2.3. Submission of Proposals.

Each Vendor must submit one (1) original Proposal signed in ink by a Vendor official authorized to make a legal and binding offer, along with the corporate seal, plus two (2) copies to the address listed in below by 2:00p.m. PST (Pacific Time) Wednesday, September 26, 2018.

Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754

Name of Vendor Submitting
RE: RFP# REC-218 Carnival Services

The "original" Proposal and each of the two (2) copies must be complete and unabridged, with all copies including, if applicable, trade secret information, and cannot refer to any other copy or the signed/sealed original for any references, clarifications, or additional information. Proposals may also include a USB flash drive setting forth the entire Proposal in searchable format such as Adobe Acrobat. When received, all Proposals and supporting materials, as well as correspondence relating to this RFP, become the City's property. **Proposals sent by email will not be accepted. Proposals or any part thereof, received after the deadline are not considered.**

2.4. Correction of Errors.

The person signing the Proposal must initial erasures or other corrections in the Proposal. The Vendor further agrees that in the event of any obvious errors, the City reserves the right to waive such errors in its sole discretion. The City, however, has no obligation under any circumstances to waive such errors.

2.5. Evaluation.

The evaluation of proposals will be conducted by the Evaluation Committee, which will be selected by the City. All members of the Evaluation Committee will agree to hold the information in all Proposals confidential during the evaluation process and until the results are made available to the public by the City. The evaluation may include activities as follows:

- a. As part of the evaluation process, the Evaluation Committee may engage in discussions with any bidding Vendor. Discussions might be held with individual Vendors to determine in greater detail the Vendor's qualifications, to explore with the Vendor the scope and nature of the required contractual Services, to learn the Vendor's proposed method of performance and the relative utility of alternative methods, and to facilitate arriving at an Agreement that will be satisfactory to the City.
- b. The City may at its discretion require one or more Vendors to make presentations to the Evaluation Committee or appear before the City and/or its representatives for an interview. During such interview, the Vendor may be required to orally and otherwise present its Proposal and to respond in detail to any questions posed. Additional meetings may be held to clarify issues or to address comments, as the City deems appropriate. Vendors will be notified in advance of the time and format of such meetings.
- c. Because the City may choose to award an Agreement without engaging in discussions or negotiations, the Proposals submitted must define the Vendor's best offer for providing the services described in this RFP.

2.6. Conditional Award by City Council.

As soon as practical after the opening of the Proposals and their evaluation (as set forth above), the name of the apparent successful Vendor(s) will be submitted to the City Council for consideration. Unless otherwise provided, the evaluation process will not be more than 3 weeks. If the Vendor is approved by City Council, the City and Vendor will execute the Agreement provided in the RFP. The final terms of the Agreement requires approval of the City Attorney as to form and substance.

2.7. Post-Award Conference.

If an Agreement is awarded, a Post-Award Conference will be held with the selected Contractor in November 2018 following the award by City Council.

3. SCOPE OF SERVICES.

3.1. General Scope.

The purpose and intent of this RFP is to establish a Contract (Agreement) from qualified

proposers, also hereinafter referred to as the Contractor or Vendor, who will own and furnish all labor, equipment, materials, tools, insurance, supervision and all other items necessary and specified to provide CARNIVAL SERVICES for the annual birthday celebration "Play Days" in the City of Monterey Park, in accordance with the terms, conditions, and specifications contained in this RFP.

The City will furnish the location including access to restrooms and the Contractor is responsible for all aspects of the Carnival's management, attraction selection, carnival layout, setup and breakdown supervision, marketing and promotion, coordination, security, invoice/revenue preparation to City (if applicable), and other duties as required by Carnival functions and operations or as assigned by the City.

4. PROPOSAL EVALUATION CRITERIA.

Proposals will be evaluated based on the Vendor's ability to meet the performance requirements of this RFP. This section provides a description of the evaluation criteria that will be used to evaluate the Proposals. To be deemed responsive, it is important for the Vendor to provide appropriate detail to demonstrate satisfaction of each criterion and compliance with the performance provisions outlined in this RFP. Proposals must contain information specifically related to the proposed Services and specifically requested herein. Failure of any Vendor to submit information requested may result in the elimination of the Proposal from further evaluation.

5. EVALUATION PROCEDURES.

5.1. Review of Proposals.

The proposals will be evaluated and scored during the review process by the Evaluation Committee. The technical section of each proposal will be evaluated before the cost/revenue section. Vendors with an unacceptably low score after the technical review part of the evaluation will be eliminated from further consideration. After the composite score for each firm has been established, the cost/revenue section will be scored based on the information provided.

The City of Monterey Park reserves the right to retain all proposals submitted and to use any idea in a proposal regardless of whether that proposal is selected.

5.1.1. Evaluation Criteria

Proposals will be evaluated using three sets of criteria. Vendors meeting the mandatory criteria will have their proposals evaluated and scored for technical qualifications and potential costs and/or revenues. The following represent the principal selection criteria that will be considered during the evaluation process:

1. Mandatory Elements
 - a. The Vendor is licensed to do business in the State of California.
 - b. The firm adheres to the instructions in this Request for Proposal on preparing and submitting the proposal.

2. Technical Quality
 - a. Expertise and Experience
The Vendor's past experience and performance in managing comparable events.
 - b. Approach of the Services to be provided
Adequacy of proposed staffing and equipment for performance of the Services described in the Request for Proposal.
3. Costs/Revenues
Costs/Revenues will not be the sole factor in the selection of a Vendor.

5.2. Overall Solution.

Vendors will be evaluated based upon their understanding, experience and qualifications in performing the same or substantially similar Services, as reflected by their experience in performing such Services.

5.3. Cost Effectiveness and Value.

Under this criterion, Proposals will be compared in terms of reasonable, and/or most effective option[s] for delivering Carnival Services. Vendors should note that the City will be contemplating the proposed cost and/or revenue in conjunction with the overall proposed service as part of the evaluation.

5.4. Acceptance of the Terms of the Agreement.

The City will evaluate the Proposals for compliance with the terms, conditions, requirements, and specifications stated in this RFP.

6. CITY CONTRACTING REQUIREMENTS.

The City will enter into an Agreement written by the City with the successful Vendor that incorporates the terms of this RFP; contains the terms and conditions set forth in this Section; and includes such additional terms and conditions required by applicable law. Notwithstanding the foregoing, the City reserves the right to change the proposed Agreement terms and conditions before or during Agreement negotiations if it is in the City's best interest to do so. The terms and conditions set forth in this Section are not all-inclusive. The City will propose additional terms and conditions based on the responses to this RFP and the City's analysis of the successful Vendor's Proposal. As used in this Section of the RFP, the term "Agreement" refers to the Agreement entered into between the City and the successful Vendor, and the term "Vendor" refers to the successful Vendor.

6.1. Execution of Proposal.

Proposals must be executed, by the following persons:

- I. CORPORATION - The President or Vice President, and one of the following: Secretary, Treasurer, Assistant Secretary or Assistant Treasurer. If a Proposal is executed by any other person, a power of attorney, a copy of the bylaws, or a resolution of the Board of Directors

documenting the authority of that person to sign the Proposal must accompany the Proposal. The power of attorney, bylaw, or resolution must be certified by the Corporate Secretary as a true and correct copy, still in force as of the date of the execution of the Agreement

- II. PARTNERSHIP - At least one (1) of the partners.
- III. SOLE PROPRIETORSHIP - The individual owner.
- IV. BUSINESS OPERATING UNDER A FICTITIOUS NAME - Entities operating a business under a Fictitious Name must execute the Agreement in the name of the person or entity trading and doing business under the Fictitious Name.

6.2. Execution of Financial Security.

Any financial security furnished must be an original, fully executed by both the prospective Vendor and the surety or sureties in ink and be in a form acceptable to the City. Where the prospective Vendor is a corporation, the security must be signed by two officers of the corporation who have been duly authorized to do so by appropriate action of the corporation, and the seal of the corporation must be affixed. Where the prospective Vendor is an individual or individuals, the security must be signed by the individual or individuals affixing the signature to the bid. Changes or additions to bid security or to the signatures thereon are not permitted after the opening of Proposal.

6.3. Insurance Requirements Form.

Vendor must submit signed Insurance Requirements Form along with proposal. Any proposal not containing this signed form will be considered incomplete.

6.4. Anti-Discrimination.

Vendor cannot discriminate in its employment on the basis of race, color, religion, ancestry, national origin, place of birth, sex, age, disability, non-job related handicap, or sexual orientation.

Vendor must also comply with the applicable provisions of Title I and Title II of the Americans with Disabilities Act, any amendments thereto and any regulations issued there under. Vendor must incorporate, in any sub-contracts which may be permitted under the terms of the Agreement, a requirement that said sub-contracts also comply with the provisions of this section.

6.5. Agreement not to be Awarded to Persons in Arrears to City.

No Agreement will be awarded to any corporation, firm or individual who is, for any reason, in arrears to the City or who has failed, in any former Agreement with the City, to perform work satisfactorily, either as to the character of the work or the time consumed in its completion.

6.6. Vendor to Sustain All Losses.

It is agreed that all loss or damage arising out an Agreement, for any unforeseen obstruction or difficulties which may be encountered in the performance of the Services or from the action of the elements, or from any cause whatsoever, will be sustained and

paid for by the Vendor until final payment has been made under the Agreement.

6.7. Each Party To Bear Its Own Negotiation Costs.

Each party will bear its own cost of negotiating an Agreement and developing the exhibits. The City cannot be charged for any Services or other work performed by the Vendor before the Effective Date.

6.8. No Publicity.

No advertising sales promotion or other materials of the Vendor or its agents or representations may identify or reference this Agreement or the City in any manner without the prior written consent of the City.

7. SCOPE OF SERVICES

The selected Vendor must be able to provide Carnival Services relating to planning, development, coordination, implementation, management and operation of the City of Monterey Park's annual "Play Days" celebration at Barnes Park, 350 S. McPherrin Ave. Monterey Park, CA 91754. (See Exhibit A for site map). Additionally, the Vendor must provide the necessary onsite staff for services during operating hours of service as well as for setup and cleanup times. The Vendor will provide all needed staff to complete and obtain all necessary documentation. The Vendors responsibilities shall include, but not be limited to the following:

7.1 Amusement Rides, Games and Tickets Booths. Vendor shall provide the following amount of rides, games and ticket booths:

- At least thirteen (13) amusement attractions, including at least five (5) "Kiddie" rides, six (6) medium "Family" rides, and two (2) "Spectaculars"
- At least six (8) professional carnival games
- Vendors shall provide at least two (2) tickets booths and provide all staff for the ticket booths a minimum of 30 minutes before the start of each day and for the duration of the hours of operation.

7.2 Hours of Operation. Monterey Park "Play Days" is a 4 day event celebrating the City's birthday. The hours of operation for the Play Days carnival rides are as follows:

- Thursday from 5:00 p.m. to 10:00 p.m.
- Friday from 5:00 p.m. to 11:00 p.m.
- Saturday from 12:00 p.m. to 11:00 p.m.
- Sunday from 1:00 p.m. to 9:00 p.m.

All tickets sales must stop 30 minutes prior to the schedule carnival closing time.

7.3 Midway Concessions. Vendor will be allowed midway concessions as follows:

- One (1) food concession truck/trailer for the sale of food and beverages items as mutually agreed upon by Vendor and the City.
- All food, beverages and refreshments sold or kept for sale shall be compliant with all State, County and Municipal laws, ordinances, and regulations. Vendors shall be responsible for obtaining all necessary permits and licenses.

- Alcoholic beverages cannot be sold.

7.4 Vendor Set-up. Facility set-up by the Vendor shall include the following:

- Obtain, complete and maintain all permits and supporting documentation to satisfy all permitting requirements of Los Angeles County, the State of California, and the City of Monterey Park;
- Provide an Incident Action Plan (IAP) for the Carnival and name the key staffers with their responsibilities
- Ensure trip guards are used with all cables, cords, wires and conduits placed upon or running over ground.
- Provide portable generators and related equipment capable of providing adequate electrical power to light merchant' booths after sundown, as needed.
- Obtain a Temporary Use Permit (TUP) with the Fire Department and Building Division; and schedule appointments with the Fire Department and Building Division for inspections prior to opening of the carnival
- Create a site plan including configuration of all booths, attractions, entrances/exits, and electrical equipment to be approved by the Monterey Park Fire Department and Building Division
- Schedule pre-event and post event inspections with Park maintenance personnel to determine site condition and identify/cover irrigation.
- Vendor's personnel shall be adequate to provide full and complete operations, shall be dressed in uniform and maintain professional behavior, and shall have been screened under "Megan's Law" by the vendor.
- Vendor shall comply with all OSHA and CALOSHA safety procedures and rules.
- Vendor will immediately contact a City representative, on-site, in cases of emergency, accidents or public disorder.
- All attractions shall be in good repair, appearance and in safe and operable condition.

7.5 Vendor Responsibilities. Vendor is responsible for the following:

- Be registered and maintain proper business licenses and remain in good standing within the State of California and the City of Monterey Park;
- Vendor must, at its own expense, carry and maintain, during the period of performance: California required Worker's Compensation Insurance and Employer's Liability Insurance for its employees with limits of \$2,000,000, per occurrence, or evidence of self-insurance where permitted by law; Comprehensive General Liability Insurance with minimum limits of \$2,000,000 and on which the City of Monterey Park, its Officers, Officials, Employees and Volunteers are named as additional insured;
- Create and implement a marketing and promotional program. Coordinate all promotion of the market, including print, internet, social media outlets, and Monterey Park Television, to make sure the market is well attended;

- Ensure an onsite manager is in attendance from the start of set-up until the end of clean-up to oversee operations and to handle inquiries and problems from customers;
- Ensure that the site is left clean and in a useable condition no later than 12:00 p.m. on the Tuesday following the completion of the carnival;
- Provide payment of agreed upon compensation in the form of cash, cashier's check, or company check, due to the City no later than 12:00 p.m. on the Monday following the completion of the carnival.

8. CONTRACT TERM

The initial term of the Contract will be three years. The Contract may be extended for an Extension Term of two additional two-year periods for a total of four additional years at City's sole discretion. Proposal may be submitted including **ALL** dates available for each respective year (2019, 2020, 2021)

2019

May 02 – 05
May 07 – 12
May 16 – 19

2020

April 30 – May 03
May 07 – 10
May 14 – 17

2021

April 29 – May 02
May 06 – 09
May 13 – 16
May 20 – 23

9. SELECTION PROCESS

The evaluation process will consider the merits of the proposals by prospective Vendors in line with the City of Monterey Park's stated objectives. The City may also conduct reference checks to ascertain the quality of work performed previously. Those companies, who appear best suited, in the sole determination of the City, may be asked to participate in an additional interview to further evaluate their qualifications. We will review proposals that are received. Proposals that are non-responsive to the requirements of this RFP shall not be included for evaluation by the selection committee.

10. PROPOSAL REQUIREMENTS AND CONTENTS

Each Proposal should be in the format described below: Maximum number of pages is 25 total pages.

All Proposals must be 8 1/2" x 11" format with all standard text no smaller than twelve (12) point font. All submissions should use two-sided copying and be bound in a left-hand spine or three-ring binder with tab dividers corresponding to the content requirements specified below. Proposals may also include a USB flash drive including the entire Proposal in a searchable format such as Adobe Acrobat.

All proposals must include the signed "Insurance Requirements" form (Exhibit C).

Each Vendor shall meet all of the specifications. Non-substantial deviations may be considered provided the Vendor submits a full description and explanation of, and justifications, for the proposed deviations. Final determination of any proposed deviation will be made by the City of Monterey Park.

The City of Monterey Park, California, reserves the right to select the proposal, which in our opinion represents the best value to the City for the duty to be performed.

The proposals submitted for the Carnival are to follow the outline described below and must address all requested information. Exhibits C, D and E must be included with the proposal. Any additional information that the Vendor wishes to include should be included in an appendix to the proposal.

SECTION 1 – Introduction

Provide a brief description of the Vendor and a statement of qualifications for performing the requested services. Provide resume(s) of the key staff of the organization, plus any staff who may be assigned to be the onsite manager.

SECTION 2 – Experience

Describe your experience and expertise in the area of Carnival management and similar types of events. Identify Carnivals your organization is currently managing or has managed in the last five years (See Exhibit D). Include the name of the carnival/event, address, phone number and email address of the main contact person for which you have the contract for each carnival, plus any applicable web addresses. Also provide the day(s) and times of operation, average attendance, and a brief description of the highlights of each carnival.

SECTION 3 – Marketing

Provide samples of advertising and other marketing tools your organization has used to promote Carnivals and similar events.

SECTION 4 – Past incidents

Provide a letter or printout from the current or prior insurance provider(s), who have provided your business with insurance over the last three (3) years, detailing any claims that have been filed in connection with vendor's carnival operations.

SECTION 5 – Revenue to the City (See Exhibit E)

Describe revenues that will be shared with the City (percentage or flat fees) for ticket sales, game booths, food vendors and other attractions.

SECTION 6 – Carnival Personnel

Identify Carnival personnel needed to manage all aspects of operations. This may include general operation, securing attractions, marketing, obtaining all necessary documentation, etc. Also identify any policies for individuals involved in providing services, such as drug policy, anti-discrimination policies, etc.

SECTION 8 – Conflicts of Interest

Vendors submitting a proposal in response to this RFP must disclose any actual, apparent, direct, indirect, or potential conflicts of interest that may exist with respect to the Vendor, management, or employees of the Vendor or other

persons relative to the services to be provided. If a Vendor has no conflicts of interest, include a statement to that effect in the proposal.

SECTION 9 – Insurance

Provide summary of the Vendors (and sub-consultant's) insurance coverage. Requirements for minimum limits and types of insurance are identified in the insurance Exhibit C.

SECTION 10 – Signatures

The proposal must be signed (Exhibit E) by an official authorized to bind the Vendor and must expressly state that the proposal is valid for 180 days.

11. PROPOSAL TERMS AND CONDITIONS

There is no expressed or implied obligation of the City of Monterey Park to reimburse responding firms for any expenses incurred in preparing proposals in response to this request. Materials submitted by Vendor are subject to public inspection under the California Public Records Act (Government Code Sec. 6250 et. seq.), unless exempt.

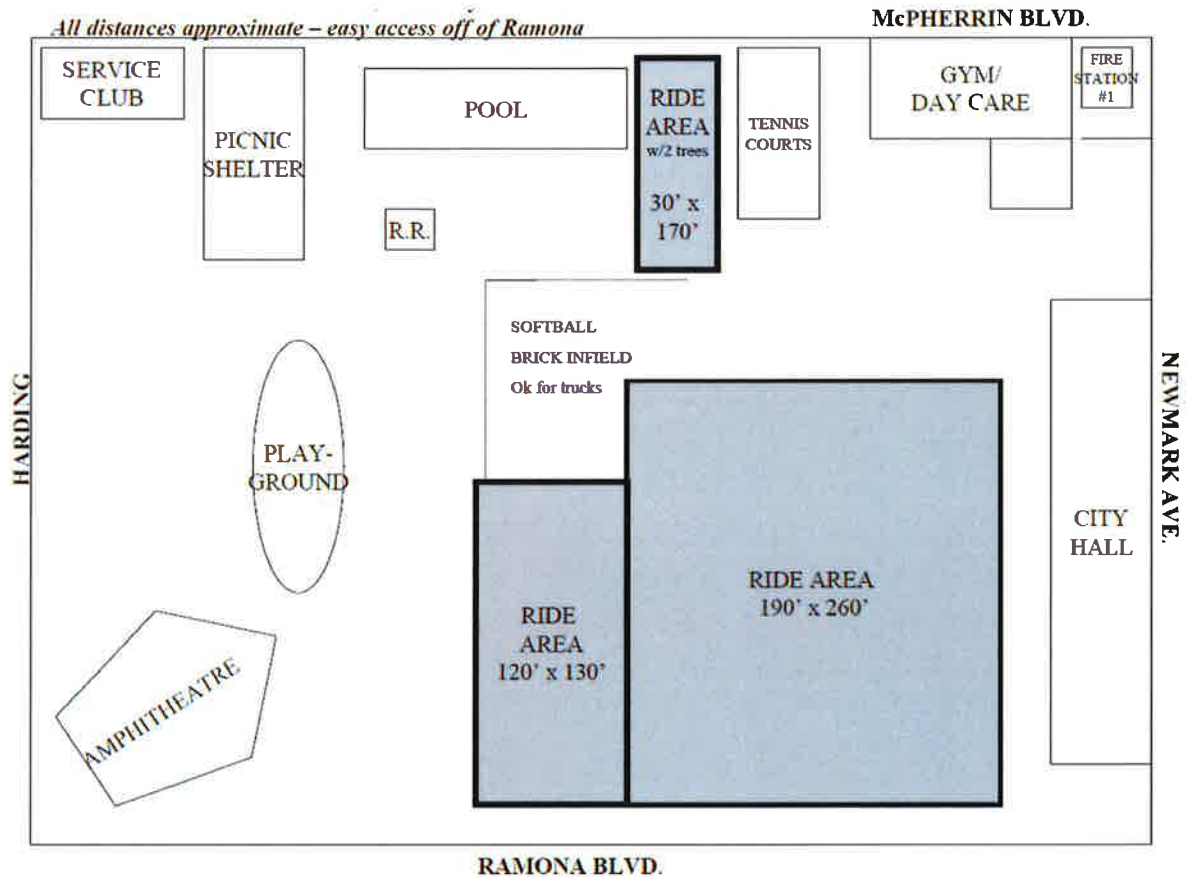
The City of Monterey Park reserves the right to reject any or all proposals submitted and/or waive any irregularity.

During the evaluation process, the City of Monterey Park City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation process.

This RFP does not constitute any form or offer to contract.

12. SAMPLE CONTRACT (See Exhibit B)

Exhibit A
Barnes Park
 350 S. McPherrin Ave, Monterey Park, CA 91754



**Exhibit B
Sample Contract**

**AGREEMENT BETWEEN THE
CITY OF MONTEREY PARK AND**

xx

THIS LICENSE is made and executed this [redacted] day of [redacted], 20__, between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY"), and xx, a xx ("LICENSEE").

1. LICENSE; DESCRIPTION OF PROPERTY. CITY licenses LICENSEE to use, on the terms and conditions in this License, real property located at the location set forth in attached Exhibit "A," which is incorporated by this reference ("Property"). CITY's action is not, and should not be construed to be, a conveyance of a property interest or a lease; it is a license to use property only.

2. USE OF PROPERTY.

- A. LICENSEE may temporarily use the Property for the purpose of conducting a Carnival, subject to the responsibilities set forth in attached Exhibit "B," which is incorporated by this reference.
- B. The day and time of the Carnival is subject to approval by CITY.
- C. CITY may change, amend, or terminate LICENSEE's use of Property at any time, and in its sole discretion, verbally or in writing.

3. TERM. Except as provided in Section 4, the term of this license will begin on [redacted], 20__ and end on [redacted], 20__. Upon mutual written agreement between the parties, this License may be renewed for additional time of twelve or eighteen months.

4. TERMINATION.

- A. As stated above, CITY may terminate this License at any time with or without cause, upon 30 days written notice of termination.
- B. LICENSEE may terminate this License at any time in writing at least thirty (30) days before the effective termination date.
- C. By executing this document, LICENSEE waives any and all claims for damages that might otherwise arise from CITY's termination under this Section.
- D. Upon termination, LICENSEE will remove all personal property from Property within two (2) days. Property will be left in a clean and orderly fashion.

5. CONDEMNATION. If all or part of Property is acquired by eminent domain or purchase in lieu thereof, LICENSEE acknowledges that it will have no claim to any compensation awarded for the taking of Property or any portion thereof or for loss of or damage to LICENSEE's improvements.

6. RELOCATION BENEFITS. LICENSEE acknowledges that it has been informed that CITY is a public entity and that Property was previously acquired by CITY for a public purpose. LICENSEE further acknowledges that any rights acquired under this License arose after the date of acquisition of Property and that said rights are subject to termination when Property is needed by CITY. LICENSEE hereby acknowledges that at the time of said termination of this License by CITY, it will not be a "displaced person" entitled to any of the relocation assistance or benefits offered to displaced persons under State or Federal law.

7. ALTERATIONS. LICENSEE will not make, or cause to be made, any alterations to Property, or any part thereof, without CITY's prior written consent.

8. HAZARDOUS/TOXIC WASTE. CITY has not, nor, to CITY's knowledge, has any third party used, generated, stored or disposed of, or permitted the use, generation, storage or disposal of, any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees that it will not use, generate, store or dispose of any Hazardous Material (as defined below) on, under, about or within Property in violation of any law or regulation. LICENSEE agrees to defend and indemnify CITY, to the extent stated in Section 11, against any and all losses, liabilities, claims or costs arising from any breach of any warranty or agreement contained in this Section. As used in this Section, "Hazardous Material" means any substance, chemical or waste that is identified as hazardous, toxic or dangerous in any applicable federal, state or local law or regulation (including petroleum and asbestos).

9. SIGNS. LICENSEE will not place any sign upon Property without CITY's prior written consent. LICENSEE will pay for all costs of any approved signage and comply with all applicable sign codes and ordinances. City will be responsible for signs regarding street closures and restricted parking; the city retains ownership of these signs.

10. ASSIGNMENT. LICENSEE will not be permitted to assign this License or any interest therein.

11. INDEMNIFICATION.

- A. LICENSEE will hold CITY harmless and free from any and all liability arising out of this License, or its performance, except for such loss or damage arising from CITY's sole negligence or willful misconduct. Should CITY be named in any suit, or should any claim be against it, by suit or otherwise, whether the same be groundless or not, arising out of this License, or its performance, pursuant to this License, LICENSEE will defend CITY (at CITY's request and with counsel satisfactory to CITY) and will indemnify it for any judgment**

rendered against it or any sums paid out in settlement or otherwise.

- B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.
- C. LICENSEE expressly agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion is held invalid, it is agreed that the balance will, notwithstanding, continue in full legal force and effect.
- D. It is expressly understood and agreed that the foregoing provisions will survive termination of this License.
- E. The requirements as to the types and limits of insurance coverage to be maintained by LICENSEE as required by Section 12 below, and any approval of said insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by LICENSEE pursuant to this License, including but not limited to the provisions concerning indemnification.

12. INSURANCE.

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

<u>Type of Insurance</u>	<u>Limits (combined single)</u>
Commercial general liability:	\$2,000,000/\$2,000,000 aggregate
Workers compensation	Statutory limits

- B. Commercial general liability insurance will meet or exceed the requirements of the most current ISO Forms. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable except upon thirty (30) days prior written notice to CITY except for nonpayment of premiums which may be cancelable upon ten (10) day notice.

- C. LICENSEE will furnish to CITY duly authenticated Certificates of Insurance and Endorsements evidencing maintenance of the insurance required under this License and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. CONTRACTOR will 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.
- D. Should LICENSEE, for any reason, fail to obtain and maintain the insurance required by this License, CITY may obtain such coverage at LICENSEE's expense and charge the cost of such insurance to LICENSEE under this License or terminate pursuant to Section 4.
- E. All policies required by this Agreement must allow CITY, as additional insured, to satisfy the self-insured retention ("SIR") and deductible of the policy in lieu of LICENSEE (as the named insured) should LICENSEE fail to pay the SIR or deductible requirements. The amount of the SIR or deductible is subject to the approval of the City Attorney and the Finance Director. LICENSEE understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this Agreement. Failure by LICENSEE as primary insured to pay its SIR or deductible constitutes a material breach of this Agreement. Should CITY pay the SIR or deductible on LICENSEE's behalf upon the LICENSEE's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, CITY may include such amounts as damages in any action against LICENSEE for breach of this Agreement in addition to any other damages incurred by CITY due to the breach.

13. COMPLIANCE WITH LAW. LICENSEE will, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to Property and will faithfully observe in the use of Property all applicable laws. The judgment of any court of competent jurisdiction, or the admission of LICENSEE in any action or proceeding against LICENSEE, whether CITY be a party thereto or not, that LICENSEE has violated any such ordinance or statute in the use of Property will be conclusive of that fact as between CITY and LICENSEE.

14. BREACH OF AGREEMENT. The violation of any of the provisions of this License will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate.

15. WAIVER OF BREACH. Any express or implied waiver of a breach of any term of this License will not constitute a waiver of any further breach of the same or other term of this License.

16. ENTRY BY CITY AND PUBLIC. This License does not convey any property interest to LICENSEE. CITY and, except for areas restricted because of safety concerns, the general public will have unrestricted access upon Property for all lawful acts.

17. INSOLVENCY; RECEIVER. Either the appointment of a receiver to take possession of all or substantially all of the assets of LICENSEE, or a general assignment by the LICENSEE for the benefit of creditors, or any action taken or offered by LICENSEE under any insolvency or bankruptcy action, will constitute a breach of this License by LICENSEE, and in such event said License will automatically cease and terminate.

18. NOTICES. Except as otherwise expressly provided by law, all notices or other communications required or permitted by this License or by law to be served on or given to either party to this License by the other party will be in writing and will be deemed served when personally delivered to the party to whom they are directed, or in lieu of the personal service, upon deposit in the United States Mail, certified or registered mail, return receipt requested, postage prepaid, addressed to LICENSEE at:

xx

or to CITY at:

City of Monterey Park
320 W. Newmark Avenue
Monterey Park, CA 91754
Attention: City Manager, Ron Bow

Either party may change its address for the purpose of this Section by giving written notice of the change to the other party.

19. ELECTRONIC SIGNATURES. This License may be executed by the Parties on any number of separate counterparts, and all such counterparts so executed constitute one agreement binding on all the Parties notwithstanding that all the Parties are not signatories to the same counterpart. In accordance with Government Code §16.5, the Parties agree that this License, agreements ancillary to this License, and related documents to be entered into in connection with this License will be considered signed when the signature of a party is delivered by electronic transmission. Such electronic signature will be treated in all respects as having the same effect as an original signature.

20. GOVERNING LAW. This License has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this License will be in Los Angeles County.

21. PARTIAL INVALIDITY. Should any provision of this License be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions of this License will remain in effect, unimpaired by the holding.

22. ENTIRE AGREEMENT. This instrument and its Attachments constitute the sole agreement between CITY and LICENSEE respecting Property, the use of Property by LICENSEE, and the specified License term, and correctly sets forth the obligations of CITY and LICENSEE. Any agreement or representations respecting Property or its licensing by CITY to LICENSEE not expressly set forth in this instrument are void.

23. CONSTRUCTION. The language of each part of this License will be construed simply and according to its fair meaning, and this License will never be construed either for or against either party.

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

25. COUNTERPARTS. This License may be executed in any number or counterparts, each of which will be an original, but all of which together will constitute one instrument executed on the same date.

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

CITY OF MONTEREY PARK

LICENSEE

Ron Bow,
City Manager

President

ATTEST:

Vincent D. Chang,
City Clerk

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

By: _____
Karl H. Berger, Assistant City Attorney

Exhibit C

INSURANCE REQUIREMENTS [MUST BE SUBMITTED WITH VENDOR PROPOSAL]

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$2,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement.

Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must 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 must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance must 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 must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Consultant must 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 must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Consultant will 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 consultant. Failure to provide this insurance will render the bidder's proposal "nonresponsive."

Date

Bidder

Exhibit D

REFERENCES

This sheet must be completed in full and returned with vendor's proposal.

Identify Carnivals your organization is currently managing or has managed in the last five years. Include the name of the carnival/event, address, phone number and email address of the main contact person for which you have the contract for each carnival, plus any applicable web addresses. Also provide the day(s) and times of operation, average attendance, and a brief description of the highlights of each carnival.

Reference No. 1

Customer Name: _____ Contact Individual: _____

Address: _____ Phone Number: _____

Email Address: _____ Day/Times of Operations: _____

Description of equipment and services provided:

Reference No. 2

Customer Name: _____ Contact Individual: _____

Address: _____ Phone Number: _____

Email Address: _____ Day/Times of Operations: _____

Description of equipment and services provided:

Reference No. 3

Customer Name: _____ Contact Individual: _____

Address: _____ Phone Number: _____

Email Address: _____ Day/Times of Operations: _____

Description of equipment and services provided:

Exhibit E

Compensation to the City

This sheet must be completed and returned with vendor's proposal.

	<i>Percentage of Gross</i>	<i>and/or</i>	<i>Flat Fee</i>
Ride Ticket Revenue			
Game Booths			
Food Booths			
Other Attractions Photo Booth, Souvenir Stand, etc.)			

Print Name, Title

Signature

Date

Attachment 2 Proposal from Carnival Midway



**Attention: City Clerk
City of Monterey Park
320 W. Newmark Ave.
Monterey Park, CA. 91754**

**CARNIVAL MIDWAY ATTRACTIONS
RE: RFP# REC-218 Carnival Service**

SECTION 1 - INTRODUCTION

SECTION 2 - EXPERIENCE

SECTION 3 - MARKETING

SECTION 4 - PAST INCIDENTS



**SECTION 5 - REVENUE
TO THE CITY**

**SECTION 6 - CARNIVAL
PERSONNEL**

SECTION 7 - AVAILABILITY

**SECTION 8 - CONFLICTS OF
INTEREST**

SECTION 9 - INSURANCE

**SECTION 10 - RIDES &
PHOTOS**



SECTION 1 – INTRODUCTION

Provide a brief description of the Vendor and a statement of qualifications for performing the requested services. Provide resume(s) of the key staff of the organization, plus any staff who may be assigned to be the onsite manager.

Carnival Midway Attractions has provided the carnival midway for the Monterey Park Play Days celebration for the past eight years. It has been our pleasure to serve the city and community of Monterey Park.

Our company currently provides the carnival midway to over 50 events a year including several fairs in Wyoming, Utah and Idaho during the months of July through Labor Day weekend. We specialize in medium to large fairs, community celebrations, festival and church fund raisers in the southern California area.

I have been in the Mobil Amusement Industry for over 40 years. First with our family business, Guadagno & Sons Amusements and for the past 22 years as owner of Carnival Midway Attractions. In addition to running Carnival Midway Attractions, I manage the midway at the San Diego County Fair. This is one of the largest fairs in North America which boasts over a million attendances and operates from the beginning of June through July 4th. During the month of June, we also play the south Gate Tweedy Mile Fair which has an attendance of approximately 150,000 over a three-day period.

In 2015 we provided the carnival midway at Winter Fest held at the O C Fair and Event Center in Costa Mesa, California from mid-December through January 1. In 2017 we bought this event and under our sister company, Celebration Festivals, we now own and manage this beautiful winter themed event that provided holiday fun for the entire family.

On the following pages we have provided the important information requested in response to the City of Monterey Park RFP for their annual Monterey Park Play Days celebration. We take this opportunity to Thank You for allowing us the opportunity to present our company to you and we look forward to the possibility of providing you with one of the cleanest, fastest growing midways in California.

RESUMES/BIOGRAPHIES OF MANAGEMENT TEAM

ANTHONY (TONY) GUADAGNO JR., President/Owner

Tony was raised in Orange County and his family is in the Mobil amusement Industry. They originally had rides and games at the Long Beach Pike. After the Pike closed they worked for several years as independent ride operators playing state and county fairs. Then the Guadagno family decided to start their own carnival, G & S Shows. Tony grew up working in the family business. In 1978 he graduated from college with a degree in Architecture. He returned to the family business and worked there until 1996 when he decided to try it on his own and he started

4122 E. Chapman Ave, #15, Orange, California 92869
carnivalmidwayattractions.com

3



his own carnival, Carnival Midway Attractions (CMA). CMA plays OVER 50 community fairs, state and county fairs and local celebrations for organizations all over south west.

In addition to running Carnival Midway Attractions, Tony manages the midway at the San Diego County Fair, which boast an annual attendance of over a million visitors and is one of the largest carnival midways in the country. It is his responsibility to book all of the independent rides, games and food operators as well as providing the fair with the layout, move in, set up, on site operations during the month long fair.

SHAWNEE MERTEN, VP Business Manager

Shawnee grew up in the carnival business. His parents started SJM Fiesta Shows in 1947 and he worked in the family business. After graduating from college with a degree in Business Management he returned to the family show. In 1975 he became the CEO of the Placer County Fair where he was able to take a fair in financial trouble and in five years turned it into a year-round profitable event center. In 1980 he went to work for Frank B Hall Insurance Broker in their entertainment insurance division. Within two years he rose to national sales manager with a sales staff of 18 people. In 1982 he left Frank B Hall and helped start Allied Specialty Insurance, one of the largest amusements insurers in the US. In 1987 he left Allied Specialty and joined his brothers that were now running the family business. They built their mobile amusement company to one of the largest carnivals in the country. In 1997 he formed his own event management and production company, which he still operates today. Shawnee is in charge of all pre-event operations, property site and event development, contracts, bidding, marketing and promotions for Carnival Midway Attractions. He also handles all insurance related matters.

GIL GAMEZ, Controller

Gil started his career in a CPA firm where he worked for approximately 10 years. He then went into the hotel/county club industry as a company controller. He has experience in income tax, trust and investments and is a certified notary. Gil started in the mobile amusement industry as a Controller over 30 years ago. He started with our company at the beginning of 2015.

DALE RAZOR, General Manager Director of Employee and Customer Relations

Dale Razor is our **on-site General Manager**. Dale over sees all onsite operations including employee over site and customer relations. Dale has been with us for 8 years. He has worked in the amusement industry as a manager for over 20 years.

KYLE GUADAGNO, Ride Superintendent

Kyle grew up in the business working on the family shows. After graduating from Santa Ana College Kyle joined his Dad's business. He is currently working as Ride Superintendent taking care of the set-up and tear down of the show as well as overseeing employees while



on duty. Kyle also works in the electrical department and is learning the business from the ground up so he can one day take over the helm from his father.

Kris Kristenson, On Site Office Manager

Kerry is our office manager and has been with CMA for over 10 years. Her responsibilities included overseeing the ticket sellers and scheduling, managing our mobile office operations and assisting tony in the operation of the show office when we are on the road.





SECTION 2 – EXPERIENCE/REFERENCES

Name and Address of Organization	Contact Name and Phone Number	Dates and Description
Fremont County Fair 1010 Fairgrounds Dr Riverton, WY 82501	Barney Cosner, CEO 307-856-6611 Bcosner@Fremontcountyfair.org https://www.fremontcountyfair.org	July 31-Aug 4, 2018 Carnival including rides, games and food
Lincoln County Fair 1261 Allred Rd Afton, WY 83110	Kathy Hess, Director 307-887-6222 LCFair@silverstar.com http://lincolncountyfair.info	Aug 7-11, 2018 Carnival including rides, games and food
Park County Fair P o Box 702 Powell, WY 82435	Teecee Barrett 307-754-8855 Tbarrett@parkcounty.us https://parkcountyfair.com	July 24 – 28, 2018 Carnival including rides, games and food
San Diego County Fair 2260 Jimmy Durante Blvd. Del Mar, CA	Donna Ruhm 858-755-1161 Druhm@sdfair.com https://sdfair.com	June 1 – July 54 2018 Midway Manager 1.5 mil attendance 72 rides, 65 games
St Edwards Catholic Ch 33926 Calle La Primavera Dana Point CA 92629	Doug Ekizian 949-683-4797 dekizian@sbcglobal.net	May 18-20, 2018 Carnival including rides, games and food
Our Lady of Perpetual Help 23233 W. Lyons Ave Santa Clarita, CA 91321	Kevin McCarthy 661-259-2276 Kevinmccarthy@olphscv.org	September 14-216 2018 Carnival including rides, games and food
City of St George 175 East 200 North St George UT 84770	Aaron Metler 435-627-4504 aaron.metler@sgcity.org	Ju 4-8, 2018 Carnival including rides, games and food
Winter Fest O C Fair and Event Center 88 Fair Dr Costa Mesa, CA	Mark Entner 949-550-9700 mark@psqproductions.com https://winterfestoc.com	Dec 21, 2017 to January 7 2018 Complete festival and carnival operation.

NOTE: This is a sampling of the more than 50 events we service each year with our carnival.
We will provide additional references upon request.



WHY WE SHOULD BE CARNIVAL

- We provide up to date exciting rides that are in demand today.
- Our equipment is clean, painted and well maintained.
- We provide games that look beautiful and are fun for the entire family.
- We operate one of the cleanest and fastest growing carnivals in the south west.
- All employees are required to pass criminal background checks.
- All employees are required to pass Meghan Law background checks.
- All employees are required to pass drug test at time of hire. And pass random drug testing during the course of employment.
- All employees are required to wear clean uniforms while on duty.
- We provide a **NON-SMOKING** midway.☐
- We have an Excellent Safety Record.
- All rides are a licensed by Cal-OSHA and maintain ASTM industry standards.
- We provide our experience and expertise when needed in marketing.
- Our management staff is experienced in all aspects of the fair industry.
- Many of our clients say we are the best show they have ever worked with



SECTION 3 – MARKETING

Provide samples of advertising and other marketing tools your organization has used to promote Carnivals and similar events.

We market our carnival as an entertainment venue that is safe, clean and fun for the entire family. Because we are a sub-contractor to most event we rely on the event sponsor to advertise the entire event as well as the carnival. Our marketing department utilizes a variety of special carnival ride promotions in the production of our yearly events. We work closely with our sponsors to provide them complete support in assisting with the successful marketing of their event if requested. Once we have an agreement in place, we will meet with your marketing committee at your request to assist in any way we can to help make the event a success. Below we have listed the promotions we will offer for your event.

Social Media – In 2019 we will be aggressively using social media outlets such as Facebook, Instagram, twitter and snapchat to market the special carnival promotions along with our sponsor's event. We will work with the event's marketing department to utilize these sources within the guidelines provided by the Sponsor.

Advance Sale Ride Coupons – We provide advance sale ride coupons for 32 coupons for \$20.00. Advance sale tickets offer a substantial savings off the on grounds coupon ticket price. These coupons are provided to the sponsor up to 60 days in advance of the opening day.

Two Dollar Thursdays – All rides are \$2.00 each. This promotion is used on slow mid-week days, such as a Thursday night opening day promotion.

Pay One Price – We offer a Pay One Price wristband to help drive sales during slow times of the day. This promotion is available for your event on a weekday or Saturday and/or Sunday afternoon.

Other Promotions – we are open to other promotions for the carnival that will drive sales and attendance. Any promotions utilized must be agreed upon by all parties.





SECTION 4 – PAST INCIDENTS

Provide a letter or printout from the current or prior insurance provider(s), who have provided your business with insurance over the last three (3) years, detailing any claims that have been filed in connection with vendor's carnival operations.

Specialty Insurance, LTD

P.O. Box 16901
West Haven, CT 06516
Phone 203-931-7095
Fax 203-931-0682
Email: tom@specialtyinsuranceltd.com

9-17-18

Re: Carnival Midway Attractions

Please be advised that we have provided the General Liability coverage for Carnival Midway Attractions for the past five years. We have reviewed the insurance requirements for the city of Monterey Park and Carnival Midway Attractions meets or surpasses those requirements. Upon renewal of their policy, we will continue to provide said coverage requirements. Please see attached for no loss listings.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Plouffe", is written over a light blue horizontal line.

Thomas Plouffe

Specialty Insurance, LTD

"America's Premier Supplier of Insurance to the Amusement & Entertainment Industries"

www.specialty-insurance.net

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Date: 3/9/14 V.H.E. Insurance User: (0123124)
 Time: 8:16:15 Insured Lessee Page: 1
 Account: C06004 Carnival Midway Attractions

Policy/ Top 100 ST	Claim No	Status	Resp	Description of Loss	Loss Date/ Reported	Amount/ Subro	Pense	Indemnity L.A.S.
CPP0109340-01	N/A	N/A		NO CLAIMS FOR THIS POLICY PERIOD 4/1/13 - 4/1/14	\$0.00	\$0.00	\$0.00	\$0.00
CPP0109340-02	N/A	N/A		NO CLAIMS FOR THIS POLICY PERIOD 4/1/13 - 4/1/15		0.00	0.00	0.00
TOTALS:					0			
COUNT:					0	0.00	0.00	0.00



SECTION 5 - REVENUE TO THE CITY

EXHIBIT E

Compensation to the City

This sheet must be completed and returned with vendor's proposal.

	Percentage of Gross	Flat Fee
<u>Ride Ticket Revenue</u>	30% of the pre-Sale and 25% of on grounds sales.	
<u>Game Booths</u>		We will provide a minimum of 8 games at \$125 for each game.
<u>Food Booths</u>		\$300 for Food
<u>Other Attractions</u> <u>Photo Booths,</u> <u>Souvenir Stands, etc.</u>		\$200.00 each if applicable

Anthony Guadagno, Owner
Print Name and Title

Signature

September 25, 2018
Date



EMPLOYEE POLICIES

- Employee Hiring:** All employees must be legally eligible for employment, and pass drug and background checks including Meghan's law compliance.
- Training:** Training seminars are held throughout the year covering a variety of subjects such as preventative maintenance, operational maintenance crowd control, emergency procedures and counterfeit tickets. Additional subjects are added throughout the year as required. Training on specific ride operations is usually held on a one-to-one basis with the ride foreman or manager. Ride Operators must be at least 18 years old and are trained with tenured employees and unit managers to assure proper training in safety procedures, ride maintenance and all other aspects of their position. All employees are cross-trained on several rides and attractions. During set-up and tear down all employees are required to wear hard hats and proper work-related shoes. We follow OSHA and DOSH rules and regulations.
- Appearance:** All employees are required to be in clean uniforms during operating hours. They must be showered, clean-shaven and hair must be kept clean and trimmed. All employees are required to wear uniform shirts and clean well cared for pants. Employees are not allowed to smoke while on the midway.
- Drug Testing:** All employees must pass a drug test prior to being hired and we also hold random drug tests during the season. Any employee found under the influence of an illegal substance or alcohol will be fired or suspended until the employee completes a drug and/or alcohol program. Upon completion of the program, the employee will be re-tested on a weekly basis until the company is satisfied the employee will remain drug free and then will be tested on a random basis until management no longer considers it necessary.
- Customer Service:** Employees are trained to greet our guests with a smile and to be polite at all times. If a guest has a complaint, employees locate their manager to address the complaint and resolve the issue.. Satisfied customers and safety are the top priorities of our company and team.



SECTION 7 – AVAILABILITY

2019

May 9 – 12

2020

May 7 – 10

2021

May 6 – 9

May 20-23



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SECTION 8 – CONFLICTS OF INTEREST

Carnival Midway Attractions, its owner's management staff, employees and sub-contractors have no know actual, apparent, direct, indirect, or potential conflicts of interest with respect to the Vendor, management, or employees of the Vendor or other persons relative to the services to be provided.





SECTION 9 – INSURANCE

Provide summary of the Vendors (and sub-consultant's) insurance coverage. Requirements for minimum limits and types of insurance are identified in the insurance Exhibit C.

Carnival Midway Attractions carries General Liability insurance in the total amount of five million dollars combined single limit, per occurrence (\$5,000,000). This includes 1 million dollars on the primary coverage and 4 million on the excess liability. We supply an insurance certificate prior to each event naming the City of Monterey Park as additionally Insured per the city's requirements.

Additionally, we carry Auto Liability insurance with limits of one million combined single limits per occurrence (\$1,000,000)

As per California State Statues, our Worker's Compensation Insurance is up to required standards and provided by State Fund Insurance

For additional information, you can contact the following for current insurance information:

INSURANCE CONTACTS

General Liability & Auto Insurance

Tom Plouffe, Broker
P O Box 16901
West Haven, CT 06516
203-931-7095

Worker's Compensation Insurance

Andy Manale
State Compensation Insurance Fund
2833 Leonis Blvd
Vernon, CA 90058
323-581-4846





Exhibit C

INSURANCE REQUIREMENTS

[MUST BE SUBMITTED WITH VENDOR PROPOSAL]

To be awarded this contract, the successful bidder must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits</u>
Commercial general liability:	\$2,000,000
Business automobile liability	\$1,000,000
Workers compensation	Statutory requirement.

Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above must be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must 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 must be reflected on ISO Form No. CG 20 10 11 85 or 88, or equivalent. Such insurance must 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 must be written on ISO Business Auto Coverage Form CA 00 01 06 92, including symbol 1 (Any Auto).

The Consultant must 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 must be placed with admitted insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A: VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. The Consultant will 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 consultant. Failure to provide this insurance will render the bidder's proposal "nonresponsive."

Date

Aug 25/18

Bidder

[Signature]



SECTION 10 – RIDES AND PHOTOS

Below is the current ride list for Carnival Midway Attractions. Our equipment is scheduled on a rotating basis to be taken out of service for maintenance and refurbishing so all rides may not be available at any one time. We have Asterix the rides that are provided at any average event. And are proposed for your event in 2019. The RFP requires a minimum of 13 rides consisting of 5 kiddie rides, 6 family rides and 2 spectaculars. Also required are 8 games and 1 food concession and 2 ticket boxes. In past years we have met the minimum requirements for games and food and surpassed the minimum requirement for rides at the Monterey park Play Days festival.

2018 RIDE LIST

NO	RIDE NAME	C -NO.	MFG	T	NO TIK	MINIMUM HEIGHT
1	ALLADDIN	C-18561	1994 WISDOM	F	4	42"
2	* BEAR AFFAIR	C-17969	1997 SELLNER	K	3	42" Alone or 36" W Adult
3	* BUMBLE BEES	C-17779	2001-S.B.F.	K	3	36"
4	BERRY GO ROUND	C-19700	1996 SELLNER	K	3	42" Alone or 36" W Ault
5	* CAROUSEL	C-17203	1993 CHANCE	F	3	42"
6	* CENTURY WHEEL	C-19748	1998 CHANCE	S	5	42"
	* CUCKOO HOUS	N/A	1999 OWENS	F	4	36"
7	* FUN SLIDE	N/A	1989 KILINSKI	F	3	42"
8	* HIMALAYA	C-19578	1998 WISDOM	S	6	52" Alone or 42" W Adult
9	* JUMPIN JUMBOS	C-18026	1993 SELLNER	K	3	36"
10	* MONKEY MAZE	N/A	2005 OWENS	F	3	36"
11	* ORIENT EXPRESS	C-17584	1998 WISDOM	K	3	36" Alone or 48" W Adult
12	PARATROOPER	C-9390	1974 HRUBETZ	F	4	42"
13	* PHARAOH'S FURY	C-19001	1995 CHANCE	S	5	48"
14	RAIDERS	N/A	1988 WISDOM	F	3	36" Alone or 42" W Adult
15	*RED BARON MINI	C-19701	1996 ZAMPERL	K	3	36"
16	* SAMBA BALLOON	C-17822	2000 ZAMPERL	K	3	36"
17	SURF CITY	C-17973	2002 ADVANTAGE	F	4	36"
18	TEACUP	C-17212	2000 MEL PARK	K	3	36"
19	* TORNADO	C-19031	1988 WISDOM	F	4	38" Alone or 48" W Adult
20	* TWIST	C-9258	1987 A.R.M.	F	4	48" Alone or 42" W Adult
21	* VERTIGO	C-19766	2010 A.R.M.	S	5	48"
25	WAVE RUNNER	C-17517	1998	K	3	36"
22	* ZIPPER	C-18011	1995 CHANCE	S	4	48"

TYPE

S = Spectacular
F = Family or Major
K = Kiddie Ride
Total Proposed

PROPOSED 2019

4
6
6
16

REQUIRED

2
6
5



13



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Attachment 3 Traditional Parade Route Map

Traditional Parade Route

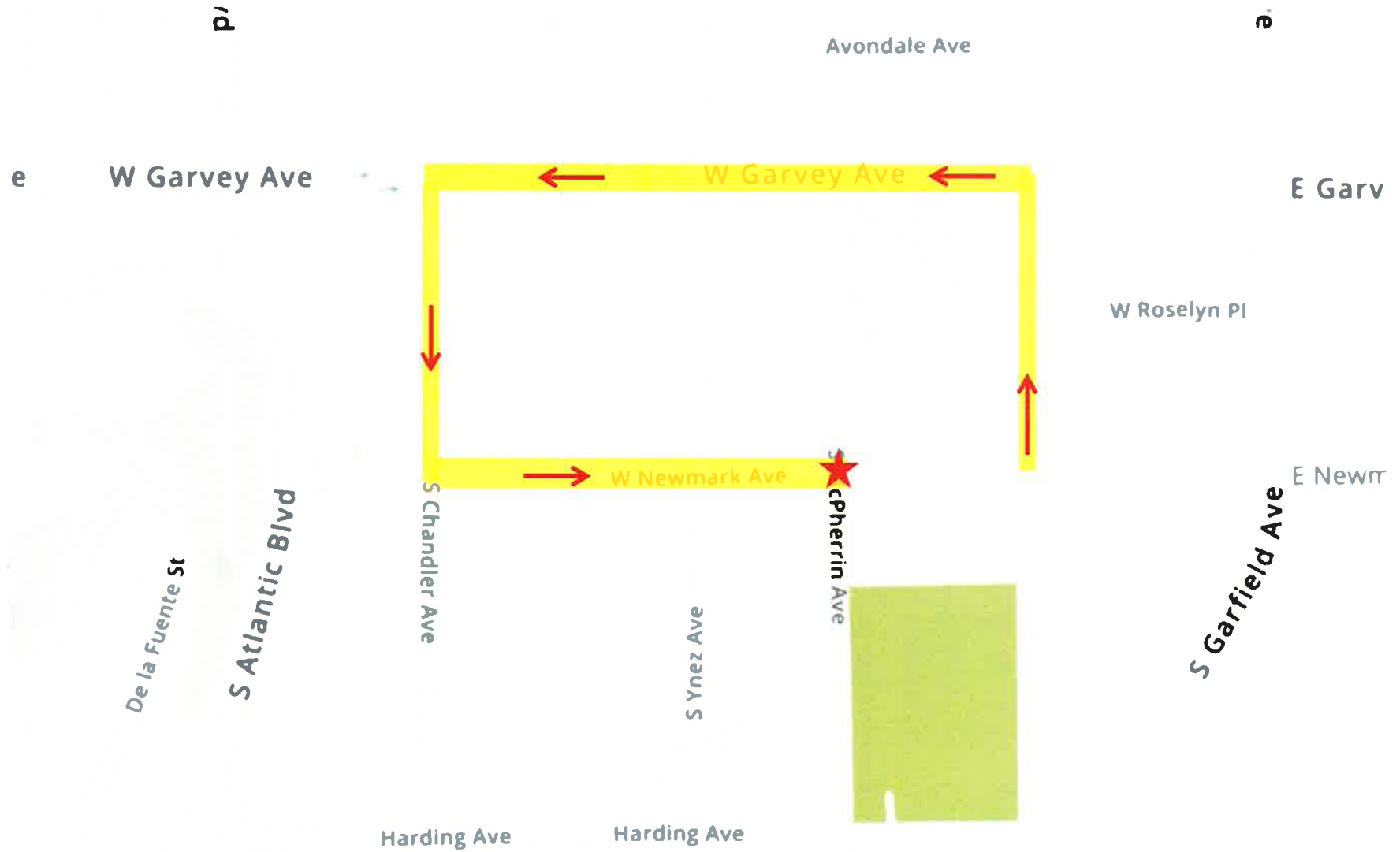
Total Distance = 0.8 mile



Attachment 4 Proposed New Parade Route Map

Proposed Parade Route

Total Distance = 1.0 mile





City Council Staff Report

DATE: October 17, 2018

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

TO: The Honorable Mayor and City Council
FROM: Ron Bow, City Manager
SUBJECT: Adopt a Resolution Pursuant to Elections Code §10010(E)(3)(A)
Stating the City Council's Intent to Initiate Procedures for Establishing
and Implementing District Based Elections for City Council Members

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting a resolution establishing a schedule for possible transition to a district based election system; and
2. Taking such additional, related action that may be desirable.

EXECUTIVE SUMMARY:

In 2013 and earlier in 2018, the City Council considered whether to transition from an at large election system to a district based system. The staff reports from those meetings are attached for reference.

BACKGROUND:

On October 3, 2018, the City Council directed that a resolution be placed on the agenda for consideration and possible action to establish a schedule for transitioning to a district based election system. A draft resolution with a proposed schedule is included for consideration.

During this process, there will be several different opportunities for public input on proposed district boundaries. At the end of the process, the City Council can select an appropriate district map to either approve on its own authority or place on a ballot for voter consideration.

FISCAL IMPACT:

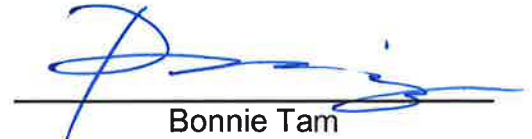
The City contracted with National Demographics Corporation to prepare district maps for a total to not exceed \$50,000. There will be additional costs associated with the transition process. If the City Council chooses to place the matter on a ballot, it may cost approximately and additional \$200,000.

Respectfully submitted by:



Ron Bow
City Manager

Prepared by:



Bonnie Tam
Principal Management Analyst

Approved by:



Ron Bow
City Manager

ATTACHMENT:

1. 2013 and 2018 Staff Reports
2. Proposed Resolution

ATTACHMENT 1

2013 and 2018 City Council Staff Reports

STAFF REPORT

City of Monterey Park

DATE: December 15, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Mark D. Hensley, City Attorney
Karl H. Berger, Assistant City Attorney

SUBJECT: District Voting

BACKGROUND:

Earlier this year, the City Council asked that the City Attorney's office research the question of how the City might implement district voting to elect persons to the City Council. The City currently utilizes "at large" voting to elect City Councilmembers.

DISCUSSION:

The "default" method for electing city councilmembers in general law cities is known as "at large" voting. This means that all registered voters within the City's jurisdiction may vote for city council candidates regardless of where within the City the voter resides (or where the city council candidate resides).

A general law city may change this default methodology with voter approval. Government Code §§ 34870, *et seq.* provide the means by which a general law city may change its voting practices. The question posed by the City Council earlier this year concerned "district" voting.

Cities may generally chose to establish five, seven or nine districts within their jurisdictions.¹ The ballot initiative creating district voting must identify the district boundary lines and assign numbers to each district.

There are two kinds of district voting that are available for general law cities in California: persons may be elected either "by district" or "from districts." Elections "by district" means that a person may only be elected by voters from the district in which the candidate resides.

This is different from when candidates "from" a district are elected. In this type of voting, a candidate must reside in a particular district, but voters from the city's entire jurisdiction may vote for that candidate.

¹ When a city opts to have a mayor elected by voters (rather than by the city council), then a city may opt for four, six or eight districts.

Several practical and legal complications can arise from determining whether to move forward with district voting. First, a city must identify the districts and their boundaries. Courts have actively intervened in the drawing of district boundaries on a federal and state level to ensure that there is substantial equality among all voters. Generally, this means that every district must have the same population; race cannot be the predominant factor in creating districts, but may be one consideration in addition to other neutral principles such as compactness, contiguity, and respect for communities with shared interests. If established, districts must be reexamined and potentially adjusted after each census in a process known as reapportionment. This helps preserve substantial equality amongst the voters.

Second, the practical means by which a city may transition from at large voting to district voting is not clearly set forth in California law. Government Code § 34878 provides that (unless the ballot measure provides otherwise) if a ballot measure authorizes district voting for future elections, when the terms of incumbent city councilmembers expires, city councilmembers must then be elected from the districts approved by voters. The practical problem arising from this guidance is that Councilmembers in Monterey Park serve overlapping terms of office, i.e., unless the ballot measure provides a different means of converting to a district election, there will always be incumbent city councilmembers who were elected at large; the conversion to district elections cannot take place.

To overcome this problem, several cities² proposed ballot measures which gradually converted at large elections into district elections through attrition, i.e., as councilmembers' terms ended, elections to fill those council seats were subject to district elections. Thus, for example, if district elections were approved in 2014 by Monterey Park voters, then the three council seats up for election in 2015 would be determined by district voting; the other two council seats would be determined by district voting in 2017. Another city opted to seek voter approval for both district voting and to seat councilmembers based upon such districts at the same election.³

Finally, there are the questions of (a) how to determine the district boundaries, e.g., by hiring consultants, creating a citizen committee, or through City Council consensus?; (b) whether to place a ballot measure on a special or regular election?; and (c) how to pay for the preparation of the ballot measure and the election? These are, obviously, policy questions that would need to be determined by the City Council. This staff report simply identifies such matters as areas that should be considered.

² The cities of Chula Vista, Modesto, Anaheim, and Madera.

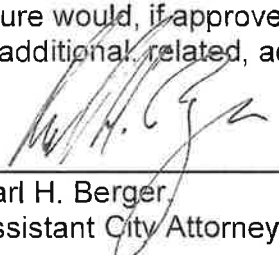
³ The city of Escondido.

FISCAL IMPACT:

It is unclear how much it would cost to create districts, draft a ballot measure, and conduct an election. The overall costs would largely be dependent upon how the City Council decided the issues identified above.

RECOMMENDATION:

The City Council should (a) determine whether it would like to move forward with drafting the documents needed for voters to consider district voting; (b) if so, determine what method the City should utilize to create districts, i.e., hire a consultant or complete it "in house"; (c) determine what kind of district voting would be appropriate, i.e., should the ballot measure be "by district" or "from district"; (d) determine how many districts should be created; (e) determine how the ballot measure would, if approved, transition "at large" voting to district voting; and (f) take such additional related action that may be desirable.

By: 

Karl H. Berger
Assistant City Attorney

Attachments: Government Code §§ 34870, *et seq.*

West's Annotated California Codes
Government Code (Refs & Annos)
Title 4. Government of Cities (Refs & Annos)
Division 2. Organization and Boundaries (Refs & Annos)
Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34870

§ 34870. Application

Currentness

This article applies only to cities.

Credits

(Added by Stats.1970, c. 278, p. 549, § 2.)

West's Ann. Cal. Gov. Code § 34870, CA GOVT § 34870

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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Part 1. Organization (Refs & Annos)
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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34871

§ 34871. Submission to electors of election ordinance; definitions; initiative

Currentness

At any municipal election, or special election held for that purpose, the legislative body may submit to the registered voters an ordinance providing for the election of members of the legislative body in any of the following ways:

- (a) By districts in five, seven, or nine districts.
- (b) From districts in five, seven, or nine districts.
- (c) By districts in four, six, or eight districts, with an elective mayor pursuant to Article 5 (commencing with Section 34900).
- (d) From districts in four, six, or eight districts, with an elective mayor pursuant to Article 5 (commencing with Section 34900).

The term "by districts" as used in this article shall mean election of members of the legislative body by voters of the district alone. The term "from districts" shall mean election of members of the legislative body who are residents of the district from which they are elected by the voters of the entire city. "Geographical area making up the district" shall in the case of elections by district mean the district, and in the case of elections from districts shall mean the entire city except with respect to the residence requirements imposed by Section 34882.

That ordinance may also be qualified for the ballot by means of an initiative measure in accordance with Chapter 3 (commencing with Section 9200) of Division 9 of the Elections Code.

Credits

(Added by Stats.1970, c. 278, p. 549, § 2. Amended by Stats.1975, c. 652, p. 1412, § 1; Stats.1976, c. 223, p. 421, § 1; Stats.1978, c. 745, p. 2340, § 1; Stats.1994, c. 923 (S.B.1546), § 68.)

West's Ann. Cal. Gov. Code § 34871, CA GOVT § 34871

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34872

§ 34872. Requisites of ordinance

Currentness

The ordinance shall state the number of legislative districts, describe the boundaries of each, number them, and state whether members of the legislative body shall be elected by districts or from districts, or by or from districts except for an elective mayor.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1412, § 2; Stats.1976, c. 223, p. 421, § 2.)

West's Ann. Cal. Gov. Code § 34872, CA GOVT § 34872

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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§ 34873. Amendment or repeal of ordinance, CA GOVT § 34873

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Government Code (Refs & Annos)
Title 4. Government of Cities (Refs & Annos)
Division 2. Organization and Boundaries (Refs & Annos)
Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34873

§ 34873. Amendment or repeal of ordinance

Effective: January 1, 2011

Currentness

An ordinance enacted pursuant to this article may be amended or repealed in the same manner; provided, the term of office of any council member elected shall not be affected.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2010, c. 38 (A.B.1668), § 3; Stats.2010, c. 699 (S.B.894), § 7.)

West's Ann. Cal. Gov. Code § 34873, CA GOVT § 34873

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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§ 34874. Amendatory ordinance; submission to planning..., CA GOVT § 34874

West's Annotated California Codes
Government Code (Refs & Annos)
Title 4. Government of Cities (Refs & Annos)
Division 2. Organization and Boundaries (Refs & Annos)
Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34874

§ 34874. Amendatory ordinance; submission to planning commission or legislative body

Currentness

No amendatory ordinance altering the boundaries of the legislative districts established pursuant to this article shall be submitted to the registered voters until the ordinance has been submitted to the planning commission of the city or, in absence of a planning commission, to the legislative body of said city for an examination as to the definiteness and certainty of the boundaries of the legislative districts proposed.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1978, c. 745, p. 2340, § 2.)

West's Ann. Cal. Gov. Code § 34874, CA GOVT § 34874

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34875

§ 34875. Amendatory ordinance; submission to voters

Effective: January 1, 2011

Currentness

The amendatory ordinance shall not be submitted to the voters if (a) one or more of the legislative districts do not close, (b) one or more entire legislative districts are eliminated prior to the termination of the term of office of the council member of or from the district, (c) the effect is that a greater number of council members will be qualified to hold office concurrently than are authorized by this article or the amendatory ordinance.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2010, c. 38 (A.B.1668), § 4; Stats.2010, c. 699 (S.B.894), § 8.)

Notes of Decisions (2)

West's Ann. Cal. Gov. Code § 34875, CA GOVT § 34875

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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§ 34876. Findings of planning commission or legislative body, CA GOVT § 34876

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Government Code (Refs & Annos)
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Division 2. Organization and Boundaries (Refs & Annos)
Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34876

§ 34876. Findings of planning commission or legislative body

Currentness

The planning commission of the city or, in absence of such body, the legislative body of the city shall make findings as to the matters set forth in Section 34875 by resolution within 90 days after submission of the amendatory ordinance to the city clerk. Failure to make findings shall be constituted as a finding of compliance with Section 34875.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2.)

West's Ann. Cal. Gov. Code § 34876, CA GOVT § 34876

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34877

§ 34877. Form of ballots

Currentness

The proposition of establishing or altering legislative districts shall be printed on the ballots substantially as follows:

“Shall members of the legislative body of the City of _____ be elected by (or from) districts described in Ordinance No. _____?”

or, if applicable:

“Shall members of the legislative body of the City of _____ be elected by (or from) districts described in Ordinance No. _____, and the Mayor of the City of _____ be elected on a citywide basis by the voters of the entire city?”

followed by the words “Yes” and “No,” so printed that the voters may express their choice.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1413, § 3.)

West's Ann. Cal. Gov. Code § 34877, CA GOVT § 34877

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Part 1. Organization (Refs & Annos)
Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34878

§ 34878. Effect of favorable vote on ordinance

Currentness

If a majority of the registered voters of the city, who vote, vote in favor of the ordinance, at the expiration of the terms of office of the members of the legislative body, or as provided by ordinance, members of the legislative body shall be elected by (or from) the districts described, or by or from districts with an elective mayor, and in the manner provided.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1413, § 4; Stats.1978, c. 745, p. 2340, § 3.)

Notes of Decisions (1)

West's Ann. Cal. Gov. Code § 34878, CA GOVT § 34878

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34879

§ 34879. Term of office

Currentness

The term of office of members of the legislative body elected pursuant to the provisions of this article shall be four years, unless otherwise expressly provided.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2.)

West's Ann. Cal. Gov. Code § 34879, CA GOVT § 34879

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West's Ann.Cal.Gov.Code § 34880

§ 34880. Inclusion of election provisions in petition for incorporation; term of office

Effective: January 1, 2001

Currentness

(a) If the petition or proposal developed by the commission for submission to the electorate for incorporation or special reorganization of a city provides for the election of members of the legislative body by (or from) districts and includes substantially the provisions required to be included in an ordinance providing for that election, including Section 34871, the members of the legislative body shall be elected in the manner provided in the petition or proposal.

(b) The members of the legislative body shall hold office until the next general municipal election. At the next general municipal election the members elected by or from the even-numbered districts shall hold office for four years and the members elected by or from the odd-numbered districts shall hold office for two years. Thereafter the term of office is four years.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2000, c. 761 (A.B.2838), § 3.)

West's Ann. Cal. Gov. Code § 34880, CA GOVT § 34880

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West's Ann.Cal.Gov.Code § 34881

§ 34881. Election of one member from each district and of mayor on citywide basis; effect on city officers

Currentness

One member of the legislative body shall be elected by or from each district, or, if applicable, one member of the legislative body shall be elected by or from each district constituting a geographical division of the city, and the mayor shall be elected on a citywide basis. With the possible exception as to the number of members of the legislative body, the officers of the city remain the same.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1975, c. 652, p. 1413, § 5.)

West's Ann. Cal. Gov. Code § 34881, CA GOVT § 34881

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34882

§ 34882. Eligibility for office

Currentness

A person is not eligible to hold office as a member of a municipal legislative body unless he or she is otherwise qualified, resides in the district and both resided in the geographical area making up the district from which he or she is elected and was a registered voter of the city at the time nomination papers are issued to the candidate as provided for in Section 10227 of the Elections Code.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1975, c. 1030, p. 2432, § 2, eff. Sept. 24, 1975; Stats.1994, c. 923 (S.B.1546), § 69.)

Notes of Decisions (2)

West's Ann. Cal. Gov. Code § 34882, CA GOVT § 34882

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§ 34883. Voters' qualifications; nominating petitions; residency, CA GOVT § 34883

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Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34883

§ 34883. Voters' qualifications; nominating petitions; residency

Currentness

Registered voters signing nomination petitions or voting for a member of the legislative body shall be residents of the geographical area making up the district from which the member is to be elected.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1978, c. 745, p. 2341, § 4.)

West's Ann. Cal. Gov. Code § 34883, CA GOVT § 34883

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34884

§ 34884. Election by district; establishment of districts; terms of office

Currentness

If, at the time a vote is held on the subject of incorporation of a new city, a majority of the votes cast is for incorporation and, if, in accordance with Section 35258¹, a majority of the votes cast on the question of whether members of the city council in future elections are to be elected by district or at large is in favor of election by district, the following procedure shall apply:

(a) Prior to the first day on which voters may nominate candidates for election at the next regular municipal election, the legislative body shall, by ordinance or resolution, establish the boundaries of the councilmanic districts. The districts shall be as nearly equal in population as may be. In establishing the boundaries of the districts, the legislative body may give consideration to the following factors: (1) topography, (2) geography, (3) cohesiveness, contiguity, integrity, and compactness of territory, and (4) community of interests of the districts;

(b) The terms of office of the two members elected with the lowest vote shall expire on the Tuesday succeeding the next regular municipal election. At that election, members shall be elected by district in the even-numbered districts and shall hold office for four years; and

(c) The terms of office of the three members elected with the highest vote shall expire on the Tuesday succeeding the second regular municipal election following the incorporation. At that election, members shall be elected by district in the odd-numbered districts and shall hold office for four years.

The result of the vote cast on the question of whether members of the city council in future elections are to be elected by district or at large shall not preclude the submission to the voters at any future election of a measure in accordance with the provisions of Section 34871.

Credits

(Added by Stats.1978, c. 745, p. 2341, § 4.5.)

Footnotes

¹

Repealed.

§ 34884. Election by district; establishment of districts; terms of office, CA GOVT § 34884

West's Ann. Cal. Gov. Code § 34884, CA GOVT § 34884

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City Council Staff Report

DATE: March 7, 2018

AGENDA ITEM NO:

**New Business
Agenda Item 6-A.**

TO: The Honorable Mayor and City Council
FROM: Councilmember Teresa Real Sebastian
SUBJECT: Elections by District

RECOMMENDATION:

It is recommended that the City Council:

1. Receive and file this report;
2. If desirable, authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with a qualified company to compile proposed voting district maps;
3. Direct the City Attorney to prepare a draft ordinance (and related documents) for consideration at a future City Council meeting to amend the Monterey Park Municipal Code ("MPMC") by transitioning from at-large to by-district elections; and
4. Take such additional, related action that may be desirable.

EXECUTIVE SUMMARY:

In December 2013, the City Council considered whether it was in the public interest to transition from the existing "at-large" election system to a "by-district" election. A copy of that staff report is attached for reference.

Since then, the City of South Pasadena, along with many other cities, was forced to implement by-district elections under threat of litigation. Among other things, that City paid out \$30,000 in attorney's fees to an attorney threatening litigation if the City failed to implement by-district elections (see attached press report). This was done notwithstanding the attorney knowing nothing about the voters within South Pasadena. Cities that fight can end up paying millions of dollars, e.g., Palmdale paid \$4.5 million in a settlement where plaintiffs alleged the city's at-large deprived them of their voting rights (see LA Times Article from 2015).

BACKGROUND:

A general overview of district elections is provided in the staff report from 2013. Since that time, a particular attorney has threatened multiple cities in California with litigation. His allegations are that those cities are violating the California Voting Rights Act of 2001 ("CVRA") by failing to have district elections. The argument is that only district elections

will allow proper representations of all ethnic groups. Rather than spend millions of dollars fighting a CVRA case (where the cities would have to pay its own attorneys and the other side's too), those cities have generally switched from an at-large election system to a district voting system.

While Monterey Park has not yet been targeted, it seems prudent for the City to be proactive in avoiding the need to pay undeserved attorney fees. The City's money is better spent on repairing and improving infrastructure or other projects that benefit its residents.

Additionally, United States Census data (see attached) show that Monterey Park residents are primarily of Asian descent. The next largest ethnic group are Latino; the third largest are Caucasian. These populations, however, are not evenly distributed throughout the City. Rather, census data confirm that residents are grouped in various locations (see attached examples).¹ Transitioning from at-large to district elections will help ensure that these voters are appropriately represented in City government.

Our City's districts should be no different from those of other elected representatives on a federal, state and County level: all of these are generally based upon geographic boundaries rather than racial/ethnic concentrations. As some observers note, "since each representative is beholden to a specific geographical area, issues that are important to a particular neighborhood or region are sure to have a champion."² This cannot always be accomplished in an at-large election where some candidate can, literally, be next door to one another and thus represent only one neighborhood.

The City Council should take these next steps:

- Select a district mapping expert. An experienced professional is key to creating appropriate district maps for City Council consideration. The recommended action is to authorize the City Manager to select a qualified expert.
- The City Council will determine the number of districts, etc.
- Adopt district voting by City Council ordinance.

FISCAL IMPACT:

District mapping services are likely to cost \$30,000 to \$50,000 for a qualified consultant. The savings of millions of dollars in litigation costs (the City would need to pay its own attorneys and then, if it lost any litigation, it would need to pay the other side too!) makes that expenditure prudent.

¹ See, www.city-data.com/city/Monterey-Park-California.html. Accessed February 27, 2018.

² Amy, Douglas J. (2000, 15th Ed.). *Behind the ballot box: a citizen's guide to voting systems*. Westport, Conn: Praeger, p.31.

Attachments:

1. City of South Pasadena Press Release dated July 14, 2017;
2. Los Angeles Time Article regarding Palmdale dated May 6, 2015;
3. December 18, 2013 Staff Report;
4. U.S. Census data for Monterey Park; and
5. Examples of resident groupings.

ATTACHMENT 1

**City of South Pasadena
Press Release dated July 14, 2017**



CITY OF SOUTH PASADENA

1414 MISSION STREET, SOUTH PASADENA, CA 91030

TEL: (626) 403-7230 • FAX: (626) 403-7211

WWW.SOUTHPASADENACA.GOV

FOR IMMEDIATE RELEASE

July 14, 2017

Contact: Anthony J. Mejia
Chief City Clerk
Phone: (626) 403-7232

South Pasadena City Council to Consider District Elections

At its regular meeting on Wednesday, July 19, 2017, the South Pasadena City Council will consider whether to initiate steps toward a district-based voting system to replace the current at-large voting system for City Council elections.

The City Council is considering taking this action after receipt of a letter on June 5, 2017, containing unsubstantiated allegations that the City's at-large election system violates the California Voting Rights Act (CVRA). The letter was written by Malibu-based attorney Kevin Shenkman, on behalf of his client, Southwest Voter Registration Education Project. The letter alleged that there is evidence of Latino "polarized voting" in the City of South Pasadena electorate. Under the CVRA, any evidence of racially polarized voting is sufficient to require a court to order a change from at-large voting to district-based voting. Racially polarized voting occurs when there is a difference between the choice of candidates preferred by voters in a protected class and the choice of candidates preferred by voters in the rest of the electorate.

Approximately 20 percent of South Pasadena residents are Latino and unlike other cities where at-large elections have prevented Latinos from electing candidates of their choice, the electoral history for the City Council of the City of South Pasadena demonstrates that Latino candidates have been regularly elected in recent history. Since 2007, Latinos have won 2 of the 3 times they were on the ballot, serving a total of 8 out of 10 years. Today, the South Pasadena City Council is represented by residents from a diverse range of racial and ethnic backgrounds including Asian-American, Latino, Armenian, Italian, and Caucasian.

"It is unfortunate that a Malibu-based attorney with no real knowledge of the South Pasadena electorate can infringe on our electoral system with impunity. The State Legislature has created the conditions in which encourage opportunistic attorneys to threaten litigation. The City Council is left with a very difficult choice – to fight a very expensive legal battle or be forced to transition into district-based elections," Interim City Manager Elaine Aguilar said.

Such a lawsuit would be very costly, whether or not the City was able to successfully defend against it. Even cities that have settled lawsuits brought under the CVRA, including cities that have maintained no violations have occurred, have incurred significant expenses, not only to pay their own attorneys' fees, but to pay the attorneys' fees for the plaintiffs. For example, in February 2015, the City of Santa Barbara reportedly paid \$800,000 in attorneys' fees and expert costs to settle its CVRA lawsuit. The costs are much higher for those cities that have elected to litigate and have not prevailed, as they must bear both their own attorneys' fees as well as those of the plaintiff. For example, the City of Palmdale incurred expenses in excess of \$4.5 million in its unsuccessful attempt to defend against a lawsuit brought under the CVRA. Moreover, what is most concerning is that staff is unaware of any city to date that has prevailed in defending its "at-large" system of election under a claim filed by any individual or group under the CVRA.

In a district-based election system, a candidate must live in the district he or she wishes to represent. The decision whether to establish five voting districts is one of the topics that will be decided upon by the City Council as a result of the minimum of four (4) public hearings that will be held as required by the Elections Code Section 10010 should the City Council adopt a resolution to initiate this process.

One criticism expressed about forcing a district-based election system is that it can actually dilute the voting power of the very minority it seeks to empower, by limiting that group to the selection of one Councilmember within their district once every four years, rather than the opportunity to elect two or three Councilmembers every two years.

"This is a solution looking for a problem that does not exist in South Pasadena. I am concerned that these outside forces coercing our small, diverse City to change to district-based voting will polarize our community and take away our citizens' existing right to elect an entire City Council to represent their interests," stated South Pasadena City Councilmember Diana Mahmud, a Latina elected in 2013 in an at-large election.

Department: Management Services Department

Contact Person: Anthony J. Mejia, Chief City Clerk

Telephone Number: (626) 403-7230

City of South Pasadena Agenda Report

Michael A. Cacciotti, Mayor
Richard D. Schneider, M.D., Mayor Pro Tem
Robert S. Joe, Councilmember
Marina Khubesian, M.D., Councilmember
Dina Mahmud, Councilmember

Evelyn G. Zneimer, City Clerk
Gary E. Piu, City Treasurer

COUNCIL AGENDA: July 19, 2017

TO: Honorable Mayor and City Council

VIA: Elaine Aguilar, Interim City Manager

FROM: Anthony J. Mejia, Chief City Clerk

SUBJECT: **Consideration of Whether to Transition from an At-Large Electoral System to a District-Based Electoral System for Members of the City Council**

Recommendation

It is recommended that the City Council provide direction as follows:

1. Whether to adopt a resolution entitled "A Resolution of the City Council of the City of South Pasadena, California, declaring its intent to transition from at-large elections for City Council to district-based elections for City Council pursuant to Elections Code Section 10010."

OR

2. Authorize a response letter to plaintiff's counsel, Kevin Shenkman, asserting no violation of the California Voting Rights Act (CVRA).

Commission Review and Recommendation

This matter was not reviewed by a commission.

Background

The City of South Pasadena currently elects its City Councilmembers through an "at-large" electoral system in which each Councilmember can reside anywhere in the South Pasadena and is elected by the voters of the entire electorate to provide citywide representation. All voters are thus insured of the opportunity to elect two or three Councilmembers every two years, resulting in a five-member City Council elected to serve the citywide purposes of the electorate.

On June 5, 2017, the City of South Pasadena (City) received a certified letter from Malibu-based attorney Kevin Shenkman, on behalf of his client Southwest Voter Registration Education Project, containing unsubstantiated allegations that the City's at-large electoral system violates the CVRA. Mr. Shenkman alleges evidence of Latino "polarized voting" in the South Pasadena electorate and threatens litigation if the City declines to adopt a district-based electoral system.

A district-based electoral system is one in which a city is physically divided into separate districts, each with one Councilmember who resides in the district and is chosen by the voters residing in that particular district. In a district-based electoral system, voters within each district may only vote for one candidate every four years.

Due to a recent change in the law (Assembly Bill 350, amending Elections Code [EC] Section 10010) discussed in more detail below, the City must determine within 45 days of receipt of the plaintiff's threat letter: 1) whether to adopt a Resolution of Intent to initiate the transition to a district-based electoral system; or 2) assert in a response letter to the plaintiff's attorney that the record does not support a violation of the CVRA in South Pasadena. The deadline is July 20, 2017; accordingly, the City Council must decide this evening whether to adopt the attached Resolution of Intent, or whether to direct the City Attorney to send a letter to Mr. Shenkman to correct his misapprehension of the facts in South Pasadena (Attachment 3). Although the City does not believe that the record shows any Latino racially-polarized voting in South Pasadena in violation of the CVRA, Mr. Shenkman can ignore this and proceed to engage the City in costly litigation in an attempt to force a district-based electoral system, leaving South Pasadena's electoral system in the hands of the Court.

Analysis

The Federal Voting Rights Act of 1965 (FVRA) requires a successful plaintiff to show that: 1) a minority group be sufficiently large and geographically compact to form a majority of the eligible voters in a single-member district; 2) there is racially-polarized voting; and 3) there is white bloc voting sufficient usually to prevent minority voters from electing candidates of their choice (*Thornburg v. Gingles*, 1986). If (and only if) all three of these "preconditions" are proven, the Court then proceeds to consider whether, under the "totality of circumstances" the votes of minority voters are diluted.

However, the CVRA prescribes an extremely light burden on the plaintiff to establish a violation. Under the CVRA, plaintiffs can prove a violation *solely* on evidence of racially-polarized voting EC Section 14027. Racially-polarized voting occurs when there is a difference between the choice of candidates preferred by voters in a protected class and the choice of candidates preferred by voters in the rest of the electorate (EC Section 14026[e]). The CVRA defines a "protected class" broadly as a class of voters who are members of a race, color, or language minority group (EC 14626[d]).

The CVRA appears to eliminate the first precondition that plaintiffs must prove that the minority group is sufficiently large and geographically compact to form a majority in a single member district (EC 14026[c]). The CVRA also eliminates the requirement that plaintiffs prove discrimination under the totality of circumstances test (EC 14028[e]). The most likely remedy in a successful CVRA action would be to order cities with an at-large electoral system to change to a district-based electoral system in which a minority group will be empowered either to elect its preferred candidates, or influence the election outcome.¹ However, where minority race voters are spread relatively evenly throughout a city, as is the case with Latino residents in South Pasadena, a district-based electoral system under the CVRA is equally likely to dilute the vote of a minority race that is unable to account for the majority of voters within any district boundaries. Additionally, voters in each district may only elect one candidate every four years, rather than having the opportunity to elect two or three candidates every two years.

¹ League of California Cities Analysis regarding the California Voting Rights Act, prepared by Marguerite Mary Leoni and Christopher E. Skinnell, of Nielsen, Merksamer, Parrinello, Mueller & Naylor, LLP

Mr. Shenkman purports that during the election of 2011, a Latino candidate – Art Salinas – ran for City Council and lost, despite “*receiving significant support from Latino voters*” and asserts a “*complete absence of Latinos to be elected to the City Council in recent history.*” Mr. Shenkman fails to recognize the successful candidacies of David Sifuentes in 2007 and Diana Mahmud in 2013, both of Latino descent. Mr. Shenkman further alleges the existence of polarized voting and threatens litigation if the City declines to adopt a district-based electoral system. In spite of Mr. Shenkman’s unsubstantiated claims, the CVRA finds that a violation may be established if it is shown that racially polarized voting occurs in elections for members of the governing body of the political subdivision or in elections incorporating other electoral choices by the voters of the political subdivision, including ballot measures (EC 14028[b]).

Approximately 20 percent of South Pasadena residents are Latino and unlike other cities where at-large elections have prevented minorities from electing candidates of their choice, the electoral history for the City Council of the City of South Pasadena demonstrates that Latino candidates have been regularly elected. Since 2007, Latinos have won two of the three times they were on the ballot. Today, the South Pasadena City Council is represented by residents from a diverse range of racial and ethnic backgrounds including Asian-American, Latino, Armenian, Italian, and Caucasian.

Despite the City’s history of inclusionary voting history, it is unknown whether analyses of other electoral choices by South Pasadena voters would identify the presence of racially-polarized voting. As a result of the lower threshold established by the CVRA, cities and other jurisdictions throughout California have been facing challenges to their at-large electoral systems, with little or no regard to whether a district-based electoral system will actually dilute minority race voting power, rather than empower it. Many of these jurisdictions have voluntarily switched to district-based electoral systems instead of facing litigation. AB 350 amended EC Section 10010 to place a cap of a maximum of \$30,000 on attorney’s fees that a plaintiff would be entitled to recover if the target city, within 45 days of receipt of the plaintiff’s threat letter, voluntarily adopts a Resolution of Intent to consider an ordinance to establish a district-based electoral system, and then actually adopts such an ordinance within 90 days following the date it adopted the Resolution of Intent.

The CVRA contains an attorney’s fees provision that entitles a prevailing plaintiff to an award of its reasonable attorney’s fees and litigation expenses, including expert witness fees. On the other hand, a prevailing defendant is not entitled to recover any costs, unless the Court finds the action to be “frivolous, unreasonable, or without foundation,” an extremely high standard.

Cities that have attempted to defend their existing at-large electoral systems under the CVRA have incurred significant legal costs, including reimbursement of the attorneys’ fees incurred by plaintiffs. Awards in these cases have reportedly ranged from approximately \$400,000 to over \$4,500,000. For example, in February 2015, the City of Santa Barbara reportedly paid \$800,000 in attorney’s fees and expert costs to settle their CVRA lawsuit. Another example is the City of Palmdale that incurred an expense in excess of \$4.5 million in its unsuccessful attempt to defend against a lawsuit brought under the CVRA.

Staff estimates that the cost to defend a CVRA lawsuit would exceed \$500,000 if successful, and could likely exceed \$2,000,000 if the plaintiff prevailed and the City was ordered to pay the plaintiff's attorney's fees. These fees and costs would be a General Fund liability which would be a significant unanticipated expense.

Procedures for the Transition to a District-Based Electoral System

EC Section 10010, as amended by AB 350, provides for a 90-day "safe harbor" period in which prior to the City Council's consideration of an ordinance to establish boundaries for a district-based electoral system, requires all of the following:

- 1) Prior to drawing a draft map or maps of the proposed boundaries of the districts, the City shall hold at least two (2) Public Hearings over a period of no more than thirty (30) days, at which time the public will be invited to provide input regarding the composition of the districts.
- 2) After the draft maps are drawn, the City shall publish and make available for release at least one draft map and, if members of the City Council will be elected in their districts at different times to provide for staggered terms of office, the potential sequence of the elections shall also be published.
- 3) The City Council shall also hold at least two (2) additional Public Hearings over a period of no more than forty-five (45) days, at which the public shall be invited to provide input regarding the content of the draft map or maps and the proposed sequence of elections, if applicable.
- 4) The first version of a draft map shall be published at least seven (7) days before consideration at a Public Hearing. If a draft map is revised at or following a Public Hearing, it shall be published and made available to the public for at least seven (7) days before being adopted.

A tentative timeline for the consideration and implementation of a district-based electoral system is identified in Exhibit A of Attachment 1. Public input and testimony on the composition of districts and the proposed maps are very important and all South Pasadena residents are encouraged to participate in these Hearings. The maps will be drawn by National Demographics Corporation, a professional demographer with extensive experience in the CVRA and drafting of districts.

If the City Council adopts the ordinance approving a district-based electoral system, the two Council offices up for reelection in November 2018 would be elected from districts (Diana Mahmud and Michael A. Cacciotti). In November 2020, the remaining three Council offices would be elected from districts (Robert S. Joe, Marina Khubesrian M.D., and Richard D. Schneider M.D.). The offices of City Clerk and City Treasurer would remain unaffected and at-large positions.

Fiscal Impact

There will be significant staff time needed to transition to a district-based electoral system due to the need to conduct multiple Public Hearings and community workshops, in addition to the cost for a demographics consultant. Should the City Council determine to proceed to adopt the Resolution of Intent this evening, the City will be required to reimburse the plaintiff for its attorney's fees and costs up to \$30,000, but will not be exposed to additional legal fees in defense of a lawsuit brought under the CVRA.

Legal Review

The City Attorney has reviewed this item.

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.

Attachments:

1. Letter from Kevin Shenkman, received on June 5, 2017
2. Draft Resolution of Intent to Transition to District-Based Elections
 - a. Exhibit A – Tentative Timeline for the Consideration and Implementation of a District-Based Electoral System
3. Draft Response Letter to Kevin Shenkman

ATTACHMENT 1

Letter from Kevin Shenkman, received on June 5, 2017

ATTACHMENT I

VIA CERTIFIED MAIL

June 2, 2017

Anthony Mejia
City Clerk
City of South Pasadena
1414 Mission St.
South Pasadena, CA 91030

City of South Pasadena

JUN 05 2017

City Clerk's Division

Re: *Violation of California Voting Rights Act*

I write on behalf of our client, Southwest Voter Registration Education Project. The City of South Pasadena ("South Pasadena") relies upon an at-large election system for electing candidates to its City Council. Moreover, voting within South Pasadena is racially polarized, resulting in minority vote dilution, and therefore South Pasadena's at-large elections violate the California Voting Rights Act of 2001 ("CVRA").

The CVRA disfavors the use of so-called "at-large" voting – an election method that permits voters of an entire jurisdiction to elect candidates to each open seat. *See generally Sanchez v. City of Modesto* (2006) 145 Cal.App.4th 660, 667 ("Sanchez"). For example, if the U.S. Congress were elected through a nationwide at-large election, rather than through typical single-member districts, each voter could cast up to 435 votes and vote for any candidate in the country, not just the candidates in the voter's district, and the 435 candidates receiving the most nationwide votes would be elected. At-large elections thus allow a bare majority of voters to control *every* seat, not just the seats in a particular district or a proportional majority of seats.

Voting rights advocates have targeted "at-large" election schemes for decades, because they often result in "vote dilution," or the impairment of minority groups' ability to elect their preferred candidates or influence the outcome of elections, which occurs when the electorate votes in a racially polarized manner. *See Thornburg v. Gingles*, 478 U.S. 30, 46 (1986) ("Gingles"). The U.S. Supreme Court "has long recognized that multi-member districts and at-large voting schemes may operate to minimize or cancel out the voting strength" of minorities. *Id.* at 47; *see also id.* at 48, fn. 14 (at-large elections may also cause elected

officials to “ignore [minority] interests without fear of political consequences”), citing *Rogers v. Lodge*, 458 U.S. 613, 623 (1982); *White v. Register*, 412 U.S. 755, 769 (1973). “[T]he majority, by virtue of its numerical superiority, will regularly defeat the choices of minority voters.” *Gingles*, at 47. When racially polarized voting occurs, dividing the political unit into single-member districts, or some other appropriate remedy, may facilitate a minority group's ability to elect its preferred representatives. *Rogers*, at 616.

Section 2 of the federal Voting Rights Act (“FVRA”), 42 U.S.C. § 1973, which Congress enacted in 1965 and amended in 1982, targets, among other things, at-large election schemes. *Gingles* at 37; see also Boyd & Markman, *The 1982 Amendments to the Voting Rights Act: A Legislative History* (1983) 40 Wash. & Lee L. Rev. 1347, 1402. Although enforcement of the FVRA was successful in many states, California was an exception. By enacting the CVRA, “[t]he Legislature intended to expand protections against vote dilution over those provided by the federal Voting Rights Act of 1965.” *Jauregui v. City of Palmdale* (2014) 226 Cal. App. 4th 781, 808. Thus, while the CVRA is similar to the FVRA in several respects, it is also different in several key respects, as the Legislature sought to remedy what it considered “restrictive interpretations given to the federal act.” Assem. Com. on Judiciary, Analysis of Sen. Bill No. 976 (2001-2002 Reg. Sess.) as amended Apr. 9, 2002, p. 2.

The California Legislature dispensed with the requirement in *Gingles* that a minority group demonstrate that it is sufficiently large and geographically compact to constitute a “majority-minority district.” *Sanchez*, at 669. Rather, the CVRA requires only that a plaintiff show the existence of racially polarized voting to establish that an at-large method of election violates the CVRA, not the desirability of any particular remedy. See Cal. Elec. Code § 14028 (“A violation of Section 14027 *is established* if it is shown that racially polarized voting occurs ...”) (emphasis added); also see Assem. Com. on Judiciary, Analysis of Sen. Bill No. 976 (2001-2002 Reg. Sess.) as amended Apr. 9, 2002, p. 3 (“Thus, this bill puts the voting rights horse (the discrimination issue) back where it sensibly belongs in front of the cart (what type of remedy is appropriate once racially polarized voting has been shown).”)

To establish a violation of the CVRA, a plaintiff must generally show that “racially polarized voting occurs in elections for members of the governing body of the political subdivision or in elections incorporating other electoral choices by the voters of the political subdivision.” Elec. Code § 14028(a). The CVRA specifies the elections that are most probative: “elections in which at least one candidate is a member of a protected class or elections involving ballot measures,

or other electoral choices that affect the rights and privileges of members of a protected class.” Elec. Code § 14028(a). The CVRA also makes clear that “[e]lections conducted prior to the filing of an action ... are more probative to establish the existence of racially polarized voting than elections conducted after the filing of the action.” *Id.*

Factors other than “racially polarized voting” that are required to make out a claim under the FVRA – under the “totality of the circumstances” test – “are probative, but not necessary factors to establish a violation of” the CVRA. Elec. Code § 14028(e). These “other factors” include “the history of discrimination, the use of electoral devices or other voting practices or procedures that may enhance the dilutive effects of at-large elections, denial of access to those processes determining which groups of candidates will receive financial or other support in a given election, the extent to which members of a protected class bear the effects of past discrimination in areas such as education, employment, and health, which hinder their ability to participate effectively in the political process, and the use of overt or subtle racial appeals in political campaigns.” *Id.*

South Pasadena’s at-large system dilutes the ability of Latinos (a “protected class”) – to elect candidates of their choice or otherwise influence the outcome of South Pasadena’s council elections.

The election of 2011 is illustrative. In that election, a Latino candidate – Art Salinas – ran for council and lost. Mr. Salinas received significant support from Latino voters, but fell short of securing a seat in South Pasadena’s at-large election due to the bloc voting of South Pasadena’s majority non-Latino electorate. The near absence of Latino candidates willing to run in South Pasadena’s at-large election system is also indicative of the vote dilution of South Pasadena’s at large election system – the lack of Latino candidates is itself a symptom of that vote dilution. See *Westwego Citizens for Better Gov. v. City of Westwego*, 872 F.2d 1201 (5th Cir. 1989).

According to recent data, Latinos comprise approximately 18.6% of the population of South Pasadena. The contrast between the significant Latino proportion of the electorate and the complete absence of Latinos to be elected to the City Council in recent history is telling.

As you may be aware, in 2012, we sued the City of Palmdale for violating the CVRA. After an eight-day trial, we prevailed. After spending millions of dollars, a district-based remedy was ultimately imposed upon the Palmdale city council, with districts that combine all incumbents into one of the four districts.

Given the historical lack of Latino representation on the city council in the context of racially polarized elections, we urge South Pasadena to voluntarily change its at-large system of electing council members. Otherwise, on behalf of residents within the jurisdiction, we will be forced to seek judicial relief. Please advise us no later than July 21, 2017 as to whether you would like to discuss a voluntary change to your current at-large system.

We look forward to your response.

Very truly yours,



Kevin I. Shenkman

ATTACHMENT 2
Draft Resolution of Intent

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DECLARING ITS INTENT TO TRANSITION FROM AT-LARGE ELECTIONS FOR CITY COUNCIL TO DISTRICT-BASED ELECTIONS FOR CITY COUNCIL PURSUANT TO ELECTIONS CODE SECTION 10010

WHEREAS, members of the City Council of the City of South Pasadena (City) are currently elected in “at-large” elections, in which each City Councilmember is elected by the registered voters of the entire City; and

WHEREAS, Government Code Section 34886 in certain circumstances, authorizes the legislative body of a city of any population to adopt an ordinance to change its method of election from an “at-large” system to a “by-district” system in which each Councilmember is elected only by the voters in the district in which the Councilmember resides; and

WHEREAS, the City received a certified letter on June 5, 2017, from Kevin I. Shenkman, Esq., on behalf of his client Southwest Voter Registration Education Project, containing unsubstantiated allegations that the City’s at-large electoral system violates the California Voting Rights Act (CVRA) and threatening litigation if the City declined to adopt a district-based electoral system; and

WHEREAS, the City has a history of inclusionary voting as Latino candidates have been regularly elected to the City Council. Since 2007, Latinos have won two of the three times they were on the ballot, serving a total of 8 out of 10 years. Today, the City Council is represented by residents from a diverse range of racial and ethnic backgrounds including Asian-American, Latino, Armenian, Italian, and Caucasian; and

WHEREAS, the City denies that its election system violates the CVRA or any other provision of law and asserts that South Pasadena’s electoral system is legal in all respects and further denies any wrongdoing whatsoever in connection with the manner in which it has conducted its City Council elections; and

WHEREAS, although the letter was not accompanied by any evidence to support the claim of a CVRA violation, the City Council has concluded that the public interest would be better served by transitioning to a district-based electoral system because: 1) the extraordinary cost to defend against a CVRA lawsuit, 2) the risk of losing such a lawsuit would require the City to pay prevailing plaintiff’s attorney’s fees, and 3) reimbursable costs and attorney’s fees are capped at a maximum of \$30,000 by following the procedures set forth in Elections Code Section 10010 as amended by Assembly Bill 350; and

WHEREAS, prior to the City Council's consideration of an ordinance to establish boundaries for a district-based electoral system, Elections Code Section 10010 requires all of the following:

- 1) Prior to drawing a draft map or maps of the proposed boundaries of the districts, the City shall hold at least two (2) Public Hearings over a period of no more than thirty (30) days, at which the public will be invited to provide input regarding the composition of the districts.
- 2) After all draft maps are drawn, the City shall publish and make available for release at least one draft map and, if members of the City Council will be elected in their districts at different times to provide for staggered terms of office, the potential sequence of the elections shall also be published.
- 3) The City Council shall also hold at least two (2) additional Public Hearings over a period of no more than forty-five (45) days, at which the public shall be invited to provide input regarding the content of the draft map or maps and the proposed sequence of elections, if applicable.
- 4) The first version of a draft map shall be published at least seven (7) days before consideration at a Public Hearing. If a draft map is revised at or following a Public Hearing, it shall be published and made available to the public for at least seven (7) days before being adopted.

WHEREAS, the City will be utilizing the services of a professional demographer to assist the City to develop a proposal for a district-based electoral system; and

WHEREAS, the adoption of a district-based electoral system will not affect the terms of any sitting Councilmember, each of whom will serve out his or her current term.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council hereby resolves to consider adoption of an ordinance to transition to a district-based electoral system as authorized by Government Code Section 34886 for use in the City's General Municipal Election for Members of the City Council beginning in November 2018.

SECTION 2. The City Council directs the City Clerk and City Attorney to work with a professional demographer, and other appropriate consultants as needed, to provide a detailed analysis of South Pasadena's current demographics and any other information or data necessary to prepare a draft map that divides South Pasadena into voting districts in a manner consistent with the intent and purpose of the CVRA and the Federal Voting Rights Act.

SECTION 3. The City Council hereby approves the tentative timelines as set forth in Exhibit A, attached to and made part of this resolution, for conducting a public process to solicit public input and testimony on proposed district-based electoral maps before adopting any such map.

SECTION 4. The timeline contained in Exhibit A may be adjusted by the City Clerk as deemed necessary, provided that such adjustments shall not prevent the City from complying with the time frames specified by Elections Code Section 10010.

SECTION 5. The City Council directs the City Clerk to post information regarding the proposed transition to a district-based electoral system on the City's website, including maps, notices, agendas and other information.

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 19th day of July, 2017.

Michael A. Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

Evelyn G. Zneimer, City Clerk
(seal)

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19th day of July, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Evelyn G. Zneimer, City Clerk
(seal)

EXHIBIT A

**TENTATIVE TIMELINE FOR THE
CONSIDERATION AND IMPLEMENTATION OF A
DISTRICT-BASED ELECTORAL SYSTEM**

Day 1

07/19/2017: City Council Meeting to introduce topic and adoption of the Resolution of Intent to transition from at-large to district-based elections.

CVRA Action cannot be commenced for 90 days (Safe Harbor Period).

Day 24

08/12/2017: Public Hearing #1: Saturday Community Workshop to seek community input on "communities of interest" and the composition of districts.

Day 28

08/16/2017: Public Hearing #2: City Council Meeting to seek community input and to provide direction on "communities of interest" and the composition of districts.

Day 45

09/02/2017: Optional: Saturday Community Workshop to seek community input on the content of the proposed draft district maps and sequence of elections.

Day 49

09/06/2017: Public Hearing #3: City Council Meeting to seek community input and to provide direction on the content of the proposed draft maps and sequence of elections.

Day 63

09/20/2017: Public Hearing #4: City Council Meeting to select a preferred district map and to introduce an ordinance to transition to district-based elections.

Day 77

10/04/2017: City Council Meeting to adopt an ordinance to transition to district-based elections.

Day 90

10/17/2017: Safe Harbor Period Ends & CVRA action could be filed.

ATTACHMENT 3
Draft Response Letter to Kevin Shenkman

790 E. Colorado Boulevard, Suite 850
Pasadena, CA 91101-2109
Voice (213) 542-5700
Fax (213) 542-5710

**COLANTUONO
HIGHSMITH
WHATLEY, PC**

Teresa L. Highsmith
(213) 542-5703
THighsmith@chwlaw.us

Our File No. 49063.0009

July 19, 2017

ATTACHMENT 3

VIA CERTIFIED MAIL

Kevin Shenkman
28905 Wright Road
Malibu, CA 90265

Re: City's Response Letter to Allegations of Violation of CVRA

Dear Mr. Shenkman:

Our office represents the City of South Pasadena as its City Attorney. We have been forwarded a copy of your June 2, 2017 letter to Chief City Clerk, Anthony Mejia, for initial response.

The City agrees with you that efforts should always be taken to ensure all voters have an equal voice in selecting the representatives of their choice. Dilution of the minority vote can still occur in a district-based electoral system, particularly where the minority race is spread evenly across a city. If there are an insufficient number of eligible minority race voters to produce an effective minority-majority "block" vote in any district, the result would be the actual *dilution* of the minority race's ability to elect a candidate of their choice. The resulting dilution would be further compounded by the fact that the minority race would only have one chance every four years to elect a candidate of their choice, as opposed to the opportunity to elect two or three candidates of their choice every two years. Such would be the situation in South Pasadena, resulting in real harm to our Latino community by the unintended consequences of an unfounded and incorrect conclusion that racially polarized voting occurs among Latinos in South Pasadena.

In fact, several of the statements in your June 2, 2017 form letter are factually incorrect, and therefore offer no support for your assertion of Latino polarized voting in South Pasadena. Contrary to your assertion that there is a "complete absence of Latinos

to be elected to the City Council in recent history," Councilmember Diana Mahmud, who just completed her 2016 term as Mayor of South Pasadena, is Latina, and in fact, identified as such in her written candidate profile when she was elected in 2013. South Pasadena is a very inclusive and racially diverse community where the values of the City are to support and safeguard the civil rights, safety and dignity of all residents, regardless of their membership in a protected class, or their economic or social status, as reflected in Resolution No. 7491, adopted in December 2016. (Copy attached).

Your letter also failed to recognize that candidate David Sifuentes, who is also of Latino descent, was elected in 2007, and served on the Council until 2011. Further, you offer absolutely no evidence to support your assertion of any Latino racially polarized voting regarding Art Salinas in 2011. In fact, regression analysis methodology which looks at the racial makeup of who actually voted for Mr. Salinas by precinct reveals no racially polarized voting whatsoever. The record in South Pasadena will demonstrate that in the past 10 years, no Latino polarized voting has occurred and that two out of three Latino candidates have, in fact, been elected to City Council.

Regardless of the whether the CVRA recognizes the *Gingles* test¹, attempting to force a district-based electoral system, where the result will actually be the dilution of the minority vote you purport to protect, would be completely inconsistent with the stated mission of your client, e.g., "to empower Latinos and other minorities by increasing their participation in the American democratic process." ² Based on the facts and the relatively even spread of Latino voters throughout the various precincts, attempting to create five districts in the City of South Pasadena would almost certainly dilute the Latino voters' existing ability and success under the at-large system of voting to elect candidates of Latino race. This is because there is no district that could be drawn to encompass anywhere close to a plurality, let alone a sufficient majority, of Latino voters to ensure the likelihood of even a single election of a Latino candidate once every four years. Your client's motto, "Su Voto Es Su Voz" would not be served by any further attempts to dilute the vote and voice of Latino residents in South Pasadena by attempting to coerce a change to a district-based electoral system.

¹ *Thornburg v. Gingles* 478 US 30 (1986)

² See Southwest Voter Registration Education Project website at: svrep.org/about_svrep.php

July 19, 2017

Page 3

We respectfully suggest that you take a second look at the evidence and your conclusions before we can discuss further whether the City should consider a change to a district-based electoral system. After you have done so, please advise us in writing of what facts you have discovered which would support any assertion that a district-based electoral system would actually benefit the South Pasadena Latino electorate by enhancing their voting power and the City will consider doing so.

Very truly yours,

Teresa L. Highsmith, Esq.

TLH:th

ATTACHMENT 2

**Los Angeles Time Article
regarding Palmdale dated May 6, 2015**

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Evacuations ordered
Barbara Coun
storm looms

Palmdale officials settle lawsuit, agree to voting by district



By JEAN MERL

MAY 06, 2015 | 10:46 PM



The city of Palmdale, shown in foreground, is poised to settle a lawsuit over its system of electing City Council members. (Anne Cusack / Los Angeles Times)



Palmdale officials Wednesday night announced that they have agreed to major changes in their elections system, settling a widely watched lawsuit over minority representation and the California Voting Rights Act.

Until now, Palmdale was a lone holdout in a string of lawsuits filed against cities that resisted district voting, which backers say helps minority groups gain elected office.

The city agreed to align its balloting to coincide with state and federal general elections, starting in November 2016. It also agreed to have voters choose elected officials by four geographic districts, including two with Latino majorities, rather than from the city as a whole.

Palmdale also will pay \$4.5 million plus interest to lawyers for the three minority plaintiffs who argued that the city's at-large voting system deprived them of opportunities to elect representatives of their choice.

The current City Council members will continue to serve until the next election, when the balloting for mayor — elected at large every two years — also will be held. Council terms can be staggered after that, according to the agreement.

The settlement represents the end of a three-year court battle and a major victory for voting rights activists.

Most cities, school districts and other jurisdictions targeted under the state's voting rights law have switched rather than wage costly court battles. Santa Barbara and Whittier are among the most recent cities to agree to change from at-large to by-district elections.

Jurisdictions vulnerable to lawsuits under the act generally have significant minority populations but few or no minority elected officials. In Palmdale, minorities make up almost 75% of the population, but candidates of color rarely have won a seat on the City Council.

Advocates of district elections say they are one remedy to the vote dilution that is characteristic of at-large elections and that minorities have a better chance of winning elections from districts made up of a large proportion of their peers. They

also say minorities have a better chance of winning when turnout is highest, so they have pushed for local governments to hold their contests to coincide with federal and state elections, held in November of even-numbered years.

Palmdale voters Juan Jaurequi, Jesse Smith and Nigel Holly sued the city under the state's voting rights law in 2012. City officials resisted settling, saying that their residents had voted for at-large elections and asserting that the city had a right to determine how it wanted to conduct its own balloting.

The following year, Los Angeles County Superior Court Judge Mark V. Mooney ruled the city's system of electing council members was illegal and ordered officials to come up with a new system of district elections.

The city lost a series of appeals, held an election that plaintiffs argued was illegal and was awaiting a hearing before a California appellate court, which also is to be resolved in the settlement agreement announced Wednesday.

Kevin I. Shenkman, an attorney for the plaintiffs, said he was "very pleased with the result."

"Not only will Palmdale have fair and inclusive elections, but other cities will look to Palmdale as an example of what happens if they refuse to comply with the California Voting Rights Act," Shenkman said.

Palmdale's elected officials continued to blast the lawsuit even as they approved the settlement.

Councilman Fred Thompson, an African American, said his 2013 election proved the lawsuit was "both unnecessary and disingenuous."

Mayor Pro Tem Mike Dispensa called on the state Legislature to make changes in the voting rights law.

"This lawsuit has never been about race or voting rights," Mayor Jim Ledford said, adding it "always has been about money and politics." Ledford produced a list of 25 voting rights cases across California that he said have cost taxpayers more than \$13.8 million.

But R. Rex Parris, another plaintiffs' attorney and mayor of neighboring Lancaster, said Palmdale officials had no one but themselves to blame for the costly legal battle.

"While we were never in doubt about our legal position, I am deeply disappointed that Palmdale City Council spent millions of ... precious tax dollars fighting to keep a system that violated the law of California and amounted to electoral discrimination," Parris said.

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Jean Merl



Jean Merl, a hopeless news junkie, covered regional politics for the Los Angeles Times. She was raised in southern Ohio but moved with her family to Los Angeles at a tender age, which practically makes her a California native. She holds a master's degree from UCLA and remembers when Otis Chandler was publisher of The Times and Tom Bradley was mayor of L.A. She left The Times in 2015.

BY JILL SPECTER FOR THE LOS ANGELES TIMES

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ATTACHMENT 3

December 18, 2013 Staff Report

STAFF REPORT

City of Monterey Park

DATE: December 15, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Mark D. Hensley, City Attorney
Karl H. Berger, Assistant City Attorney

SUBJECT: District Voting

BACKGROUND:

Earlier this year, the City Council asked that the City Attorney's office research the question of how the City might implement district voting to elect persons to the City Council. The City currently utilizes "at large" voting to elect City Councilmembers.

DISCUSSION:

The "default" method for electing city councilmembers in general law cities is known as "at large" voting. This means that all registered voters within the City's jurisdiction may vote for city council candidates regardless of where within the City the voter resides (or where the city council candidate resides).

A general law city may change this default methodology with voter approval. Government Code §§ 34870, *et seq.* provide the means by which a general law city may change its voting practices. The question posed by the City Council earlier this year concerned "district" voting.

Cities may generally chose to establish five, seven or nine districts within their jurisdictions.¹ The ballot initiative creating district voting must identify the district boundary lines and assign numbers to each district.

There are two kinds of district voting that are available for general law cities in California: persons may be elected either "by district" or "from districts." Elections "by district" means that a person may only be elected by voters from the district in which the candidate resides.

This is different from when candidates "from" a district are elected. In this type of voting, a candidate must reside in a particular district, but voters from the city's entire jurisdiction may vote for that candidate.

¹ When a city opts to have a mayor elected by voters (rather than by the city council), then a city may opt for four, six or eight districts.

Several practical and legal complications can arise from determining whether to move forward with district voting. First, a city must identify the districts and their boundaries. Courts have actively intervened in the drawing of district boundaries on a federal and state level to ensure that there is substantial equality among all voters. Generally, this means that every district must have the same population; race cannot be the predominant factor in creating districts, but may be one consideration in addition to other neutral principles such as compactness, contiguity, and respect for communities with shared interests. If established, districts must be reexamined and potentially adjusted after each census in a process known as reapportionment. This helps preserve substantial equality amongst the voters.

Second, the practical means by which a city may transition from at large voting to district voting is not clearly set forth in California law. Government Code § 34878 provides that (unless the ballot measure provides otherwise) if a ballot measure authorizes district voting for future elections, when the terms of incumbent city councilmembers expires, city councilmembers must then be elected from the districts approved by voters. The practical problem arising from this guidance is that Councilmembers in Monterey Park serve overlapping terms of office, i.e., unless the ballot measure provides a different means of converting to a district election, there will always be incumbent city councilmembers who were elected at large; the conversion to district elections cannot take place.

To overcome this problem, several cities² proposed ballot measures which gradually converted at large elections into district elections through attrition, i.e., as councilmembers' terms ended, elections to fill those council seats were subject to district elections. Thus, for example, if district elections were approved in 2014 by Monterey Park voters, then the three council seats up for election in 2015 would be determined by district voting; the other two council seats would be determined by district voting in 2017. Another city opted to seek voter approval for both district voting and to seat councilmembers based upon such districts at the same election.³

Finally, there are the questions of (a) how to determine the district boundaries, e.g., by hiring consultants, creating a citizen committee, or through City Council consensus?; (b) whether to place a ballot measure on a special or regular election?; and (c) how to pay for the preparation of the ballot measure and the election? These are, obviously, policy questions that would need to be determined by the City Council. This staff report simply identifies such matters as areas that should be considered.

² The cities of Chula Vista, Modesto, Anaheim, and Madera.

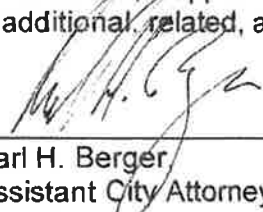
³ The city of Escondido.

FISCAL IMPACT:

It is unclear how much it would cost to create districts, draft a ballot measure, and conduct an election. The overall costs would largely be dependent upon how the City Council decided the issues identified above.

RECOMMENDATION:

The City Council should (a) determine whether it would like to move forward with drafting the documents needed for voters to consider district voting; (b) if so, determine what method the City should utilize to create districts, i.e., hire a consultant or complete it "in house"; (c) determine what kind of district voting would be appropriate, i.e., should the ballot measure be "by district" or "from district"; (d) determine how many districts should be created; (e) determine how the ballot measure would, if approved, transition "at large" voting to district voting; and (f) take such additional, related, action that may be desirable.

By: 

Karl H. Berger
Assistant City Attorney

Attachments: Government Code §§ 34870, *et seq.*

§ 34870. Application, CA GOVT § 34870

West's Annotated California Codes

Government Code (Refs & Annos)

Title 4. Government of Cities (Refs & Annos)

Division 2. Organization and Boundaries (Refs & Annos)

Part 1. Organization (Refs & Annos)

Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34870

§ 34870. Application

Currentness

This article applies only to cities.

Credits

(Added by Stats.1970, c. 278, p. 549, § 2.)

West's Ann. Cal. Gov. Code § 34870, CA GOVT § 34870

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

End of Document

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§ 34871. Submission to electors of election ordinance;..., CA GOVT § 34871

West's Annotated California Codes

Government Code (Refs & Annos)

Title 4. Government of Cities (Refs & Annos)

Division 2. Organization and Boundaries (Refs & Annos)

Part 1. Organization (Refs & Annos)

Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34871

§ 34871. Submission to electors of election ordinance; definitions; initiative

Currentness

At any municipal election, or special election held for that purpose, the legislative body may submit to the registered voters an ordinance providing for the election of members of the legislative body in any of the following ways:

(a) By districts in five, seven, or nine districts.

(b) From districts in five, seven, or nine districts.

(c) By districts in four, six, or eight districts, with an elective mayor pursuant to Article 5 (commencing with Section 34900).

(d) From districts in four, six, or eight districts, with an elective mayor pursuant to Article 5 (commencing with Section 34900).

The term "by districts" as used in this article shall mean election of members of the legislative body by voters of the district alone. The term "from districts" shall mean election of members of the legislative body who are residents of the district from which they are elected by the voters of the entire city. "Geographical area making up the district" shall in the case of elections by district mean the district, and in the case of elections from districts shall mean the entire city except with respect to the residence requirements imposed by Section 34882.

That ordinance may also be qualified for the ballot by means of an initiative measure in accordance with Chapter 3 (commencing with Section 9200) of Division 9 of the Elections Code.

Credits

(Added by Stats.1970, c. 278, p. 549, § 2. Amended by Stats.1975, c. 652, p. 1412, § 1; Stats.1976, c. 223, p. 421, § 1; Stats.1978, c. 745, p. 2340, § 1; Stats.1994, c. 923 (S.B.1546), § 68.)

West's Ann. Cal. Gov. Code § 34871, CA GOVT § 34871

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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§ 34872. Requisites of ordinance, CA GOVT § 34872

West's Annotated California Codes
Government Code (Refs & Annos)
Title 4. Government of Cities (Refs & Annos)
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Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34872

§ 34872. Requisites of ordinance

Currentness

The ordinance shall state the number of legislative districts, describe the boundaries of each, number them, and state whether members of the legislative body shall be elected by districts or from districts, or by or from districts except for an elective mayor.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1412, § 2; Stats.1976, c. 223, p. 421, § 2.)

West's Ann. Cal. Gov. Code § 34872, CA GOVT § 34872

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§ 34873. Amendment or repeal of ordinance, CA GOVT § 34873

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34873

§ 34873. Amendment or repeal of ordinance

Effective: January 1, 2011

Currentness

An ordinance enacted pursuant to this article may be amended or repealed in the same manner; provided, the term of office of any council member elected shall not be affected.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2010, c. 38 (A.B.1668), § 3; Stats.2010, c. 699 (S.B.894), § 7.)

West's Ann. Cal. Gov. Code § 34873, CA GOVT § 34873

Current with all 2013 Reg.Sess. laws, all 2013-2014 1st Ex.Sess. laws, and Res. c. 123 (S.C.A.3)

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§ 34874. Amendatory ordinance; submission to planning..., CA GOVT § 34874

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34874

§ 34874. Amendatory ordinance; submission to planning commission or legislative body

Currentness

No amendatory ordinance altering the boundaries of the legislative districts established pursuant to this article shall be submitted to the registered voters until the ordinance has been submitted to the planning commission of the city or, in absence of a planning commission, to the legislative body of said city for an examination as to the definiteness and certainty of the boundaries of the legislative districts proposed.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1978, c. 745, p. 2340, § 2.)

West's Ann. Cal. Gov. Code § 34874, CA GOVT § 34874

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§ 34875. Amendatory ordinance; submission to voters, CA GOVT § 34875

West's Annotated California Codes

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34875

§ 34875. Amendatory ordinance; submission to voters

Effective: January 1, 2011

Currentness

The amendatory ordinance shall not be submitted to the voters if (a) one or more of the legislative districts do not close, (b) one or more entire legislative districts are eliminated prior to the termination of the term of office of the council member of or from the district, (c) the effect is that a greater number of council members will be qualified to hold office concurrently than are authorized by this article or the amendatory ordinance.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2010, c. 38 (A.B.1668), § 4; Stats.2010, c. 699 (S.B.894), § 8.)

Notes of Decisions (2)

West's Ann. Cal. Gov. Code § 34875, CA GOVT § 34875

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§ 34876. Findings of planning commission or legislative body, CA GOVT § 34876

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Chapter 4. Alternative Forms of Government (Refs & Annos)
Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34876

§ 34876. Findings of planning commission or legislative body

Currentness

The planning commission of the city or, in absence of such body, the legislative body of the city shall make findings as to the matters set forth in Section 34875 by resolution within 90 days after submission of the amendatory ordinance to the city clerk. Failure to make findings shall be constituted as a finding of compliance with Section 34875.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2.)

West's Ann. Cal. Gov. Code § 34876, CA GOVT § 34876

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34877

§ 34877. Form of ballots

Currentness

The proposition of establishing or altering legislative districts shall be printed on the ballots substantially as follows:

"Shall members of the legislative body of the City of _____ be elected by (or from) districts described in Ordinance No. _____?"

or, if applicable:

"Shall members of the legislative body of the City of _____ be elected by (or from) districts described in Ordinance No. _____, and the Mayor of the City of _____ be elected on a citywide basis by the voters of the entire city?"

followed by the words "Yes" and "No," so printed that the voters may express their choice.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1413, § 3.)

West's Ann. Cal. Gov. Code § 34877, CA GOVT § 34877

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§ 34878. Effect of favorable vote on ordinance, CA GOVT § 34878

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34878

§ 34878. Effect of favorable vote on ordinance

Currentness

If a majority of the registered voters of the city, who vote, vote in favor of the ordinance, at the expiration of the terms of office of the members of the legislative body, or as provided by ordinance, members of the legislative body shall be elected by (or from) the districts described, or by or from districts with an elective mayor, and in the manner provided.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.1975, c. 652, p. 1413, § 4; Stats.1978, c. 745, p. 2340, § 3.)

Notes of Decisions (1)

West's Ann. Cal. Gov. Code § 34878, CA GOVT § 34878

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§ 34879. Term of office, CA GOVT § 34879

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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34879

§ 34879. Term of office

Currentness

The term of office of members of the legislative body elected pursuant to the provisions of this article shall be four years, unless otherwise expressly provided.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2.)

West's Ann. Cal. Gov. Code § 34879, CA GOVT § 34879

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§ 34880. Inclusion of election provisions in petition for..., CA GOVT § 34880

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34880

§ 34880. Inclusion of election provisions in petition for incorporation; term of office

Effective: January 1, 2001

Currentness

(a) If the petition or proposal developed by the commission for submission to the electorate for incorporation or special reorganization of a city provides for the election of members of the legislative body by (or from) districts and includes substantially the provisions required to be included in an ordinance providing for that election, including Section 34871, the members of the legislative body shall be elected in the manner provided in the petition or proposal.

(b) The members of the legislative body shall hold office until the next general municipal election. At the next general municipal election the members elected by or from the even-numbered districts shall hold office for four years and the members elected by or from the odd-numbered districts shall hold office for two years. Thereafter the term of office is four years.

Credits

(Added by Stats.1970, c. 278, p. 550, § 2. Amended by Stats.2000, c. 761 (A.B.2838), § 3.)

West's Ann. Cal. Gov. Code § 34880, CA GOVT § 34880

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§ 34881. Election of one member from each district and of..., CA GOVT § 34881

West's Annotated California Codes
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Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34881

§ 34881. Election of one member from each district and of mayor on citywide basis; effect on city officers

Currentness

One member of the legislative body shall be elected by or from each district, or, if applicable, one member of the legislative body shall be elected by or from each district constituting a geographical division of the city, and the mayor shall be elected on a citywide basis. With the possible exception as to the number of members of the legislative body, the officers of the city remain the same.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1975, c. 652, p. 1413, § 5.)

West's Ann. Cal. Gov. Code § 34881, CA GOVT § 34881

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§ 34882. Eligibility for office, CA GOVT § 34882

West's Annotated California Codes

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34882

§ 34882. Eligibility for office

Currentness

A person is not eligible to hold office as a member of a municipal legislative body unless he or she is otherwise qualified, resides in the district and both resided in the geographical area making up the district from which he or she is elected and was a registered voter of the city at the time nomination papers are issued to the candidate as provided for in Section 10227 of the Elections Code.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1975, c. 1030, p. 2432, § 2, eff. Sept. 24, 1975; Stats.1994, c. 923 (S.B.1546), § 69.)

Notes of Decisions (2)

West's Ann. Cal. Gov. Code § 34882, CA GOVT § 34882

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§ 34883. Voters' qualifications; nominating petitions; residency, CA GOVT § 34883

West's Annotated California Codes

Government Code (Refs & Annos)

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34883

§ 34883. Voters' qualifications; nominating petitions; residency

Currentness

Registered voters signing nomination petitions or voting for a member of the legislative body shall be residents of the geographical area making up the district from which the member is to be elected.

Credits

(Added by Stats.1970, c. 278, p. 551, § 2. Amended by Stats.1978, c. 745, p. 2341, § 4.)

West's Ann. Cal. Gov. Code § 34883, CA GOVT § 34883

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§ 34884. Election by district; establishment of districts; terms of office, CA GOVT § 34884

West's Annotated California Codes

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Chapter 4. Alternative Forms of Government (Refs & Annos)

Article 2. Election of Legislative Body by or from Districts in Cities (Refs & Annos)

West's Ann.Cal.Gov.Code § 34884

§ 34884. Election by district; establishment of districts; terms of office

Currentness

If, at the time a vote is held on the subject of incorporation of a new city, a majority of the votes cast is for incorporation and, if, in accordance with Section 35258¹, a majority of the votes cast on the question of whether members of the city council in future elections are to be elected by district or at large is in favor of election by district, the following procedure shall apply:

(a) Prior to the first day on which voters may nominate candidates for election at the next regular municipal election, the legislative body shall, by ordinance or resolution, establish the boundaries of the councilmanic districts. The districts shall be as nearly equal in population as may be. In establishing the boundaries of the districts, the legislative body may give consideration to the following factors: (1) topography, (2) geography, (3) cohesiveness, contiguity, integrity, and compactness of territory, and (4) community of interests of the districts;

(b) The terms of office of the two members elected with the lowest vote shall expire on the Tuesday succeeding the next regular municipal election. At that election, members shall be elected by district in the even-numbered districts and shall hold office for four years; and

(c) The terms of office of the three members elected with the highest vote shall expire on the Tuesday succeeding the second regular municipal election following the incorporation. At that election, members shall be elected by district in the odd-numbered districts and shall hold office for four years.

The result of the vote cast on the question of whether members of the city council in future elections are to be elected by district or at large shall not preclude the submission to the voters at any future election of a measure in accordance with the provisions of Section 34871.

Credits

(Added by Stats.1978, c. 745, p. 2341, § 4.5.)

Footnotes

Repealed.

Next

§ 34884. Election by district; establishment of districts; terms of office, CA GOVT § 34884

West's Ann. Cal. Gov. Code § 34884, CA GOVT § 34884

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ATTACHMENT 4

U.S. Census Data for Monterey Park


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Community Facts - Find popular facts (population, income, etc.) and frequently requested data about your community.

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Population**Age****Business and Industry****Education****Governments****Housing****Income****Origins and Language****Poverty****Race and Hispanic Origin****Veterans**[Show All](#)**Monterey Park city, California**[Bookmark/Save](#)[Print](#)

Description	Measure	Source
Population		
Census 2010 Total Population	60,269	2010 Demographic Profile
2017 Population Estimate (as of July 1, 2017)	N/A	2017 Population Estimates
2016 ACS 5-Year Population Estimate	61,001	2012-2016 American Community Survey 5-Year Estimates
Median Age	43.8	2012-2016 American Community Survey 5-Year Estimates
Number of Companies	9,511	2012 Survey of Business Owners
Educational Attainment: Percent high school graduate or higher	78.9%	2012-2016 American Community Survey 5-Year Estimates
Count of Governments	N/A	2012 Census of Governments
Total housing units	21,031	2012-2016 American Community Survey 5-Year Estimates
Median Household Income	54,008	2012-2016 American Community Survey 5-Year Estimates
Foreign Born Population	32,864	2012-2016 American Community Survey 5-Year Estimates
Individuals below poverty level	16.6%	2012-2016 American Community Survey 5-Year Estimates
Race and Hispanic Origin		
White alone	9,285	2012-2016 American Community Survey 5-Year Estimates
Black or African American alone	255	2012-2016 American Community Survey 5-Year Estimates
American Indian and Alaska Native alone	396	2012-2016 American Community Survey 5-Year Estimates
Asian alone	39,755	2012-2016 American Community Survey 5-Year Estimates
Native Hawaiian and Other Pacific Islander alone	286	2012-2016 American Community Survey 5-Year Estimates
Some Other Race alone	9,524	2012-2016 American Community Survey 5-Year Estimates
Two or More Races	1,500	2012-2016 American Community Survey 5-Year Estimates
Hispanic or Latino (of any race)	17,317	2012-2016 American Community Survey 5-Year Estimates
White alone, Not Hispanic or Latino	2,439	2012-2016 American Community Survey 5-Year Estimates
Veterans	1,712	2012-2016 American Community Survey 5-Year Estimates

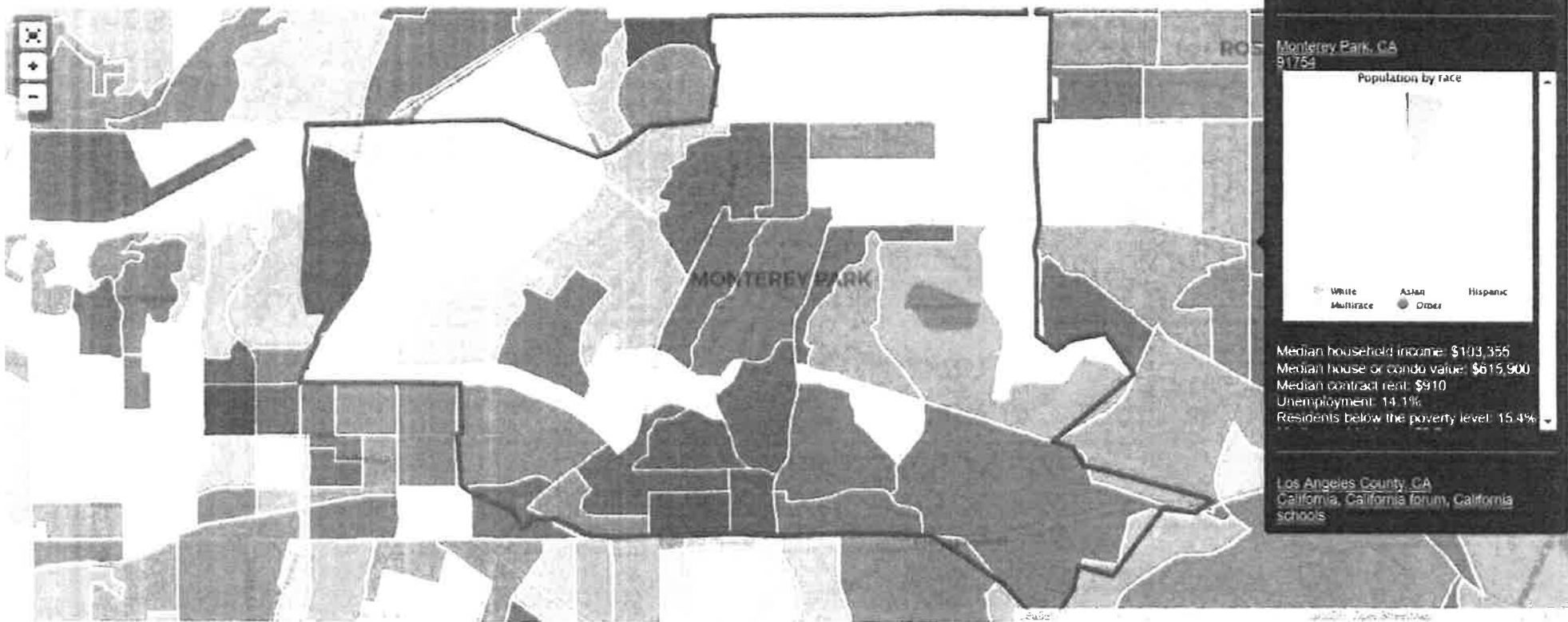
• Want more? Need help? Use Guided Search or visit Census.gov's Quick Facts.



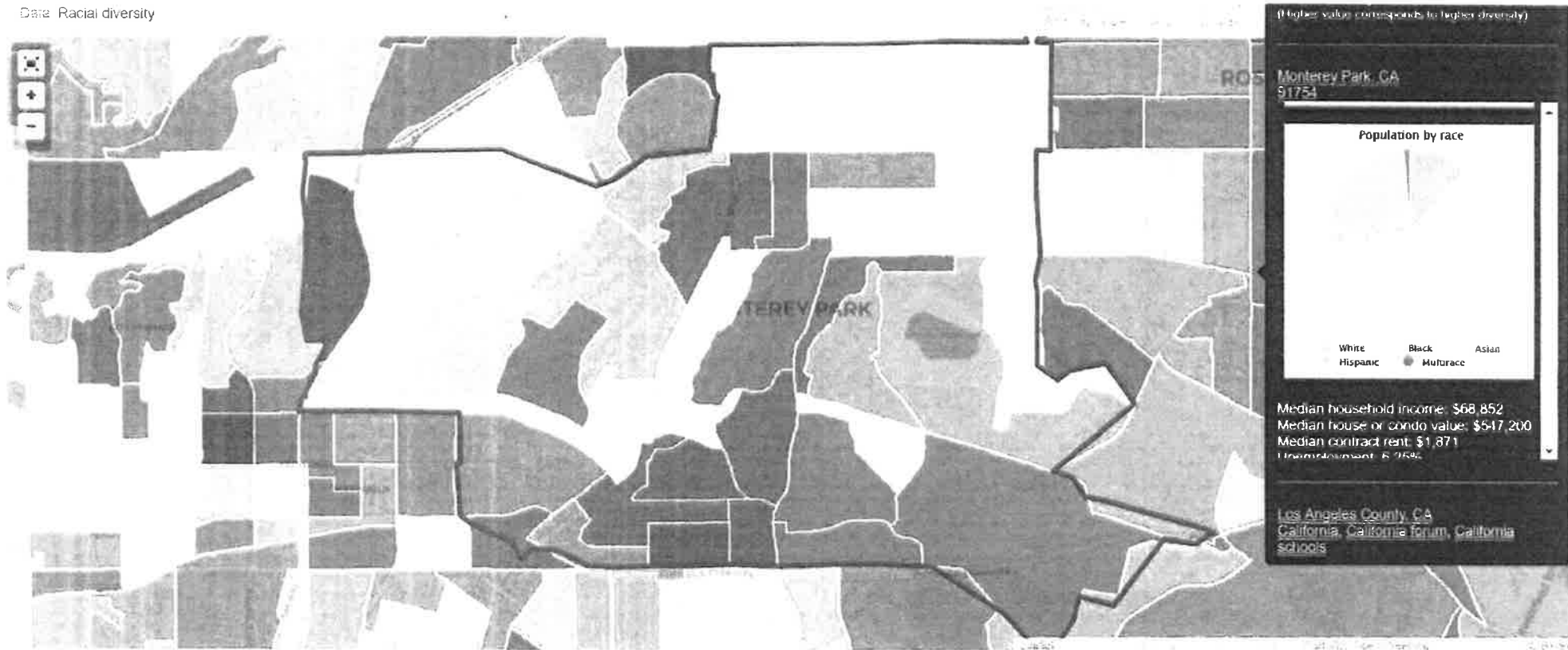
ATTACHMENT 5

Examples of Resident Groupings

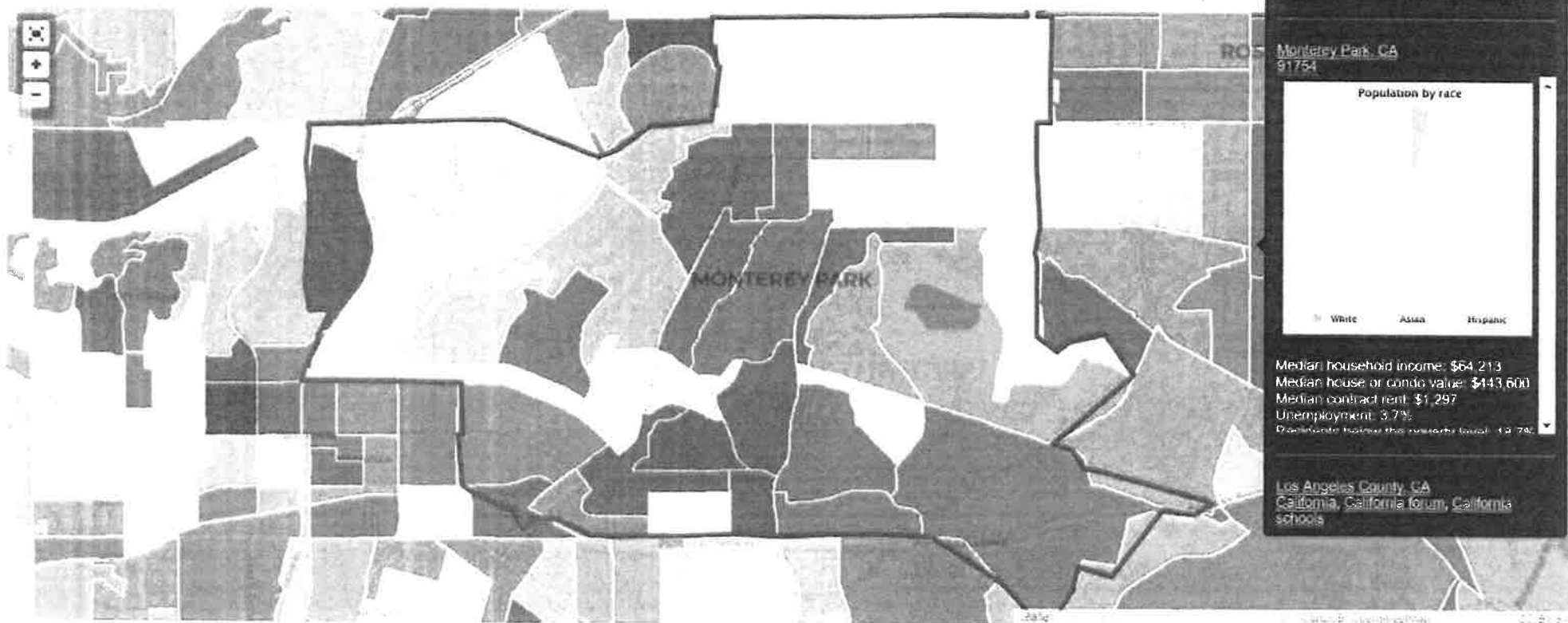
Data: Racial diversity



Date: Racial diversity



Data: Racial diversity



ATTACHMENT 2

Proposed Resolution

RESOLUTION NO. __

A RESOLUTION ADOPTED PURSUANT TO ELECTIONS CODE § 10010(E)(3)(A) STATING THE CITY COUNCIL'S INTENT TO INITIATE PROCEDURES FOR ESTABLISHING AND IMPLEMENTING DISTRICT BASED ELECTIONS FOR CITY COUNCIL MEMBERS.

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

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

- A. The City Council first considered whether changing the City's election process for councilmembers was in the public interest in 2013;
- B. In March 2018, the City Council authorized the City Manager to retain a consultant to provide information regarding potential district elections;
- C. The City contracted with National Demographics Corporation ("Consultant") on July 6, 2018. On October 5, 2018, the City Council placed this matter on the October 17, 2018 regular agenda for consideration;
- D. The City has not received a notice from a perspective plaintiff(s) as contemplated by Elections Code § 10010(E)(1). Rather, the City Council is undertaking this process voluntarily in an abundance of caution and to avoid any potential allegation that the City is violating the California Voting Rights Act of 2001 ("CVRA");
- E. The City Council asserts that any such potential allegation would be contradicted by the election records and the current composition of the City Council. The broad language of the CVRA, however, makes it difficult for the City to defend against any potential challenge. Based upon the experience of other public entities, it is apparent that a significant amount of public monies would be unnecessary expended in any such defense;
- F. Accordingly, it is in the public interest for the City Council to adopt this Resolution and commence the process for transitioning to district-based elections;
- G. In adopting this Resolution, the City Council declares its intent to transition from an at-large system to a district-based elections system in accordance with Government Code § 34886 and Elections Code §10010;
- H. The City will begin work with the Consultant to assist the City in establishing district maps for the public's consideration;
- I. Before drawing draft maps of the proposed boundaries of election districts,

the City will hold at least two public hearings over not more than 30 days, at which time the public is invited to provide input regarding the composition of the districts;

- J. The City will then publish and make available for release at least one draft map of the newly proposed electoral districts, including the potential sequence of elections shown;
- K. Once the draft map is publicized for at least seven days, the City will hold at least two additional public hearings over a period of not more than 45 days at which time the public is invited to provide input regarding the content of the draft map and the proposed sequence of elections before the public hearing at which the City Council considers a map; and
- L. If a draft map is revised at or following a public hearing, the revised map will be published and made available to the public at least seven days before the City Council considers it; and
- M. In determining the final sequence of staggered district elections, the City Council will give special consideration to the purposes of the CVRA, and will take in to account the preferences expressed by the members of the districts.

SECTION 2: *Environmental Assessment.* This Resolution is exempt from review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, “CEQA”) and CEQA regulations (14 California Code of Regulations §§ 15000, *et seq.*; “CEQA Guidelines”) in that it is not a “project” for purposes of CEQA (as defined by CEQA Guidelines § 15378). Specifically, this Resolution proposes an organizational or administrative activity that will not result in a direct or indirect physical change in the environment (CEQA Guidelines § 15378(b)(5)). Further, even if this Resolution was deemed a “project,” and therefore subject to CEQA, the Resolution would be exempt as it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (CEQA Guidelines § 15061(b)(3)).

SECTION 3: *Declaration of Intent.* Based upon the foregoing, the City Council declares its intent pursuant to Elections Code § 10010 to adopt a district-based election system for use in the City's General Municipal Election for City Council Members. The exact nature of that district-based system will be determined during the public hearing process. Additionally, the manner by which such system will be adopted, i.e., by ordinance or ballot proposition, will likewise be determined through the public hearing process.

SECTION 4: *Public Hearings; Schedule.* The City Council resolves to hold at least five public hearings and publish at least one draft map and staggering sequence, pursuant to the proposed hearing schedule attached as Exhibit “A,” and incorporated by reference. All public hearings must be noticed by posting on the City's website at least 10 calendar days in advance of the hearing and publicizing in a newspaper of general

circulation at least 10 days in advance of the hearing. If desirable, the City Manager may also publicize such hearings in other media including, without limitation, other newspapers, the City's newsletter, and appropriate social media sites.

SECTION 5: *Delegation of Authority.* The City Manager, or designee, will administer the contract with Consultant to direct and formulate one or more electoral district scenarios for review by the public and City Council at two or more public hearings, in accordance with the City's proposed timeline. Working with the Consultant, the City Manager is directed to publicize relevant maps; information; notices; agendas; and other materials regarding district elections. Further, the City Manager will establish means of communication to answer questions from the public. To accomplish these tasks in an expeditious manner, the City Manager is authorized to execute such agreements and ancillary documents, in a form approved by the City Attorney, as are necessary to implement the purpose of this Resolution.

SECTION 6: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 7: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this 17th day of October, 2018.

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