



Tuesday, December 10, 2013  
Closed Session 5:00 p.m.

**ROLL CALL:**

Gustavo V. Camacho, Mayor  
Brent A. Tercero, Mayor Pro Tempore  
Bob J. Archuleta, Councilmember  
David W. Armenta, Councilmember  
Gregory Salcido, Councilmember

Open Session 6:00 p.m.  
Council Chamber  
6615 Passons Blvd.  
Next Resolution No. 6743  
Next Ordinance No. 1082  
Next Agreement No. 13-1435

**CLOSED SESSION:**

- a. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Pursuant to Government Code Section 54957  
Title of Position: City Manager

**OPEN SESSION:**

Report by City Attorney on matters discussed in Closed Session.

**COMMISSIONERS SCHEDULED TO BE PRESENT:**

Paul Gomez, Parks & Recreation Commission  
David Angelo, Sister City Commission

**INVOCATION:**

(In accordance with the Court's Decision in Rubin v. City of Burbank, only nonsectarian prayers/invocations are allowed during the invocation)

**PLEDGE OF ALLEGIANCE:**

**SPECIAL PRESENTATIONS:** None.

**PLEASE TURN OFF ALL PAGERS AND/OR PHONES WHILE MEETING IS IN SESSION AND PLEASE REFRAIN FROM TEXTING DURING THE MEETING**

\*\*\*\*\*  
In compliance with the Americans with Disabilities Act of 1990, the City of Pico Rivera is committed to providing reasonable accommodations for a person with a disability. Please call the City Clerk's office at (562) 801-4389, if special accommodations are necessary and/or if information is needed in an alternative format. Special requests must be made in a reasonable amount of time in order that accommodations can be arranged.

**1<sup>st</sup> PERIOD OF PUBLIC COMMENTS - IF YOU WOULD LIKE TO SPEAK ON ANY LISTED AGENDA ITEMS, PLEASE FILL OUT A GREEN PUBLIC COMMENT REQUEST FORM AND PROVIDE IT TO THE STAFF MEMBER AT THE BACK TABLE BEFORE THE MEETING STARTS.**

When you are called to speak, please come forward and state your name and city of residency for the record. You have three (3) minutes to make your remarks. In accordance with Government Code Section 54954.2, members of the City Council may only: **1)** respond briefly to statements made or questions posed by the public; **2)** ask a question for clarification; **3)** provide a reference to staff or other resources for factual information; **4)** request staff to report to the City Council at a subsequent meeting concerning any matter raised by the public; and **5)** direct staff to place a matter of business on a future agenda. City Council members cannot comment on items that are not listed on a posted agenda.

**CONSENT CALENDAR ITEMS:**

All items listed on the Consent Calendar may be acted on by a single motion without separate discussion. Any motion relating to a Resolution or Ordinance shall also waive the reading of the titles in full and include its adoption as appropriate. If discussion or separate vote on any item is desired by a Councilmember or staff, that item may be pulled from the Consent Calendar for separate consideration.

**1. Minutes:**

- City Council meeting of November 10, 2013

**Recommendation:** Approve

- Planning Commission meeting of October 14, 2013
- Planning Commission meeting of November 18, 2013

**Recommendation:** Receive and file.

**2. 9<sup>th</sup> Warrant Register of the 2013-2014 Fiscal Year. (700)**

Check Numbers: 259511-259627; 259632-259763

Special Checks Numbers: 259628-259631

**Recommendation:** Approve

**3. Memorandum of Understanding (MOU) for the Service Employees International Union Local 721 (SEIU) Full-Time Bargaining Unit and the SEIU Directors Bargaining Unit for Fiscal Years July 1, 2011 through June 30, 2014. (500)**

**Recommendation:**

1. Approve Memorandum of Understanding between the City of Pico Rivera (City) and the SEIU – Full-time Bargaining Unit (Full-Time Unit) and the SEIU Directors Bargaining Unit (Directors Unit) for the period of July 1, 2011 through June 30, 2014.

Agreement No. \_\_\_\_\_

4. **Agreement for Operations and Maintenance of the Pico Rivera Libraries Between the City of Pico Rivera and the County of Los Angeles.** (500)

**Recommendation:**

1. Approve Memorandum of Understanding and non-exclusive agreement between the County of Los Angeles and the City of Pico Rivera for the Pico Rivera and Rivera Libraries for custodial, landscaping and grounds maintenance services.

Agreement No. \_\_\_\_\_

5. **The City of Pico Rivera and the County of Los Angeles Agreement, Maintenance and Operations Agreement Veteran's Memorial Flame.** (500)

**Recommendation:**

1. Approve non-exclusive license agreement between the County of Los Angeles Library and the City of Pico Rivera for the operation and maintenance of the Veteran's Memorial Monument.

Agreement No. \_\_\_\_\_

6. **Commercial Façade Rehab Grant Program Guidelines Revision.** (700)

**Recommendation:**

1. Approve the revised Commercial Façade Program Guidelines establishing a calculation for the grant and loan awards for program applicants.

7. **Waiver of Parks and Recreation Facility Usage Fee for Community Sports Organizations.** (700)

**Recommendation:**

1. Defer implementation of the \$20 per player recovery facility usage fee for the Community Sports Organization that utilize city recreation facilities as their home field until January 1, 2014.

8. **Adoption of Resolution Establishing Rules, Regulations, Policies and Procedures for the Use of Recreation Athletic Facilities.** (300)

**Recommendation:**

1. Adopt resolution establishing rules, regulations, policies and procedures for the use of City's recreational athletic facilities;
2. Increase residency rate requirement from 60 percent to 66.6 percent; and
3. Establish 50 percent off-season residency requirement.

Resolution No. \_\_\_\_\_ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ADOPTING RULES, REGULATIONS, POLICIES, AND PROCEDURES FOR THE USE OF RECREATIONAL ATHLETIC FACILITIES WITHIN THE CITY OF PICO RIVERA

**9. Selection of A & D Transportation L.P. for Recreation Bus Transportation. (500)**  
**Recommendation:**

1. Approve professional services agreement and purchase order with A & D Transportation L.P. in amount "not to exceed" \$55,000 per year in Fiscal Years 2013-2016.

Agreement No. \_\_\_\_\_

**10. Installation of Traffic Control Devices – Congestion Relief and Traffic Safety. (1400)**  
**Recommendation:**

1. Receive and file.

**11. Rosemead Boulevard Pedestrian Bridge Rehabilitation and Beautification Project, CIP No. 21240 – Final Design Concept. (500)**

**Recommendation:**

1. Approve the recommendation of the Parks Ad Hoc Committee to advance Design Concept "A" to final design and construction for the Rosemead Boulevard Pedestrian Bridge Rehabilitation and Beautification Project.

**12. City Hall Emergency Back-up Generator Project, CIP No. 21243 – Notice of Completion. (500)**

**Recommendation:**

1. Accept as complete, effective November 22, 2013, work performed by TSR Construction & Inspection on the City Hall Emergency Back-up Generator Project, CIP No. 21243, and instruct the City Clerk to file the Notice of Completion with the Los Angeles County Recorder; and
2. Approve Change Order No. 2, for an amount of \$21,257, necessary to adjust the bid quantities to actual construction quantities and authorize the Director of Public Works/City Engineer to execute the change order.

**13. Appointment and Reclassification of City Clerk. (300)**  
**Recommendation:**

1. Adopt resolution approving the reclassification and salary adjustment of City Clerk; and

2. Appoint Anna Jerome City Clerk.

Resolution No. \_\_\_\_\_ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ADOPTING A RECLASSIFICATION AND SALARY ADJUSTMENT FOR THE POSITION OF CITY CLERK

14. **Extended Leave of Absence Without Pay for Executive Assistant.** (200)

**Recommendation:**

1. Approve an extended leave of absence without pay.

**CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

**LEGISLATION:**

15. **Official Results of November 5, 2013 – General Municipal Election in the City of Pico Rivera.** (300)

**Recommendation:**

1. Adopt resolution reciting the fact of the General Municipal Election held on Tuesday, November 5, 2013, declaring the result and such other matters as provided by law; and
2. Receive and file Exhibit "A", Certificate of Canvass and Statement of Votes Cast as provided by the Los Angeles County Registrar-Recorder/County Clerk.

Resolution No. \_\_\_\_\_ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON TUESDAY, NOVEMBER 5, 2013, DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

16. **Administration of Oath of Office to Newly Elected City Council Members.**

17. **City Council Reorganization.**

- a. City Clerk calls for nominations for the Office of Mayor of Pico Rivera.
- b. Mayor calls for nominations for the Office of Mayor Pro Tempore of Pico Rivera.
- c. Comments from Mayor.
- d. Comments from Mayor Pro Tempore.
- e. Comments from City Council Members comments.

**NEW BUSINESS:**

**OLD BUSINESS:**

**2<sup>ND</sup> PERIOD OF PUBLIC COMMENTS - THIS TIME IS RESERVED FOR COMMENTS THAT HAVE NOT BEEN ADDRESSED ALREADY OR THAT ARE NOT LISTED ON THE AGENDA. PLEASE FILL OUT A BLUE PUBLIC COMMENT REQUEST FORM AND PROVIDE IT TO THE STAFF MEMBER AT THE BACK TABLE BEFORE THE MEETING STARTS.**

When you are called to speak, please come forward and state your name and city of residency for the record. You have three (3) minutes to make your remarks.

**ADJOURNMENT:**

**AFFIDAVIT OF POSTING**

I, Anna M. Jerome, Deputy City Clerk, for the City of Pico Rivera, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Pico Rivera City Hall bulletin board, Pico Rivera Post Office and Parks: Smith, Pico and Rivera and full agenda packets distributed to the Pico Park and Serapis Libraries, which are available for the public to view. Additionally, agenda was distributed to members of the media on this the 5<sup>th</sup> day of December 2013.

Dated this 5<sup>th</sup>, day of December 2013

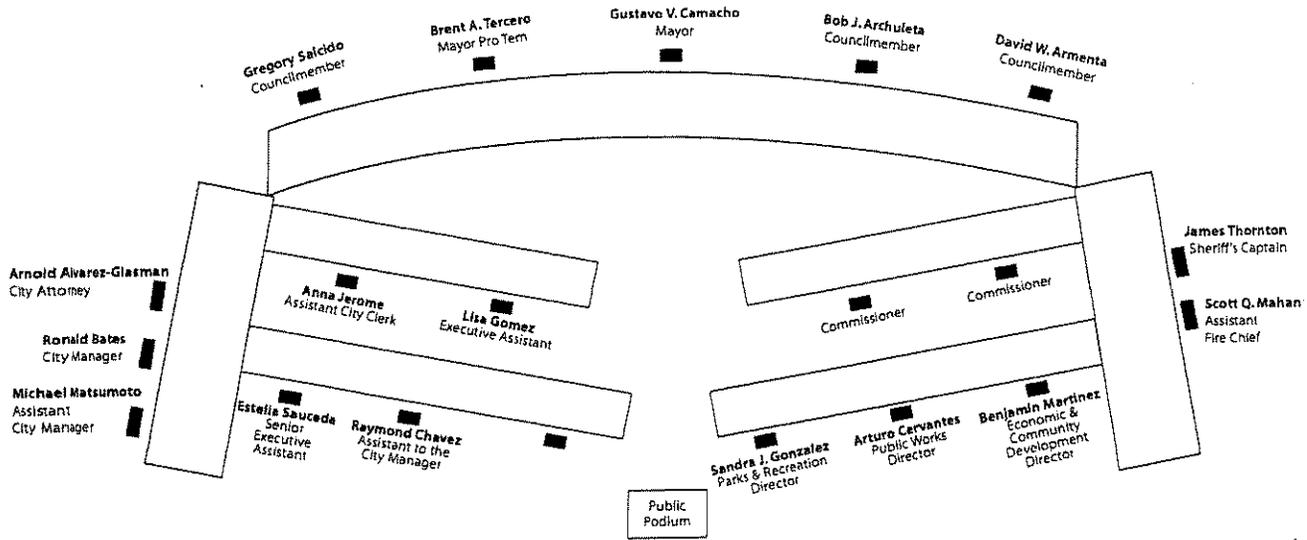


Anna M. Jerome, CMC  
Deputy City Clerk

**SB343 NOTICE**

In compliance with and pursuant to the provisions of SB343 any public writing distributed by the City Clerk to at least a majority of the City Council Members regarding any item on this regular meeting agenda will be available on the back table at the entrance of the Council Chamber at the time of the City Council meeting and at the counter of City Hall at 6615 Passons Boulevard, Pico Rivera, California during normal business hours.

## Council Meeting Seating Chart



### STATEMENT REGARDING DECORUM AT CITY COUNCIL MEETINGS

If you wish to speak at the time set aside for public comments, the City Council has established the following standards and Rules of Decorum as allowed by State law.

- Public comment is limited to those portions of the meeting referred to as Public Comments. These portions are intended for members of the public to address the City Council, Redevelopment Agency, Housing Assistance Agency or Water Authority on matters related to agendas or any other items under the subject matter jurisdiction of the City Council or Agencies.
- A yellow Public Hearing Comment Request card must be completed to speak during a Public Hearing.
- A green Public Comment Request – Agenda Items Only card is for those wishing to address the Council/Agency on agenda items only during the 1<sup>st</sup> Period of Public Comments.
- A blue Public Comment Request – All other City-Related Business card is for those wishing to address the Council/Agency on any other items under the subject matter jurisdiction of the Council/Agency during the 2<sup>nd</sup> Period of Public Comments.
- Citizens may address the Council, Redevelopment Agency or Housing Assistance Agency once for a **maximum of three minutes**. After each speaker returns to his/her seat, the Mayor shall determine the time and manner of response, but typically if answers are available, they will be given after all speakers have had an opportunity to address the City Council.
- Members of the audience are asked to refrain from clapping or otherwise speaking from their seats. Those not meeting the standards for decorum may be escorted from the meeting.

**RULES OF DECORUM CAN BE FOUND IN THE PICO RIVERA MUNICIPAL CODE SECTION 2.08.050 AS ESTABLISHED BY ORDINANCE 783 ADOPTED ON AUGUST 20, 1990 AND AMENDED BY ORDINANCES 822 (SEPTEMBER 21, 1992) AND 1020 (MARCH 21, 2006).**



Tuesday, November 12, 2013

A Regular Meeting of the City Council was held in the Council Chamber, Pico Rivera City Hall, 6615 Passons Boulevard, Pico Rivera, California.

Mayor Camacho called the meeting to order at 6:00 p.m. on behalf of the City Council.

**PRESENT:** Archuleta, Salcido, Tercero, Camacho

**ABSENT:** Armenta

**COMMISSIONERS PRESENT:**

Tommy Elisaldez, Planning Commission

Nadine Barragan, Sister City Commission

**INVOCATION:** Councilmember Archuleta

**PLEDGE OF ALLEGIANCE:** Sister City Commissioner Barragan

**SPECIAL PRESENTATIONS:**

- Presentation to County Library for their 100<sup>th</sup> Anniversary of the Rivera Library
- Employee Recognitions:
  - Susie Servin, Community & Economic Development, 15 years;
  - Alma Rodriguez, Community & Economic Development, 25 years;
  - Martin Rios, Public Works, 25 years;
  - Isidro (Rodriguez) Aguilera, Public Works, 25 years;
  - Steve Rodriguez, Public Works, 25 years.

**PUBLIC HEARING:**

1. **Public Hearing – Adoption of the California Building Codes, Amending Title 15, Building and Construction, of The Pico Rivera Municipal Code. (1300)**

Mayor Camacho opened the public hearing and noted that there was no written or oral communications or public comment cards to provide public testimony.

City Manager Bates stated that this is a standard procedure that is done every two-three years to adopt the California Building Code. He stated by adopting the building code

the City is allowed to implement more stringent procedures than the state code which includes codes like extra earthquake and building standards.

Mayor Pro Tem Tercero asked staff to summarize the code changes for the City.

City Manager Bates stated that the staff report provides comments in regard to seismic activity and roof structures. Community and Economic Development Director Martinez stated that there are four categories that were amended: administrative, climatic, geological and topographical. Building Official Dennis stated that page 4 of the resolution has the summary of the code items and categories. He stated that there are no new additional requirements in this three year section and that the ordinance was properly noticed.

Mayor Camacho closed the public hearing.

Motion by Councilmember Salcido, seconded by Councilmember Archuleta to: 1) Open Public Hearing for adoption by reference, of the Codes adopted by the California Building Standards Commission incorporating the California Building Code, California Residential Code, California Housing Code, California Abatement of Dangerous Building Code, California Sign Code, California Electrical Code, California Historical Code, California Plumbing Code, California Energy Code, California Existing Building Code, California Mechanical Code, California Green Building Standards Code, California Fire Code, and the California Referenced Standards Code, along with any and all amendments and findings of the Codes as found in Pico Rivera's amended Title 15 Municipal Code; 2) Adopt Ordinance No. 1080 that was introduced October 22, 2013; and 3) Order the City Clerk to file certified copies of Resolution No. 6731 and Ordinance 1080 with the California Building Standards Commission and the Department of Housing and Community Development. Motion carries by the following roll call vote:

Ordinance No. 1080 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ADOPTING BY REFERENCE THE 2013 CALIFORNIA BUILDING STANDARDS CODES AND CERTAIN SPECIFIED APPENDICES THEREOF, INCLUDING THE 2013 CALIFORNIA BUILDING CODE, 2013 INTERNATIONAL BUILDING CODE, THE 2013 CALIFORNIA RESIDENTIAL CODE, THE 2013 CALIFORNIA MECHANICAL CODE THE 2013 CALIFORNIA ELECTRICAL CODE, THE 2013 CALIFORNIA PLUMBING CODE, THE 2013 CALIFORNIA GREEN BUILDING STANDARDS CODE, THE 2013 CALIFORNIA ENERGY CODE, THE 2013 CALIFORNIA HISTORICAL

BULDING CODE, THE 2013 CALIFORNIA EXISTING BUILDING CODE, THE 2013 CALIFORNIA REFERENCES STANDARDS CODE, THE 2013 CALIFORNIA FIRE CODE AND AMENDING SPECIFIED CHAPTERS OF TITLE 15 OF THE PICO RIVERA MUNICIPAL CODE

**AYES:** Archuleta, Salcido, Tercero, Camacho

**NOES:** None

**ABSENT:** Armenta

**1<sup>st</sup> PERIOD OF PUBLIC COMMENTS – AGENDA ITEMS ONLY:** None.

**CONSENT CALENDAR:**

**2. Minutes:**

- Approved City Council meeting of October 22, 2013; and
- Received and field Planning Commission meeting of September 3, 2013

**3. Approved 8<sup>th</sup> Warrant Register of the 2013-2014 Fiscal Year. (700)**

Check Numbers: 259222-259510

Special Checks Numbers: None

**4. Second Reading – Adoption of Ordinance No. 1081 Adding Chapter 8.65 to Title 8 of the Pico Rivera Municipal Code Establishing a Registration, Maintenance and Security of Properties in Foreclosure Ordinance. (700)**

1. Adopted Ordinance No. 1081, adding Chapter 8.65 to Title 8 of the Pico Rivera Municipal Code establishing a Registration, Maintenance and Security of Properties in the Foreclosure Ordinance.

Ordinance No. 1081 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, ADDING CHAPTER 8.65 TO TITLE 8 OF THE PICO RIVERA MUNICIPAL CODE ESTABLISHING THE REGISTRATION, MAINTENANCE AND SECURITY OF PROPERTIES IN FORECLOSURE ORDINANCE

**5. Residential Resurfacing Program (RRP) – Phase “E” Slurry Seal, CIP No. 21245 – Notice of Completion. (500)**

1. Accepted as complete, effective October 23, 2013, work performed by American Asphalt South, Inc. on the Residential Resurfacing Program, Phase “E”, Slurry Seal, CIP No. 21245 and instructed the City Clerk to file the Notice of Completion with the Los Angeles County Recorder.

**6. Residential Resurfacing Program (RRP) – Phase “E” Cape Seal, CIP No. 21245 – Notice of Completion. (500)**

1. Accepted as complete, effective November 6, 2013, work performed by VSS International, Inc. on the Residential Resurfacing Program, Phase “E”, Cape Seal, CIP No. 21245 and direct the City Clerk to file Notice of Completion with the Los Angeles County Recorder.

**7. Passons Boulevard and Durfee Avenue Corridor Improvements, CIP No. 21260 – Award Professional Services Agreement for Engineering Services. (500)**

This item was pulled from the Consent Calendar for further clarification and discussion.

Motion by Councilmember Salcido, seconded by Councilmember Archuleta to approve Consent Calendar Items No. 1 through 6. Motion carries by the following roll call vote:

**AYES:** Archuleta, Salcido, Tercero, Camacho

**NOES:** None

**ABSENT:** Armenta

**CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:**

**7. Passons Boulevard and Durfee Avenue Corridor Improvements, CIP No. 21260 – Award Professional Services Agreement for Engineering Services. (500)**

Councilmember Salcido asked if the intersection of Mines and Passons would become a two-lane roadway. Director of Public Works Cervantes stated that no determination has been made at this point. Mr. Salcido also stated his concern for a legal crosswalk on Passons Boulevard and Marjorie Street.

Mayor Camacho asked if a study has been done to provide a traffic signal at the corner of Mines and Passons with Director Cervantes responding that a traffic signal is not being recommended because traffic volumes aren't high enough to warrant the signal.

Motion by Councilmember Salcido, seconded by Councilmember Archuleta to award a Professional Services Agreement to Hartzog & Crabill Inc. to provide engineering design services for the Passons Boulevard and Durfee Avenue Corridor Improvements, CIP No. 21260, State ID No. 5351 (026) for an amount not to exceed \$60,540 and authorize the Mayor to execute the Agreement in a form approved by the City Attorney. Motion carries by the following roll call vote:

Agreement No. 13-1424

**AYES:** Archuleta, Salcido, Tercero, Camacho

**NOES:** None

**ABSENT:** Armenta

**LEGISLATION:** None.

Recessed to Housing Assistance Agency at 6:41 p.m.

ALL FOUR MEMBERS WERE PRESENT

Reconvened from Housing Assistance Agency at 6:42 p.m.

ALL FOUR MEMBERS WERE PRESENT

Recessed to Water Authority at 6:42 p.m.

ALL FOUR MEMBERS WERE PRESENT

Reconvened from Water Authority at 6:46 p.m.

ALL FOUR MEMBERS WERE PRESENT

**NEW BUSINESS:**

In compliance with AB 1234 requirements, Councilmember Archuleta reported on his attendance at the Rail-Volution in Seattle, Washington. He stated that the discussion centered on transit and ridership for the Alameda Corridor.

Mayor Pro Tem Tercero requested a closed session regarding a personnel matter. City Attorney Alvarez-Glasman stated that City Council could call a closed session to have a conversation with the City Manager regarding his performance but to review a personnel action specifically of an employee is not at the City Council level at this point.

**OLD BUSINESS:**

Mayor Pro Tem Tercero commented on his concerns with the parks opening too early and the grass not being established prior to opening.

Mayor Camacho thanked all those residents who supported him in his re-election.

**2<sup>ND</sup> PERIOD OF PUBLIC COMMENTS – ALL OTHER CITY-RELATED BUSINESS:**

John Belmonte, Vice President of the Pico Rivera Concerned Citizens Committee:

- Addressed the City Council regarding Item No. 7 and improvements needed on Beverly Road.

Virginia Aguirre:

- Addressed the City Council regarding the dismissal of a city employee.

Zita Rodriguez:

- Addressed the City Council regarding the release of a city employee.

Georgette Impecoven-Contreras:

- Addressed the City Council regarding employee issues and hostile work environment.

Roddie Rodriguez:

- Addressed the City Council to congratulate Mayor Camacho on his re-election, issues of property in water district, and asked for Council's support on this matter.

Mayor Camacho stated that City Council has worked hard to put the City in a position to move it forward long term and that the City's goal administratively is to put the best

in every position. He stated that the City Council only has the authority to hire and fire the City Manager and City Attorney, and that the City Council, per the municipal code, does not hire or fire employees.

City Attorney Alvarez-Glasman stated that the public has the right to discuss their views and that each employee has privacy rights. He strongly suggested that City Council move on to the next topic to protect the City and the employee from any potential law suits.

Recessed to Closed Session at 7:14 p.m.

ALL FOUR MEMBERS WERE PRESENT

Reconvened from Closed Session at 7:38 p.m.

ALL FOUR MEMBERS WERE PRESENT

**CLOSED SESSION(S):**

**a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9 subdivision (d) paragraph (1)  
Jeff Tracy, Inc. dba Land Forms Construction v. City of Pico Rivera  
Case No. VC063151

City Attorney Alvarez-Glasman stated that authority was given to retain Call & Jensen for special counsel. There was no final action taken and nothing further to report.

**b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9 subdivision (d) paragraph (1)  
City of Pico Rivera v. Water Replenishment District of Southern California (and related cases)  
Case No. BS139228

City Attorney Alvarez-Glasman stated that direction was given to resolve current matter consistent with terms discussed in closed session. There was no final action taken and nothing further to report.

Mayor Camacho adjourned the City Council meeting at 7:39 p.m. There being no objection it was so ordered.

**AYES:** Archuleta, Salcido, Tercero, Camacho

**NOES:** None

**ABSENT:** Armenta

---

Gustavo V. Camacho, Mayor

**ATTEST:**

---

Anna M. Jerome, Deputy City Clerk

I hereby certify that the foregoing is a true and correct report of the proceedings of the City Council regular meeting dated November 12, 2013 and approved by the City Council on December 10, 2013.

---

Anna M. Jerome, Deputy City Clerk



PLANNING COMMISSION

MINUTES

Monday, October 14, 2013

A regular meeting of the Planning Commission was called to order by Chairperson Elisaldez at 6:00 p.m., in the City Hall Council Chambers, 6615 Passons Boulevard, Pico Rivera, CA.

**STAFF PRESENT:**

Ben Martinez, Director  
Guille Aguilar, Senior Planner

**ROLL CALL:**

**PRESENT:** Commissioners Celiz, Elisaldez, Garcia, Martinez, Zermeno

**ABSENT:** None.

**FLAG SALUTE:** Led by Commissioner Garcia

**APPROVAL OF MINUTES:**

September 3, 2013

Motion to approve with one amendment was made by Chairperson Elisaldez:

**AYES:** Celiz, Elisaldez, Garcia, Martinez, Zermeno

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**PUBLIC HEARING:**

PROGRESS REPORT ON ZONING CODE AMENDMENT NO. 165 – TO AMEND CHAPTERS 18.42 (PROPERTY DEVELOPMENT REGULATIONS) AND 18.44 (OFF-STREET PARKING AND LOADING OF THE CITY OF PICO RIVERA ZONING ORDINANCE AS THEY PERTAIN TO THE REGULATION OF RESIDENTIAL DRIVEWAY EXPANSIONS, PORTE-COCHERES AND WALKWAYS

Senior Planner Aguilar presented the progress report. The code amendment was initiated in 2012. After a number of progress reports, the City Council returned the code amendment for further research. The code amendment entails changes to the

existing driveway expansion regulations as well as walkway expansion regulations, and also allows porte-cocheres.

The draft ordinance was presented to the City Council on February 2013. They had no concerns with the driveway or walkway regulations. The City Council had several concerns with the porte-cochere regulations. The City Council requested that property owners of large lots be able to construct porte-cocheres that project more than the maximum of 10' recommended by staff from the residential building line.

On March 26, 2013, staff presented a new ordinance to the City Council which allowed up to a 20' projection for porte-cocheres on lots exceeding 15,000 sq. ft. in size and also reduced the minimum attachment of the porte-cochere to the residence to a 5' long shared wall. The City Council was still concerned with the revised regulation, stating that it was not fully fleshed out because large lots which did not meet the 15,000 square foot lot size threshold could not qualify for the additional projection; the City Council recommended a tiered approach.

Senior Planner Aguilar stated that staff research of existing porte-cocheres within the City demonstrated that there is no need for any projection beyond the residential building line; twenty-eight porte-cocheres were surveyed of which only one was constructed beyond the residential building line. Staff also found that cities with specific design standards prohibit any projection of a porte-cochere from the residential building line.

Staff's recommendation to the Planning Commission was to either (1) Recommend an ordinance which did not allow any projection beyond the building line of the residence or (2) to recommend the ordinance which allowed up to a 10' projection.

Commissioner Garcia asked if staff took into consideration the depth of the lot.

Director Martinez responded that staff took the square footage into consideration.

Commissioner Zermeno asked if the City Council had a unanimous vote in regards to the 20' to 30' projection changes of the porte-cocheres.

Senior Planner Aguilar answered that the request was in regards to one specific resident that wants to project 20' to 30' beyond the building line.

Director Martinez responded that he was not sure if there was a vote but that City Council directed staff to conduct further research.

Commissioner Garcia asked if it would be easier for one resident to come in and request a variance rather than changing the entire amendment.

Senior Planner Aguilar stated that the City Council requested a tiered projection greater than 20' based on the size of the lot. One of the recommendations from the City Council was to allow a certain percentage based on the distance between the home to the front property line.

Commissioner Garcia asked if a resident could extend a porte-cochere towards the rear.

Senior Planner Aguilar responded that porte-cocheres would be limited to a maximum depth of 40' in length.

Commissioner Celiz asked if a porte-cochere is used as a vehicle cover attached to the home. Commissioner Celiz stated that some of the examples provided were not being used as a porte-cochere.

Senior Planner Aguilar stated that staff contacted the American Planning Association, the League of California Cities, and also conducted a telephone survey of local cities. Most cities do not allow a porte-cochere to project beyond the residential building line. There are other cities that do not have anything in writing prohibiting the projection, but they do discourage these structures and they also do not get requests to project from the residential building line. Staff conducted a windshield survey of the porte-cocheres within the City, and only one out of twenty-eight were built projecting from the building line. She stated that it is not in the best interest of the City to adopt an ordinance that benefits one resident, when the general population of the City does not request this type of construction.

Staff's recommendation was that the Planning Commission direct staff to permit porte-cocheres with no projections beyond the building line. The porte-cochere would be flush with the setback of the residence, and would function in the true intent of a porte-cochere, or staff could go back to the original recommendation with a projection of up to 10' from the front building line.

Director Martinez responded that if the second option was approved, staff would discourage the projection of 10'.

Commissioner Zermeno recommended staff to stay with the first option to avoid a nuisance within the City. Commissioner Zermeno also stated there is already a nuisance issue with the canopies throughout the City.

Commissioner Martinez asked if staff could allow different projections based on the square footage of lots.

Senior Planner Aguilar responded that this would not work for smaller lots.

Commissioner Martinez asked how staff would handle the pre-existing porte-cocheres.

Senior Planner Aguilar responded that if a homeowner wishes to keep a porte-cochere, they will need to comply with the current code regulations.

Director Martinez stated that all pre-existing construction/structures must comply with City codes.

It was motioned to open the public hearing by Chairperson Elisaldez. He asked that the record reflect there was no one in the audience to speak on the public hearing.

There being no one to speak on the public hearing, it was motioned to close the public hearing by Commissioner Celiz, seconded by Commissioner Garcia.

Motioned carried by the following roll call vote:

**AYES:** Commissioners Celiz, Elisaldez, Garcia, Martinez, Zermeno  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

Commissioner Martinez recommended that staff draft an ordinance which does not allow a porte-cochere to project beyond the building line of the residence. This ordinance would contain strict design guidelines in line with those of more progressive cities.

Commissioner Garcia stated staff should make exceptions when the structure is used as a porte-cochere.

Chairperson Elisaldez stated that staff will continue this recommendation to the meeting of November 18, 2013.

**PUBLIC COMMENTS – NON-AGENDA ITEMS:** None.

**NEW BUSINESS:**

Commissioner Zermeno stated that there was a blackout throughout the City that started at 5:00 a.m. in the morning. During this outage, the traffic signals were out and the train arms did not go down when the train passed. He requested that the Sheriff's Station and the railroad company be made aware of these scheduled power outings.

Commissioner Martinez stated that during a power outage, emergency services are normally notified.

**CONTINUED/OLD BUSINESS:** None.

**PLANNING COMMISSION REPORTS:**

- a) CITY COUNCIL MEETING OF September 10, 2013 – Commissioner Celiz attended this meeting.
- b) CITY COUNCIL MEETING OF September 24, 2013 – Commissioner Garcia attended this meeting.
- c) CITY COUNCIL MEETING OF October 8, 2013 – Commissioner Martinez attended this meeting.

Commissioner Martinez reported that the City was nominated as a Most Business Friendly City finalist.

The Housing Element was approved by the City Council.

There was an article of the Norm's ground breaking ceremony in the newspaper.

Commissioner Martinez talked about the location of the former Mt. Baldy Inn that was located on Whittier Boulevard; an old business that was torn down in the 1980's.

Jim's Burgers is now open.

Director Martinez invited all Commissioners to the ground breaking at noon Tuesday, October 15, 2013.

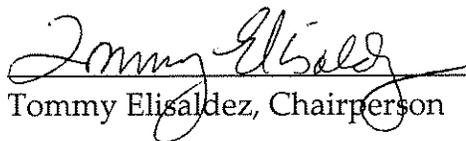
Commissioner Celiz asked what staff is doing about unkept residential lawns.

Director Martinez responded that staff was preparing a Foreclosure Reporting Ordinance which will address unkept lawns if it is a foreclosed property.

Commissioner Celiz stated there are three properties with an unkept lawn on Passons Boulevard and Bert Street.

Director Martinez responded that staff would address these code enforcement issues.

There being no further business the Planning Commission meeting was adjourned at 6:42 p.m.

  
Tommy Elsaldez, Chairperson

**ATTEST:**

  
Benjamin A. Martinez, Secretary  
Planning Commission  
Director of Community and Economic Development



Monday, November 18, 2013

A regular meeting of the Planning Commission was called to order by Chairperson Elisaldez at 6:00 p.m., in the City Hall Council Chambers, 6615 Passons Boulevard, Pico Rivera, CA.

**STAFF PRESENT:**

Ben Martinez, Director  
Guille Aguilar, Senior Planner

**ROLL CALL:**

**PRESENT:** Commissioners Celiz, Elisaldez, Garcia, Martinez, Zermeno

**ABSENT:** None.

**FLAG SALUTE:** Led by Commissioner Martinez

**APPROVAL OF MINUTES:**

October 14, 2013

Motion to approve the minutes was made by Commissioner Zermeno and seconded by Commissioner Garcia:

**AYES:** Celiz, Elisaldez, Garcia, Martinez, Zermeno

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**PUBLIC HEARING:**

CONTINUED PUBLIC HEARING - ZONING CODE AMENDMENT NO. 165 – TO AMEND CHAPTERS 18.42 (PROPERTY DEVELOPMENT REGULATIONS) AND 18.44 (OFF-STREET PARKING AND LOADING OF THE CITY OF PICO RIVERA ZONING ORDINANCE AS THEY PERTAIN TO THE REGULATION OF RESIDENTIAL DRIVEWAY EXPANSIONS, PORTE-COCHERES AND WALKWAYS

Senior Planner Aguilar presented the progress report. At the October 14, 2013 meeting, staff was directed by the Planning Commission to prepare a draft ordinance allowing porte-cocheres which do not project beyond the front building line of the residence. Senior Planner Aguilar explained that in addition to the ordinance that meets the request of the Planning Commission, staff will also draft a second ordinance which meets the direction of the City Council so that both may be presented and the chosen ordinance will be forwarded over to City Council. Staff's recommendations will also include cleanup language to address a concern with the current definition for lot coverage. The existing definition for lot coverage specifically excludes covered patios from the lot coverage calculation, including patios in the front and rear yards. Staff will be recommending that the lot coverage calculations include covered patios.

Director Martinez stated that staff will come back on December 2 with the formal recommendations as stated and the Planning Commission may choose the final ordinance to recommend to the City Council.

Commissioner Zermeno asked if this has gone back to City Council from the last discussion.

Senior Planner answered that it has not gone back to the City Council. Once the Planning Commission has chosen an ordinance, staff will take the recommended ordinance to City Council.

Commissioner Garcia asked if the porte-cochere and the lot coverage are two separate issues. He stated the porte-cochere ordinance can be approved independently from the lot coverage ordinance should further research be needed.

Senior Planner Aguilar responded that both issues will be in the same ordinance.

Director Martinez responded that staff can always come back and answer further questions. This ordinance is not time sensitive.

Chairperson Elisaldez asked if the current ordinance for lot coverage is 40%.

Senior Planner Aguilar responded that lots 5,500 sq. ft. in size or larger, the lot coverage is 40% and lots smaller than 5,500 sq. ft. it is 45%, and lots in the residential estate zone the lot coverage is 35%.

Chairperson Elisaldez requested that this information be included in the staff report.

Commissioner Garcia also asked for pictures demonstrating the different sizes.

Commissioner Martinez stated that previously, garages and porches were considered part of lot coverage.

Senior Planner Aguilar responded that there are existing definitions in the zoning code for building coverage that specifically excludes covered patios, swimming pools, and cabanas from being part of the lot coverage calculation.

Commissioner Martinez asked how garages are calculated.

Senior Planner Aguilar responded that garages are part of the coverage. Staff will recommend to include covered patios in the lot coverage calculation as well. There is a definition that excludes patios and staff would like to address this argument or complaint before the issue is brought up.

Commissioner Garcia asked if a patio would have to be attached to the residence in order to be included in the lot coverage.

Senior Planner Aguilar responded that it would not need to be attached.

There being no one to speak on the public hearing, it was recommended to continue the public hearing to December 2, 2013 by Commissioner Garcia, seconded by Commissioner Zermeno.

Motioned carried by the following roll call vote:

**AYES:** Commissioners Celiz, Elisaldez, Garcia, Martinez, Zermeno

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**PUBLIC COMMENTS – NON-AGENDA ITEMS:** None.

**NEW BUSINESS:**

Senior Planner Guille Aguilar shared that a grant through Southern California Association of Governments (SCAG) for sustainable communities was obtained in the amount of \$250,000 to study the feasibility of converting existing industrial properties on the north side of Kruse Road into open space. The funding would be received from SCAG sometime in the summer of 2014.

Director Ben Martinez clarified that the grant amount awarded was actually \$150,000. The study could create a long term project that would lead to acquisition grants and other funding possibilities.

Commissioner Zermeno asked what type of consultant would be used.

Director Martinez responded that a planning consultant would be used. They would be used to look into the purchase and relocation of the businesses, as well as the environmental factors.

Commissioner Garcia asked what type of open space staff is looking into.

Director Martinez responded that staff is just looking into open space, for now, not a specific use.

Senior Planner Aguilar also gave the Planning Commissioners a reminder on the applications for the two year term. The reappointment will be taking place on January 14, 2014.

Commissioner Martinez asked if Public Works could look into putting a speed limit reminder on eastbound Whittier Boulevard noting the speed limit change.

Director Martinez responded that they will ask Public Works to look into this.

Commissioner Martinez asked that segments of Rosemead Boulevard be repaired.

#### **CONTINUED/OLD BUSINESS:**

Director Martinez reported that the three properties on Bert Street that are lacking vegetation have been sent Notices of Violation by code enforcement and are being addressed.

#### **PLANNING COMMISSION REPORTS:**

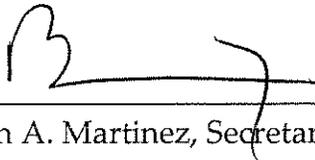
- a) CITY COUNCIL MEETING OF October 22, 2013 – Commissioner Zermeno attended this meeting.
- b) CITY COUNCIL MEETING OF November 12, 2013 – Chairperson Elisaldez was unable to attend this meeting.

- c) PLANNING COMMISSION REPRESENTATIVE TO THE CITY COUNCIL MEETING OF Tuesday, November 26, 2013 – meeting will be dark.

There being no further business the Planning Commission meeting was adjourned at 6:30 p.m.

  
Tommy Elisaldez, Chairperson

ATTEST:



Benjamin A. Martinez, Secretary  
Planning Commission  
Director of Community and Economic Development

**9th WARRANT REGISTER OF THE 2013-2014 FISCAL YEAR**

**MEETING DATE:** 12/10/13

**TOTAL REGISTER AMOUNT:** \$5,294,362.43

**CHECK NUMBERS:** 259511-259627  
259632-259763

**SPECIAL CHECK NUMBERS:** 259628-259631

**REGULAR CHECK TOTAL:** \$2,467,877.14

**SPECIAL CHECK TOTAL:** \$2,826,485.29

**TOTAL REGISTER AMOUNT:** \$5,294,362.43

**PAYROLL REGISTER P/P 11/01/13 - 11/15/13**

**Pay Date: 11/21/13**

**VOID ACH CKS**

\_\_\_\_\_

**VOID CKS**

385732	(542.09)
386239	(8,467.00)
	_____
	(9,009.09)

**Scrap:**

386236  
386238  
386240  
386242-386244  
386300

**SPECIAL CKS**

386237	542.09
386239	8,467.00
386241	8,467.00
	_____
	17,476.09

**CKS**

386245 - 386299	47,123.77
	_____
	47,123.77

**ACH**

386301 - 386492	233,199.62
	_____
	233,199.62

<b>TOTAL</b>	<u>288,790.39</u>
--------------	-------------------

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
12044	ADVANCED AVANT-GARDE CORPORATION A			WAP 259512	11/07/13	520.00	

Claim# General Description  
332710 EXTRA COMPLIANCE SERVICES FOR LA COCINA

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31390	C		3338	09/27/13	520.00		0.00	520.00
GL Distribution				Gross Amount Description				
630-5400-44100-00006327					520.00			
PO Liquidation					Amount			
630-5400-44100-00006327					520.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
433	ADVANCED PRINTING CO			WAP 259513	11/07/13	384.18	

Claim# General Description  
332705 2014 RESIDENTIAL PARKING PERMITS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31561	C		15976	10/23/13	384.18		0.00	384.18
GL Distribution				Gross Amount Description				
010-4235-42400-00000000					384.18			
PO Liquidation					Amount			
010-4235-42400-00000000					384.18			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
7455	AFLAC ATTN: REMITTANCE PROCESSING			WAP 259514	11/07/13	3,991.65	

Claim# General Description  
332815 AFLAC EMPLOYEE DEDUCTION FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	3,991.65		0.00	3,991.65
GL Distribution				Gross Amount Description				
010-0000-20807-00000000					3,991.65			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1913	AK MILLER GARAGE			WAP 259515	11/07/13	621.94	

Claim# General Description  
332706 REPAIRS ON UNIT #285

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6134	10/23/13	621.94		0.00	621.94
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					621.94			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
4009	ALVAREZ-GLASMAN & COLVIN			WAP 259516	11/07/13	8,250.00	Y

Claim# General Description  
332900 CITY ATTY RETAINER FEE FOR 11/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31484	O		11/2013	11/01/13	8,250.00		0.00	8,250.00
GL Distribution				Gross Amount Description				
010-0700-44500-00000000				8,250.00				
PO Liquidation				Amount				
010-0700-44500-00000000				8,250.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
4437	AMERICAN EMBLEMATIC, LLC	1	AMERICAN EMBLEMATIC	WAP 259517	11/07/13	2,353.73	

Claim# General Description  
332707 FLYING DISCS AND BOTTLED WATER GIVEAWAYS AT SMITH AND RIO VISTA PARKS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8013-13	10/15/13	498.30		0.00	498.30
GL Distribution				Gross Amount Description				
010-8230-42400-00000000				498.30				

Claim# General Description  
332708 FLYING DISCS AND BOTTLED WATER GIVEAWAYS AND SET UP CHARGE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8016-13	10/15/13	348.15		0.00	348.15
GL Distribution				Gross Amount Description				
010-8230-42400-00000000				348.15				

Claim# General Description  
332709 FLYING DISCS AND BOTTLED WATER GIVEAWAYS AT SMITH AND RIO VISTA PARKS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8015-13	10/15/13	463.65		0.00	463.65
GL Distribution				Gross Amount Description				
010-8230-42400-00000000				463.65				

Claim# General Description  
332851 RIO VISTA PARK FIELD SIGNS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1501-13	10/24/13	1,043.63		0.00	1,043.63
GL Distribution				Gross Amount Description				
010-8111-44500-00000000				1,043.63				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15570	AMERICAN HERITAGE LIFE INSURANCE C			WAP 259518	11/07/13	316.76	

Claim# General Description  
332807 LIFE INSURANCE EMPLOYEE PAID FOR NOVEMBER 2013

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110113	11/07/13	316.76		0.00	316.76
GL Distribution				Gross Amount Description			
010-0000-20807-00000000				316.76			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
45	BISHOP COMPANY			WAP 259519	11/07/13	447.33	

Claim# General Description  
332871 STREET AND PARKS TOOLS

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		368118	10/16/13	255.32		0.00	255.32
		368198	10/18/13	192.01		0.00	192.01
GL Distribution				Gross Amount Description			
010-4200-43500-00000000				192.01			
010-4350-43500-00000000				255.32			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15563	CALIFORNIA CLEANING SYSTEMS			WAP 259520	11/07/13	302.18	

Claim# General Description  
332711 PRESSURE WASHER PARTS

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		34175	10/29/13	302.18		0.00	302.18
GL Distribution				Gross Amount Description			
010-4200-44640-00000000				302.18			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15555	CALPERS LONG-TERM CARE PROGRAM			WAP 259521	11/07/13	115.85	

Claim# General Description  
332799 PERS LONG TERM CARE P/E 11/01/13

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110113	11/07/13	115.85		0.00	115.85
GL Distribution				Gross Amount Description			
010-0000-20825-00000000				115.85			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
12829	ENDICOTT COMM., INC DBA CENTRAL VO	2	CENTRAL VOICE A DIVISION OF ENDIC	WAP 259522	11/07/13	110.00	

Claim# General Description  
332718 WATER DIVISION AFTER HOURS ANSWERING SERVICE FOR OCTOBER 2013

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		131010657	10/20/13	60.30		0.00	60.30
GL Distribution			Gross Amount Description				
550-4920-44100-00000000			60.30				

Claim# General Description  
332719 PUBLIC WORKS AFTER HOURS ANSWERING SERVICE FOR OCTOBER 2013

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		131010611	10/20/13	49.70		0.00	49.70
GL Distribution			Gross Amount Description				
010-4200-44100-00000000			49.70				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
9199	CENTURY ROOTER	1	CENTURY ROOTER	WAP 259523	11/07/13	180.00	

Claim# General Description  
332716 BACKFLOW TESTING AT RIO VISTA PARK

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		167358	10/04/13	120.00		0.00	120.00
GL Distribution			Gross Amount Description				
550-4920-44100-00000000			120.00				

Claim# General Description  
332717 BACKFLOW TESTING AT RIO VISTA PARK

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		167627	10/10/13	60.00		0.00	60.00
GL Distribution			Gross Amount Description				
550-4920-44100-00000000			60.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14907	ART CERVANTES			WAP 259524	11/07/13	146.59	

Claim# General Description  
332852 MILEAGE REIMBURSEMENT FOR SEPTEMBER AND OCTOBER 2013

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110413	11/04/13	146.59		0.00	146.59
GL Distribution			Gross Amount Description				
550-4900-43200-00000000			48.87				
010-4010-43200-00000000			48.86				
010-4000-43200-00000000			48.86				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14170	MONTEBELLO AUTO GROUP, LLC DBA CHE			WAP 259525	11/07/13	63.57	

Claim# General Description  
332712 REPAIR PARTS FOR UNIT #214

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			78890	10/23/13	63.57		0.00	63.57
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					63.57			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13463	CHILD SUPPORT ENFORCEMENT DIVISION			WAP 259526	11/07/13	250.00	

Claim# General Description  
332808 EMPLOYEE DEDUCTION P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113-VH	11/07/13	250.00		0.00	250.00
GL Distribution					Gross Amount Description			
010-0000-20816-00000000					250.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
736	CINTAS CORP		2 CINTAS DOCUMENT MANAGEMENT	WAP 259527	11/07/13	65.00	

Claim# General Description  
332870 SHREDDING SERVICE FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31540	0		DG35495452	09/30/13	65.00		0.00	65.00
GL Distribution					Gross Amount Description			
010-0300-44500-00000000					65.00			
PO Liquidation					Amount			
010-0300-44500-00000000					65.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13855	CLEANSOURCE, INC.		3 CLEANSOURCE	WAP 259528	11/07/13	1,338.64	

Claim# General Description  
332713 MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2785376-00	10/10/13	1,338.64		0.00	1,338.64
GL Distribution					Gross Amount Description			
010-4200-44100-00000000					568.64			
010-4350-43400-00000000					770.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1068 CLINICAL LABORATORY OF SAN BERNARD WAP 259529 11/07/13 509.50

Claim# General Description  
 332721 WATER SAMPLE TESTING FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			931397	10/09/13	509.50		0.00	509.50
GL Distribution					Gross Amount Description			
550-4920-44100-00000000				509.50				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 11917 CONTROL SYSTEMS INC. WAP 259530 11/07/13 962.50

Claim# General Description  
 332720 CHLORINE STATIONS SERVICE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2245	10/16/13	962.50		0.00	962.50
GL Distribution					Gross Amount Description			
550-4920-44100-00000000				962.50				
PO Liquidation				Amount				
550-4920-44100-00000000				962.50				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 5761 SEIU LOCAL 721 - COPE ATTN: CONTRO 1 SEIU LOCAL 721 - COPE ATTN: ACCOU WAP 259531 11/07/13 54.94

Claim# General Description  
 332793 COPE CONTRIBUTION P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	54.94		0.00	54.94
GL Distribution					Gross Amount Description			
010-0000-20826-00000000				54.94				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1235 COUNTY OF LOS ANGELES DEPT OF PUBL WAP 259532 11/07/13 445.41

Claim# General Description  
 332722 TRAFFIC SIGNAL MAINTENANCE FOR JUNE 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			RE-PW-13082001004	08/21/13	165.97		0.00	165.97
GL Distribution					Gross Amount Description			
010-4200-44655-00000000				165.97				

Claim# General Description  
 332723 TRAFFIC SIGNAL MAINTENANCE FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			RE-PW-13091602205	09/16/13	279.44		0.00	279.44
GL Distribution					Gross Amount Description			
010-4200-44655-00000000				279.44				

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15956	CPACINC.COM			WAP 259533	11/07/13	334.90	
Claim# General Description							
332854	ELECTRICAL AND BACKUP BATTERY UPGRADES						
	PO# Stat Contract# Invoice#		Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		SI-1270294	10/25/13	334.90		0.00	334.90
	GL Distribution	Gross Amount Description					
	010-0820-44500-00000000		334.90				
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13574	CRAFICO, INC.			WAP 259534	11/07/13	706.20	
Claim# General Description							
332715	COLD PATCH ASPHALT						
	PO# Stat Contract# Invoice#		Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		00423674	10/23/13	706.20		0.00	706.20
	GL Distribution	Gross Amount Description					
	010-4200-44605-00000000		706.20				
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
499	CROCKER SIGNS & SCREEN PRINTING			WAP 259535	11/07/13	317.19	
Claim# General Description							
332714	CITY YARD OFFICE SIGNS						
	PO# Stat Contract# Invoice#		Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		49644	10/10/13	317.19		0.00	317.19
	GL Distribution	Gross Amount Description					
	010-4340-43400-00000000		317.19				
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
2561	CALIFORNIA SOCIETY OF MUNICIPAL FI	2	CSMFO	WAP 259536	11/07/13	110.00	
Claim# General Description							
332855	MEMBERSHIP RENEWAL FOR C.OSORIO FOR 2014						
	PO# Stat Contract# Invoice#		Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110113	11/01/13	110.00		0.00	110.00
	GL Distribution	Gross Amount Description					
	010-0800-42600-00000000		110.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
8972	CYPRESS LOCK & KEY	1	CYPRESS LOCK AND SAFE	WAP 259537	11/07/13	1,509.44		
Claim# General Description								
332724	ALARM INSTALLATION AT SMITH PARK							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			17200	08/23/13	1,509.44		0.00	1,509.44
GL Distribution			Gross Amount Description					
010-4340-43400-00000000			1,509.44					
-----								
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
16485	DENTAL HEALTH SERVICES			WAP 259538	11/07/13	3,160.53		
Claim# General Description								
332814	DENTAL HEALTH SERVICES FOR NOVEMBER 2013							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	3,160.53		0.00	3,160.53
GL Distribution			Gross Amount Description					
010-0000-20808-00000000			3,014.13					
010-0900-41900-00000000			146.40					
-----								
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
2515	DERIAN/PARTY WAREHOUSE			WAP 259539	11/07/13	209.54		
Claim# General Description								
332725	SENIOR CENTER EVENT SUPPLIES							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			102413	10/24/13	98.57		0.00	98.57
			102813	10/28/13	30.48		0.00	30.48
GL Distribution			Gross Amount Description					
010-8220-45280-00000000			30.48					
010-8220-45280-00000000			98.57					
-----								
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			103113	10/31/13	80.49		0.00	80.49
GL Distribution			Gross Amount Description					
010-8102-44100-00000000			80.49					
-----								

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
116	DUNN-EDWARDS CORP			WAP 259540	11/07/13	252.69	

Claim# General Description  
332727 SMITH PARK PAINT SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2145069248	10/18/13	252.69	5.05	0.00	252.69
GL Distribution					Gross Amount Description			
010-4340-43430-00000000					252.69			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16330	CYNTHIA A. DUPREY DBA PROCUREMENT			WAP 259541	11/07/13	3,213.00	

Claim# General Description  
332728 CONSULTING SERVICES FOR THE MONTH OF OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31099	O		10.1.13	11/01/13	3,213.00		0.00	3,213.00
GL Distribution					Gross Amount Description			
010-0800-44500-00000000					3,213.00			
PO Liquidation					Amount			
010-0800-44500-00000000					3,213.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
123	EL RANCHO UNIFIED SCHOOL DISTRICT			WAP 259542	11/07/13	2,886.34	

Claim# General Description  
332729 USAGE OF WATER METER #2247523 FROM 08/15/13-09/17/13 PARKS MASTER PLAN CIP #21219

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31544	O		14-026	10/03/13	2,886.34		0.00	2,886.34
GL Distribution					Gross Amount Description			
210-7310-44500-00021219					2,886.34			
PO Liquidation					Amount			
210-7310-44500-00021219					2,886.34			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
123	EL RANCHO UNIFIED SCHOOL DISTRICT	6	EL RANCHO UNIFIED SCHOOL DISTRICT	WAP 259543	11/07/13	17.05	

Claim# General Description  
332730 REACH PROGRAM SNACKS FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1092BIRNEY	10/28/13	2.80		0.00	2.80
			1092RIOVISTA	10/28/13	1.70		0.00	1.70
			1092SORANCHITO	10/28/13	5.95		0.00	5.95
GL Distribution					Gross Amount Description			
690-8105-44100-00000000					10.45			

Claim# General Description  
332731 REACH PROGRAM SNACKS FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1093NORANCHITO	10/28/13	1.40		0.00	1.40
			1093RIVERA	10/28/13	1.70		0.00	1.70
			1093SORANCHITO	10/28/13	3.50		0.00	3.50
GL Distribution				Gross Amount Description				
690-8105-44100-00000000				6.60				

---

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15330	ENVIRONMENTAL SCIENCE ASSOCIATES			WAP 259544	11/07/13	1,789.29	

Claim# General Description  
332732 PROFESSIONAL SERVICES FOR SEPTEMBER 2013 CIP #21259

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31199	O		104920	10/16/13	1,789.29		0.00	1,789.29
GL Distribution				Gross Amount Description				
210-7330-44500-00021259				1,789.29				
PO Liquidation				Amount				
210-7330-44500-00021259				1,789.29				

---

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10975	EUROSTAR INC.			WAP 259545	11/07/13	300.00	

Claim# General Description  
332733 DEPOSIT REFUND FOR TUP #13-48 (CR #916463)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			916463	09/12/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
990-0000-29119-00000000				300.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep		
15578	EWING IRRIGATION PRODUCTS			WAP 259546	11/07/13	859.45			
Claim#	General Description								
332734	RIVERA PARK IRRIGATION SUPPLIES								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				6926652	08/29/13	59.35		0.00	59.35
	GL Distribution			Gross Amount Description					
	010-4350-43400-00000000					59.35			
Claim#	General Description								
332735	STOCK IRRIGATION BATTERIES								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				7118801	10/08/13	11.04		0.00	11.04
	GL Distribution			Gross Amount Description					
	010-4350-43400-00000000					11.04			
Claim#	General Description								
332736	PICO PARK IRRIGATION SUPPLIES								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				7157156	10/17/13	22.21		0.00	22.21
	GL Distribution			Gross Amount Description					
	010-4350-43400-00000000					22.21			
Claim#	General Description								
332737	PICO PARK IRRIGATION SUPPLIES								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				7145624	10/15/13	194.77		0.00	194.77
	GL Distribution			Gross Amount Description					
	010-4350-43400-00000000					194.77			
Claim#	General Description								
332738	STOCK IRRIGATION SUPPLIES								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				7177147	10/22/13	58.10		0.00	58.10
	GL Distribution			Gross Amount Description					
	010-4350-43400-00000000					58.10			
Claim#	General Description								
332856	IRRIGATION SUPPLIES FOR MEDIAN ENTRANCE MONUMENTS CIP #21255								
	PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
				7103266	10/07/13	346.07		0.00	346.07
				7111828	10/07/13	45.29		0.00	45.29
	GL Distribution			Gross Amount Description					
	210-7300-44500-00021255					346.07			
	210-7300-44500-00021255					45.29			

Claim# General Description  
332872 STOCK IRRIGATION SUPPLIES

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		6926653	08/29/13	122.62		0.00	122.62
GL Distribution			Gross Amount Description				
010-4350-43400-00000000			122.62				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16547	FIDELITY SECURITY LIFE INSURANCE/E			WAP 259547	11/07/13	3,065.39	

Claim# General Description  
332816 EYE MED VISION CARE FOR NOVEMBER 2013

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110113	11/07/13	3,065.39		0.00	3,065.39
GL Distribution			Gross Amount Description				
010-0000-20808-00000000			2,874.12				
010-0900-41900-00000000			191.27				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
4758	THE FLAG SHOP			WAP 259548	11/07/13	453.77	

Claim# General Description  
332739 STOCK FLAGS

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		17138	10/29/13	453.77		0.00	453.77
GL Distribution			Gross Amount Description				
010-4340-43400-00000000			453.77				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15584	FRANCHISE TAX BOARD			WAP 259549	11/07/13	459.87	

Claim# General Description  
332806 EMPLOYEE DEDUCTION P/E 11/01/13

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		110113-EG	11/07/13	459.87		0.00	459.87
GL Distribution			Gross Amount Description				
010-0000-20816-00000000			459.87				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10009	FRESH MUSIC LIBRARY			WAP 259550	11/07/13	99.00	

Claim# General Description  
332740 MUSIC LICENSE RENEWAL FROM 10/04/13-10/03/14

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		YEAR13-14	10/30/13	99.00		0.00	99.00
GL Distribution			Gross Amount Description				
010-0400-43500-00000000			99.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13922	G.M. SAGER CONSTRUCTION CO., INC.			WAP 259551	11/07/13	300.00	

Claim# General Description  
332857 WATER REPAIRS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31302	09/30/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
550-4920-44100-00000000					300.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15606	GOVERNMENT FINANCE OFFICERS ASSOCI			WAP 259552	11/07/13	1,300.00	

Claim# General Description  
332742 CIPFA-GFOA ANNUAL RENEWAL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			103013	10/30/13	1,300.00		0.00	1,300.00
GL Distribution				Gross Amount Description				
010-0800-42200-00000000					1,300.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16201	GHD INC.		2 GHD	WAP 259553	11/07/13	20,940.00	

Claim# General Description  
332741 PROFESSIONAL SERVICES RENDERED FOR TELEGRAPH RD RAISED MEDIAN PROJECT CIP #21232

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
30876	0		70221	02/01/13	20,940.00		0.00	20,940.00
GL Distribution				Gross Amount Description				
210-7300-44500-00021232					20,940.00			
PO Liquidation				Amount				
210-7300-44500-00021232					20,940.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15712	GOLFLINKS CONSULTING			WAP 259554	11/07/13	6,000.00	

Claim# General Description  
332873 MONTHLY MANAGEMENT FEES FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1311	11/01/13	6,000.00		0.00	6,000.00
GL Distribution				Gross Amount Description				
570-8440-46200-00000000					6,000.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10931	GRAFFITI TRACKER, INC.	2	GRAFFITI TRACKER	WAP 259555	11/07/13	1,500.00	

Claim# General Description  
332743 GRAFFITI TRACKING SERVICES FOR 10/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31432	O		2566	10/18/13	1,500.00		0.00	1,500.00
GL Distribution				Gross Amount Description				
010-4230-44500-00000000				1,500.00				
PO Liquidation				Amount				
010-4230-44500-00000000				1,500.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
155	GRAINGER	2	GRAINGER	WAP 259556	11/07/13	1,561.44	

Claim# General Description  
332744 ELECTRICAL CONDUIT REEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9270366272	10/16/13	585.34		0.00	585.34
GL Distribution				Gross Amount Description				
010-4340-43500-00000000				585.34				

Claim# General Description  
332745 THERMAL CAMERA

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9270366256	10/16/13	976.10		0.00	976.10
GL Distribution				Gross Amount Description				
010-4340-43500-00000000				976.10				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15571	GRIFFITH AIR TOOL, INC			WAP 259557	11/07/13	6,289.00	

Claim# General Description  
332746 LANDSCAPE TRAILER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31348	O		26228	09/30/13	6,289.00		0.00	6,289.00
GL Distribution				Gross Amount Description				
010-4200-47300-00000000				6,289.00				
PO Liquidation				Amount				
010-4200-47300-00000000				6,289.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 12812 HARRIS & ASSOCIATES INC. 2 HARRIS & ASSOCIATES, INC. WAP 259558 11/07/13 6,795.16

Claim# General Description  
 332749 PROFESSIONAL SERVICES RENDERED THRU 08/31/13 FOR CIP #20053

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
28667	O		22303	09/09/13	6,795.16		0.00	6,795.16
GL Distribution				Gross Amount Description				
210-7300-44500-00020053					6,795.16			
PO Liquidation					Amount			
210-7300-44500-00020053					6,795.16			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 916 HARRIS COMPUTER SYSTEMS 2 HARRIS COMPUTER SYSTEMS WAP 259559 11/07/13 9,866.76

Claim# General Description  
 332747 MONTHLY TECHNICAL SOFTWARE ASSISTANCE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31568	O		MN003427	09/20/13	4,933.38		0.00	4,933.38
GL Distribution				Gross Amount Description				
010-0820-44500-00000000					4,933.38			
PO Liquidation					Amount			
010-0820-44500-00000000					4,933.38			

Claim# General Description  
 332748 MONTHLY TECHNICAL SOFTWARE ASSISTANCE FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31568	O		MN003448	10/21/13	4,933.38		0.00	4,933.38
GL Distribution				Gross Amount Description				
010-0820-44500-00000000					4,933.38			
PO Liquidation					Amount			
010-0820-44500-00000000					4,933.38			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15227 SUSAN HARTMAN 2 HARRIS COMPUTER SYSTEMS WAP 259560 11/07/13 5,530.00

Claim# General Description  
 332858 FINANCIAL CONSULTING SERVICES FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31463	O		PICOR#20	11/03/13	5,530.00		0.00	5,530.00
GL Distribution				Gross Amount Description				
010-0800-44500-00000000					5,530.00			
PO Liquidation					Amount			
010-0800-44500-00000000					5,530.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10700	HEALTH NET			WAP 259561	11/07/13	4,533.90	

Claim# General Description  
332802 MEDICAL PREMIUM GROUP C FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	4,533.90		0.00	4,533.90
GL Distribution				Gross Amount Description				
010-0000-20808-00000000				4,080.51				
010-0900-41900-00000000				453.39				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
163	HEALTHFIRST-NORTH MEDICAL GROUP			WAP 259562	11/07/13	103.86	

Claim# General Description  
332750 DRUG SCREENING/PHYSICALS FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31469	O		51633587387	10/06/13	103.86		0.00	103.86
GL Distribution				Gross Amount Description				
010-0350-44400-00000000				103.86				
PO Liquidation				Amount				
010-0350-44400-00000000				103.86				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
5028	HIRSCH & ASSOCIATES, INC			WAP 259563	11/07/13	13,288.00	

Claim# General Description  
332874 PROFESSIONAL SERVICES RENDERED FOR SMITH PARK RENOVATION CIP #21218

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
29321	O		0918PB#42	10/01/13	13,288.00		0.00	13,288.00
GL Distribution				Gross Amount Description				
210-7310-44500-00021218				13,288.00				
PO Liquidation				Amount				
210-7310-44500-00021218				1,665.29				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
178	INDUSTRIAL PIPE & STEEL COMPANY			WAP 259564	11/07/13	256.10	

Claim# General Description  
332751 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			774728	09/20/13	170.32		0.00	170.32
GL Distribution				Gross Amount Description				
010-4370-43100-00000000				170.32				

Claim# General Description  
332752 MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
CCS.AP	Accounts Payable Release 8.2.1		N*APR700					
								By Gloria Candelaria (gcandelaria)

775935	09/26/13	85.78	0.00	85.78
GL Distribution	Gross Amount Description			
010-4340-43400-00000000	85.78			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
16715	INTELLIGENT SYSTEMS CONSULTING GRE			WAP	259565	11/07/13	990.00	

Claim# General Description  
332753 SCADA SYSTEM REPAIRS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31361	O		303	09/10/13	990.00		0.00	990.00
GL Distribution			Gross Amount Description					
550-4920-44100-00000000			990.00					
PO Liquidation			Amount					
550-4920-44100-00000000			990.00					

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
8182	INTERNATIONAL CODE COUNCIL, INC	3	INTERNATIONAL CODE COUNCIL, INC.	WAP	259566	11/07/13	225.00	

Claim# General Description  
332754 MEMBERSHIP DUES FOR E.DENNIS FROM 09/01/13-08/31/14

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2958898	08/31/13	225.00		0.00	225.00
GL Distribution			Gross Amount Description					
010-3300-42600-00000000			225.00					

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
2835	INTERSTATE BATTERIES			WAP	259567	11/07/13	450.53	

Claim# General Description  
332755 BATTERIES FOR CITY VEHICLES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			10132881	09/18/13	450.53		0.00	450.53
GL Distribution			Gross Amount Description					
010-4370-43100-00000000			450.53					

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
9857	JAS PACIFIC, INC			WAP	259568	11/07/13	5,940.00	

Claim# General Description  
332756 PROFESSIONAL SERVICES RENDERED FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31570	O		BI11421	09/05/13	2,640.00		0.00	2,640.00
GL Distribution			Gross Amount Description					
010-3300-44500-00000000			2,640.00					
PO Liquidation			Amount					
010-3300-44500-00000000			2,640.00					

Claim# General Description  
332757 PROFESSIONAL SERVICES RENDERED FOR SEPTEMBER 2013  
CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31570	O		Bill1442	10/01/13	3,300.00		0.00	3,300.00
GL Distribution				Gross Amount Description				
010-3300-44500-00000000					3,300.00			
PO Liquidation				Amount				
010-3300-44500-00000000					3,300.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
191	JOHNSTONE SUPPLY			WAP 259569	11/07/13	756.87	

Claim# General Description  
332758 MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			559648	09/16/13	264.19		0.00	264.19
			560100	09/25/13	85.98		0.00	85.98
			561550	10/28/13	406.70		0.00	406.70
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					264.19			
550-4920-43400-00000000					85.98			
010-4340-43400-00000000					406.70			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16999	JWA URBAN CONSULTANTS INC.		1 JWA URBAN CONSULTANTS, INC	WAP 259570	11/07/13	14,500.00	

Claim# General Description  
332759 PROFESSIONAL SERVICES RENDERED FOR SGC URBAN GREENING PLANNING GRANT

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31547	C		PR#1	10/18/13	14,500.00		0.00	14,500.00
GL Distribution				Gross Amount Description				
010-3100-44100-00000000					5,000.00			
010-3300-44100-00000000					4,500.00			
010-4010-44500-00000000					5,000.00			
PO Liquidation				Amount				
010-3100-44100-00000000					5,000.00			
010-3300-44100-00000000					4,500.00			
010-4010-44500-00000000					5,000.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15844	YOLANDA KARRAA			WAP 259571	11/07/13	9,712.50	

Claim# General Description  
332859 ACCOUNTING SERVICES RENDERED FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31511	O		103113	10/31/13	9,712.50		0.00	9,712.50
GL Distribution				Gross Amount Description				
010-0800-44500-00000000					9,712.50			
PO Liquidation				Amount				
010-0800-44500-00000000					9,712.50			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15694	LA CONSULTING INC.			WAP 259572	11/07/13	3,057.76	

Claim# General Description  
332860 PROFESSIONAL SERVICES RENDERED FOR OCTOBER 2013 CIP #21254

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31231	O		0013450	11/01/13	3,057.76		0.00	3,057.76
GL Distribution				Gross Amount Description				
210-7320-44500-00021254				3,057.76				
PO Liquidation				Amount				
210-7320-44500-00021254				3,057.76				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16512	LAW OFFICES OF H. MICHAEL SOROY H.			WAP 259573	11/07/13	140.00	

Claim# General Description  
332862 PROFESSIONAL SERVICES RENDERED FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31198	O		110113	11/01/13	140.00		0.00	140.00
GL Distribution				Gross Amount Description				
010-3100-44500-00000000				140.00				
PO Liquidation				Amount				
010-3100-44500-00000000				140.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
976	EFRAIN LEE		1 EFRAIN LEE	WAP 259574	11/07/13	62.54	

Claim# General Description  
332760 REIMBURSEMENT FOR SUPPLIES USED FOR RIO VISTA PARK OPENING AND HALLOWEEN SPOOKTACULAR EVENTS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/01/13	62.54		0.00	62.54
GL Distribution				Gross Amount Description				
010-8102-44100-00000000				62.54				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15551	LEVYING OFFICER LA COUNTY SHERIFF'		6 LOS ANGELES COUNTY SHERIFF'S DEPT	WAP 259575	11/07/13	615.98	

Claim# General Description  
332794 EMPLOYEE DEDUCTION P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113-DM	11/07/13	365.98		0.00	365.98
			110113-SS	11/07/13	250.00		0.00	250.00
GL Distribution				Gross Amount Description				
010-0000-20816-00000000				615.98				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 221 LOS ANGELES TIMES 3 LOS ANGELES TIMES WAP 259576 11/07/13 43.92

Claim# General Description  
 332863 NEWSPAPER SUBSCRIPTION FROM 11/25/13-01/04/14 FOR CITY MANAGER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			010003439502-CM1113	11/05/13	43.92		0.00	43.92
GL Distribution					Gross Amount Description			
010-0300-42700-00000000					43.92			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 224 LU'S LIGHTHOUSE WAP 259577 11/07/13 835.63

Claim# General Description  
 332761 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			547919	09/09/13	278.92		0.00	278.92
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					278.92			

Claim# General Description  
 332762 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			549554	09/30/13	285.56		0.00	285.56
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					285.56			

Claim# General Description  
 332763 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			550175	10/08/13	271.15	2.71	0.00	271.15
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					271.15			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 14219 MICHAEL G MAXFIELD WAP 259578 11/07/13 75.00

Claim# General Description  
 332764 PROFESSIONAL SERVICES RENDERED FOR NOVEMBER 2013 EDITION OF CTV3 NEWS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31472 O 2013-25	11/04/13	75.00		0.00	75.00
GL Distribution					Gross Amount Description			
010-0400-44500-00000000					75.00			
PO Liquidation					Amount			
010-0400-44500-00000000					75.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 13809 METLIFE SMALL BUSINESS CENTER WAP 259579 11/07/13 19.08

Claim# General Description  
 332826 DENTAL PREMIUM GROUP C EMPLOYEES FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	19.08		0.00	19.08
GL Distribution				Gross Amount Description				
010-0000-20808-00000000				19.08				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 2384 MUNI FINANCIAL A WILLDAN COMPANY WAP 259580 11/07/13 12,169.24

Claim# General Description  
 332849 2013-14 ANNUAL DISTRICT ADMINISTRATION (PARAMOUNT/MINES & PR LMD NO. 1)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			010-22466	10/31/13	12,169.24		0.00	12,169.24
GL Distribution				Gross Amount Description				
546-2010-44500-00000000				1,111.35				
545-2000-44500-00000000				11,057.89				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15796 NUFIC WAP 259581 11/07/13 314.18

Claim# General Description  
 332823 EMPLOYEE PAID AD&D LIFE INSURANCE FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	314.18		0.00	314.18
GL Distribution				Gross Amount Description				
010-0000-20807-00000000				314.18				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1266 NATIONWIDE ENVIRONMENTAL SERVICES 1 NATIONWIDE ENVIRONMENTAL SERVICES WAP 259582 11/07/13 11,794.06

Claim# General Description  
 332765 FUEL ADJUSTMENT FOR 09/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31450 0 25315	09/30/13	593.06		0.00	593.06
GL Distribution				Gross Amount Description				
010-4200-44500-00000000				593.06				
PO Liquidation				Amount				
010-4200-44500-00000000				593.06				

Claim# General Description  
 332864 DISPOSAL OF STREET SWEEPING DEBRIS FROM 10/01/13-10/12/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31450 0 25319	10/12/13	7,115.00		0.00	7,115.00
GL Distribution				Gross Amount Description				

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

010-4200-44500-00000000 7,115.00  
 PO Liquidation Amount  
 010-4200-44500-00000000 7,115.00

Claim# General Description  
 332865 DISPOSAL OF STREET SWEEPING DEBRIS FROM 10/14/13-10/19/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31450	O		25320	10/19/13	4,086.00		0.00	4,086.00
GL Distribution				Gross Amount Description				
010-4200-44500-00000000					4,086.00			
PO Liquidation				Amount				
010-4200-44500-00000000					4,086.00			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
12972	NETWORK INNOVATION ASSOCIATES			WAP	259583	11/07/13	417.00	

Claim# General Description  
 332766 EOC SATELLITE SERVICES FOR 11/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31434	O		10231	10/11/13	417.00		0.00	417.00
GL Distribution				Gross Amount Description				
010-4230-44920-00000000					417.00			
PO Liquidation				Amount				
010-4230-44920-00000000					417.00			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
9105	NOWDOCS INTERNATIONAL, INC.			WAP	259584	11/07/13	464.28	

Claim# General Description  
 332767 W2 & 1099 PAPER AND ENVELOPE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31572	O		55571	10/29/13	464.28		0.00	464.28
GL Distribution				Gross Amount Description				
010-0800-42200-00000000					464.28			
PO Liquidation				Amount				
010-0800-42200-00000000					464.28			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
16524	ORBIT RENTALS, INC.			WAP	259585	11/07/13	140.00	

Claim# General Description  
 332768 CONCRETE CUTTER RENTAL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			177643	10/11/13	50.40		0.00	50.40
GL Distribution				Gross Amount Description				
010-4200-44635-00000000					50.40			

Claim# General Description  
 332769 CORE DRILL RENTAL

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		177701	10/17/13	89.60		0.00	89.60
GL Distribution			Gross Amount Description				
010-4340-43400-00000000			89.60				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15542	OROMILL LUMBER, INC			WAP 259586	11/07/13	1,435.08	

Claim# General Description  
332770 MAINTENANCE SUPPLIES

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		177109	08/22/13	21.34		0.00	21.34
		177191	08/26/13	16.55		0.00	16.55
		177675	09/16/13	113.61		0.00	113.61
		177784	09/20/13	184.81		0.00	184.81
		177902	09/25/13	108.99		0.00	108.99
		178077	10/02/13	16.33		0.00	16.33
		178101	10/03/13	174.39		0.00	174.39
		178136	10/04/13	232.93		0.00	232.93
		178233	10/09/13	99.14		0.00	99.14
		178363	10/15/13	198.71		0.00	198.71
		178403	10/17/13	71.97		0.00	71.97
		178452	10/21/13	196.31		0.00	196.31
GL Distribution			Gross Amount Description				
010-4340-43400-00000000			1,202.15				
550-4920-44100-00000000			232.93				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15579 PEP BOYS-REMITTANCE DEPT WAP 259587 11/07/13 1,472.36

Claim# General Description  
 332771 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009496	09/16/13	116.14		0.00	116.14
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					116.14			

Claim# General Description  
 332772 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009737	09/25/13	771.72		0.00	771.72
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					771.72			

Claim# General Description  
 332773 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009810	09/30/13	58.42		0.00	58.42
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					58.42			

Claim# General Description  
 332774 REPAIR PARTS FOR UNIT #107

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009860	10/02/13	50.14		0.00	50.14
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					50.14			

Claim# General Description  
 332775 IGNITION COIL FOR UNIT #107

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009866	10/03/13	82.83		0.00	82.83
GL Distribution				Gross Amount Description				
010-4370-43100-00000000					82.83			

Claim# General Description  
 332776 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1009995	10/09/13	227.92		0.00	227.92
GL Distribution				Gross Amount Description				
010-4340-43100-00000000					227.92			

Claim# General Description  
 332777 RETURNED SEAT CUSHION  
 CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1010033	10/10/13	-18.52		0.00	-18.52
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					-18.52			

Claim# General Description  
332778 SEAT CUSHION FOR UNIT #259

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1010032	10/10/13	18.52		0.00	18.52
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					18.52			

Claim# General Description  
332779 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1010312	10/22/13	24.62		0.00	24.62
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					24.62			

Claim# General Description  
332780 SHOP STOCK SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1010304	10/22/13	122.05		0.00	122.05
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					122.05			

Claim# General Description  
332781 SEAT CUSHION FOR UNIT #271

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1010334	10/23/13	18.52		0.00	18.52
GL Distribution					Gross Amount Description			
010-4370-43100-00000000					18.52			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
283	PICO WATER DISTRICT	2	PICO WATER DISTRICT	WAP 259588	11/07/13	8,144.57	

Claim# General Description  
332891 WATER SVCS - VARIOUS PARKS SERVICE 09/17/13-10/16/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/01/13	4,152.11		0.00	4,152.11
	GL	Distribution			Gross Amount Description			
			010-4350-44200-00000000		3,996.03			
			010-4350-44200-00001694		156.08			

Claim# General Description  
332892 WATER SVC - VARIOUS ISLAND AND CITY PROPERTY 09/17/13-10/16/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/01/13	3,974.36		0.00	3,974.36
	GL	Distribution			Gross Amount Description			
			010-4200-44200-00000000		3,970.32			
			550-4920-44200-00000000		4.04			

Claim# General Description  
332893 WATER SVC - REDEVELOPMENT PROPERTY 09/17/13-10/16/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/01/13	18.10		0.00	18.10
	GL	Distribution			Gross Amount Description			
			010-4200-44200-00000000		18.10			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
287	PLUMBING AND INDUSTRIAL SUPPLY			WAP 259589	11/07/13	3,348.46	

Claim# General Description  
332782 PLUMBING AND IRRIGATION SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			S1126642.001	08/28/13	48.31		0.00	48.31
			S1126367.001	08/28/13	347.25		0.00	347.25
			S1127466.001	09/18/13	457.92		0.00	457.92
			S1128052.001	10/02/13	418.56		0.00	418.56
			S1128191.001	10/09/13	376.02		0.00	376.02
			S1127996.001	10/09/13	213.48		0.00	213.48
			S1128820.001	10/15/13	374.22		0.00	374.22
			S1128876.001	10/17/13	186.23		0.00	186.23
			S1128945.001	10/17/13	131.94		0.00	131.94
			S1128946.001	10/17/13	528.30		0.00	528.30
			S1129230.001	10/23/13	266.23		0.00	266.23
	GL	Distribution			Gross Amount Description			
			010-4340-43440-00000000		3,134.98			
			010-4350-43400-00000000		213.48			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16546	PLIC - SBD GRAND ISLAND			WAP 259590	11/07/13	6,385.76	

Claim# General Description  
332818 PRINCIPAL FINANCIAL GROUP - DPO FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	6,385.76		0.00	6,385.76
GL Distribution				Gross Amount Description				
010-0000-20808-00000000				5,872.51				
010-0900-41900-00000000				513.25				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
12228	PRMPCEA PR MGRS PROFSNL & CONFID E			WAP 259591	11/07/13	520.00	

Claim# General Description  
332824 MID-MGMT, PROFNL& CONFIDL EMPL ASSOC DUES, AND SERV FEE-PAYER P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	520.00		0.00	520.00
GL Distribution				Gross Amount Description				
010-0000-20812-00000000				520.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15687	PUEENTE READY MIX INC			WAP 259592	11/07/13	969.33	

Claim# General Description  
332783 CONCRETE FOR 4218 DELAND AVE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			71390	09/06/13	560.58		0.00	560.58
GL Distribution				Gross Amount Description				
010-4200-44635-00000000				560.58				

Claim# General Description  
332784 ASPHALT FOR 5377 MANZANAR

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			71770	10/10/13	408.75		0.00	408.75
GL Distribution				Gross Amount Description				
010-4200-44635-00000000				408.75				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
17031	RALLY MARKETING GROUP			WAP 259593	11/07/13	300.00	

Claim# General Description  
332785 DEPOSIT REFUND FOR TUP #13-49 (CR #916710)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			916710	09/16/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
990-0000-29119-00000000				300.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1334	RED WING SHOE STORE WHITTIER MARKE			WAP 259594	11/07/13	450.00	

Claim# General Description  
332786 SAFETY SHOES FOR I.AGUILERA,R.ALVARADO AND T.VEGA

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8240000000608	09/17/13	150.00		0.00	150.00
			8240000000630	10/02/13	150.00		0.00	150.00
			8240000000656	10/15/13	150.00		0.00	150.00
GL Distribution				Gross Amount Description				
010-4200-44930-00000000				150.00				
010-4200-44930-00000000				150.00				
550-4920-44930-00000000				150.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
2027	ROSEMEAD ELECTRIC WHOLESALE			WAP 259595	11/07/13	1,724.86	

Claim# General Description  
332787 ELECTRICAL SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			32685	09/06/13	62.16	1.24	0.00	62.16
			32692	09/09/13	164.84	3.30	0.00	164.84
			32694	09/10/13	412.28	8.25	0.00	412.28
			32638	09/18/13	214.61	4.29	0.00	214.61
			32658	09/18/13	31.90	0.64	0.00	31.90
			32723	10/07/13	620.65	12.41	0.00	620.65
			32734	10/09/13	117.59	2.35	0.00	117.59
			32706	10/11/13	100.83	2.02	0.00	100.83
GL Distribution				Gross Amount Description				
010-4340-43410-00000000				1,724.86				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
2120	ROUSSELLE COMPANY, INC			WAP 259596	11/07/13	480.00	

Claim# General Description  
332788 EXTERMINATION SERVICE AT CITY HALL FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31473	0		2013-001678	09/19/13	240.00		0.00	240.00
GL Distribution				Gross Amount Description				
010-4340-44100-00000000				240.00				
PO Liquidation				Amount				
010-4340-44100-00000000				240.00				

Claim# General Description  
332789 EXTERMINATION SERVICE AT CITY HALL FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31473	0		2013-001847	10/17/13	240.00		0.00	240.00
GL Distribution				Gross Amount Description				
010-4340-44100-00000000				240.00				

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

PO Liquidation Amount  
010-4340-44100-00000000 240.00

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15726	RUSH TRUCK CENTERS OF CALIFORNIA,	2	INTERSTATE BILLING SERVICE INC.	WAP 259597	11/07/13	472.68	

Claim# General Description  
332790 ELECTRICAL DIAGNOSIS FOR UNIT #296

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		311-262743	09/24/13	277.50		0.00	277.50
GL Distribution			Gross Amount Description				
550-4920-43100-00000000				277.50			

Claim# General Description  
332791 SHOP STOCK SUPPLIES

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		311-263807	10/04/13	166.71		0.00	166.71
GL Distribution			Gross Amount Description				
010-4370-43100-00000000				166.71			

Claim# General Description  
332792 SHOP STOCK SUPPLIES

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		311-265267	10/22/13	28.47		0.00	28.47
GL Distribution			Gross Amount Description				
010-4370-43100-00000000				28.47			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
	336 S & A ENGINE, INC			WAP 259598	11/07/13	1,147.51	

Claim# General Description  
332809 SHOP STOCK SUPPLIES AND REPAIR PARTS FOR UNIT #506

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		45621	09/11/13	761.93		0.00	761.93
		45631	09/19/13	159.28		0.00	159.28
		45656	10/07/13	61.00		0.00	61.00
		45661	10/14/13	70.31		0.00	70.31
		45672	10/28/13	94.99		0.00	94.99
GL Distribution			Gross Amount Description				
010-4370-43300-00000000				761.93			
010-4370-43300-00000000				159.28			
010-4370-43300-00000000				61.00			
010-4370-43300-00000000				70.31			
010-4370-43300-00000000				94.99			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 2757 S & J SUPPLY CO, INC WAP 259599 11/07/13 91.56

Claim# General Description  
 332831 WATER DIVISION SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			S100028471.001	08/27/13	91.56		0.00	91.56
GL Distribution					Gross Amount Description			
550-4920-44100-00000000				91.56				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 4239 SALGADO TIRE SERVICE WAP 259600 11/07/13 95.00

Claim# General Description  
 332810 TIRE REPAIR FOR UNIT #200

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4232	08/27/13	10.00		0.00	10.00
GL Distribution					Gross Amount Description			
010-4370-43100-00000000				10.00				

Claim# General Description  
 332827 REPLACEMENT TRAILER TIRE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4302	09/18/13	55.00		0.00	55.00
GL Distribution					Gross Amount Description			
010-4370-43100-00000000				55.00				

Claim# General Description  
 332828 TIRE REPAIR FOR UNIT #105

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4320	09/23/13	10.00		0.00	10.00
GL Distribution					Gross Amount Description			
010-4370-43100-00000000				10.00				

Claim# General Description  
 332829 TIRE REPAIR FOR UNIT #229

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4363	10/07/13	10.00		0.00	10.00
GL Distribution					Gross Amount Description			
010-4370-43100-00000000				10.00				

Claim# General Description  
 332830 TIRE REPAIR FOR UNIT #222

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4400	10/18/13	10.00		0.00	10.00
GL Distribution					Gross Amount Description			
010-4370-43100-00000000				10.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15562	SAM'S CLUB #6613			WAP 259601	11/07/13	629.60	

Claim# General Description  
332832 SUPPLIES FOR RIO VISTA PARK OPENING

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			5844	10/28/13	215.43		0.00	215.43
GL Distribution					Gross Amount Description			
			010-8102-44100-00000000		215.43			

Claim# General Description  
332833 SENIOR CENTER SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			5845	10/28/13	183.30		0.00	183.30
GL Distribution					Gross Amount Description			
			010-8220-44100-00000000		183.30			

Claim# General Description  
332834 SUPPLIES FOR SMITH PARK OPENING DAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8151	11/01/13	230.87		0.00	230.87
GL Distribution					Gross Amount Description			
			010-8102-44100-00000000		230.87			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1690	SAN GABRIEL VALLEY PUBLISHING CO	11	SO CAL NEWS CIRCULATION	WAP 259602	11/07/13	48.00	

Claim# General Description  
332866 8 WEEK SUBSCRIPTION UP TO 01/25/14 FOR CITY MANAGER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			942725506-CITYMGR14	10/21/13	48.00		0.00	48.00
GL Distribution					Gross Amount Description			
			010-0300-42700-00000000		48.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
57	SEIU LOCAL 721 CTW, CLC ATTN: CONT	1	SEIU LOCAL 721 CTW, CLC ATTN: ACC	WAP 259603	11/07/13	1,861.67	

Claim# General Description  
332811 UNION DUES DIRECTORS, FT, PT & NON MEMBER FEE PAYER P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	1,861.67		0.00	1,861.67
GL Distribution					Gross Amount Description			
			010-0000-20812-00000000		1,861.67			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
17032	AMBER SHELTON			WAP	259604	11/07/13	100.00	

Claim# General Description  
332835 DEPOSIT REFUND FOR PAP #13-16 (CR #918500)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			918500	09/26/13	100.00		0.00	100.00
GL Distribution				Gross Amount Description				
			990-0000-29119-00000000		100.00			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
13612	SIMPLESEND, INC.			WAP	259605	11/07/13	50.00	

Claim# General Description  
332836 EMAIL BLASTS FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			193619900	11/01/13	50.00		0.00	50.00
GL Distribution				Gross Amount Description				
			010-0400-44100-00000000		50.00			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
357	SMART & FINAL IRIS COMPANY	1	SMART & FINAL	WAP	259606	11/07/13	682.85	

Claim# General Description  
332837 SENIOR CENTER DANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			143230	10/24/13	54.48		0.00	54.48
GL Distribution				Gross Amount Description				
			010-8220-45280-00000000		54.48			

Claim# General Description  
332838 SUPPLIES FOR RIO VISTA PARK OPENING DAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			144165	10/26/13	25.13		0.00	25.13
			145052	10/28/13	32.13		0.00	32.13
GL Distribution				Gross Amount Description				
			010-8102-44100-00000000		57.26			

Claim# General Description  
332839 SUPPLIES FOR PUBLIC WORKS TRAINING

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			146164	10/30/13	54.53		0.00	54.53
GL Distribution				Gross Amount Description				
			010-0350-44100-00000000		54.53			

Claim# General Description  
332867 REACH PROGRAM SUPPLIES FOR MAGEE AND RIVERA HALLOWEEN EVENTS

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		146705	10/31/13	516.58		0.00	516.58
GL Distribution			Gross Amount Description				
690-8105-44100-00000000			516.58				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259607	11/07/13	8,671.18	

Claim# General Description  
332877 ELECTRIC SVC - AL NATIVIDAD CENTER BILL DATED 10/31/13

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		3014476922-103113	10/31/13	318.94		0.00	318.94
GL Distribution			Gross Amount Description				
010-4350-44200-00000000			318.94				

Claim# General Description  
332879 ELECTRIC SVCS - EL RANCHO TENNIS CTS 11/01/13

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		3001165478-110113	11/01/13	898.25		0.00	898.25
GL Distribution			Gross Amount Description				
010-4350-44200-00000000			898.25				

Claim# General Description  
332888 ELEC SVC - 9530 SHADE LN RIVERA PARK 10/31/13

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		3008697259-103113	10/31/13	2,148.45		0.00	2,148.45
GL Distribution			Gross Amount Description				
010-4350-44200-00000000			2,148.45				

Claim# General Description  
332896 ELECTRIC SERVICE FOR PARKS

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		103013	10/30/13	5,305.54		0.00	5,305.54
GL Distribution			Gross Amount Description				
010-4350-44200-00000000			5,305.54				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259608	11/07/13	228.53	Y

Claim# General Description  
332894 ELECTRIC SVC BILL DATED 10/31/13

PO#	Stat Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		103113	10/31/13	228.53		0.00	228.53
GL Distribution			Gross Amount Description				
010-4200-44200-00000000			197.72				
210-7300-44500-00020053			30.81				



-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 369 SO CALIF GAS COMPANY WAP 259610 11/07/13 1,777.52

Claim# General Description  
 332876 GAS SVC - ORANGE ST/RIO HONDO PARK 10/01/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0861698294-1013	10/31/13	57.85		0.00	57.85
GL Distribution			Gross Amount Description					
010-4350-44200-00000000				57.85				

Claim# General Description  
 332878 GAS SVC - 6016 ROSEMEAD SMITH PK POOL 09/30/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11550676008-1013	10/31/13	114.39		0.00	114.39
GL Distribution			Gross Amount Description					
010-4350-44200-00000000				114.39				

Claim# General Description  
 332880 GAS SVC - 6615 PASSONS CITY HALL 09/30/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0252067200-1013	10/31/13	308.62		0.00	308.62
GL Distribution			Gross Amount Description					
010-4200-44200-00000000				308.62				

Claim# General Description  
 332881 GAS SVC - 6767 PASSONS REC CNTR 09/30/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			06930672008-1013	10/31/13	275.73		0.00	275.73
GL Distribution			Gross Amount Description					
010-4200-44200-00000000				275.73				

Claim# General Description  
 332882 GAS SVC - 8751 COFFMAN RIO VISTA PK 10/15/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			01890678004-1013	10/31/13	44.20		0.00	44.20
GL Distribution			Gross Amount Description					
010-4350-44200-00000000				44.20				

Claim# General Description  
 332883 GAS SVC - VETERANS MEMORIAL FLAME FOR 10/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			10295430853-1013	10/31/13	581.72		0.00	581.72
GL Distribution			Gross Amount Description					
010-4200-44200-00000000				581.72				

Claim# General Description  
 332884 GAS SVC - 9122 WASHINGTON BLVD (HISTORICAL SOCIETY) 09/30/13-10/28/13

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1323066950-1013	10/30/13	6.91		0.00	6.91
GL Distribution					Gross Amount Description			
010-4350-44200-00000000					6.91			

Claim# General Description  
332885 GAS SVC - 9200 MINES SR CTR 09/30/13-10/29/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			17220675007-1013	10/31/13	157.83		0.00	157.83
GL Distribution					Gross Amount Description			
010-4350-44200-00000000					157.83			

Claim# General Description  
332886 GAS SVC - 9528 BEVERLY BLVD PICO PARK COMPLEX 09/27/13-10/28/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			15320716739-1013	10/30/13	69.31		0.00	69.31
GL Distribution					Gross Amount Description			
010-4350-44200-00000000					69.31			

Claim# General Description  
332887 GAS SVC - 9530 SHADE LANE RIVERA PK 09/30/13-10/28/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			15120631005-1013	10/30/13	114.85		0.00	114.85
GL Distribution					Gross Amount Description			
010-4350-44200-00000000					114.85			

Claim# General Description  
332889 GAS SVC - 9633 BEVERLY RD CITY YARD 09/27/13-10/28/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			03560718003-1013	10/30/13	30.41		0.00	30.41
GL Distribution					Gross Amount Description			
010-4200-44200-00000000					30.41			

Claim# General Description  
332890 GAS SVC - 9732 LUNDAHL WELL 12 09/30/13-10/28/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			07560661006-1013	10/30/13	15.70		0.00	15.70
GL Distribution					Gross Amount Description			
550-4920-44200-00000000					15.70			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 905563 ST. FRANCIS XAVIER CHURCH WAP 259611 11/07/13 300.00

Claim# General Description  
 332840 DEPOSIT REFUND FOR TUP #13-54 (CR #920358)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			920358	10/03/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
010-0000-36100-00000000					300.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15538 STANDARD INSURANCE COMPANY WAP 259612 11/07/13 5,835.38

Claim# General Description  
 332822 LIFE, SHORT-TERM & LONG-TERM DISABILITY PREMIUM FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	5,711.38		0.00	5,711.38
GL Distribution				Gross Amount Description				
010-0000-20808-00000000					742.00			
010-0000-20808-00000000					3,271.26			
010-0000-20808-00000000					1,698.12			

Claim# General Description  
 332841 EAP BENEFITS FOR HOURLY EMPLOYEES FOR JULY 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31487	O		070113B	07/01/13	39.75		0.00	39.75
GL Distribution				Gross Amount Description				
010-0350-44500-00000000					39.75			
PO Liquidation				Amount				
010-0350-44500-00000000					39.75			

Claim# General Description  
 332842 EAP BENEFITS FOR HOURLY EMPLOYEES FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31487	O		080113B	08/01/13	42.00		0.00	42.00
GL Distribution				Gross Amount Description				
010-0350-44500-00000000					42.00			
PO Liquidation				Amount				
010-0350-44500-00000000					42.00			

Claim# General Description  
 332843 EAP BENEFITS FOR HOURLY EMPLOYEES FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31487	O		090113B	09/01/13	42.25		0.00	42.25
GL Distribution				Gross Amount Description				
010-0350-44500-00000000					42.25			
PO Liquidation				Amount				
010-0350-44500-00000000					42.25			

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
9343	STANDARD LIFE INSURANCE			WAP 259613	11/07/13	1,392.50	

Claim# General Description  
332817 SUPPLEMENTAL LIFE INSURANCE FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/07/13	1,392.50		0.00	1,392.50
GL Distribution					Gross Amount Description			
010-0000-20807-00000000					1,392.50			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10877	STATE DISBURSEMENT UNIT			WAP 259614	11/07/13	579.53	

Claim# General Description  
332796 EMPLOYEE DEDUCTION P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113-MG	11/07/13	264.46		0.00	264.46
			110113-SR	11/07/13	210.57		0.00	210.57
			110113-RU	11/07/13	104.50		0.00	104.50
GL Distribution					Gross Amount Description			
010-0000-20816-00000000					579.53			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
11027	TIME WARNER CABLE	1	TIME WARNER CABLE	WAP 259615	11/07/13	240.02	

Claim# General Description  
332898 CABLE INTERNET CONNECTION AT RIO HONDO PARK 10/05/13-12/04/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			102613	10/26/13	240.02		0.00	240.02
GL Distribution					Gross Amount Description			
010-0820-44300-00000000					240.02			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
6173	UNITED STATES TREASURY IRS / ACS S	4	U S TREASURY INTERNAL REVENUE SER	WAP 259616	11/07/13	150.00	

Claim# General Description  
332812 EMPLOYEE DEDUCTION P/E 11/01/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113-PG	11/07/13	150.00		0.00	150.00
GL Distribution					Gross Amount Description			
010-0000-20816-00000000					150.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15557 U.S. POSTAL SERVICE CMRS-TMS ACCT# 1 U.S. POSTAL SERVICE CMRS-TMS ACCT WAP 259617 11/07/13 2,400.00

Claim# General Description  
 332901 POSTAGE FOR MAIL METER-10/2013

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31549	0		10/2013	10/01/13	2,400.00		0.00	2,400.00
GL Distribution				Gross Amount Description				
010-0800-42100-00000000					2,400.00			
PO Liquidation				Amount				
010-0800-42100-00000000					2,400.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 150 VERIZON CALIFORNIA 2 VERIZON CALIFORNIA WAP 259618 11/07/13 341.88 Y

Claim# General Description  
 332897 PHONE SVC - TELEMETER LINES 10/22/13

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			102213	10/22/13	341.88		0.00	341.88
GL Distribution				Gross Amount Description				
010-0900-44300-00000000					341.88			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 9655 VERIZON WIRELESS 1 VERIZON WIRELESS WAP 259619 11/07/13 224.41 Y

Claim# General Description  
 332899 WIRELESS ACCESS FOR 10/2013

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9713674998	10/21/13	224.41		0.00	224.41
GL Distribution				Gross Amount Description				
010-0200-44300-00000000					143.99			
690-8105-44300-00000000					38.01			
010-0900-44300-00000000					38.01			
010-0900-44300-00000000					4.40			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15608 WHITE, NELSON, DIEHL, EVANS, LLP WAP 259620 11/07/13 195.00

Claim# General Description  
 332848 2013 GOVERNMENT TAX MANUAL

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			103013	10/30/13	195.00		0.00	195.00
GL Distribution				Gross Amount Description				
010-0800-42700-00000000					195.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
4009	ALVAREZ-GLASMAN & COLVIN			WAP 259621	11/07/13	35,131.38	

Claim# General Description  
332903 LEGAL FEES FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31484	O		2013-08	10/25/13	20,947.43		0.00	20,947.43
GL Distribution				Gross Amount Description				
010-0700-46910-00000000					20,947.43			
PO Liquidation				Amount				
010-0700-46910-00000000					20,947.43			

Claim# General Description  
332904 LEGAL FEES FOR CIP #20053,#21219 AND #21250

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2013-08B	10/25/13	14,183.95		0.00	14,183.95
GL Distribution				Gross Amount Description				
210-7300-44500-00020053					924.00			
210-7310-44500-00021219					13,249.95			
550-7340-44500-00021250					10.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14649	BRUTOCO ENGINEERING & CONSTRUCTION			WAP 259622	11/07/13	494,151.39	

Claim# General Description  
332875 CONSTRUCTION OF PASSONS UNDERPASS RETENTION RELEASE NO. 3 CIP 20053

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
30010	O		3-13	11/05/13	494,151.39		0.00	494,151.39
GL Distribution				Gross Amount Description				
210-7300-44500-00020053					494,151.39			
PO Liquidation				Amount				
210-7300-44500-00020053					494,151.39			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15798	CITY OF PICO RIVERA-WRD			WAP 259623	11/07/13	100,329.20	

Claim# General Description  
332846 GROUNDWATER PRODUCTION & ASSESSMENT FOR 08/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31551	O		3853-0813	08/30/13	141,860.44		0.00	141,860.44
GL Distribution				Gross Amount Description				
550-4920-44100-00000000					141,860.44			
PO Liquidation				Amount				
550-4920-44100-00000000					141,860.44			

Claim# General Description  
332847 ADJUSTMENT FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
CCS.AP	Accounts Payable Release 8.2.1 N*APR700							By Gloria Candelaria (gcandelaria)

31551	O	3853-ADJ 603	08/12/13	-41,531.24	0.00	-41,531.24
GL Distribution			Gross Amount Description			
550-4920-44100-00000000			-41,531.24			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16248	NASA SERVICES INC.			WAP 259624	11/07/13	133,177.67	

Claim# General Description  
332905 RUBBISH ASSESSMENT FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31456	O		10/2013	10/01/13	133,177.67		0.00	133,177.67
GL Distribution			Gross Amount Description					
010-0000-21200-00000000			133,177.67					
PO Liquidation			Amount					
010-0000-21200-00000000			133,177.67					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
393	SOUTHLAND TRANSIT, INC			WAP 259625	11/07/13	27,668.85	

Claim# General Description  
332868 DIAL-A-RIDE SERVICE FOR AUGUST 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31558	O		PR AUGUST-13	09/12/13	27,481.29		0.00	27,481.29
GL Distribution			Gross Amount Description					
090-0410-44500-00009123			27,481.29					
PO Liquidation			Amount					
090-0410-44500-00009123			27,481.29					

Claim# General Description  
332869 CITY TOUR FOR CPOP EMPLOYEES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31558	O		PR AUGUST-13B	09/12/13	187.56		0.00	187.56
GL Distribution			Gross Amount Description					
090-0410-44500-00009123			187.56					
PO Liquidation			Amount					
090-0410-44500-00009123			187.56					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16869	TSR CONSTRUCTION AND INSPECTION			WAP 259626	11/07/13	142,832.50	

Claim# General Description  
332844 PROGRESS PAYMENT #3 FOR CITY HALL EMERGENCY BACK-UP GENERATOR CIP #21243

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31459	O		3	11/04/13	142,832.50		0.00	142,832.50
GL Distribution			Gross Amount Description					
450-9300-47300-00021243			142,832.50					
PO Liquidation			Amount					
450-9300-47300-00021243			142,832.50					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16770	TTG ENGINEERS			WAP 259627	11/07/13	28,235.00	

Claim# General Description

332845 PROGRESS BILLING #2 FOR ROSEMEAD BLVD PEDESTRIAN BRIDGE REHAB AND BEAUTIFICATION CIP #21240

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31515	O		00085037	10/18/13	28,235.00		0.00	28,235.00
GL Distribution				Gross Amount Description				
210-7300-44500-00021240					28,235.00			
PO Liquidation					Amount			
210-7300-44500-00021240					28,235.00			

Paid Checks:  
Check Count 116  
Check Total 1,197,300.38  
PO Liquidation Total 1,109,728.26  
Backup Withholding Total 0.00

Paid by ACH:  
ACH Count 0  
ACH Total 0.00  
PO Liquidation Total 0.00  
Backup Withholding Total 0.00

Total Payments:  
Payment Count 116  
Payment Total 1,197,300.38  
PO Liquidation Total 1,109,728.26  
Backup Withholding Total 0.00

Void Checks:  
Check Count 0  
Check Total 0.00  
PO Liquidation Total 0.00  
Backup Withholding Total 0.00

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
68	WATER REPLENISHMENT DISTRICT OF SO			WAP 259629	11/13/13	2,427,267.76	

Claim# General Description  
 332966 WRD CLAIM FOR REFUND FOR RA FY11-12 AND FY13-14

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111313	11/13/13	2,427,267.76		0.00	2,427,267.76
GL Distribution					Gross Amount Description			
550-4920-44100-00000000					2,427,267.76			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16303	ACON DEVELOPMENT			WAP 259631*	11/13/13	399,217.53	

Claim# General Description  
 332967 PROGRESS PAYMENT #18 FOR SMITH PARK RENOVATION PROJECT CIP #21218

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31071	O		21218-18	10/15/13	208,500.78		0.00	208,500.78
GL Distribution					Gross Amount Description			
210-7310-44500-00021218					208,500.78			
PO Liquidation					Amount			
210-7310-44500-00021218					208,500.78			

Claim# General Description  
 332968 PROGRESS PAYMENT #18 FOR RIO VISTA PARK RENOVATION PROJECT CIP #21224

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31071	O		21224-18	10/15/13	190,716.75		0.00	190,716.75
GL Distribution					Gross Amount Description			
210-7310-44500-00021224					190,716.75			
PO Liquidation					Amount			
210-7310-44500-00021224					190,716.75			

Payment History. Bank WAP Payment Dates 11/13/2013 to 99/99/9999 Check/ACH#'s 0 to 999999 Payment Type ALL

## Paid Checks:

Check Count	2
Check Total	2,826,485.29
PO Liquidation Total	399,217.53
Backup Withholding Total	0.00

## Paid by ACH:

ACH Count	0
ACH Total	0.00
PO Liquidation Total	0.00
Backup Withholding Total	0.00

## Total Payments:

Payment Count	2
Payment Total	2,826,485.29
PO Liquidation Total	399,217.53
Backup Withholding Total	0.00

## Void Checks:

Check Count	0
Check Total	0.00
PO Liquidation Total	0.00
Backup Withholding Total	0.00

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1785 ACE COMMERCIAL, INC. WAP 259633 11/14/13 3,860.00

Claim# General Description  
 332906 PRINTING OF NOVEMBER 2013 PROFILE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			131345	10/28/13	3,860.00		0.00	3,860.00
GL Distribution				Gross Amount Description				
010-0400-46700-00000000					3,860.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17037 ALESHIRE & WYNDER, LLP WAP 259634 11/14/13 4,478.00

Claim# General Description  
 332907 PROFESSIONAL SERVICES RENDERED FROM 08/26/13-09/19/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			25735	10/17/13	4,478.00		0.00	4,478.00
GL Distribution				Gross Amount Description				
550-4900-44400-00000000					4,478.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 4437 AMERICAN EMBLEMATIC, LLC 1 AMERICAN EMBLEMATIC WAP 259635 11/14/13 924.00

Claim# General Description  
 332908 RECYCLING BAGS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1435-13B	10/21/13	924.00		0.00	924.00
GL Distribution				Gross Amount Description				
010-0330-45200-00000000					924.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 9956 JASON CHACON WAP 259636 11/14/13 325.00

Claim# General Description  
 332639 TRAVEL ADVANCE FOR ATHLETIC BUSINESS CONFERENCE FROM NOVEMBER 21-23, 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			102213	10/22/13	325.00		0.00	325.00
GL Distribution				Gross Amount Description				
010-8103-44800-00000000					325.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17035 VALERIE DE LEON WAP 259637 11/14/13 39.00

Claim# General Description  
 332950 REFUND FOR COURSE #6868

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1049688.002	09/30/13	39.00		0.00	39.00
GL Distribution				Gross Amount Description				
010-0000-20101-00000000				39.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 2515 DERIAN/PARTY WAREHOUSE WAP 259638 11/14/13 32.67

Claim# General Description  
 332912 SUPPLIES FOR SMITH PARK OPENING DAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			100413	10/04/13	32.67		0.00	32.67
GL Distribution				Gross Amount Description				
010-8102-44100-00000000				32.67				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 9942 DSLEXTREME.COM 3 DSL EXTREME WAP 259639 11/14/13 248.49

Claim# General Description  
 332953 INTERNET SERVICES FOR RIO VISTA PARK - DECEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11732739	11/01/13	62.83		0.00	62.83
GL Distribution				Gross Amount Description				
010-0820-44300-00000000				62.83				

Claim# General Description  
 332954 INTERNET SERVICES FOR RIVERA PARK - DECEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11733782	11/01/13	122.83		0.00	122.83
GL Distribution				Gross Amount Description				
010-0820-44300-00000000				122.83				

Claim# General Description  
 332958 INTERNET SERVICES FOR SMITH PARK - DECEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11733803	11/01/13	62.83		0.00	62.83
GL Distribution				Gross Amount Description				
010-0820-44300-00000000				62.83				

-----

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1430 ENTERPRISE RENT-A-CAR 1 ENTERPRISE RENT-A-CAR ATTN: ACCTS WAP 259640 11/14/13 184.80

Claim# General Description  
 332909 CAR RENTAL FROM 10/04/13-10/10/13 FOR O.MILLAN TO ATTEND 2013 MISAC CONFERENCE IN MONTEREY, CALIFORNIA

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			D379348	10/30/13	184.80		0.00	184.80
GL Distribution				Gross Amount Description				
010-0820-43200-00000000				184.80				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15578 EWING IRRIGATION PRODUCTS WAP 259641 11/14/13 341.42

Claim# General Description  
 332969 SHOP STOCK IRRIGATION PARTS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6698429	07/16/13	341.42		0.00	341.42
GL Distribution				Gross Amount Description				
010-4350-43400-00000000				341.42				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17036 ELIZABETH GONZALEZ WAP 259642 11/14/13 39.00

Claim# General Description  
 332949 REFUND FOR COURSE #6868

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1049685.002	09/30/13	39.00		0.00	39.00
GL Distribution				Gross Amount Description				
010-0000-20101-00000000				39.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 11894 GOVERNMENT STAFFING SERVICES INC D WAP 259643 11/14/13 6,120.00

Claim# General Description  
 332915 TEMPORARY STAFFING SERVICES-INTERIM PURCHASING MANAGER FOR W/E 10/27/13 & 11/03/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31563 0 124133	11/08/13	6,120.00		0.00	6,120.00
GL Distribution				Gross Amount Description				
010-0800-44500-00000000				6,120.00				
PO Liquidation				Amount				
010-0800-44500-00000000				6,120.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13522	LASERCARE TECHNOLOGIES INC.			WAP 259644	11/14/13	815.97	

Claim# General Description  
332917 FUSER KIT FOR COLOR HD LASERJET PRINTER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			AR76528	09/11/13	388.91		0.00	388.91
GL Distribution				Gross Amount	Description			
010-3100-42200-00000000				388.91				

Claim# General Description  
332918 ASSEMBLY & FUSER KITS FOR COLOR HP LASERJET PRINTER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			AR77276	10/04/13	46.65		0.00	46.65
			AR75775	08/14/13	380.41		0.00	380.41
GL Distribution				Gross Amount	Description			
010-0820-44500-00000000				46.65				
010-0820-44500-00000000				380.41				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
976	EFRAIN LEE	1	EFRAIN LEE	WAP 259645	11/14/13	132.65	

Claim# General Description  
332916 REIMBURSEMENT FOR SUPPLIES PURCHASED FOR SMITH PARK OPENING DAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110513	11/05/13	132.65		0.00	132.65
GL Distribution				Gross Amount	Description			
010-8102-44100-00000000				128.26				
010-8102-44100-00000000				4.39				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
11721	GENEVIE MARTINEZ	1	GENEVIE S MARTINEZ	WAP 259646	11/14/13	79.10	

Claim# General Description  
332925 MILEAGE REIMBURSEMENT FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110713	11/07/13	79.10		0.00	79.10
GL Distribution				Gross Amount	Description			
010-8100-43200-00001651				79.10				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
14219	MICHAEL G MAXFIELD			WAP	259647	11/14/13	300.00	

Claim# General Description  
 332926 PROFESSIONAL SERVICES RENDERED FOR GOLF DIGEST ARTICLE FOR DECEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31472	O		2013-27	11/07/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
010-0400-44500-00000000				300.00				
PO Liquidation				Amount				
010-0400-44500-00000000				300.00				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
17033	CHRISTINA L PANTOJA			WAP	259648	11/14/13	50.00	

Claim# General Description  
 332927 REFUND FOR COURSE #7101

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1049747.002	10/01/13	50.00		0.00	50.00
GL Distribution				Gross Amount Description				
010-0000-20101-00000000				50.00				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
10784	POSTMASTER - WHITTIER POST OFFICE			WAP	259649	11/14/13	220.83	

Claim# General Description  
 332970 POSTAGE FOR DECEMBER 2013 BUSINESS LICENSE RENEWALS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111413	11/14/13	220.83		0.00	220.83
GL Distribution				Gross Amount Description				
010-0800-42100-00000000				220.83				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
1616	ROBERT E. FRENCH INSURANCE SERVICE	2	PEGIT	WAP	259650	11/14/13	321.00	

Claim# General Description  
 332928 PEGIT (2ND YR INSTALLMENT) BUSINESS TRAVEL ACCIDENT INSURANCE (HARTFORD LIFE & ACCIDENT)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			091913	09/19/13	321.00		0.00	321.00
GL Distribution				Gross Amount Description				
010-0350-41903-00000000				321.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
4664	S & S WORLDWIDE ACCOUNTS RECEIVABL	2	S & S WORLDWIDE, INC. ACCOUNTS RE	WAP 259651	11/14/13	2,403.63	

Claim# General Description  
332931 REACH PROGRAM SUPPLIES FOR TENNIS CLUB

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7885878	10/09/13	2,403.63		0.00	2,403.63
GL Distribution				Gross Amount Description				
690-8105-44100-00000000					2,403.63			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
344	SAN GABRIEL VALLEY WATER COMPANY			WAP 259652	11/14/13	1,356.96	Y

Claim# General Description  
332957 WATER SERVICE FOR SAN GABRIEL PKWY MEDIAN 10/01/13-10/30/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110113	11/01/13	1,356.96		0.00	1,356.96
GL Distribution				Gross Amount Description				
010-4200-44200-00000000					1,356.96			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
5349	L & M FOOTWEAR DBA SHOETERIA			WAP 259653	11/14/13	1,386.99	

Claim# General Description  
332929 SAFETY SHOES FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			75062	09/09/13	142.23		0.00	142.23
			75149	09/11/13	112.80		0.00	112.80
			75625	09/26/13	368.36		0.00	368.36
			75734	10/03/13	112.80		0.00	112.80
			75815	10/08/13	268.25		0.00	268.25
			76165	10/22/13	142.23		0.00	142.23
			76164	10/22/13	127.52		0.00	127.52
			76244	10/25/13	112.80		0.00	112.80
GL Distribution				Gross Amount Description				
010-4200-44930-00000000					1,018.64			
550-4920-44930-00000000					368.35			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
357	SMART & FINAL IRIS COMPANY	1	SMART & FINAL	WAP 259654	11/14/13	17.56	

Claim# General Description  
332930 SUPPLIES FOR SMITH PARK OPENING DAY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			148678	11/04/13	17.56		0.00	17.56
GL Distribution				Gross Amount Description				
010-8102-44100-00000000					17.56			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP	259655	11/14/13	1,010.94	Y

Claim# General Description  
332955 ELECTRIC SVC BILL DATED 11/05/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110513	11/05/13	1,010.94		0.00	1,010.94
GL Distribution				Gross Amount Description				
010-4200-44200-00000000				1,010.94				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
12039	SPECIALIZED ELEVATOR CORPORATION			WAP	259656	11/14/13	580.32	

Claim# General Description  
332932 MONTHLY ELEVATOR MAINTENANCE SERVICE FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31527	O		28398	09/01/13	290.16		0.00	290.16
GL Distribution				Gross Amount Description				
010-4340-44100-00000000				290.16				
PO Liquidation				Amount				
010-4340-44100-00000000				290.16				

Claim# General Description  
332933 MONTHLY ELEVATOR MAINTENANCE SERVICE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31527	O		28772	10/01/13	290.16		0.00	290.16
GL Distribution				Gross Amount Description				
010-4340-44100-00000000				290.16				
PO Liquidation				Amount				
010-4340-44100-00000000				290.16				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
11027	TIME WARNER CABLE	1	TIME WARNER CABLE	WAP	259657	11/14/13	101.01	Y

Claim# General Description  
332959 CABLE INTERNET CONNECTION FOR EOC 11/08/13-12/07/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11/2013	11/01/13	101.01		0.00	101.01
GL Distribution				Gross Amount Description				
010-4230-44920-00000000				101.01				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 16324 TYCO INTEGRATED SECURITY LLC KEYST 1 TYCO INTEGRATED SECURITY LLC WAP 259658 11/14/13 423.16

Claim# General Description  
 332934 SECURITY SERVICE FOR WELL #2 FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			05916510	09/07/13	204.82		0.00	204.82
GL Distribution				Gross Amount Description				
550-4920-44100-00000000				204.82				

Claim# General Description  
 332935 SECURITY SERVICE FOR WELL #2 FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			08008909	10/05/13	218.34		0.00	218.34
GL Distribution				Gross Amount Description				
550-4920-44100-00000000				218.34				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15548 U HAUL WAP 259659 11/14/13 51.34

Claim# General Description  
 332936 PROPANE FOR UNIT #321

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4026957	10/19/13	51.34		0.00	51.34
GL Distribution				Gross Amount Description				
010-4370-43100-00000000				51.34				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 398 UNDERGROUND SERVICE ALERT WAP 259660 11/14/13 252.00

Claim# General Description  
 332937 NEW TICKETS FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			920130491	10/01/13	108.00		0.00	108.00
GL Distribution				Gross Amount Description				
550-4920-44500-00000000				108.00				
PO Liquidation				Amount				
550-4920-44500-00000000				108.00				

Claim# General Description  
 332938 NEW TICKETS FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1020130506	11/01/13	144.00		0.00	144.00
GL Distribution				Gross Amount Description				
550-4920-44500-00000000				144.00				
PO Liquidation				Amount				
550-4920-44500-00000000				144.00				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
150	VERIZON CALIFORNIA	2	VERIZON CALIFORNIA	WAP	259661	11/14/13	241.94	Y
Claim# General Description								
332960 PHONE SVC - TELEMETER LINES 11/01/13								
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
GL Distribution			110113	11/01/13	241.94		0.00	241.94
			Gross Amount Description					
			010-0900-44300-00000000 241.94					
Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
152	VERIZON CALIFORNIA	3	VERIZON CALIFORNIA	WAP	259662	11/14/13	48.24	Y
Claim# General Description								
332952 SENIOR CENTER METRO TAP LINE - BILL DATED 11/01/13								
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
GL Distribution			110113	11/01/13	48.24		0.00	48.24
			Gross Amount Description					
			090-0410-44500-00009105 48.24					
Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
5219	VULCAN MATERIALS CO WESTERN DIVISI			WAP	259663	11/14/13	2,627.64	
Claim# General Description								
332939 ASPHALT								
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			70074440	09/09/13	151.51		0.00	151.51
			70082588	09/16/13	188.57		0.00	188.57
			70089041	09/20/13	151.51		0.00	151.51
			70090689	09/23/13	553.33		0.00	553.33
			70093480	09/25/13	152.25		0.00	152.25
			70102369	09/27/13	152.25		0.00	152.25
			70110158	10/04/13	299.75		0.00	299.75
			70110157	10/04/13	152.25		0.00	152.25
			70129026	10/21/13	224.89		0.00	224.89
			70135828	10/25/13	449.08		0.00	449.08
			70137689	10/28/13	152.25		0.00	152.25
			Gross Amount Description					
			GL Distribution 010-4200-44605-00000000 2,176.38					
			550-4920-44605-00000000 451.26					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1706	WAXIE SANITARY SUPPLY			WAP 259664	11/14/13	2,823.90	

Claim# General Description  
332940 JANITORIAL SUPPLIES FOR PICO, RIO HONDO AND RIVERA PARKS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			74146754	09/06/13	911.50		0.00	911.50
GL Distribution								
					Gross Amount Description			
					010-8100-43400-00001867			329.18
					010-8100-43400-00001651			286.07
					010-8100-43400-00000000			296.25

Claim# General Description  
332941 JANITORIAL SUPPLIES FOR PICO PARK

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			74238904	10/25/13	1,912.40		0.00	1,912.40
GL Distribution								
					Gross Amount Description			
					010-8100-43400-00001867			1,912.40

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
413	WECK LABORATORIES INC			WAP 259665	11/14/13	1,394.12	

Claim# General Description  
332942 WATER SAMPLE TESTING

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			W3I0087	09/03/13	204.12		0.00	204.12
			W3I1117	09/20/13	100.00		0.00	100.00
			W3I1076	09/20/13	250.00		0.00	250.00
			W3I1118	09/20/13	100.00		0.00	100.00
			W3I1116	09/20/13	100.00		0.00	100.00
			W3I1469	09/29/13	250.00		0.00	250.00
			W3I1508	09/30/13	270.00		0.00	270.00
			W3J0905	10/15/13	120.00		0.00	120.00
GL Distribution								
					Gross Amount Description			
					550-4920-44500-00000000			1,394.12

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
9697	CANDICE VALDEPENA WEST	1	CANDICE VALDEPENA WEST	WAP 259666	11/14/13	550.00	

Claim# General Description  
332943 TRAVEL ADVANCE FOR STEM CONFERENCE NOVEMBER 18 & 19, 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110413	11/04/13	550.00		0.00	550.00
GL Distribution								
					Gross Amount Description			
					690-8105-44100-00000000			550.00

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 421 WHITTIER FERTILIZER COMPANY 1 WHITTIER FERTILIZER 9441 KRUSE RO WAP 259667 11/14/13 1,559.86

Claim# General Description  
 332944 GROUND MAINTENANCE SUPPLIES FOR CIP #21255

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			267490	09/18/13	61.60		0.00	61.60
			268415	10/01/13	63.80		0.00	63.80
			268462	10/03/13	223.30		0.00	223.30
			268490	10/04/13	59.40		0.00	59.40
			268473	10/05/13	63.80		0.00	63.80
			268618	10/05/13	19.80		0.00	19.80
			268855	10/12/13	123.20		0.00	123.20
			268872	10/14/13	385.00		0.00	385.00
GL Distribution			Gross Amount Description					
210-7300-44500-00021255			999.90					

Claim# General Description  
 332945 GROUND MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			268460	10/03/13	33.00		0.00	33.00
			268668	10/08/13	194.70		0.00	194.70
			268895	10/15/13	41.86		0.00	41.86
			269053	10/18/13	44.00		0.00	44.00
			269212	10/22/13	19.80		0.00	19.80
			269249	10/23/13	44.00		0.00	44.00
			269242	10/23/13	55.00		0.00	55.00
			269231	10/23/13	127.60		0.00	127.60
GL Distribution			Gross Amount Description					
010-4200-44645-00000000			127.60					
010-4340-43400-00000000			41.86					
010-4350-43400-00000000			390.50					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17034 GRICELDA ZAVALA WAP 259669\* 11/14/13 40.00

Claim# General Description  
 332946 REFUND FOR COURSE #6754

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
GL Distribution			3011173.002	05/06/13	40.00		0.00	40.00
010-0000-20101-00000000			40.00					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
429	ZUMAR INDUSTRIES			WAP 259670	11/14/13	351.15	

Claim# General Description  
332947 DELIVERY CHARGE FOR PREVIOUS ORDER (INV #147684)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31534	O		0147779	09/04/13	50.00		0.00	50.00
GL Distribution				Gross Amount Description				
010-4200-44650-00000000					50.00			
PO Liquidation				Amount				
010-4200-44650-00000000					50.00			

Claim# General Description  
332948 SPEED LIMIT SIGNS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31534	O		0148245	09/30/13	301.15		0.00	301.15
GL Distribution				Gross Amount Description				
010-4200-44650-00000000					301.15			
PO Liquidation				Amount				
010-4200-44650-00000000					301.15			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
207	L A COUNTY SHERIFFS DEPARTMENT			WAP 259671	11/14/13	853,691.03	

Claim# General Description  
332919 PRISONER MAINTENANCE FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		141518WM	10/29/13	182.34		0.00	182.34
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					182.34			
PO Liquidation				Amount				
010-3400-44500-00000000					182.34			

Claim# General Description  
332920 GENERAL LAW ENFORCEMENT FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		140993NH	10/07/13	826,032.51		0.00	826,032.51
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					798,241.89			
010-3400-43800-00000000					13,332.36			
010-3400-43900-00000000					14,458.26			
PO Liquidation				Amount				
010-3400-43800-00000000					13,332.36			
010-3400-43900-00000000					14,458.26			
010-3400-44500-00000000					798,241.89			

Claim# General Description  
332921 ENTERTAINMENT AND RETAIL SECURITY FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		141182NH	10/17/13	4,625.84		0.00	4,625.84
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					4,625.84			
PO Liquidation					Amount			
010-3400-44500-00000000					4,625.84			

Claim# General Description  
332922 NEIGHBORHOOD OUTREACH DEDICATED CAR FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		141181NH	10/17/13	5,737.47		0.00	5,737.47
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					5,737.47			
PO Liquidation					Amount			
010-3400-44500-00000000					5,737.47			

Claim# General Description  
332923 PSP SPECIAL INVESTIGATION BIKE PATROL FOR SEPTEMBER 4-30, 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		141180NH	10/17/13	15,729.36		0.00	15,729.36
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					15,729.36			
PO Liquidation					Amount			
010-3400-44500-00000000					15,729.36			

Claim# General Description  
332924 HELICOPTER SERVICES FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31460	O		141404NH	10/22/13	1,383.51		0.00	1,383.51
GL Distribution				Gross Amount Description				
010-3400-44500-00000000					1,383.51			
PO Liquidation					Amount			
010-3400-44500-00000000					1,383.51			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259672	11/14/13	51,636.43	

Claim# General Description  
332951 ELEC SVC - STREET LIGHT ASSESSMENT DISTRICT 04 11/05/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110513	11/05/13	51,636.43		0.00	51,636.43
GL Distribution				Gross Amount Description				
545-2000-44200-00000000					51,636.43			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259673	11/14/13	33,677.80	Y

Claim# General Description  
 332956 ELECTRIC SVC - VARIOUS LOCATIONS BILLING DATED 11/05/13

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount-Used	Net Amount
			110513	11/05/13	33,677.80		0.00	33,677.80
GL Distribution				Gross Amount Description				
			010-4200-44200-00000000		3,755.49			
			010-4000-44200-00000000		9,873.38			
			550-4920-44200-00000000		20,048.93			

-----  
Paid Checks:

Check Count	40
Check Total	974,737.95
PO Liquidation Total	861,294.50
Backup Withholding Total	0.00

Paid by ACH:

ACH Count	0
ACH Total	0.00
PO Liquidation Total	0.00
Backup Withholding Total	0.00

Total Payments:

Payment Count	40
Payment Total	974,737.95
PO Liquidation Total	861,294.50
Backup Withholding Total	0.00

Void Checks:

Check Count	0
Check Total	0.00
PO Liquidation Total	0.00
Backup Withholding Total	0.00

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16448	ABM BUILDING SOLUTIONS, LLC			WAP 259675	11/21/13	7,855.00	

Claim# General Description  
332982 HVAC MAINTENANCE SERVICE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31462	0		033344	10/14/13	7,855.00		0.00	7,855.00
GL Distribution				Gross Amount Description				
010-4340-44500-00000000				7,855.00				
PO Liquidation				Amount				
010-4340-44500-00000000				7,855.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13238	ACV SYSTEMS, LLC			WAP 259676	11/21/13	2,568.50	

Claim# General Description  
332983 PLANT #1 VALVE REPAIRS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31566	0		1891	10/23/13	2,568.50		0.00	2,568.50
GL Distribution				Gross Amount Description				
550-4920-44100-00000000				2,568.50				
PO Liquidation				Amount				
550-4920-44100-00000000				2,568.50				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16202	ALLIANT INSURANCES SERVICES, INC.			WAP 259677	11/21/13	811.00	

Claim# General Description  
332984 SPECIAL EVENT INSURANCE COVERAGE FOR HOLIDAY FESTIVAL ON 12/07/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			173046	11/15/13	811.00		0.00	811.00
GL Distribution				Gross Amount Description				
010-8102-44700-00000000				811.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
10800	MARIA ARMENTA			WAP 259678	11/21/13	615.00	

Claim# General Description  
332986 CONTRACT INSTRUCTOR FOR COURSE #6854

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6854	11/13/13	615.00		0.00	615.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				615.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 11309 AWT SYSTEMS WAP 259679 11/21/13 3,719.03

Claim# General Description  
 332987 CHLORINE TABS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31525	O		11-1176	10/17/13	3,719.03		0.00	3,719.03
GL Distribution				Gross Amount Description				
550-4920-42210-00000000					3,719.03			
PO Liquidation					Amount			
550-4920-42210-00000000					3,719.03			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15158 RONALD BATES WAP 259680 11/21/13 92.65

Claim# General Description  
 332988 REIMBURSEMENT FOR LEAGUE/CALPERS ASSET LIABILITY MGMT WORKSHOP ON 11/13/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513	11/15/13	92.65		0.00	92.65
GL Distribution				Gross Amount Description				
010-0200-44800-00000000					92.65			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 45 BISHOP COMPANY 1 BISHOP COMPANY WAP 259681 11/21/13 776.05

Claim# General Description  
 333140 STREET MAINTENANCE TOOLS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			366959	09/19/13	776.05		0.00	776.05
GL Distribution				Gross Amount Description				
010-4350-43500-00000000					776.05			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15555 CALPERS LONG-TERM CARE PROGRAM WAP 259682 11/21/13 115.85

Claim# General Description  
 333061 PERS LONG TERM CARE P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513	11/21/13	115.85		0.00	115.85
GL Distribution				Gross Amount Description				
010-0000-20825-00000000					115.85			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 5971 CDW GOVERNMENT, INC. WAP 259683 11/21/13 3,865.37

Claim# General Description  
 332990 PRINTER FOR CITY YARD

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31565	C		GQ22984	10/23/13	3,865.37		0.00	3,865.37
GL Distribution				Gross Amount Description				
010-4340-44100-00000000					3,865.37			
PO Liquidation				Amount				
010-4340-44100-00000000					3,865.37			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 648 CENTRAL BASIN MUNICIPAL WATER DIST WAP 259684 11/21/13 8,652.72

Claim# General Description  
 333126 RECYCLED WATER FOR 09/2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			RIV-OCT13	11/12/13	8,652.72		0.00	8,652.72
GL Distribution				Gross Amount Description				
010-4350-44200-00000000					8,652.72			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 13463 CHILD SUPPORT ENFORCEMENT DIVISION WAP 259685 11/21/13 250.00

Claim# General Description  
 333070 EMPLOYEE DEDUCTION P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513-VH	11/21/13	250.00		0.00	250.00
GL Distribution				Gross Amount Description				
010-0000-20816-00000000					250.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 736 CINTAS CORP WAP 259686 11/21/13 65.00

Claim# General Description  
 333042 SHREDDING SERVICE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31540	O		DG35499040	10/31/13	65.00		0.00	65.00
GL Distribution				Gross Amount Description				
010-0300-44500-00000000					65.00			
PO Liquidation				Amount				
010-0300-44500-00000000					65.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
5761	SEIU LOCAL 721 - COPE ATTN: CONTRO	1	SEIU LOCAL 721 - COPE ATTN: ACCOU	WAP 259687	11/21/13	52.44	

Claim# General Description  
333055 COPE CONTRIBUTION P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513	11/21/13	52.44		0.00	52.44
GL Distribution				Gross Amount Description				
010-0000-20826-00000000				52.44				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
13174	COSBY OIL COMPANY	1	COSBY OIL COMPANY, INC.	WAP 259688	11/21/13	16,902.78	

Claim# General Description  
333087 FUEL FOR CITY VEHICLES FROM 10/01/13-10/10/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31470	O		CL23093	10/10/13	6,248.23		0.00	6,248.23
GL Distribution				Gross Amount Description				
010-4370-43100-00000000				4,998.58				
550-4920-43100-00000000				1,249.65				
PO Liquidation				Amount				
010-4370-43100-00000000				4,998.58				
550-4920-43100-00000000				1,249.65				

Claim# General Description  
333088 FUEL FOR CITY VEHICLES FROM 10/11/13-10/20/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31470	O		CL23476	10/20/13	4,741.81		0.00	4,741.81
GL Distribution				Gross Amount Description				
010-4370-43100-00000000				3,793.45				
550-4920-43100-00000000				948.36				
PO Liquidation				Amount				
010-4370-43100-00000000				3,793.45				
550-4920-43100-00000000				948.36				

Claim# General Description  
333089 FUEL FOR CITY VEHICLES FROM 10/21/13-10/31/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31470	O		CL23923	10/31/13	5,912.74		0.00	5,912.74
GL Distribution				Gross Amount Description				
010-4370-43100-00000000				4,730.19				
550-4920-43100-00000000				1,182.55				
PO Liquidation				Amount				
010-4370-43100-00000000				4,730.19				
550-4920-43100-00000000				1,182.55				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1246	CULLIGAN WATER OF BELLFLOWER	3	CULLIGAN OF SANTA ANA LOCKBOX PRO	WAP 259689	11/21/13	48.50	

Claim# General Description  
332992 WATER SOFTENER SERVICE FOR 11/2013 AT SENIOR CENTER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			907829	10/21/13	48.50		0.00	48.50
GL Distribution			Gross Amount Description					
010-8220-44500-00000000			48.50					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16508	CUMMINS & WHITE LLP			WAP 259690	11/21/13	6.11	

Claim# General Description  
333043 INDEPENDENT COUNSEL FOR OVERSIGHT BOARD RENDERED THROUGH SEPTEMBER 13, 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31200	0		69175	11/07/13	6.11		0.00	6.11
GL Distribution			Gross Amount Description					
851-0501-44500-00000000			6.11					
PO Liquidation			Amount					
851-0501-44500-00000000			6.11					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14004	MARIA G. DELGADO			WAP 259691	11/21/13	129.00	

Claim# General Description  
332993 CONTRACT INSTRUCTOR FOR COURSE #7138

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7138	11/11/13	129.00		0.00	129.00
GL Distribution			Gross Amount Description					
010-8107-44510-00000000			129.00					

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14130	DLS BUILDERS			WAP 259692	11/21/13	10,000.00	

Claim# General Description  
333090 WASTE MANAGEMENT REFUND (CR #903876)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			903876	07/15/13	10,000.00		0.00	10,000.00
GL Distribution			Gross Amount Description					
990-0000-29848-00000000			10,000.00					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 4997 LORRAINE DURAN 2 LORRAINE DURAN WAP 259693 11/21/13 190.80

Claim# General Description  
 332994 CONTRACT INSTRUCTOR FOR COURSE #7010

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7010	11/05/13	190.80		0.00	190.80
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				190.80				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 10348 ENCORE AWARDS & MARKING CORP. WAP 259694 11/21/13 41.75

Claim# General Description  
 332996 PICO RIVERA RETURN ADDRESS SELF-INKING STAMP

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			131721	11/08/13	41.75		0.00	41.75
GL Distribution				Gross Amount Description				
010-0800-42200-00000000				41.75				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15330 ENVIRONMENTAL SCIENCE ASSOCIATES WAP 259695 11/21/13 1,454.87

Claim# General Description  
 333044 PROFESSIONAL SERVICES RENDERED FOR OCTOBER 2013 CIP #21259

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			105322	11/12/13	1,454.87		0.00	1,454.87
GL Distribution				Gross Amount Description				
210-7330-44500-00021259				1,454.87				
PO Liquidation				Amount				
210-7330-44500-00021259				1,454.87				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 135 FEDERAL EXPRESS CORP WAP 259696 11/21/13 36.54

Claim# General Description  
 332997 FEDERAL EXPRESS DELIVERY SERVICE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2-445-30397	10/25/13	36.54		0.00	36.54
GL Distribution				Gross Amount Description				
010-0800-42100-00000000				26.10				
550-4930-42100-00000000				10.44				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
15422	ANTOINETTE C FIERRO			WAP 259697	11/21/13	189.00		
Claim#	General Description							
332998	CONTRACT INSTRUCTOR FOR COURSE #6955							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6955	10/28/13	117.00		0.00	117.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				117.00				
Claim#	General Description							
332999	CONTRACT INSTRUCTOR FOR COURSE #6992							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6992	11/07/13	72.00		0.00	72.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				72.00				
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep	
1565	FOOD 4 LESS COMPANY		2 FOOD 4 LESS CUSTOMER CHARGES	WAP 259698	11/21/13	129.55		
Claim#	General Description							
333091	SENIOR CENTER PROGRAM SUPPLIES							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			102015	11/04/13	32.27		0.00	32.27
GL Distribution				Gross Amount Description				
010-8220-44100-00000000				32.27				
Claim#	General Description							
333092	SMITH PARK OPENING DAY SUPPLIES							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			084931	11/04/13	41.77		0.00	41.77
GL Distribution				Gross Amount Description				
010-8102-44100-00000000				41.77				
Claim#	General Description							
333093	TEEN CLUB HALLOWEEN SUPPLIES							
PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			116011	10/17/13	55.51		0.00	55.51
GL Distribution				Gross Amount Description				
010-8108-44100-00001868				55.51				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15584	FRANCHISE TAX BOARD			WAP 259699	11/21/13	708.19	
Claim#	General Description						
333068	EMPLOYEE DEDUCTION P/E 11/15/13						
PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		111513-RE	11/21/13	248.32		0.00	248.32
		111513-EG	11/21/13	459.87		0.00	459.87
GL Distribution	Gross Amount Description						
010-0000-20816-00000000	708.19						
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
6576	CHARLENE F. GODINEZ	1	CHARLENE F. GODINEZ	WAP 259700	11/21/13	767.40	
Claim#	General Description						
333000	CONTRACT INSTRUCTOR FOR COURSES #6993 & #6994						
PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		6993	11/01/13	418.80		0.00	418.80
		6994	11/01/13	325.20		0.00	325.20
GL Distribution	Gross Amount Description						
010-8107-44510-00000000	744.00						
Claim#	General Description						
333001	CONTRACT INSTRUCTOR FOR COURSE #6993B						
PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		6993B	11/06/13	23.40		0.00	23.40
GL Distribution	Gross Amount Description						
010-8107-44510-00000000	23.40						
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
8354	GOLDEN STATE OVERNIGHT	1	GOLDEN STATE OVERNIGHT	WAP 259701	11/21/13	6.18	
Claim#	General Description						
333002	OVERNIGHT DELIVERY SERVICE CIP #20053						
PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		2481048	10/31/13	6.18		0.00	6.18
GL Distribution	Gross Amount Description						
210-7300-44500-00020053	6.18						
Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1553	GRAPHICS WORLD			WAP 259702	11/21/13	415.80	
Claim#	General Description						
333003	SPECIAL EVENT BANNERS						
PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		13-467	11/01/13	415.80		0.00	415.80
GL Distribution	Gross Amount Description						
010-8102-44100-00000000	415.80						

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 163 HEALTHFIRST-NORTH MEDICAL GROUP WAP 259703 11/21/13 564.90

Claim# General Description  
 333004 DRUG TESTING/PHYSICALS FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31469	O		1456-96432	11/11/13	144.00		0.00	144.00
GL Distribution				Gross Amount Description				
010-0350-44400-00000000					144.00			
PO Liquidation				Amount				
010-0350-44400-00000000					144.00			

Claim# General Description  
 333045 MEDICAL SERVICES FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31469	O		177614553424	02/26/13	156.25		0.00	156.25
			177614554782	02/26/13	56.93		0.00	56.93
GL Distribution				Gross Amount Description				
010-0350-44400-00000000					213.18			
PO Liquidation				Amount				
010-0350-44400-00000000					213.18			

Claim# General Description  
 333046 MEDICAL SERVICES FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31469	O		67462571295	06/14/13	103.86		0.00	103.86
GL Distribution				Gross Amount Description				
010-0350-44400-00000000					103.86			
PO Liquidation				Amount				
010-0350-44400-00000000					103.86			

Claim# General Description  
 333047 MEDICAL SERVICES FOR CITY PERSONNEL

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31469	O		117041579464	08/15/13	103.86		0.00	103.86
GL Distribution				Gross Amount Description				
010-0350-44400-00000000					103.86			
PO Liquidation				Amount				
010-0350-44400-00000000					103.86			

-----

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15526 LYDIA Y. HERNANDEZ WAP 259704 11/21/13 159.00

Claim# General Description  
 333005 CONTRACT INSTRUCTOR FOR COURSE #6980

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6980	11/01/13	159.00		0.00	159.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				159.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 14542 MARY HERNANDEZ WAP 259705 11/21/13 132.00

Claim# General Description  
 333006 CONTRACT INSTRUCTOR FOR COURSE #6876

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6876	11/07/13	132.00		0.00	132.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				132.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 16515 HIGH FIDELITY ENTERTAINMENT WAP 259706 11/21/13 500.40

Claim# General Description  
 333007 CONTRACT INSTRUCTOR FOR COURSES #6996,#7023 & #6995

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6996	10/30/13	120.00		0.00	120.00
			7023	10/30/13	143.40		0.00	143.40
			6995	10/30/13	237.00		0.00	237.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				500.40				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 2531 HINDERLITER, DE LLAMAS & ASSOCIATE WAP 259707 11/21/13 2,520.00

Claim# General Description  
 333008 CONTRACT SERVICES FOR PROPERTY TAX FROM OCTOBER-DECEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0019818-IN	11/08/13	2,520.00		0.00	2,520.00
GL Distribution				Gross Amount Description				
010-0800-44500-00000000				2,520.00				

Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1023 HOME DEPOT 3 HOME DEPOT CREDIT SERVICES DEPT. WAP 259708 11/21/13 3,815.86

Claim# General Description  
 333094 STREET MAINTENANCE TOOLS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1056654	09/30/13	8.73		0.00	8.73
GL Distribution				Gross Amount Description				
010-4200-44635-00000000					8.73			

Claim# General Description  
 333095 STREET MAINTENANCE TOOLS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0202441	10/01/13	144.05		0.00	144.05
GL Distribution				Gross Amount Description				
010-4200-44635-00000000					144.05			

Claim# General Description  
 333096 STOCK ELECTRICAL SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9050309	10/02/13	133.08		0.00	133.08
GL Distribution				Gross Amount Description				
010-4340-43410-00000000					133.08			

Claim# General Description  
 333097 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			8225324	10/03/13	242.02		0.00	242.02
GL Distribution				Gross Amount Description				
010-4340-43400-00000000					45.15			
010-4340-43500-00000000					196.87			

Claim# General Description  
 333098 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7050728	10/04/13	240.80		0.00	240.80
GL Distribution				Gross Amount Description				
010-4340-43400-00000000					131.90			
010-4340-43500-00000000					108.90			

Claim# General Description  
 333099 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4051409	10/07/13	282.02		0.00	282.02
GL Distribution				Gross Amount Description				
010-4340-43410-00000000					24.16			
010-4340-43430-00000000					257.86			

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)

Claim# General Description  
333100 PAINT SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4051486	10/07/13	395.31		0.00	395.31
GL Distribution				Gross Amount Description				
010-4340-43430-00000000				395.31				

Claim# General Description  
333101 LUMBER SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4051488	10/07/13	52.93		0.00	52.93
GL Distribution				Gross Amount Description				
010-4340-43420-00000000				52.93				

Claim# General Description  
333102 WINDOW BLINDS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4051521	10/07/13	53.90		0.00	53.90
GL Distribution				Gross Amount Description				
010-4340-43400-00000000				53.90				

Claim# General Description  
333103 PAINT REFUND

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			4262812	10/07/13	-232.33		0.00	-232.33
GL Distribution				Gross Amount Description				
010-4340-43430-00000000				-232.33				

Claim# General Description  
333104 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2051849	10/09/13	155.23		0.00	155.23
GL Distribution				Gross Amount Description				
010-4340-43400-00000000				155.23				

Claim# General Description  
333105 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1062267	10/10/13	55.79		0.00	55.79
GL Distribution				Gross Amount Description				
010-4340-43400-00000000				55.79				

Claim# General Description  
333106 DAY OF THE DEAD SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1062410	10/10/13	139.97		0.00	139.97

CCS.AP Accounts Payable Release 8.2.1 N\*APR700

By Gloria Candelaria (gcandelaria)



PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			3572844	10/18/13	382.31		0.00	382.31
GL Distribution				Gross Amount	Description			
010-4340-43410-00000000				382.31				

Claim# General Description  
333114 STOCK MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0054377	10/21/13	25.98		0.00	25.98
GL Distribution				Gross Amount	Description			
010-4340-43400-00000000				25.98				

Claim# General Description  
333115 PAINT SUPPLIES FOR RIO VISTA PARK

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0054383	10/21/13	259.28		0.00	259.28
GL Distribution				Gross Amount	Description			
010-4340-43430-00000000				259.28				

Claim# General Description  
333116 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0054425	10/21/13	213.54		0.00	213.54
GL Distribution				Gross Amount	Description			
010-4340-43400-00000000				123.94				
010-4340-43430-00000000				89.60				

Claim# General Description  
333117 LUMBER SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0054473	10/21/13	65.36		0.00	65.36
GL Distribution				Gross Amount	Description			
010-4340-43420-00000000				65.36				

Claim# General Description  
333118 SUPPLIES FOR BATTING CAGES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			0065170	10/21/13	163.90		0.00	163.90
GL Distribution				Gross Amount	Description			
010-8103-43500-00000000				163.90				

Claim# General Description  
333119 SENIOR CENTER LIGHTS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9065484	10/22/13	120.67		0.00	120.67
GL Distribution				Gross Amount	Description			
010-4340-43400-00000000				120.67				

Claim# General Description  
333120 CITY HALL ELECTRICAL SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			9065575	10/22/13	179.16		0.00	179.16
GL Distribution				Gross Amount Description				
010-4340-43410-00000000				179.16				

Claim# General Description  
333121 FACILITIES MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7573353	10/24/13	37.98		0.00	37.98
GL Distribution				Gross Amount Description				
010-4340-43400-00000000				37.98				

Claim# General Description  
333122 PAINT FOR HORSE TRAILS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6060381	09/05/13	238.92		0.00	238.92
GL Distribution				Gross Amount Description				
010-4200-44610-00000000				238.92				

---

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
9857	JAS PACIFIC, INC			WAP 259711*	11/21/13	4,125.00	

Claim# General Description  
333009 PROFESSIONAL SERVICES RENDERED FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31570	O		BI11462	11/05/13	4,125.00		0.00	4,125.00
GL Distribution				Gross Amount Description				
010-3300-44500-00000000				4,125.00				
PO Liquidation				Amount				
010-3300-44500-00000000				4,125.00				

---

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15248	KJ SERVICES ENVIRONMENTAL CONSULTI			WAP 259712	11/21/13	440.00	

Claim# General Description  
333010 SEWC ADMINISTRATIVE SERVICES FOR BOARD OF DIRECTORS MEETING FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31514	O		7963	11/04/13	440.00		0.00	440.00
GL Distribution				Gross Amount Description				
995-9900-49900-00000000				440.00				
PO Liquidation				Amount				
995-9900-49900-00000000				440.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
1854	LOS ANGELES COUNTY METROPOLITAN TR	4	REGIONAL TAP CENTER	WAP 259713	11/21/13	585.00	

Claim# General Description  
333021 STUDENT BUS PASSES FOR SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31516	O		10042013	10/04/13	330.00		-0.00	330.00
GL Distribution				Gross Amount Description				
090-0410-44500-00009127				330.00				
PO Liquidation				Amount				
090-0410-44500-00009127				330.00				

Claim# General Description  
333022 STUDENT BUS PASSES FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31516	O		11062013	11/06/13	255.00		0.00	255.00
GL Distribution				Gross Amount Description				
090-0410-44500-00009127				255.00				
PO Liquidation				Amount				
090-0410-44500-00009127				255.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16566	ANGELICA LAUREL			WAP 259714	11/21/13	14.40	

Claim# General Description  
333011 CONTRACT INSTRUCTOR PAYMENT FOR OCTOBER 2013 CLASSES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			10/2013	11/04/13	14.40		0.00	14.40
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				14.40				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15551	LEVYING OFFICER LA COUNTY SHERIFF'	6	LOS ANGELES COUNTY SHERIFF'S DEPT	WAP 259715	11/21/13	347.45	

Claim# General Description  
333056 EMPLOYEE DEDUCTION P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513-DM	11/21/13	97.45		0.00	97.45
			111513-SS	11/21/13	250.00		0.00	250.00
GL Distribution				Gross Amount Description				
010-0000-20816-00000000				347.45				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 6851 LOWE'S WAP 259716 11/21/13 73.08

Claim# General Description  
 333123 CITY HALL MAINTENANCE SUPPLIES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			902505	06/10/13	73.08		0.00	73.08
GL Distribution				Gross Amount Description				
010-4340-43410-00000000				25.01				
010-4340-43430-00000000				48.07				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 14219 MICHAEL G MAXFIELD WAP 259717 11/21/13 375.00

Claim# General Description  
 333048 PROFESSIONAL SERVICES RENDERED FOR OCTOBER 2013 EPISODE OF CTV3 NEWS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2013-23	10/01/13	75.00		0.00	75.00
GL Distribution				Gross Amount Description				
010-0400-44500-00000000				75.00				
PO Liquidation				Amount				
010-0400-44500-00000000				75.00				

Claim# General Description  
 333049 PROFESSIONAL SERVICES RENDERED FOR DECEMBER 2013 PROFILE

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			2013-28	11/16/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
010-0400-44500-00000000				300.00				
PO Liquidation				Amount				
010-0400-44500-00000000				300.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17038 MARY MCCONNELL WAP 259718 11/21/13 300.00

Claim# General Description  
 333012 DEPOSIT REFUND FOR TUP #13-22 (CR #869486)

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			869486	01/29/13	300.00		0.00	300.00
GL Distribution				Gross Amount Description				
990-0000-29119-00000000				300.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15568 EDNA MENDOZA WAP 259719 11/21/13 76.80

Claim# General Description  
 333013 CONTRACT INSTRUCTOR FOR COURSE #6878

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6878	11/07/13	76.80		0.00	76.80
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				76.80				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 17040 CYNTHIA NAVARRO WAP 259720 11/21/13 40.00

Claim# General Description  
 333014 REFUND FOR COURSE #6760

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1043276.002	05/04/13	40.00		0.00	40.00
GL Distribution				Gross Amount Description				
010-0000-20101-00000000				40.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 16280 MIKE NGUYEN WAP 259721 11/21/13 4,815.00

Claim# General Description  
 333050 PROFESSIONAL SERVICES RENDERED FOR 10/28/13-11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31461	O		201312-01	11/15/13	4,815.00		0.00	4,815.00
GL Distribution				Gross Amount Description				
010-4010-44500-00000000				3,071.25				
550-4900-44500-00000000				1,316.25				
210-7300-44500-00021240				45.00				
210-7300-44500-00021242				90.00				
210-7300-44500-00021245				45.00				
210-7300-44500-00021260				135.00				
210-7300-44500-00021271				112.50				
PO Liquidation				Amount				
010-4010-44500-00000000				3,071.25				
210-7300-44500-00021240				45.00				
210-7300-44500-00021242				90.00				
210-7300-44500-00021245				45.00				
210-7300-44500-00021260				135.00				
210-7300-44500-00021271				112.50				
550-4900-44500-00000000				1,316.25				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 5875 PCMG, INC 2 PCMG WAP 259722 11/21/13 3,643.62

Claim# General Description  
 333016 REPLACEMENT BACK-UP BATTERY FOR DATA CENTER

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31554	C		S82794620102	10/11/13	3,643.62		0.00	3,643.62
GL Distribution				Gross Amount Description				
010-0820-43500-00000000					3,643.62			
PO Liquidation				Amount				
010-0820-43500-00000000					3,643.62			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 10784 POSTMASTER - WHITTIER POST OFFICE WAP 259723 11/21/13 2,528.00

Claim# General Description  
 333138 POSTAGE FOR WATER BILLS-PERMIT 259

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31431	O		12/2013	12/01/13	2,528.00		0.00	2,528.00
GL Distribution				Gross Amount Description				
550-4930-42100-00000000					2,528.00			
PO Liquidation				Amount				
550-4930-42100-00000000					2,528.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 12228 PRMPCEA PR MGRS PROFSNL & CONFID E WAP 259724 11/21/13 507.00

Claim# General Description  
 333084 MID-MGMT, PROFNL& CONFIDL EMPL ASSOC DUES, AND SERV FEE-PAYER P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513	11/21/13	507.00		0.00	507.00
GL Distribution				Gross Amount Description				
010-0000-20812-00000000					507.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 13166 PROTEK COMMUNICATION WAP 259725 11/21/13 315.00

Claim# General Description  
 333017 PROGRAM EMERGENCY 911 PHONES

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1850	05/20/13	315.00		0.00	315.00
GL Distribution				Gross Amount Description				
010-0900-44300-00000000					315.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 13323 QUALITY CODE PUBLISHING WAP 259726 11/21/13 1,271.07

Claim# General Description  
 333018 MUNICIPAL CODE BOOK

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31577	O		2013-364	10/31/13	1,271.07		0.00	1,271.07
GL Distribution				Gross Amount Description				
010-0300-44100-00000000					1,271.07			
PO Liquidation				Amount				
010-0300-44100-00000000					1,271.07			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 2755 GEORGE QUEZADA DBA: QUALITY COPIER WAP 259727 11/21/13 920.00

Claim# General Description  
 333019 KONICA MINOLTA BIZHUB 920 LEASE TO OWN (PAYMENT #42 & #44) AND COPIES FOR JULY AND SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1566	08/21/13	500.00		0.00	500.00
			1605	10/17/13	420.00		0.00	420.00
GL Distribution				Gross Amount Description				
010-8000-44500-00000000					920.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 7093 RICHARDS, WATSON AND GERSHON WAP 259728 11/21/13 323.00

Claim# General Description  
 333023 LEGAL COUNSEL FOR SEWC THROUGH SEPTEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31524	O		192714	10/29/13	323.00		0.00	323.00
GL Distribution				Gross Amount Description				
995-9900-46910-00000000					323.00			
PO Liquidation				Amount				
995-9900-46910-00000000					323.00			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 16780 SAVANNAH RAE RIVERA WAP 259729 11/21/13 76.80

Claim# General Description  
 333024 CONTRACT INSTRUCTOR FOR COURSES FOR SEPTEMBER & OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			092013	11/04/13	4.80		0.00	4.80
			102013	11/04/13	72.00		0.00	72.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000					76.80			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 1175 ROBERT KLEIN PRINTERS WAP 259730 11/21/13 87.20

Claim# General Description  
 333025 BUSINESS CARDS FOR G.CAMACHO

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			1013426	11/05/13	87.20		0.00	87.20
GL Distribution				Gross Amount Description				
010-0100-44100-00000000				87.20				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 6586 JUAN ROSALES WAP 259731 11/21/13 366.00

Claim# General Description  
 333026 CONTRACT INSTRUCTOR FOR COURSES #6870 & #6873

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6870	11/13/13	84.00		0.00	84.00
			6873	11/13/13	282.00		0.00	282.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				366.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15404 ROSENOW SPEVACEK GROUP, INC WAP 259732 11/21/13 2,895.00

Claim# General Description  
 333051 SUCCESSOR AGENCY SERVICES FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			30880 0	10/31/13	2,895.00		0.00	2,895.00
GL Distribution				Gross Amount Description				
851-0501-44500-00000000				2,895.00				
PO Liquidation				Amount				
851-0501-44500-00000000				2,895.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 15790 RUTAN & TUCKER, LLP 611 ANTON BLVD WAP 259733 11/21/13 3,972.49

Claim# General Description  
 333052 REDEVELOPMENT AGENCY PROFESSIONAL SERVICES RENDERED THROUGH OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			676125	11/07/13	3,972.49		0.00	3,972.49
GL Distribution				Gross Amount Description				
851-0501-44500-00000000				3,972.49				

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
12745	SAMBA HOLDING INC			WAP	259734	11/21/13	250.00	

Claim# General Description  
333053 DRIVER RECORD MONITORING FOR NOVEMBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31483	O		INV00051326	10/31/13	250.00		0.00	250.00
GL Distribution				Gross Amount Description				
010-0350-44400-00000000					250.00			
PO Liquidation					Amount			
010-0350-44400-00000000					250.00			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
1690	SAN GABRIEL VALLEY PUBLISHING CO	9	SAN GABRIEL VALLEY NEWSPAPER GROU	WAP	259735	11/21/13	2,524.12	

Claim# General Description  
333027 LEGAL ADS FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31537	O		0010421421	09/24/13	847.40		0.00	847.40
					0010424901	10/01/13		304.52
					0010426800	10/04/13		323.24
					0010435939	10/24/13		524.48
					0010438743	10/31/13		524.48
GL Distribution				Gross Amount Description				
010-0300-42300-00013100					847.40			
010-0300-42300-00010600					304.52			
010-0300-42300-00013100					323.24			
010-0300-42300-00013100					524.48			
010-0300-42300-00013100					524.48			
PO Liquidation					Amount			
010-0300-42300-00010600					304.52			
010-0300-42300-00013100					2,219.60			

Vend#	Vendor Name	Remit#	Payee	Bank	Check#	Chk Date	Check Amount	Sep
57	SEIU LOCAL 721 CTW, CLC ATTN: CONT	1	SEIU LOCAL 721 CTW, CLC ATTN: ACC	WAP	259736	11/21/13	1,834.35	

Claim# General Description  
333071 UNION DUES DIRECTORS, FT, PT & NON MEMBER FEE PAYER P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513	11/21/13	1,834.35		0.00	1,834.35
GL Distribution				Gross Amount Description				
010-0000-20812-00000000					1,834.35			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
14927	LUZ SILVA			WAP 259737	11/21/13	363.00	

Claim# General Description  
333028 CONTRACT INSTRUCTOR FOR COURSE #6851

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6851	11/14/13	363.00		0.00	363.00
GL Distribution					Gross Amount Description			
010-8107-44510-00000000					363.00			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
357	SMART & FINAL IRIS COMPANY	1	SMART & FINAL	WAP 259738	11/21/13	337.78	

Claim# General Description  
333029 REACH SUPPLIES FOR RIVERA & VALENCIA FUN FRIDAY ACTIVITY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			150040	11/07/13	129.50		0.00	129.50
GL Distribution					Gross Amount Description			
690-8105-44100-00000000					129.50			

Claim# General Description  
333030 REACH SUPPLIES FOR RIVERA & NORTH RANCHITO FUN FRIDAY ACTIVITY

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			153133	11/14/13	113.71		0.00	113.71
GL Distribution					Gross Amount Description			
690-8105-44100-00000000					113.71			

Claim# General Description  
333031 SUPPLIES FOR PUBLIC WORKS TRAINING

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			152405	11/12/13	94.57		0.00	94.57
GL Distribution					Gross Amount Description			
010-0350-44100-00000000					94.57			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259739	11/21/13	14,756.29	

Claim# General Description  
333125 ELECTRIC SVC-HISTORICAL SOCIETY BILL DATED 11/14/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111413	11/14/13	65.95		0.00	65.95
GL Distribution					Gross Amount Description			
010-4350-44200-00000000					65.95			

Claim# General Description  
333134 ELECTRIC SERVICE FOR PARKS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
CCS.AP			Accounts Payable Release 8.2.1 N*APR700					
								By Gloria Candelaria (gcandelaria)

110813	11/08/13	14,690.34	0.00	14,690.34
GL Distribution	Gross Amount Description			
010-4350-44200-00000000	14,690.34			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259740	11/21/13	28.13	Y

Claim# General Description  
333131 8640 COFFMAN PICO HM ELECTRIC SERVICE 11/14/13

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		111413	11/14/13	28.13		0.00	28.13
GL Distribution	Gross Amount Description						
010-4200-44200-00001237	28.13						

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259741	11/21/13	173.28	Y

Claim# General Description  
333132 ELECTRIC SVC BILL DATED 11/14/13

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		111413	11/14/13	173.28		0.00	173.28
GL Distribution	Gross Amount Description						
010-4200-44200-00000000	173.28						

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
360	SO CALIF EDISON COMPANY ATTN: MILL	5	SOUTHERN CALIFORNIA EDISON	WAP 259742	11/21/13	579.46	Y

Claim# General Description  
333133 ELECTRIC SVC - VARIOUS LOCATIONS BILLING DATED 11/14/13

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		111413	11/14/13	579.46		0.00	579.46
GL Distribution	Gross Amount Description						
010-4200-44200-00000000	579.46						

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
912978	ST. HILARY CATHOLIC CHURCH			WAP 259743	11/21/13	300.00	

Claim# General Description  
333033 DEPOSIT REFUND FOR TUP #13-51 (CR #918298)

PO#	Stat Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
		918298	09/26/13	300.00		0.00	300.00
GL Distribution	Gross Amount Description						
990-0000-29119-00000000	300.00						

Vend# Vendor Name	Remit# Payee	Bank Check#	Chk Date	Check Amount	Sep
10877 STATE DISBURSEMENT UNIT		WAP 259744	11/21/13	579.53	

Claim# General Description  
333058 EMPLOYEE DEDUCTION P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513-MG	11/21/13	264.46		0.00	264.46
			111513-SR	11/21/13	210.57		0.00	210.57
			111513-RU	11/21/13	104.50		0.00	104.50
GL Distribution				Gross Amount Description				
010-0000-20816-00000000				579.53				

Vend# Vendor Name	Remit# Payee	Bank Check#	Chk Date	Check Amount	Sep
15582 STATE OF CALIFORNIA DEPT OF JUSTIC		WAP 259745	11/21/13	96.00	

Claim# General Description  
333054 FINGERPRINTING SERVICE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			31468 0 001093	11/05/13	96.00		0.00	96.00
GL Distribution				Gross Amount Description				
010-0350-44500-00000000				96.00				
PO Liquidation				Amount				
010-0350-44500-00000000				96.00				

Vend# Vendor Name	Remit# Payee	Bank Check#	Chk Date	Check Amount	Sep
11027 TIME WARNER CABLE	1 TIME WARNER CABLE	WAP 259746	11/21/13	99.41	Y

Claim# General Description  
333127 CABLE INTERNET CONNECTION AT CITY HALL (PUBLIC INFO) - 11/16/13-12/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11/2013	11/04/13	99.41		0.00	99.41
GL Distribution				Gross Amount Description				
010-0820-44300-00000000				99.41				

Vend# Vendor Name	Remit# Payee	Bank Check#	Chk Date	Check Amount	Sep
11027 TIME WARNER CABLE	1 TIME WARNER CABLE	WAP 259747	11/21/13	2.00	Y

Claim# General Description  
333136 CABLE INTERNET CONNECTION FOR EOC 11/16/13-12/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			11/2013B	11/04/13	2.00		0.00	2.00
GL Distribution				Gross Amount Description				
010-4230-44920-00000000				2.00				

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 6173 UNITED STATES TREASURY IRS / ACS S 4 U S TREASURY INTERNAL REVENUE SER WAP 259748 11/21/13 150.00

Claim# General Description  
 333072 EMPLOYEE DEDUCTION P/E 11/15/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111513-PG	11/21/13	150.00		0.00	150.00
GL Distribution			Gross Amount Description					
010-0000-20816-00000000			150.00					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 16916 ALBA C VELASCO 2 VERIZON CALIFORNIA WAP 259749 11/21/13 282.00

Claim# General Description  
 333035 CONTRACT INSTRUCTOR FOR COURSES #6988,#6990,#7114 & #7113

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			6988	10/24/13	48.00		0.00	48.00
			6990	10/24/13	63.00		0.00	63.00
			7114	10/24/13	144.00		0.00	144.00
			7113	10/24/13	27.00		0.00	27.00
GL Distribution			Gross Amount Description					
010-8107-44510-00000000			282.00					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 151 VERIZON CALIFORNIA 2 VERIZON CALIFORNIA WAP 259750 11/21/13 147.46 Y

Claim# General Description  
 333130 PHONE SVC - MODEMS & FAX MACHINE 11/10/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111013	11/10/13	147.46		0.00	147.46
GL Distribution			Gross Amount Description					
010-0900-44300-00000000			102.64					
010-0100-44300-00000000			44.82					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 150 VERIZON CALIFORNIA 2 VERIZON CALIFORNIA WAP 259751 11/21/13 1,032.21 Y

Claim# General Description  
 333135 PHONE SVC - TELEMETER LINES 11/07/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110713	11/07/13	1,032.21		0.00	1,032.21
GL Distribution			Gross Amount Description					
010-0900-44300-00000000			1,032.21					

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 152 VERIZON CALIFORNIA 3 VERIZON CALIFORNIA WAP 259752 11/21/13 193.72 Y

Claim# General Description  
 333124 PHONE SVC - RIVERA AND SMITH PARKS 11/13/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			111313	11/13/13	193.72		0.00	193.72
GL Distribution				Gross Amount Description				
010-0820-44300-00000000					193.72			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 152 VERIZON CALIFORNIA 3 VERIZON CALIFORNIA WAP 259753 11/21/13 87.98 Y

Claim# General Description  
 333128 INTERNET SERVICES AT CITY YARD

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110713	11/07/13	87.98		0.00	87.98
GL Distribution				Gross Amount Description				
550-4920-44200-00000000					87.98			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 152 VERIZON CALIFORNIA 3 VERIZON CALIFORNIA WAP 259754 11/21/13 150.88 Y

Claim# General Description  
 333129 ISDN / DSL LINES - VARIOUS LOCATIONS

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			110713	11/07/13	150.88		0.00	150.88
GL Distribution				Gross Amount Description				
010-0820-44300-00000000					150.88			

-----  
 Vend# Vendor Name Remit# Payee Bank Check# Chk Date Check Amount Sep  
 152 VERIZON CALIFORNIA 5 VERIZON BUSINESS WAP 259755 11/21/13 168.19

Claim# General Description  
 333036 LONG DISTANCE BILLING FOR STATEMENT ENDING 11/10/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			74681632	11/10/13	168.19		0.00	168.19
GL Distribution				Gross Amount Description				
010-0900-44300-00000000					168.19			

-----

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
17039	DELON VIRAY			WAP 259756	11/21/13	114.00	

Claim# General Description  
333037 CONTRACT INSTRUCTOR FOR COURSE #7045

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
			7045	10/17/13	114.00		0.00	114.00
GL Distribution				Gross Amount Description				
010-8107-44510-00000000				114.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15608	WHITE, NELSON, DIEHL, EVANS, LLP			WAP 259757	11/21/13	18,800.00	

Claim# General Description  
333041 2ND INTERIM BILLING ON AUDIT OF CITY'S FINANCIAL STATEMENT FOR YE 06/30/13

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31560	O		138264	10/31/13	18,800.00		0.00	18,800.00
GL Distribution				Gross Amount Description				
010-0800-44500-00000000				18,800.00				
PO Liquidation				Amount				
010-0800-44500-00000000				18,800.00				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
16390	CHEF'S TOYS THE DICKLER CORPORATIO			WAP 259758	11/21/13	45,034.51	

Claim# General Description  
332991 EQUIPMENT AND APPLIANCES FOR NEW CONCESSION BUILDINGS FOR SMITH PARK RENOVATION PROJECT CIP #21218

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31541	C		1455004	11/06/13	45,034.51		0.00	45,034.51
GL Distribution				Gross Amount Description				
210-7310-44500-00021218				45,034.51				
PO Liquidation				Amount				
210-7310-44500-00021218				53,424.78				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
393	SOUTHLAND TRANSIT, INC			WAP 259759	11/21/13	28,017.71	

Claim# General Description  
333032 DIAL-A-RIDE SERVICE FOR OCTOBER 2013

PO#	Stat	Contract#	Invoice#	Invc Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31558	O		PR OCTOBER-13	11/08/13	28,017.71		0.00	28,017.71
GL Distribution				Gross Amount Description				
090-0410-44500-00009123				28,017.71				
PO Liquidation				Amount				
090-0410-44500-00009123				28,017.71				

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15327	URS CORPORATION			WAP 259760	11/21/13	32,662.85	

Claim# General Description  
 333034 PROFESSIONAL SERVICES RENDERED FOR PERIOD ENDING 09/27/13 CIP #21218 & #21224

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
30421	O		5663140	10/02/13	32,662.85		0.00	32,662.85
GL Distribution				Gross Amount Description				
210-7310-44500-00021218					23,442.10			
210-7310-44500-00021224					9,220.75			
PO Liquidation				Amount				
210-7310-44500-00021218					23,442.10			
210-7310-44500-00021224					9,220.75			

Vend#	Vendor Name	Remit#	Payee	Bank Check#	Chk Date	Check Amount	Sep
15573	WEST COAST ARBORISTS, INC			WAP 259761	11/21/13	50,819.80	

Claim# General Description  
 333039 TREE MAINTENANCE THRU 09/30/13

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31521	O		91531	09/30/13	19,330.60		0.00	19,330.60
GL Distribution				Gross Amount Description				
010-4200-44500-00000000					19,330.60			
PO Liquidation				Amount				
010-4200-44500-00000000					19,330.60			

Claim# General Description  
 333040 TREE MAINTENANCE THRU 10/15/13

PO#	Stat	Contract#	Invoice#	Inv Dt	Gross Amount	Discount Amt	Discount Used	Net Amount
31521	O		91703	10/15/13	31,489.20		0.00	31,489.20
GL Distribution				Gross Amount Description				
010-4200-44500-00000000					31,489.20			
PO Liquidation				Amount				
010-4200-44500-00000000					31,489.20			

-----  
Paid Checks:  
Check Count 85  
Check Total 295,838.81  
PO Liquidation Total 244,597.51  
Backup Withholding Total 0.00

Paid by ACH:  
ACH Count 0  
ACH Total 0.00  
PO Liquidation Total 0.00  
Backup Withholding Total 0.00

Total Payments:  
Payment Count 85  
Payment Total 295,838.81  
PO Liquidation Total 244,597.51  
Backup Withholding Total 0.00

Void Checks:  
Check Count 0  
Check Total 0.00  
PO Liquidation Total 0.00  
Backup Withholding Total 0.00

C

1,197,300.38 +  
974,737.95 +  
295,838.81 +  
2,467,877.14G+

Void Checks

Bank Code	Check#	Check Dt	Stmt Dt	Check Amount	Vendor	Void Amount	Void Date
WAP	259511	11/07/13	VOID	0.00		0.00	11/07/13
				-----		-----	
** Grand Total				0.00		0.00	
1 record listed							

## Void Checks

Bank Code	Check#	Check Dt	Stmt Dt	Check Amount	Vendor	Void Amount	Void Date
WAP	259628	11/13/13	VOID	0.00		0.00	11/13/13
WAP	259630	11/13/13	VOID	0.00		0.00	11/13/13
				-----		-----	
** Grand Total				0.00		0.00	
2 records listed							

Void Checks

Bank Code	Check#	Check Dt	Stmnt Dt	Check Amount	Vendor	Void Amount	Void Date
WAP	259632	11/14/13	VOID	0.00		0.00	11/14/13
WAP	259668	11/14/13	VOID	0.00	421	0.00	11/14/13
				-----		-----	
** Grand Total				0.00		0.00	
2 records listed							

## Void Checks

Bank Code	Check#	Check Dt	Stmt Dt	Check Amount	Vendor	Void Amount	Void Date
WAP	259674	11/21/13	VOID	0.00		0.00	11/21/13
WAP	259709	11/21/13	VOID	0.00	1023	0.00	11/21/13
WAP	259710	11/21/13	VOID	0.00	1023	0.00	11/21/13
WAP	259762	11/21/13	VOID	0.00		0.00	11/21/13
WAP	259763	11/21/13	VOID	0.00		0.00	11/21/13
				-----		-----	
** Grand Total				0.00		0.00	
5 records listed							



To: Mayor and City Council  
From: City Manager  
Meeting Date: December 10, 2013  
Subject: MEMORANDUM OF UNDERSTANDING (MOU) FOR THE SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 721 (SEIU) FULL-TIME BARGAINING UNIT AND THE SEIU DIRECTORS BARGAINING UNIT FOR FISCAL YEARS JULY 1, 2011 THROUGH JUNE 30, 2014.

**Recommendation:**

Approve Memorandum of Understanding between the City of Pico Rivera (City) and the SEIU – Full-Time Bargaining Unit (Full-Time Unit) and the SEIU Directors Bargaining Unit (Directors Unit) for the period of July 1, 2011 through June 30, 2014.

**Fiscal Impact:** None

**Discussion:**

The City Council approved labor agreements with the Full-Time and Directors Bargaining Units in May 2012 and side letters in June 2013. The City and Units agreed to consolidate all past MOUs with current Agreements to present to the City Council one (1) cohesive Unit MOU for each of the Full-Time and Directors Bargaining Units that supersedes all other documents. This has been accomplished.

Consolidation of the Full-Time and Directors Bargaining MOUs include the following:

1. At the request of the Full-Time Unit’s bargaining team, roman numbers were modified to arithmetic numbers for easier reference.
2. Outdated language was removed and remaining language was revised to reflect current practices and procedures.
3. The consolidation of the Full-Time and Directors Units past MOUs has produced one (1) current MOU for each bargaining unit.

These MOUs will take effect upon approval by the City Council.



Ronald Bates

RB:MM:mm

Attachments: 1. MOU – SEIU-Local 721 - Full-Time Bargaining Unit  
2. MOU – SEIU-Local 721 – Directors Bargaining Unit



**MEMORANDUM OF UNDERSTANDING**

**Between**

**CITY OF PICO RIVERA**

**And**

**SERVICE EMPLOYEES INTERNATIONAL UNION,  
LOCAL 721 – FULL-TIME BARGAINING UNIT**

**JULY 1, 2011 – JUNE 30, 2014**

**ARTICLE 1**  
**PREAMBLE**

This Memorandum of Understanding (MOU) is made and entered into between the representatives of the City of Pico Rivera, hereinafter referred to as "City" and Service Employees International Union, Local 721, hereinafter referred to as "Union", pursuant to the California Government Code Section 3500, et. seq.

This MOU will be effective July 1, 2011 to June 30, 2014 with an automatic MOU re-opener in January 2013 to negotiate only monetary issues related to the City's projected budget deficit for the fiscal year 2013-2014. Unless otherwise provided for herein, the following changes in terms and conditions of employment shall be effective upon Council adoption of this MOU.

**ARTICLE 2**  
**PRIOR AND EXISTING CONDITIONS**

During the specified term of this agreement, there shall be no change in those matters within the scope of representation that are specifically provided for in this MOU.

**ARTICLE 3**  
**RECOGNITION**

The City hereby formally recognizes Service Employees International Union, Local 721, as the exclusive representative of the bargaining unit representing those full-time employees within the classification listed in Attachment "A" attached. City agrees to meet and confer on all matters relating to the scope of representation pertaining to said employees as authorized by law, except as limited by this agreement.

**ARTICLE 4**  
**NON-DISCRIMINATION**

The parties agree that there shall be no discrimination against any applicant or employee based upon race, color, national origin, ancestry, age, gender, physical disability, mental disability, genetic information, religion, religious creed, marital status, medical condition, sexual orientation, political activity or union activity.

**ARTICLE 5**  
**SALARIES**

See "Attachment A: REPRESENTED NON-SUPERVISORY EMPLOYEES AND MONTHLY SALARIES" in reference to this article. Salaries shall remain at the 2010-2011 level with the exception of merit increases.

**Pay Plan– Merit Increases**

Each employee, other than Maintenance Workers (addressed immediately below) will be placed within the five-step salary range A-E. Employees shall be paid a salary within the range established for the position under the salary schedule. Pay increases shall not be automatic, but shall depend upon the merit and performance of the employee, as determined by the Department Head, with the concurrence of the City Manager. The first opportunity for a merit increase would be at the end of the probationary period. Subsequent merit increase opportunities will occur annually.

**Maintenance Worker F & G Step**

The Maintenance Worker classification will have a seven-step range, with five percent (5%) between each step. The two highest paying steps will be granted to an employee if s/he receives an above average rating on his/her annual review. If an employee at E step or F step does not achieve an above average rating, s/he may be reviewed again in six months and be considered for the F step or G step respectively.

**Shift Differential**

Normal work hours fall between 6:30 a.m. and 8:00 p.m. When the City assigns an employee to work after 8:00 p.m. or before 6:30 a.m. the employee will receive additional pay in the amount of five percent (5%) of the regular rate for their classifications for all hours worked after 8:00 p.m. and before 6:30 a.m.

If a position is regularly scheduled outside of the normal work hours defined above, then no shift differential will be paid. Alternatively, if an employee requests a change in shift which is regularly scheduled outside of the normal work hours defined above, then no shift differential will be paid. Overtime pay and call outs are exempt from shift differential pay.

**Move Up Pay**

In the event that an employee is assigned by a department head or his/her designee, to work in a higher compensated classification and works in that capacity for a minimum of a full work day, he/she will receive the pay of the higher rated classification. The increase in pay shall be at least five percent (5%), not to exceed the top step of the higher rated classification.

**ARTICLE 6**

**CLASSIFICATION PLAN**

The City shall fund and staff the Maintenance Crew Leader position. Although staffing levels and method of operation are management rights which are not waived by virtue of the crew leader proposal set forth herein, the City does state as its intent that there shall be one (1) Maintenance Crew Leader for up to and including six (6) persons in a crew in the Field Maintenance Division (the number of crewmembers shall include both full and part-time employees assigned to the crew.) A "crew" shall be designated as such by supervisors, and shall generally consist of employees who are functioning under the guidance of a crew leader.

It is agreed and acknowledged by the parties, that funding and staffing the Maintenance Crew Leader position shall likely result in vacancies in lower compensated classifications. The City

shall have no duty to fill any such vacancies. Crew leader positions provided for in this article shall not be filled by provisional appointments.

## **ARTICLE 7**

### **PERFORMANCE EVALUATIONS**

The City agrees that an employee shall be provided a full and detailed explanation of his/her performance rating for the designated review period. The City agrees that in any instance where an annual performance evaluation is not completed within ninety (90) days of the anniversary date and the employee is eligible for a merit increase, that merit increase shall be implemented retroactive to the payroll period during which the increase would have been effective had the performance evaluation report been timely completed. Eligibility for a merit increase is a "satisfactory" or above performance evaluation. The City agrees that each employee will receive a copy of his or her performance evaluation and it is agreed that the employee's signature on the evaluation form shall not necessarily indicate agreement with the content of said evaluation.

## **ARTICLE 8**

### **WORK SCHEDULES**

The City operates under an Alternative Work Week schedule commonly known as the "9/80 Plan." The "9/80 Plan" generally includes a) employees will work nine (9) hours on Monday through Thursdays and eight (8) hours on every other Friday; b) the alternate Fridays will be a day off and City Hall will be closed; c) City Hall hours are 7:30 a.m. to 5:30 p.m. Monday through Friday; d) City Yard hours are 6:30 a.m. to 4:00 p.m. Monday through Thursdays and 6:30 to 3:00 p.m. on working Fridays; e) The payroll period start and end times comply with Fair Labor Standards Act requirements; f) Vacation, holiday and sick leaves will be given in hourly rather than daily increments; g) The City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on Monday through Thursday.

### **Breaks**

According to the Fair Labor Standards Act, employees rest breaks are not mandatory. Each Department Head, however, has the discretion to permit a paid fifteen (15) minute rest break and unpaid lunch break, and to schedule employee breaks within that particular department. Lavatory and cigarette breaks are permitted within reason, and shall be taken according to department policy.

Within the above discretionary grant of authority, the parties recognize that circumstances including, but not limited to, climate and the type of work being performed, are factors to be considered by a supervisor in exercising discretion as to the timing and duration of rest periods. Therefore, although the grant of rest periods remains within the discretion of a supervisor, the supervisor shall consider these and other relevant factors in determining how to exercise that discretion.

### **ARTICLE 9 STANDBY**

When placed in standby status as described herein, the following duties and responsibilities shall be borne by the standby designee:

1. The designee shall at all times, be immediately accessible by telephone and/or radio device. The City shall provide the designee with either a cellular telephone or a radio, at the City's discretion.
2. The designee shall be required to be available to respond to a work site designated by the supervisor, within a reasonable time as is designated by a supervisor.
3. At all times while in an on-call status, the designee shall maintain him/herself in reasonable physical and mental condition by which to both respond to a call for service and to thereafter reasonably perform the required assignment.
4. The on-call designee shall be selected on a rotational basis by the supervisor.
5. Employees designated as being on standby, shall be available for call back on holidays, Saturdays, Sundays, and Fridays that are not regularly scheduled as workdays.

**Water Division Standby**

This standby provision shall be applicable only to Water Division employees. Certified Water Division employees or non-certified Water Division employees whom have received approval of the Department of Public Health, are the only unit members eligible for standby compensation. Water standby is mandatory for Water Systems Operators with a D1 or T1 or higher certification. In those cases where a supervisor has in writing, designated one (1) certified or non-certified Water Division employee to be on standby, that one designee shall be compensated while on standby status, at the rate of two dollars (\$2.00) per hour for each non-regularly scheduled hour in the standby status. The two dollars (\$2.00) per hour shall not be paid concurrently with compensation for time actually worked if called back to perform duties. Any pay rate increase to Public Works standby pay, beyond two dollars (\$2.00) per hour will also apply to Water Division standby.

**Public Works (Non-Water) Standby**

This standby provision shall be applicable to the following positions, Maintenance Crew Leader (MCL) and Facilities Maintenance Worker III (FMW III). The employees who volunteer for this duty will be eligible for standby compensation. In those cases where the Public Works Superintendent or Field Operations Manager has in writing, designated one (1) MCL or FMW III employee to be on standby, that one designee shall be compensated while in said standby status, at the rate of two dollars (\$2.00) per hour for each non-regularly scheduled hour in the standby status. The two dollars (\$2.00) per hour shall not be paid concurrently with compensation for time actually worked if called back to perform duties.

**ARTICLE 10**

**CALLBACK**

**Standby Callback**

Public Works Department employees who are on standby and are called back to work shall be compensated for work hours at the rate of time and one-half (1 ½) with minimum compensation of three (3) hours.

**Non-standby Callback**

Employees who are not on standby called back to work after their regular hours will receive a minimum of two (2) hours paid at the rate of time and one-half (1 ½). An affected employee shall be eligible for callback compensation only if the callback work is not contiguous with the employee's scheduled hours of work. (For example, if an employee's scheduled shift ends at 4 p.m. but the employee is required to continue work without interruption, the excess work is not the result of a "callback.") On the other hand, if the employee's scheduled shift terminates at 4 p.m., the employee leaves the premises, and at 5 p.m. is required to perform services, the latter services are covered by the "callback" provisions of this Agreement. Callback time includes reasonable travel time to and from the designated worksite(s) and the employee's residence or other point of departure to the worksite, whichever is closer in distance.

**ARTICLE 11**

**RETIREMENT - CALIFORNIA PUBLIC EMPLOYEES'**

**RETIREMENT SYSTEM (CalPERS)**

1. Full-Time Employees hired on or before June 30, 2012 -
  - a. Shall receive the CalPERS retirement benefits formula based on 2.5% at age 55.
  - b. The final retirement compensation level shall be calculated using the single highest year of CalPERS reportable earnings, per the California Government Code.
  - c. For employer paid member contributions (EPMC) the City shall pay the eight percent (8%) member contribution and the City shall report the EMPC to CalPERS as reportable earnings.
  - d. Currently the City offers retiree medical through CalPERS medical. The City also currently pays one hundred percent (100%) of the retiree's health insurance premium based on the retiree's level of coverage.
  
2. Full-Time Employees hired after June 30, 2012 -
  - a. Shall receive the CalPERS retirement benefits formula based on 2.0% at age 60.
  - b. The final retirement compensation level shall be calculated using the average of the three (3) highest consecutive year earnings, per the California Government Code.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 9 of 45

- c. For employer paid member contributions (EPMC), the City shall pay three percent (3%) of the member contribution and the City shall not report the EMPC to CalPERS as reportable earnings. The employee shall pay the remaining four percent (4%) of the member contribution.
  - d. The City offers retiree medical through CalPERS medical. The City pays the minimum contribution required by the Public Employees Medical and Hospital Care Act (PEMHCA) toward the retiree's CalPERS medical insurance premium.
3. Applicable to all Full-Time Employees regardless of hire date -
- a. Retired Death Benefit - the City's contract with CalPERS provides for a five-thousand dollar (\$5,000.00) lump sum death benefit payable upon retiree's death.
  - b. Pre-Retirement Option 2W Benefit - the City has contracted with CalPERS to provide a monthly death benefit allowance for a surviving spouse or registered domestic partner. The allowance is calculated as though the member retires from service on the date of death and chose Option 2W.
  - c. Service Credit Buy-Back Program - eligible employees can purchase, with pre-tax dollars, service credits from CalPERS for past eligible employment.
  - d. Military Buy-Back - eligible employees can purchase, with pre-tax dollars, a maximum of four (4) years service credit from CalPERS at the employee's expense.
  - e. 1959 Survivor Benefit Level 4 - The City's contract with CalPERS provides 1959 Survivor's Benefits Level 4. The 1959 Survivor Benefit is paid along with other death benefits whether or not the employee was eligible to retire at the time of death.

The benefit consists of a monthly allowance which may be paid to the employee's eligible surviving spouse and children. A spouse is eligible if he/she (1) has care of eligible children (including stepchildren) or (2) is age 60 or older. (Children are eligible if under age 22 and unmarried or incapacitated because of a disability which began before age 22). A parent may be eligible if there is no surviving spouse or eligible children, and the parent(s) was dependent on the member for at least half of their support at the time of the member's death.

Effective September 5, 2012, Survivor's Benefit levels are:

	<u>Level Four</u>
1 Dependent	\$950
2 Dependents	\$1,900
3+ Dependents	\$2,280

## **ARTICLE 12**

### **HEALTH BENEFITS**

The City and Union agree that the City be given the ability to review the topic of health care providers, and that consideration be given to obtaining the most cost-effective and highest quality health care benefits. Any change in healthcare providers as it affects the Union shall be subject to the Meet and Confer process. Any increase in premiums shall be paid by the City, subject to the limits specified below, during the term of this agreement.

#### **Health Benefits**

Employees Hired On Or Before June 30, 2012 - For employees hired on or before June 30, 2012, the City shall pay one hundred percent (100%) of the health insurance premiums for HMO providers and a maximum of eighty-five percent (85%) of the premium rate for PERS CARE (PPO).

Employees Hired After June 30, 2012 - For employees hired after June 30, 2012, the City shall pay one-hundred percent (100%) of the health insurance premiums for the employee and eligible dependents not to exceed the Kaiser HMO premium rate. Employees may choose a different health care provider offered by the City, however, any cost greater than the Kaiser HMO premium rate shall be paid by the employee, through payroll deductions.

#### **Dental Benefits**

The City shall pay one-hundred percent (100%) of the dental insurance premium for the employee and eligible dependents not to exceed the HMO premium rate. Employees may

choose a different dental plan offered by the City, however, any cost greater than the HMO premium rate shall be paid by the employee, through payroll deductions.

**Vision Benefits**

The City shall pay one-hundred percent (100%) of the vision insurance premium for the employee and eligible dependents.

**Cash Back Incentive**

The Cash Back Incentive program allows employees to opt out of the City's provided health plan under certain conditions. An employee will be eligible for the Cash Back Incentive Program only when the employee provides proof of other medical coverage and an executed *Health Insurance Waiver* form. An employee may participate in the Cash Back Incentive Program only at the time of Open Enrollment or at the time of hire. In the event the employee loses health coverage through the alternative source, the employee should contact Human Resources regarding the employee's eligibility to enroll in the City's Health Plan.

When an employee leaves employment, the City must offer the opportunity to continue the medical, dental and vision benefits they have upon terminating. If the employee is participating in the Cash Back Incentive Program, Consolidated Omnibus Budget Reconciliation Act (COBRA) medical benefits continuation will not be available. Upon retirement, if an employee was not previously enrolled in a City sponsored PERS medical plan, the employee may be eligible to enroll in the CalPERS retirement medical plan subject to CalPERS regulations.

**Monthly Cash Back Incentive**

Single	Two-Party	Family
\$125.00	\$160.00	\$200.00

**ARTICLE 13**  
**SUPPLEMENTAL BENEFITS**

**Life and Accidental Death and Dismemberment Insurance**

The City shall provide life and accidental death and dismemberment insurance benefit of twenty-thousand dollars (\$20,000) per employee.

**Supplemental Life Insurance Premiums**

Employees may elect supplemental life insurance through a City provider at the employee's expense, paid through payroll deduction.

**Disability Insurance**

The City will pay one-hundred percent (100%) of the premiums for Long and Short-Term Disability.

**Work-Related Travel Insurance**

The City agrees to provide an additional Accidental Death and Dismemberment benefit available to all full-time City employees. The coverage is to cover work-related travel for all employees.

- a. Employees earning five-thousand dollars (\$5,000) monthly and over receive one-hundred fifty thousand dollars (\$150,000) in coverage.
- b. Full-time employees earning three-thousand and five hundred dollars (\$3,500) but less than five-thousand dollars (\$5,000) monthly receive one-hundred thousand dollars (\$100,000) in coverage.
- c. Full-time employees earning two-thousand and five hundred dollars (\$2,500) but less than three-thousand and five-hundred dollars (\$3,500) monthly receive seventy-thousand dollars (\$75,000) in coverage.
- d. Full-time employees earning less than two-thousand and five hundred dollars (\$2,500) monthly receive fifty-thousand dollars (\$50,000) in coverage.

**Employee Assistance Program**

The City offers an Employee Assistance Program which provides counseling and assistance to employees. The program includes the following components:

1. Referring of employees to a variety of counseling/treatment facilities for personnel.
2. Informing employees of the program and types of assistance available.
3. Training of supervisors to recognize employee problems.
4. Referring of employees to affordable service providers – ones covered by the employee's medical insurance or ones that are affordable to the employee.
5. Reporting to City is done on a confidential basis.

**Deferred Compensation Plan**

The City has available one or more deferred compensation plan(s) which employees may choose to participate in at their own expense.

**ARTICLE 14**

**OVERTIME**

Authorized overtime is when a Fair Labor Standards Act (FLSA) non-exempt employee, at the request of the supervisor with Department Head approval, works in excess of a normally scheduled work day or in excess of the normally scheduled work hours in a work week.

Unauthorized overtime is any time worked in excess of a normally scheduled work day or in excess of the normally scheduled work hours in a work week without supervisory approval.

Unauthorized overtime is prohibited.

**Distribution of Overtime**

The City shall use reasonable efforts to distribute overtime work equitably among the qualified employees of an office, operational unit or work group with consideration given to City need and employee availability in making the distribution. Upon reasonable notice, an employee shall be required to work overtime as needed. If an employee is not available for an overtime assignment

it shall be without prejudice in consideration of that employee for subsequent overtime assignments.

### **Hours Worked**

For the purpose of FLSA, "hours worked" include:

- a. Actual hours worked - all the time during which an employee is required to be on employer's premises on duty or at a prescribed work place.
- b. Time during which an employee is excused from work because of a paid holiday.
- c. Time during which an employee is excused from work because of jury duty.

"Hours worked" do not include:

- a. Time during which an employee is excused from work because of an unpaid holiday.
- b. Paid leave time, including compensatory time off.

### **Compensation for Overtime**

1. Compensation for FLSA non-exempt employees for overtime worked shall be at time and one-half (1 ½) the hourly rate in effect at the time such overtime service is rendered when the employee has worked in excess of forty (40) hours of a full regularly scheduled work week. Work week is defined as midday Friday to the following midday Friday unless otherwise defined for that employee.
2. Compensation for non-exempt FLSA employees who work in excess of the regularly scheduled work day but do not work in excess of forty (40) hours of the regularly scheduled work week shall be at the straight time hourly rate for those hours worked in excess of the regularly scheduled work day. Time and one-half shall be paid only after the employee has also worked in excess of and has satisfied the regularly scheduled work week requirement.
3. Compensation for overtime worked may also be in the form of compensatory time off which shall be credited at the rate of which straight time or time and one-half, whichever is appropriate with 1-2 immediately above.
4. The Department Head, taking into account the stated preference of the employee, will determine whether overtime will be compensated as pay or compensatory time off.
5. Employees may earn a maximum of sixty (60) hours of compensatory time off and any additional overtime compensation will be paid to the employee.

**Use of Compensatory Time-Off**

Depending on departmental and operational needs at the time the overtime hours are worked, the Department Head will have sole discretion in determining when compensatory time-off may be taken. Operational needs will take precedence; however, a reasonable effort to accommodate employee preference will be used.

**ARTICLE 15**

**LAY-OFF PROVISIONS**

1. **General Statement** - The City Manager may lay-off an employee whenever it is deemed necessary due to lack of work, lack of funds, or elimination of a position. Whenever a lay-off becomes necessary, preference will be given to retaining full-time employees whenever possible taking into account the operational needs of the City and in accordance with the provisions below. The City shall Meet and Confer on the impact of the lay-off(s) with designated bargaining unit representative(s) pursuant to the Meyers-Miliias-Brown Act (MMBA).
2. **Order of Separation** - All non-permanent employees in the affected job class(es) shall be laid off before any full-time, permanent employees, and in the following order:
  - a. Emergency (At-Will)
  - b. Provisional (At-Will)
  - c. Temporary (At-Will)
  - d. Part-Time/Hourly (At-Will)
  - e. Probationary (Non-Permanent, At-Will)

The inclusion of part-time/hourly personnel in this order of separation does not entitle them to any benefits accorded to full-time permanent employees.

3. **Separation of Full-Time Regular Employees** - All lay-offs in a specified job class due to the lack of work, lack of funds, or elimination of a position shall be based on seniority in total

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 16 of 45

full-time City service and shall be in the reverse order as hired. That is, the employee in the affected job class with the least total City service shall be laid-off first. Service seniority is defined as the length of service with the City as a full-time employee.

Whenever service seniority is equal, the following criteria shall be applied in the indicated order:

- a. Service within that job series
- b. Job Performance based on total City service
- c. Drawing of lots

“Job Series” is defined as:

A group of represented job classes which perform substantially the same or similar work; consists of a series of job classes based on education, experience, specialized skill or certification. Salary ranges within and between job classes in a “job series” may differ and be higher or lower depending on the class. Management retains the right to determine which job classes constitute a “job series”.

4. Reduction in Status/Displacement Rights -

- a. Any employee scheduled to be laid off due to lack of work, lack of funds or elimination of position, may, not later than five (5) working days after notice of layoff, request to displace (“bump”) an employee in a lower job class within the job series provided the laid off employee has greater overall City service seniority than the employee in the lower job class and is qualified by education and/or experience for such a position. If there is more than one employee who is qualified for such appointment(s), the “bump” shall be based on seniority, with the employee with the highest seniority offered the position first, then the next highest etc. If the employee(s) have the same seniority, then the procedure for breaking ties set forth above shall apply.
- b. Employees may revert to positions outside of the job series when they have served in the respective position outside the job series for a minimum of six (6) months; and there is a vacancy or an incumbent in such position who has less overall City seniority than the employee requesting the reassignment in lieu of lay-off.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 17 of 45

- c. The employee displaced as a result of being “bumped” shall be considered laid off for the same reason as the person originally displaced. The same displacement rights shall be afforded.
  
5. Salary Placement - An employee(s) who accepts an appointment to a lower job class or a position outside the job series as a result of a lay-off and/or a displacement (“bump”) shall be placed on the step of the salary range of the new job class which most closely corresponds to, but in no case exceeds, the salary step of the previously held position.
  
6. Notification - The laid off employee shall be given written notice of lay-off not less than thirty (30) calendar days prior to the effective date of the lay-off. The employee laid off or displaced as a result of another employee’s reversion to a lower job class or position outside the job series shall receive written notice of lay-off not less than twenty (20) calendar days prior to the effective date of such action. This will continue until the person with the least seniority is laid off.
  
7. Order of Recall - Employees who have been laid off shall be placed on an appropriate lay-off/reinstatement list for one and one-half (1 ½) years according to the date of separation and job class of position. The list shall be used by the appointing officer when a vacancy exists for the job class or position of former employment. The specifications and requirements of the job class shall not be changed during that one and one-half (1 ½) year period. Recall from lay-off shall be in the reverse order of lay-off within the class and in accordance with the reinstatement list compiled for such purposes.
  
8. Separation Benefits - The laid off employee will be entitled to separation benefits and pay as follows:
  - a. Depending on operational needs, the Department Head may require the employee to continue working during the thirty-day notice period. At the time the lay-off becomes effective, the employee will be offered Consolidated Omnibus Budget Reconciliation Act (COBRA) coverage for medical, dental and vision as required by law. The employee’s name will also be placed on the reinstatement list.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 18 of 45

- b. Depending on operational needs, the Department Head may place the employee on paid leave during the thirty (30) day notice period. At the time the lay-off takes effect, the employee will be offered COBRA coverage for medical, dental and vision as required by law. The employee's name will also be placed on the reinstatement list.
  - c. Employees who elect resignation in lieu of lay-off within the five (5) working-day "bumping" election period, shall receive three (3) months salary and may elect COBRA coverage for medical, dental and vision. The employee agrees to waive all rights to reinstatement from the laid off position. A resignation becomes final when the Department Head or Personnel Officer receives written notice of resignation. Said resignation cannot be rescinded.
  - d. Employees who elect to retire within the five (5) working-day "bumping" election period in lieu of lay-off, shall receive three (3) months salary, medical benefits paid by the City if eligible, and may elect COBRA coverage for dental and vision. The employee agrees to waive all rights to reinstatement from the laid-off position.
9. Notice of Recall - Employees to be laid off shall submit to Human Resources their address at the time of separation and be responsible for submitting written notification of any address changes to Human Resources. Notice of recall from lay-off shall be by return-receipt requested mail and shall specify the date for reporting to work, which shall not be less than fourteen (14) calendar days from the date notice is received. Notice shall be deemed to have been received when sent to the last known address on file with the City and delivery is certified by the Postal Service. Notice of recall will also be forwarded to the respective employee organization.

Upon receiving notice, the laid off employee shall have fourteen (14) calendar days in which to accept or decline in writing the recall opportunity. If the employee fails to respond in writing within fourteen (14) calendar days of recall, the City will proceed to the next senior person on the reinstatement list and follow the same notice and response procedure. The process will continue through the list until recall needs are met, the list is exhausted or the one and one-half (1 ½) year period expires. Any employee who refuses recall, fails to respond to the recall notice within the maximum fourteen (14) calendar days, or fails to

report on the prescribed date, waives all remaining rights to recall and reinstatement as an employee.

10. Reinstatement - During lay-off status, no person shall be entitled to accrue any additional benefits, rights, privileges or obligations of employment, nor be entitled to any employer contribution for health, retirement or any other benefit plan, except as may be agreed to in writing or restored upon recall and reinstatement as herein set forth. Employees reinstated under the provisions of this article shall begin accruing benefits at the level that had been attained prior to displacement.

The probationary status of any employee who is interrupted by lay-off must be completed upon reinstatement; however, where the probation has been interrupted by lay-off for a period of six (6) months or more a new probationary period of not less than ninety (90) days will be required in all cases; as well as in situations where recall is to a class or department different from that in which the individual was displaced by lay-off.

11. Restoration of Benefits - Any employee who has been laid off and who is reinstated in a permanent position within one and one-half (1 ½) years from the date of lay-off shall receive the following considerations and benefits:
- a. All seniority held at the time of lay-off shall be restored;
  - b. All prior active City service time (full-time) shall be credited for the purpose of determining benefits such as vacation accrual rates and service awards.
12. Assignment of Duties to Another - The duties performed by any laid off employee may be assigned to any other employees holding positions in appropriate classes.

## ARTICLE 16 TYPES OF LEAVE

### Sick Leave

Sick leave with pay is granted to all permanent, probationary and provisional employees.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 20 of 45

The following are details of the sick leave provision:

- a. Sick leave allowance is eighty-one (81) hours per year, accrued at three point one two (3.12) hours of sick leave each pay period.
  - b. The maximum number of hours available for cash payment per year is eighty-one (81) hours.
1. Use - An employee's sick leave and/or compensatory time accruals can be used for an illness or medical appointment of an employee or family member as well as for any unexpected absence. This should be done at the employee's discretion, keeping in mind that the use of sick leave rather than other available leave may impact future leave availability when needed.
  2. Physician's Certificate - An employee may be required to provide the supervisor or Department Head with a physician's certification of illness or a release to return to work. An employee injured off the job shall be required to provide a physician's release to return to work.
  3. Accumulation - Up to eight hundred (800) hours of sick leave may be accumulated during the course of employment with the City. If an employee's sick leave is exhausted, the employee may use vacation time for illness but only after a full work-day advance request and with the approval of the supervisor and Department Head. Vacation leave, under any circumstance, may not be used for single day illnesses. If an employee has no paid leave time accumulated or has paid leave time but wishes not to use it, he/she must take leave without pay or any other leave otherwise provided by law.
  4. Cash Payment - In June of each year, each employee may choose to take any or all of the fiscal year's accumulated sick leave as cash provided it does not exceed eighty-one (81) hours. The balance of the sick leave may be left on the books as time. The time remaining on the books may only be taken as cash when the employee terminates employment.
  5. Credit Upon Termination - Employees who terminate employment may be paid the salary equivalent of all accrued sick leave prior to the effective date of termination. It is paid at the rate at which it was earned. Accumulated sick leave may also be converted to service credit

with CalPERS at time of retirement, subject to CalPERS law. A choice of either sick leave as service credit or cash-out of sick leave will be given.

### Vacation

All employees are entitled to annual vacation leave with pay.

Length - The amount of vacation that an employee is entitled to depends upon years of service as indicated below:

One through four years	88 hours (3.385 hours per pay period)
Five through nine years	128 hours (4.923 hours per pay period)
Ten years and over	168 hours (6.462 hours per pay period)

Accrual - All employees who have completed one year of continuous service shall be credited with a vacation benefit of eighty-eight (88) hours effective the first day following the one year anniversary of the start of employment.

Credit Upon – Termination - Employees who terminate employment shall be paid the salary equivalent of all accrued vacation leave earned prior to the effective date of termination.

Eligibility - An employee must work for the City for at least one year in a full-time capacity to be eligible to take paid vacation. Employees who terminate prior to one year may receive pay for the amount of vacation that they had accrued prior to termination.

Schedules - Each department will keep and monitor the vacation schedule of its employees. For vacation requests exceeding one day, the employee shall request vacation time in writing at least seven (7) days in advance of the time desired. For leave request amounts of one day or less, twenty-four (24) hour notice is sufficient. All vacation leave requests will be signed by the employee and must be approved by the employee's supervisor and/or Department Head to be valid. Acceptance of the request does not constitute approval. Department Heads and Supervisors have the authority to deny requests. The Department Head will determine the vacation schedule with due regard for the wishes of the employee and the needs of the

department subject to the M.O.U. If more requests are received for the same period at the same time then seniority may be used in granting the request. In the event a vacation request is denied, the reason for the denial shall be provided in writing.

Accumulation - Vacation time may be accumulated to a maximum of three-hundred and twenty (320) hours. Hours in excess of three-hundred and twenty (320) hours will automatically be paid out to the employee annually on the first payday of December.

Vacation Cash Out - Each year in December, an employee may opt to cash out any or all vacation hours that exceed one-hundred fifty (150) hours. If a cash out is elected, a minimum balance of one-hundred fifty (150) hours must remain on the books.

At the request of the eligible employee, emergency payouts may be approved throughout the year without the minimum balance requirement. Employees must submit written request to the City Manager describing the emergency.

An emergency is defined as follows:

1. A severe financial hardship;
2. Event was unforeseeable (including but not limited to: illness, accident or casualty);
3. Event was incurred by employee, spouse or dependent; and
4. Employee has no other means to cover costs.

City Manager's decision is final.

### **Holidays**

Authorized City holidays shall be as follows:

1. New Year's Day
2. Martin Luther King birthday
3. President's Day
4. César Chávez Day
5. Memorial Day

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 23 of 45

6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. Christmas Day

The City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on Monday through Thursday. For fiscal year 2012-2013 there will be five unpaid Holidays:

1. Labor Day – 9/3/2012
2. The Friday after Thanksgiving – observed on 12/24/2012
3. Cesar Chavez Day – to be observed on 12/31/2012
4. Martin Luther King Jr. – 1/21/2013
5. President's Day – 2/18/2013

For the 2012 Christmas Week - The Christmas week becomes unpaid holidays (except Christmas Day). The City will be closed December 24, 2012 through December 31, 2012. City employees who must work due to a 24/7 operation will not receive holiday pay for any work performed on December 24, 26, 27, 28, or 31, 2012, but will receive holiday pay for work performed on December 25, 2012. Employees not scheduled to work that day may use vacation or compensatory time-off on the specified unpaid days above. The continuation of the unpaid holidays and closure during Christmas week for fiscal year 2013-2014 to be determined in the re-opener negotiations in January 2013.

The City of Pico Rivera and the Full Time Bargaining Unit agreed to five (5) unpaid holidays, plus three (3) additional unpaid holidays during fiscal year 2013/2014 in the attached Side Letter Agreement (Attachment "B").

**Bereavement Leave**

A three (3) day bereavement leave shall be granted to full-time employees for a death in the immediate family. The immediate family shall be defined as parents, step-parents,

stepbrother/sister, step-children, mother/father-in-law, brother/sister-in-law, spouse, brother/sister, children, grandparents, grandchild, step-grandchild, court-appointed or other verifiable guardian. Bereavement leave shall not be charged to the employee's sick or vacation leave balance. Upon request and with supervisory approval, a day of vacation may be added to bereavement leave to accommodate personal or travel need.

### **Catastrophic Leave**

**Purpose** - Catastrophic leave is a leave sharing program intended to allow employees to voluntarily donate accrued leave to other eligible employees for the employee or the care of a spouse, parent or dependent child of an employee suffering from a catastrophic illness or injury. A catastrophic illness of an employee is any non-occupational medically verifiable illness or injury of such serious nature as to require long-term absence from work. Catastrophic illness of a family member shall be defined as those medically verifiable illnesses or injuries which are of such serious nature as to require long-term and/or full-time care by the employee. Family members are defined as the employee's spouse/domestic partner, parent, parent-in-law, child, or other person for whom the employee is legal guardian. Catastrophic illness leave shall be additional paid leave available from vacation, sick or compensatory leave donated by other City employees to a specific qualified employee.

### **Eligibility -**

1. An employee (recipient) may be eligible to receive and use donated leave if he or she, or their family member, has a catastrophic illness as defined above.
2. The employee must produce competent medical verification of the illness or non-work related injury satisfactory to the City.
3. The employee must have a minimum of one year of service with the City.
4. The employee must have exhausted all paid leave, including but not limited to sick leave, vacation, and compensatory time.
5. In order to receive and use donated leave, an employee must not be receiving any other salary continuation benefits such as disability benefits.
6. No more than four-hundred eighty (480) hours per twelve (12) month period from date of catastrophic leave approval may be received by the employee.

## MEMORANDUM OF UNDERSTANDING

2011-2014

Page 25 of 45

7. The employee must complete the Catastrophic Illness Donation Request Form and submit the form to the employee's department head and City Manager for signature. The Personnel Officer will certify that the employee is eligible to participate in the catastrophic leave donation program.

### Donor Employee Eligibility -

1. The employee must have an accrued vacation leave balance of at least forty (40) hours after the donation of vacation time and a sick leave balance of at least sixty (60) hours after the donation of sick leave time. Employees may donate all of their compensatory time.
2. The employee must complete the Catastrophic Illness Donation Form.

### Conditions for Making Leave Donations -

1. Donations must be in whole hours and the amount of hours an employee wishes to donate shall be at his/her own discretion on the condition the employee meets the leave balance minimums.
2. Donor names will be kept confidential.
3. All time donated will be credited on an hour-for-hour basis, regardless of hourly pay differentials between donating employee and recipient.
4. All donations shall be voluntary and at the discretion of the donor employee and once processed are irrevocable once leave hours are transferred to the recipient.

### How to Apply for or Donate Leave -

1. An employee who qualifies for catastrophic illness leave shall complete the Catastrophic Illness Donation Request Form and submit it to the department head who shall, in conjunction with the City Manager and Personnel Officer, review it for approval or denial.
2. Upon approval, donor employees shall complete the Catastrophic Illness Donation Form indicating a willingness to donate vacation leave, sick leave or compensatory time and the amount of said time to be donated. The completed form should then be forwarded to payroll.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 26 of 45

3. Subsequent to the receipt of the leave donation forms and the determination of the total hours donated, Payroll shall credit the recipient employee's sick leave balance on a biweekly payroll basis. An employee who is receiving catastrophic illness leave donated by other employees shall be allowed to accrue vacation and sick leave while in that status; however, all accrued leave shall first be used prior to the use of donated leave time.
4. Donations not used by recipient will be returned to donors proportionately.

Solicitation of Donations - Human Resources will notify City employees that the recipient employee is eligible to receive voluntary donations of accrued vacation, sick and compensatory time. Human Resources will not release any medical information regarding the recipient employee or his or her family member.

Contact Information - Questions about Catastrophic Leave should be directed to Human Resources.

**Jury Duty**

Payment for jury duty service will be limited to ten (10) days. If an employee is assigned to a trial within the first ten (10) days of jury service, the employee's time to complete the trial will be paid by the City.

**ARTICLE 17**

**INJURY-ON-DUTY**

City employees must immediately report on-the-job injuries to their supervisor. The City shall conform to Workers' Compensation Law of the State of California in effect at the time of injury. Employees may receive information on Workers' Compensation Procedures from the Human Resources Division.

When a waiting period is required in order to begin Workers' Compensation benefits, an injured worker shall use available leave time along with the City paid Workers' Compensation rate per

## MEMORANDUM OF UNDERSTANDING

2011-2014

Page 27 of 45

day. Following the waiting period, an injured worker on total disability will receive the State mandated Worker's Compensation rate, the employee shall make up the difference between the State mandated rate and her/his base pay by utilizing available leave time.

If an injured worker has exhausted all available leave, continues to receive Workers' Compensation benefits and is medically unable to return to work, the City shall compensate the injured worker the difference between the State mandated benefit and eighty percent (80%) of the employee's base pay for a period not to exceed ninety (90) days from the date leave is exhausted.

### **ARTICLE 18**

#### **UNIFORMS**

For those full-time employees who are required to wear a City uniform, the City shall pay the costs associated with the provision and maintenance of uniforms. It is the right of the City to determine what constitutes a required uniform. It is understood that where the City provides a uniform, the uniform must be worn while on duty.

For those items of protective clothing worn but not provided by the City, no logos/insignias or athletic teams, commercial products of companies may be worn. The design and color of such clothing must not interfere with free ease of movement, shall not present a safety hazard and must be worn, in the case of jackets or tee shirts, with a City-furnished safety vest as the outer layer visible to all. City-paid time shall not be used for purchase of uniform equipment.

This policy has been formulated to ensure that uniformed City employees display a professional appearance at all times. It is the joint responsibility of all Department Heads, Supervisors, Coordinators and employees to ensure that this policy is maintained and enforced on a consistent basis regardless of Department or Division Assignment. A uniform is deemed in compliance when worn in accord with this policy at the beginning of each workday. Allowances will be made for the wear and tear of daily work assignments.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 28 of 45

- a. When a uniform is provided by the City, the City shall pay the costs associated with provision of uniforms. The City shall be responsible for laundering of rented uniforms only. Other than that, the employee shall be responsible for cleaning of uniforms not rented by the City, with the understanding that uniforms must be clean and well-kept at the beginning of each workday. When employment with the City ends, the employee is responsible for returning all uniforms and accessories.
- b. No logos/insignias of athletic teams, commercial products or companies may be worn at any time. The design of clothing must not interfere with free ease of movement and shall not present a safety hazard. Shirts are to be tucked in, and kept buttoned at all times. It is permissible to keep the top two (2) buttons undone. City seals or logo patches are not to be used on non-City issued attire.

Any shirt, i.e. undershirt or thermal wear, worn under the City-issued uniform shirt shall only be white in color, no writing or insignias are to be visible, and the sleeve of any undershirt shall not be visible. In the case of thermal wear, off-white or cream color is permitted. The City will make known to employees any discounted rate available on the purchase of cotton undershirts.

Caps are to be worn with the brim forward. During cold or rainy weather, employees may wear own knit caps or similar headgear made of high visibility material for protection from the elements. The knit cap, its color and how it is worn is subject to Supervisor's discretion as to appropriateness. Logos/insignias on knit caps are not permitted.

- c. While in the public right-of-way, work orange vests of high visibility material, with reflector tape and City seal, are to be worn over shirts and jackets of employees at all times whose uniform does not include an orange shirt. This same type orange vest may be worn over orange shirts as safety dictates. The color of the work vest is at the discretion of the Director of Public Works and must meet the latest in safety standards set by the Occupational Safety and Health Administration (OSHA).

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 29 of 45

If any employee has previously been using a vest they purchased, that employee will be issued a City-purchased vest. The employee shall remove any City identification from own vest. No reimbursement for the vest purchases will occur. Such vests will become the personal property of the employee who purchased them and will not be used during working hours.

- d. Uniforms may be worn on the way in to work, but shall not be worn in public after work hours. Employees who are provided with lockers will have five (5) minutes at the end of the work day to change from their uniform (shirt, jacket, hat) into their own clothes. Employees who do not have access to lockers will be allowed to wear their uniform only on the trip home. City issued jackets without City seal or logo may be worn home. Employees are not to wear uniforms when attending after hour City-paid classes or training.
- e. Supervisors will determine when the replacement of uniform components is necessary. Replacement uniform components will not be issued until employees return their used ones.
- f. Lost pieces of a uniform shall be replaced at the employee's expense via payroll deduction. However, the City shall provide a onetime free replacement for a lost hat. Uniforms being returned by Cintas (uniform company) to the cage area at the City Yard will be kept locked until the end of the workday. Employees are responsible for immediately reporting to their Supervisor any uniform pieces that are not returned from Cintas.
- g. Any employee arriving at work in non-compliance with the Uniform Policy shall be sent home, on his/her own time, to change into appropriate attire. Further violations could result in disciplinary action.
- h. Deviation from this policy will be permitted only on a case-by-case basis with

department head approval.

The following section outlines the uniform requirements for specified classifications:

**Public Works Department**

- i. Field personnel – City-issued brown pants, long and short sleeved polyester orange shirts; short sleeved one hundred percent (100%) cotton orange shirts; orange jacket with name patch, yellow fleece jacket with reflective stripes; brown baseball style cap with City logo and straw hats. Hats other than the brown cap are allowed for City verified medical reasons only. Accessory items include City issued safety gloves, goggles, reflector vest of high visibility material, and rain gear (slicker, pants and boots). Ear protection, coveralls and back support will be provided as needed as determined by the Supervisor.
- j. Customer Service/Water Division, Public Works Inspector – City-issued brown pants; tan short and long sleeved polyester button shirts; tan one hundred percent (100%) cotton short-sleeved shirts; orange jacket with name patch; yellow fleece jacket with reflective stripes, brown baseball style cap with City logo. Hats other than the brown cap are allowed for City verified medical reasons only. Accessory items include City issued safety gloves, goggles, reflector vest of high visibility material, rain gear (slicker, pants and boots). Ear protection and back support will be provided as needed as determined by the Supervisor.
- k. Parking Enforcement Officers –Navy blue pants; light blue short and long sleeved shirts; navy blue, quilted jackets; navy blue baseball caps and navy blue visors with City logo; and waterproof boots. Waterproof boots will be replaced with Supervisor approval. Accessory items include a slicker, safety gloves, goggles, ear protection, back support and an orange reflector vest to be issued as needed as determined by the Supervisor. Employees may wear their own windbreakers of a solid navy color, subject to Supervisor's approval.

**Parks and Recreation Department**

- l. Custodian – City-issued light blue t-shirts, goggles, safety gloves, back support, orange reflector vest and ear protection will be provided as needed as determined by the

Supervisor.

**Community and Economic Development Department**

- m. Code Enforcement Officers and Building Inspectors –Khaki pants, polo shirts of various colors with City logo, long sleeve button shirts with City logo, sweater and windbreaker with City logo. Hard hats and belts are allowed as approved by the Director of Community Development. Accessory items are rain gear (slicker, pants and boots). Safety gloves, goggles, orange reflector vests, back support and ear protection will be provided as needed as determined by the Supervisor.

**Boot Allowance**

The City agrees to provide protective footwear to Public Works Field Operations personnel with the exception of the following: Office Staff, Parking Enforcement, Crossing Guards and Neighborhood Improvement Officers. The City also agrees to provide protective footwear to maintenance personnel assigned to the Recreation and Community Services Department, and Community Development Building Inspectors.

Employees who use the protective footwear shall receive a maximum of two (2) pairs of footwear per year every six (6) months, beginning with each employee's anniversary date.

The footwear purchased must comply with safety standards in conformance with CAL-OSHA regulations for personal protective footwear and be appropriate for use in field operations.

The maximum amount payable by the City for a single pair of work shoes is one-hundred and fifty dollars (\$150) per pair. Any employee issued protective footwear shall wear such shoes at all times during work hours.

**ARTICLE 19**

**JOINT LABOR-MANAGEMENT COMMITTEE**

The City and Union will create a City-wide Joint Labor-Management Committee. The purpose of the Committee will be to discuss issues of concern to both the Union and the City and the Committee will meet as needed by mutual agreement of the parties.

**ARTICLE 20**  
**SAFETY COMMITTEE**

The City recognizes its statutory obligations to provide a reasonably safe working environment. The Union likewise recognizes the obligation of its members to properly utilize City-provided equipment in the performance of duties and to observe all injury prevention rules and regulations adopted by the City. It is the duty of unit members and/or stewards to promptly report perceived unsafe working conditions to an immediate supervisor, with the immediate supervisor then having a duty to bring the employees' stated concerns to the attention of an individual having authority to remedy any actual hazardous condition of employment.

The City shall utilize reasonable measures to provide appropriate training to unit members in order to allow for safe operation of tools and equipment by the affected unit members. Management shall not knowingly require an employee to perform an assignment for which reasonable training and/or safety equipment have not been provided.

To address the above objectives, the safety committee shall meet annually, or as otherwise appropriate. The safety committee shall, among other appropriate subjects, analyze industrial accidents and near-accidents occurring during the preceding quarter. The analysis shall address and result in recommendations to management for improvements/modifications to: 1) equipment, 2) training, 3) safety-related staffing and 4) other matters relevant to the creation and preservation of a reasonably safe working environment.

**ARTICLE 21**  
**EDUCATION REIMBURSEMENT**

To encourage employees to further their education, it is City policy, with the signed approval of both the Department Head and City Manager, to provide financial assistance to the employee for registration, books and parking up to a maximum of three-thousand dollars (\$3,000.00) per fiscal year for an undergraduate degree or fifty percent (50%) of their tuition for a graduate degree up

to a maximum of one-thousand five hundred dollars (\$1,500.00). To be eligible for financial assistance, an employee must complete the class with passing grade of "C" or above.

Programs leading to a professional degree or certification must be in a specific job-related field of professional discipline, and should provide the participating employee with skills, knowledge and competencies applicable to their current position but that which is above and beyond the minimum requirements.

Funding for tuition may be obtained by either:

1. Tuition Reimbursement:
  - a. Obtain approval by Department Head.
  - b. Complete the City's application form.
  - c. Obtain all required signatures prior to the registration of the class.
  - d. Complete the class and submit grade report and requisition for reimbursement.

OR

2. Tuition Advance/Upfront funding:
  - a. Obtain approval by Department Head.
  - b. Complete the City's application form.
  - c. Obtain required signature (Department Head and City Manager)
  - d. Obtain up-front funding.
  - e. Complete the class and submit grade report and receipts.

If the course is not completed and/or a passing grade of "C" or above is not achieved, the employee must repay in full the entire amount of the upfront funding. The City agrees to modify the City's application form to include several lines for multiple class selections in case the employee's first class choice is unavailable.

**ARTICLE 22**  
**UNION BUSINESS**

**Union Bank of Hours**

The City agrees to maintain a bank of hours available for union activity at one hundred (100) hours per fiscal year. A formal notification shall be given to the Human Resources Office on July 1 of each year of the names of duly appointed union representatives and at anytime thereafter when an addition or deletion of the list is made.

Those items charged to the Bank of Hours shall be routine Union business, including grievances and appeal hearings. The designated pay code of "335" shall be used on employee timesheets to indicate hours chargeable to the Bank of Hours.

Union business not charged to the Bank of Hours shall be tracked for time spent in these activities: MOU negotiations and Meet and Confers. Employees engaged in these activities shall use pay code of 1100 on timesheets to indicate Union activity.

Union shall provide City with a tentative list of trainings at the beginning of every fiscal year. Union shall inform City of training no less than fourteen (14) days prior to training date. No more than one (1) Shop Steward from each department and no more than three (3) Shop Stewards total City-wide shall attend a training or Union event at any given time. Only the Chief Steward shall attend a training or Union event for more than one (1) consecutive business day.

**Procedure for Use of Union Bank Hours**

1. Three (3) days prior, or within a reasonable amount of time, the Union Steward must notify, in writing, the Human Resources Division and the Department Head of each department that will have employees in attendance of the time, location and approximate duration of the Union meeting.
2. The Human Resources Division will be responsible for maintaining the count of all hours used.
3. The Department Head/Supervisor shall retain discretion in permitting, denying or delaying leave for said business given workload or work scheduling conflicts. No request shall be unreasonably denied.

**Provision of Unit Membership List**

Upon request by the Union, the City shall provide unit representatives with a list consisting of:

- a. Name of each unit member
- b. Each unit member's class title, work location and last known residence address

**Use of City Facilities**

City-owned and/or operated properties/facilities shall be made available to the Union for conduct of membership meetings so long as reasonable advance notice of such request is provided to the Human Resources Division. Any such request to utilize City facilities shall state the exact purpose of the meeting which shall be conducted at the City facility. The City facility shall not be utilized for fund-raising purposes, for political presentations by elected officials or candidates for offices in local, state or federal government.

To the extent, if any, that the City requires proof of insurance, monetary deposits and/or other payments of set-up and knock-down costs when making facilities available to the public in general, those same duties and obligations shall be borne by the Union.

**Bulletin Boards**

The City shall make reasonable wall-space available for reasonable placement by the Union of Union-supplied bulletin boards. One such bulletin board shall be situated at City Hall, in the Public Works Department, and at any additional recognized work site that is separate and distinct from City Hall. The bulletin boards shall be placed in a location not accessible or visible to the general public. There shall be no posting on the bulletin board of materials which constitute personal attacks upon City employees of any classification.

**ARTICLE 23**

**GRIEVANCE AND APPEALS PROCEDURE**

[Pending 2014 negotiation of a successor MOU.]

**ARTICLE 24**

## **MAINTENANCE OF MEMBERSHIP**

City agrees that SEIU Local 721 may institute a Maintenance of Membership Agreement with employees in represented classifications.

Said Agreement shall give notice and set forth in writing that there shall be one period of thirty (30) days from June 1 to June 30 annually when an employee may withdraw his/her membership for the Union. However, any employee in a represented classification that wishes to, may join the Union at any time during the year. Employees must be notified in writing that enrolling in the Union commits them to membership and payment of dues until the end of that current fiscal year.

The Union agrees to indemnify and hold the City harmless against all liabilities arising from any and all claims, demands, suits, or other actions relating to the City's implementation of either this Article or request of the Union pursuant to this article, or relating to the conduct of the Union in administering this Article. The Union shall have the right to determine and decide all matters relating to settlement and conduct of litigation with respect to this Article. In no case shall City funds be involved in any remedy relating to this Article.

### **Voluntary Political Contributions**

City agrees that bargaining unit employees will be allowed to make voluntary political contributions to SEIU Local 721's Political Action Committee through payroll deductions.

### **Dues and Benefits Declaration**

The City shall continue to deduct dues and Union sponsored benefit program premiums on a regular basis from the pay of all classifications and positions recognized to be represented by the Union, who voluntarily authorize the deduction in writing on a form to be provided for this purpose which is mutually agreed to by the Union and the City. The City shall remit such funds to the Union within thirty (30) days following the deduction. The Union agrees to hold the City harmless and indemnify the City against the claims, causes of action, or lawsuits arising as a

result of the deductions on transmittal of such funds to the Union, except the intentional failure of the City to transmit monies deducted from the employees pursuant to this Article to the Union.

The City agrees to:

1. Provide official dues deductions for all employees who subscribe to Union membership.
2. Provide official payroll deductions for approved Union insurance and welfare plans.

The Union agrees to:

1. Provide payroll deduction authorization of said benefits and to invoice the City for the remittance of the benefit deductions.

## **ARTICLE 24**

### **MANAGEMENT RIGHTS**

The City and Union agree that the City retain and have the exclusive decision-making authority to manage municipal services and the work force performing those services in accord with existing law and provisions of the established Memorandum of Understanding. The Union further agrees that the City has, except as expressly and lawfully restricted by specific provisions of the MOU, the exclusive decision-making authority to:

1. Determine and modify the organization of City government and its constituent work units.
2. Determine the nature, standards, levels and mode of delivery of services to be offered to the public.
3. Determine the methods, means, and the numbers and kinds of personnel by which services are to be provided.
4. Determine whether goods or services shall be made, purchased or contracted for.
5. No bargaining unit employee shall be laid off, demoted or suffer loss of pay or benefits as a result of the contracting out of work. The parties agree to meet and confer as required by law on matters relating to wages, hours or working conditions. Said provisions will apply except for contracts required by bona fide emergencies.
6. Direct employees, including scheduling and assigning work and overtime.
7. Establish employee performance standards and require compliance therewith.

8. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.
9. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
10. Implement rules, regulations and directives consistent with law and the specific provisions of the MOU.
11. Take all necessary actions to protect the public and carry out its mission in emergencies.

Should the exercise of these management rights impact employees' wage, hours or working conditions, City agrees to meet and confer with Union pursuant to State law. Except as provided or within the City's Personnel Rules and Regulations and the existing and effective M.O.U., decisions under this article shall not be subject to the Grievance or Appeal Procedures enumerated in the City's Personnel Rules and Regulations.

#### **Section 1 - Performance Levels**

- a. The Union recognizes the City's right to establish and/or revise performance standard or norms, notwithstanding the existence of prior performance levels, norms or standards. Such standards, developed by usual work measurement procedures, may be used to determine acceptable performance levels, prepare work schedules, and to measure the performance of each employee or group of employees.
- b. Employees who work at less than acceptable levels of performance may be subject to disciplinary measure in accordance with the applicable law.

#### **Section 2 - Supervisory Responsibility**

The Union recognizes the City's right to establish and/or revise standards for supervisory responsibility in achieving and maintaining performance levels of supervised employees for employees in supervisory positions.

#### **Section 3**

Nothing contained herein will be construed as a waiver of the City obligation to meet and confer with the Union on any subject within the scope of the Meyers-Milias-Brown Act.

**ARTICLE 25**  
**SEVERABILITY**

If an article, section, position or portion thereof contained in the Memorandum of Understanding or application thereof to any person or circumstance is held to be unconstitutional, invalid by operation of law, or by any tribunal or office of competent jurisdiction, or if compliance with or enforcement of any article or section should be restrained by tribunal or office, the remainder of the Memorandum of Understanding and application of such provisions or portion thereof, to other persons or circumstances, shall be deemed severable, shall not be affected, and shall remain in full force and effect. Furthermore, the City and the Union shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement of such article, section, position or portion.

**ARTICLE 26**  
**EFFECT**

It is understood and agreed that this agreement shall not become effective for any purpose or be binding on either party until approved by the City Council and the bargaining unit membership, and nothing herein shall be construed as obligating the City Council to approve in whole or in part. If the City Council approves in full, then this agreement shall become effective July 1, 2011. The Memorandum of Understanding constitutes and includes all negotiations, compromises, and representations made by either party; and both parties acknowledge that each has met and conferred in good faith in negotiations to this point.

**ARTICLE 27**  
**MISCELLANEOUS**

**Mandatory Drug Testing For New Employees**

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 40 of 45

City and Union agree that all new hires shall be required to participate in mandatory drug testing as part of the employee eligibility process, at the time of the post-offer physical examination.

**Last Chance Agreements**

Management reserves the right to utilize Last Chance Agreements when warranted. Examples of conditions when such an Agreement may be utilized include the following: 1) when there has been an egregious violation of City Rules and Regulations or Policies; 2) as a final effort, before termination, to assist an employee in improving his performance; 3) in cases of substance abuse i.e. drugs or alcohol.

Each Last Chance Agreement will be considered on a case by case basis. However, unless otherwise stipulated in the Agreement, the duration of a Last Chance agreement shall not exceed three (3) years, which in all cases shall be the maximum.

**ARTICLE 28**

**TERM**

This MOU will be effective as of July 1, 2011, and will continue through midnight June 30, 2014.

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 41 of 45

IN WITNESS THEREOF, the parties hereto have caused this Memorandum of Understanding to be executed this \_\_\_\_ day of \_\_\_\_\_, 2013.

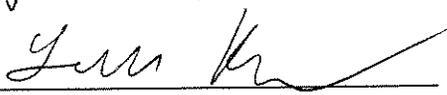
\_\_\_\_\_  
Mike Matsumoto  
Assistant City Manager/Director of Finance

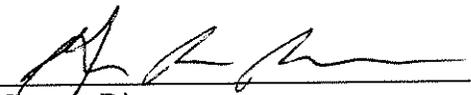
  
\_\_\_\_\_  
Rudy Guevara  
SEIU Local 721 Representative

  
\_\_\_\_\_  
Jody Klipple  
SEIU Local 721 Negotiator

  
\_\_\_\_\_  
Gloria Candelaria  
Full-Time Union Steward

  
\_\_\_\_\_  
Patricia Gonzales  
Full-Time Union Steward

  
\_\_\_\_\_  
Leonel Pena  
Full-Time Union Steward

  
\_\_\_\_\_  
George Rivera  
Full-Time Union Steward

**ATTACHMENT "A"**  
**REPRESENTED NON-SUPERVISORY EMPLOYEES AND MONTHLY SALARIES**

<b>POSITION</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
1 Account Clerk I	3126	3282	3446	3619	3800		
2 Account Clerk II	3350	3517	3693	3878	4072		
3 Account Clerk III	3511	3687	3871	4065	4268		
4 Accountant I	4092	4296	4511	4737	4974		
5 Accountant II	4513	4739	4976	5224	5486		
6 Accountant III	5218	5479	5753	6041	6343		
7 Administrative Clerk	3099	3254	3417	3588	3767		
8 Administrative Secretary	3829	4020	4221	4433	4654		
9 Assistant Engineer	5438	5710	5995	6295	6610		
10 Assistant Planner	4911	5156	5414	5685	5969		
11 Associate Engineer	6322	6638	6970	7319	7685		
12 Building Inspector	4669	4902	5148	5405	5675		
13 Building Permit Technician	3505	3680	3864	4057	4260		
14 Cashier	3284	3448	3621	3802	3992		
15 Counter Services Representative	4113	4319	4535	4761	4999		
16 Custodian	3040	3192	3352	3519	3695		
17 Customer Service Representative	3930	4127	4333	4550	4777		
18 Data Entry Computer Operator	2874	3018	3169	3327	3494		
19 Data Processing Assistant	4218	4429	4650	4883	5127		
20 Duplicating Equipment Operator	3328	3494	3669	3852	4045		
21 Engineering Drafting Technician	4044	4246	4459	4681	4916		
22 Equipment Mechanic I	3386	3555	3733	3919	4115		
23 Equipment Mechanic II	3776	3964	4162	4371	4589		
24 Equipment Mechanic III	4153	4361	4579	4808	5048		
25 Facilities Maintenance Worker I	3129	3286	3450	3623	3804		
26 Facilities Maintenance Worker II	3475	3648	3831	4022	4224		
27 Facilities Maintenance Worker III	4013	4213	4424	4645	4878		
28 Housing Programs Specialist	4129	4335	4552	4779	5018		
29 Maintenance Crew Leader	3803	3994	4193	4403	4623		
30 Maintenance Worker	2987	3136	3293	3458	3630	3812	4003
31 Neighborhood Improvement Officer	4234	4446	4669	4902	5147		
32 Parking Enforcement Officer	3337	3503	3679	3863	4056		
33 Personnel Assistant	3615	3796	3986	4185	4394		
34 Plan Checker	5289	5554	5832	6123	6429		
35 Planning Technician	4113	4319	4535	4761	4999		

MEMORANDUM OF UNDERSTANDING

2011-2014

Page 43 of 45

	<b>POSITION</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
36	Public Works Inspector	4785	5024	5275	5539	5816		
37	Public Works Programs Inspector	4785	5024	5275	5539	5816		
38	Revenue Collections Assistant	3869	4063	4266	4479	4703		
39	Secretary	3675	3859	4052	4255	4467		
40	Water Systems Operator I	3432	3604	3784	3973	4172		
41	Water Systems Operator II	3735	3922	4118	4324	4540		
42	Water Systems Operator III	4116	4322	4538	4765	5004		

## ATTACHMENT "B"

### SIDE LETTER OF AGREEMENT

BETWEEN

CITY OF PICO RIVERA

AND

SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721 – PICO RIVERA FULL-  
TIME BARGAINING UNIT

This Side Letter of Agreement ("Agreement") between the City of Pico Rivera ("City") and the Service Employees International Union, Local 721 – Pico Rivera Full-Time Bargaining Unit ("SEIU") (collectively "Parties") is entered into with respect to the following:

**WHEREAS**, the parties have met and conferred in good faith and have reached an agreement on monetary issues related to fiscal year 2013 -2014 for employees in this bargaining unit.

**NOW THEREFORE**, the parties agree as follows:

1. The City and SEIU agree to amend the Memorandum of Understanding as follows:

#### HOLIDAYS

Authorized City holidays shall be as follows:

- New Year's Day
- Martin Luther King Day
- President's Day
- César Chávez Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day

The City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on a Monday through Thursday.

For fiscal year 2013-2014 only there will be five unpaid Holidays:

- Labor Day – 9/2/2013
- The Friday after Thanksgiving – to be observed on 11/29/13
- César Chávez Day (3/31/13) – will be observed on 12/24/2013 (ie: 3/31/14 will be a paid holiday)
- Martin Luther King Jr. – 1/20/14
- President's Day – 2/17/14

MEMORANDUM OF UNDERSTANDING

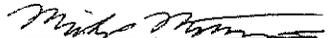
2011-2014

Page 45 of 45

For the 2013 Christmas week only: The Christmas week becomes an unpaid holiday (except Christmas Day). The City would be closed 12/23/13 to 12/27/13, anyone who works because of a 24/7 operation would not get holiday pay (except for Christmas Day); people who are required to work 12/23, 12/24, 12/26, or 12/27 would not be paid holiday pay.

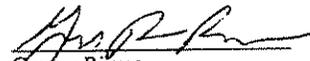
Employees not scheduled to work that day may use vacation, sick or compensatory time off on the specified unpaid days above.

**FOR THE CITY OF PICO RIVERA**

  
Michael Matsumoto  
Assistant City Manager/Director of  
Finance

3-JUNE-2013  
Date

**FOR THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721 – PICO RIVERA FULL-TIME BARGAINING UNIT**

  
George Rivera  
Facilities Maintenance Worker II

6-3-13  
Date



**MEMORANDUM OF UNDERSTANDING**

**Between**

**CITY OF PICO RIVERA**

**And**

**SERVICE EMPLOYEES INTERNATIONAL UNION,  
LOCAL 721 – DIRECTORS BARGAINING UNIT**

***July 1, 2011 – June 30, 2014***

MEMORANDUM OF UNDERSTANDING

2011 - 2014

PAGE 2 of 12

**ARTICLE 1  
PREAMBLE**

This Memorandum of Understanding is made and entered into between the representatives of the City of Pico Rivera, hereinafter referred to as "City" and Service Employees International Union, Local 721, hereinafter referred to as "Union", pursuant to the California Government Code Section 3500, et. Seq.

**ARTICLE 2  
CONTRACT TERM**

The City and Union agree that the provisions contained herein shall be subject to all applicable laws and cover the period of *July 1, 2011 to June 30, 2014* with an automatic MOU re-opener in January 2013 to negotiate only monetary issues related to the City's projected budget deficit for the 2013-2014 fiscal year.

**ARTICLE 3  
MANAGEMENT RIGHTS**

The City and Union agree that the City retain and have the exclusive decision-making authority to manage municipal services and the work force performing those services in accord with existing law and provisions of the established Memorandum of Understanding. The Union further agrees that the City has, except as expressly and lawfully restricted by specific provisions of the MOU, the exclusive decision-making authority to:

- Determine and modify the organization of City government and its constituent work units.
- Determine the nature, standards, levels and mode of delivery of services to be offered to the public.
- Determine the methods, means, and the numbers and kinds of personnel by which services are to be provided.
- Determine whether goods or services shall be made, purchased or contracted for.
- No bargaining unit employee shall be laid off, demoted or suffer loss of pay or benefits as a result of the contracting out of work. The parties agree to meet and confer as required by law on matters relating to wages, hours or working conditions. Said provisions will apply except for contracts required by bona fide emergencies.
- Direct employees, including scheduling and assigning work and overtime.
- Establish employee performance standards and require compliance therewith.

MEMORANDUM OF UNDERSTANDING

2011 - 2014

PAGE 3 of 12

- Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law.
- Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- Implement rules, regulations and directives consistent with law and the specific provisions of the MOU.
- Take all necessary actions to protect the public and carry out its mission in emergencies.

The City agrees to meet and confer on the establishment of understanding and/or procedures to be enacted in the absence of a duly appointed City Manager. The policy behind the council/manager form of government is based on the principle of separation of powers, which ensures that the council and city manager can perform their duties without unnecessary interferences from one another as particularly identified in Chapter 2.04 of the Pico Rivera Municipal Code.

Should the exercise of these management rights impact employees' wage, hours or working conditions, City agrees to meet and confer with Union pursuant to State law.

**ARTICLE 4  
SEVERANCE**

Except where superseded by the terms of a personal employment agreement between an individual employee and the City, regular permanent full-time employees holding the job titles Assistant City Manager, Director and Deputy Director, whose employment is terminated for the convenience of the City or who resign in lieu of termination for the convenience of the City, and who execute a settlement agreement and general release between the employee and City, will be paid severance equal to the sum of the highest rate of pay and any leave accruals.

An eligible Assistant City Manager, Director or Deputy Director bargaining unit employee who has completed at least one year of continuous employment and meets the above requirements is entitled to severance pay as follows:

- |    |  |              |
|----|--|--------------|
| A. | 1 year but less than 4 years of employment   | 3 months pay |
| B. | 4 years but less than 7 years of employment  | 4 months pay |
| C. | 7 years but less than 10 years of employment | 5 months pay |
| D. | 10 years and over of employment              | 6 months pay |

**ARTICLE 5  
UNION LEAVE**

The City agrees that Union Stewards will be granted twenty-four (24) hours of paid leave annually to attend union sponsored meetings or training during working hours, exclusive of grievances, appeals or bargaining sessions.

**ARTICLE 6  
SALARIES**

Salaries shall remain at the 2010-2011 level with the exception of merit increases.

The City agrees, subject to City Manager approval, that any employee holding the classification of "Director" may be eligible for the salary range identified as Zone C in the chart labeled "Monthly Salary Ranges for Full-Time, Non-Represented Positions," if said Director has been employed by the City for a minimum of five years and whose job performance, increased responsibilities or the possession of professional licenses and/or certifications warrants the Zone C salary range.

**ARTICLE 7  
WORK SCHEDULES**

The City operates under an Alternative Work Week Schedule commonly known as the "9/80 Plan." The "9/80 Plan" generally includes a) employees will work nine (9) hours on Monday through Thursdays and eight (8) hours on every other Friday; b) the alternate Fridays will be a day off and City Hall will be closed; c) City Hall hours are 7:30am to 5:30pm Monday through Friday; d) the payroll period start and end times comply with Fair Labor Standards Act requirements; e) vacation, holiday and sick leaves will be given in hourly rather than daily increments; f) the City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on Monday through Thursday.

**ARTICLE 8  
RETIREMENT**

California Public Employees' Retirement System (CalPERS)

1. Full-Time Employees hired prior to July 1, 2012:
  - a. Shall receive the CalPERS retirement benefits formula based on 2.5% at age 55.

MEMORANDUM OF UNDERSTANDING

2011 - 2014

PAGE 5 of 12

- b. The final retirement compensation level shall be calculated using the single highest year of CalPERS reportable earnings, per the California Government Code.
  - c. For employer paid member contributions (EPMC), the City shall pay the eight percent (8%) member contribution and the City shall report the EMPC to CalPERS as reportable earnings.
2. Full-Time Employees hired after June 30, 2012
- a. Shall receive the CalPERS retirement benefits formula based on 2.0% at age 60.
  - b. The final retirement compensation level shall be calculated using the average of the three (3) highest consecutive year earnings, per the California Government Code.
  - c. For employer paid member contributions (EPMC), the City shall pay three percent (3%) of the member contribution and the City shall not report the EMPC to CalPERS as reportable earnings. The employee shall pay the remaining four percent (4%) of the member contribution.

Early Retirement Incentive Program (ERIP)

The City shall offer two Early Retirement Incentive Programs:

1) City sponsored ERIP -

City sponsored ERIP shall provide fifty (50%) percent of annual salary as an incentive for full-time employees to retire from the City between May 9, 2012 and June 30, 2012. To obtain the payment, 1) the employees must retire from the City during this period, 2) the employees must submit evidence from CalPERS that the approved retirement date is within this period, and 3) the employees must certify that they have not applied for unemployment benefits after their retirement date and they will not seek unemployment benefits.

2) CalPERS Government Code Section 20903 ERIP-

CalPERS Government Code Section 20903 provides two years of additional service credit for employees who retire between July 1, 2012 and October 31, 2012. CalPERS requires the execution of certifications to ensure compliance with State regulations.

**ARTICLE 9**  
**FLEXIBLE BENEFITS**

City shall eliminate cash differential effective June 30, 2012.

HEALTH BENEFITS

Employees Hired Before July 1, 2012 –

For employees hired on or before June 30, 2012, the City shall pay one hundred percent (100%) of the health insurance premiums for HMO providers and a maximum of eighty five percent (85%) of the premium rate for PERS CARE (PPO).

Employees Hired After June 30, 2012 –

For employees hired after June 30, 2012, the City shall pay one hundred percent (100%) of the health insurance premiums for the employee and eligible dependents not to exceed the Kaiser HMO premium rate. Employees may choose a different health care provider offered by the City, however, any cost greater than the Kaiser HMO premium rate shall be paid by the employee, through payroll deductions.

DENTAL BENEFITS

The City shall pay one hundred percent (100%) of the dental insurance premium for the employee and eligible dependents not to exceed the HMO premium rate. Employees may choose a different dental plan offered by the City, however, any cost greater than the HMO premium rate shall be paid by the employee, through payroll deductions.

VISION BENEFITS

The City shall pay one hundred percent (100%) of the vision insurance premium for the employee and eligible dependents.

**ARTICLE 10**  
**TYPES OF LEAVE**

VACATION

Vacation Cash Out: Each year in December, an employee may opt to cash out any or all vacation hours that exceed one hundred fifty (150) hours. If a cash out is elected, a minimum balance of one hundred fifty (150) hours must remain on the books

MEMORANDUM OF UNDERSTANDING

2011 - 2014

PAGE 7 of 12

Emergency Cash Out: At the request of the eligible employee, emergency vacation leave payouts may be approved throughout the year without the minimum balance requirement. Employees must submit the request in writing to the City Manager describing the emergency.

An emergency is defined as follows:

1. A severe financial hardship;
2. Event was unforeseeable (including but not limited to: illness, accident or casualty);
3. Event was incurred by employee, spouse or dependent; and
4. Employee has no other means to cover costs.

The City Manager's decision is final.

HOLIDAYS

Authorized City holidays shall be as follows:

- New Year's Day
- Martin Luther King Day
- President's Day
- César Chávez Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day

The City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on a Monday through Thursday.

For fiscal year 2012-2013, there will be five unpaid City holidays:

- Martin Luther King Day – 1/21/2013
- President's Day – 2/18/2013
- Labor Day – 9/3/2012
- The Friday after Thanksgiving – observed on 12/24/2012
- Cesar Chavez Day – to be observed on 12/31/2012

MEMORANDUM OF UNDERSTANDING

2011 - 2014

PAGE 8 of 12

For the 2012 Christmas week only: The Christmas week becomes unpaid holidays (except Christmas Day). The City will be closed December 24, 2012 through December 28, 2012. City employees who must work due to a 24/7 operation will not receive holiday pay for any work performed on December 24, 26, 27, or 28, 2012, but will receive holiday pay for work performed on December 25, 2012. Employees not scheduled to work that day may use vacation or administrative leave on the specified unpaid days above. The continuation of the unpaid holidays and closure during Christmas week for fiscal year 2013-2014 to be determined in the re-opener negotiations in January 2013.

For the 2013 Christmas week only: The Christmas week becomes unpaid holidays (except Christmas Day). The City will be closed December 23, 2012 through December 27, 2013. City employees who must work due to a 24/7 operation will not receive holiday pay for any work performed on December 23, 24, 26, or 27, 2013, but will receive holiday pay for work performed on December 25, 2013. Employees not scheduled to work that day may use vacation, sick or administrative leave on the specified unpaid days above.

**ARTICLE 11  
GRIEVANCE PROCEDURE**

[Pending 2014 negotiation of a successor MOU.]

**ARTICLE 12  
TECHNOLOGY STIPEND**

The City will pay a \$100 taxable monthly stipend to each director towards a City-related cell phone or other approved communication device to off-set the costs incurred by the individual employee for City business.

Payment of the monthly cell phone statement is the responsibility of the cell phone owner. The cell phone contract will be in the name of the director who will be solely responsible for all payments to the service provider. The City does not accept any liability for claims, charges or disputes between the service provider and the staff member.

Recipients of a technology stipend must notify the City of the cell phone number and must continue to maintain the cell phone rental or air-time/pay-as-you-go contract while in receipt of the stipend.

**ARTICLE 13  
TRANSPORTATION ALLOWANCE**

Unit employees who are required to furnish their own vehicles for the benefit of the City will receive \$250 monthly. Assistant City Manager shall receive \$300.00.

The Union agrees to defer the transportation allowance for Fiscal Year 2012-13 and Fiscal Year 2013-14 only.

**ARTICLE 14  
PERSONAL LIABILITY**

City may provide representation by legal counsel of City's choice to any employee required to testify before a Grand Jury that arise out of the performance of employee's duties.

**ARTICLE 15  
UNIT MEMBERSHIP LIST**

The City will provide the Union in writing, within thirty (30) days from the effective date of this Memorandum of Understanding and each thirty (30) days thereafter an alphabetized list of employees subject to this Memorandum of Understanding, of such employee's name, class title, class code and location as applicable.

**ARTICLE 16  
NON-DISCRIMINATION**

The City and Union mutually recognize and agree fully to protect the rights of all employees hereby to join and participate in the activities of the Association. The City and Union mutually reaffirm their respective policies of non-discrimination in the treatment of any employee because of race, religion, sex (including gender, gender identity, gender expression, and pregnancy), national origin, ancestry, disability, medical condition, genetic characteristics or information, marital status, age, sexual orientation (including homosexuality, bisexuality, or heterosexuality), union activity or any other legally protected classification.

**ARTICLE 17  
USE OF CITY FACILITIES**

The Union shall be permitted to use City facilities, on prior approval, for the purpose of holding meetings to the extent that such facilities can be made available, and to the extent that the use of a facility will not interfere with department operations. Participating employees will attend said meetings on their own time.

**ARTICLE 18  
PAYROLL DEDUCTION AND DUES**

Union dues and such other deductions as may be properly requested and lawfully permitted will be deducted by the City's Financial Officer biweekly, in twenty-four increments annually from the salary of each employee in the unit who files with the City a written authorization that such deduction(s) be taken.

**ARTICLE 19  
VOLUNTARY POLITICAL CONTRIBUTIONS**

City agrees that bargaining unit employees will be allowed to make voluntary political contributions to SEIU Local 721's Political Action Committee through payroll deductions. The Union will abide by all federal and state laws regulating such contributions and shall indemnify the City in the event of litigation arising from this provision.

MEMORANDUM OF UNDERSTANDING

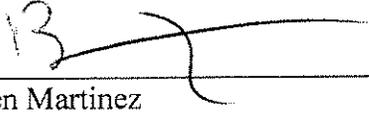
2011 - 2014

PAGE 11 of 12

IN WITNESS THEREOF, the parties hereto have caused this Memorandum of Understanding to be executed this \_\_\_\_ day of \_\_\_\_\_, 2013.

---

Ronald Bates  
City Manager

13   
\_\_\_\_\_  
Ben Martinez  
Director of Community and Economic  
Development

Directors Bargaining Unit  
List of Members  
As of December 1, 2013

1. Mike Matsumoto, Assistant City Manager/Finance Director
2. Ben Martinez, Community & Economic Development Director
3. Julia Gonzalez, Deputy Director, Community & Economic Development Department
4. Sandra Gonzalez, Parks & Recreation Director
5. Jose Rico, Deputy Director, Parks & Recreation Department
6. Art Cervantes, Public Works Director/City Engineer

AGREEMENT NO. 12-1301-1

**SIDE LETTER OF AGREEMENT**

BETWEEN

**CITY OF PICO RIVERA**

AND

**SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721 – PICO RIVERA**

**DIRECTOR’S BARGAINING UNIT**

This Side Letter of Agreement (“Agreement”) between the City of Pico Rivera (“City”) and the Service Employees International Union, Local 721 – Pico Rivera Director’s Bargaining Unit (“SEIU”) (collectively “Parties”) is entered into with respect to the following:

**WHEREAS**, the parties have met and conferred in good faith and have reached an agreement on monetary issues related to fiscal year 2013 -2014 for employees in this bargaining unit.

**NOW THEREFORE**, the parties agree as follows:

1. The City and SEIU agree to amend the Memorandum of Understanding as follows:

**HOLIDAYS**

Authorized City holidays shall be as follows:

- New Year’s Day
- Martin Luther King Day
- President’s Day
- César Chávez Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran’s Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day

The City shall fund eight (8) hours of compensation for each such holiday falling on a Friday, and nine (9) hours for each such holiday falling on a Monday through Thursday.

For fiscal year 2013-2014 only there will be five unpaid Holidays:

- Labor Day – 9/2/2013
- The Friday after Thanksgiving – to be observed on 11/29/13
- César Chávez Day (3/31/13) – will be observed on 12/24/2013 (ie: 3/31/14 will be a paid holiday)
- Martin Luther King Jr. – 1/20/14

- President's Day – 2/17/14

For the 2013 Christmas week only: The Christmas week becomes an unpaid holiday (except Christmas Day). The City would be closed 12/23/13 to 12/27/13, anyone who works because of a 24/7 operation would not get holiday pay (except for Christmas Day); people who are required to work 12/23, 12/24, 12/26, or 12/27 would not be paid holiday pay.

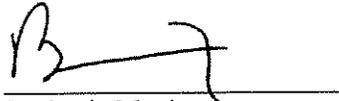
Employees not scheduled to work that day may use vacation, sick or administrative leave for the specified unpaid days above.

**FOR THE CITY OF PICO RIVERA**

  
Ronald Bates  
City Manager

6/4/13  
Date

**FOR THE SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 721 – PICO RIVERA DIRECTOR'S BARGAINING UNIT**

  
Benjamin Martinez  
Community and Economic  
Development Director

6/4/13  
Date



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** AGREEMENT FOR OPERATIONS AND MAINTENANCE OF THE PICO RIVERA LIBRARIES BETWEEN THE CITY OF PICO RIVERA AND THE COUNTY OF LOS ANGELES

**Recommendation:** Approve Memorandum of Understanding and non-exclusive agreement between the County of Los Angeles and the City of Pico Rivera for the Pico Rivera and Rivera Libraries for custodial, landscaping and grounds maintenance services.

**Fiscal Impact:** Custodial services at \$30,000 per year and landscaping at \$48,000 per year.

**Discussion:**

In June 2010, the City and County of Los Angeles Public Library commissioned the construction of the new Pico Rivera Library. For some time, both the City and County had been aware that the Pico Rivera Library was unable to meet community service needs and expectations, due to space constraints. As a result, the new 16,000 square foot facility will accommodate an expansion of its collections, seating and state-of-the-art computer technology.

Funding for the new Library used matching contributions from Los Angeles County Supervisor Gloria Molina and the City for a total of Sixteen Million Dollars (\$16,000,000), or Eight Million Dollars (\$8,000,000) per agency.

The new Pico Rivera Library will feature separate adult and children's reading areas, an expanded collection of books and materials, a community meeting room, group study rooms, and additional public internet computers. In addition, the new library will be an

energy efficient and sustainable facility and will meet the County's LEED gold or platinum Certification requirement.

To support the projected increased demand for services of this new facility, the County and the City recognize that the property taxes paid by City property owners reserved for the County Library System are not sufficient to completely fund the operations of the new Library. After a complete review of the increased operational budget for library services, the County has made significant budget adjustments through the consolidation of management services by having both libraries managed by one manager. In addition, as a result of the significant improvements to the efficiency of the new library, savings will result in cost associated with lighting, heating and water usage.

In the absence of providing additional City general funds to the increased operating costs, staff evaluated the opportunity of taking responsibility of custodial and landscaping service from the County and incorporating that cost into the City general service agreement. It is estimated that such an action will provide for a significant savings to the library's operational costs. The proposed Agreement reflects the City and County's desire to enter a Maintenance and Operations (MOU) agreement to provide the custodial, landscape and grounds maintenance services to both the Pico Rivera and Rivera Libraries.

The Pico Rivera Library construction project was funded jointly by the City and the County and it is anticipated the project will come in under budget. Per our agreement with the County, in the event of a surplus of construction funds (now anticipated), this surplus could be set aside for future maintenance, improvements, or other operating costs for the libraries as mutually agreed to by the County and the City. It is anticipated that some funding will be available to support City costs through the balance of this fiscal year.



Ronald Bates

RB:RC:sp

Attachment (MOU)



**MEMORANDUM OF UNDERSTANDING**

**AND**

**NON-EXCLUSIVE LICENSE AGREEMENT**

**BETWEEN**

**THE COUNTY OF LOS ANGELES**

**AND**

**THE CITY OF PICO RIVERA**

**FOR THE PICO RIVERA LIBRARY AND RIVERA LIBRARY**

**TABLE OF CONTENTS**

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE</u>
RECITALS.....		1
1.	LICENSED AREAS .....	1
2.	TERM.....	2
3.	SERVICE LEVEL REVIEW.....	2
4.	ANNUAL BUDGET REVIEW.....	3
5.	OPERATING RESPONSIBILITIES.....	3
6.	AMENDMENTS .....	3
7.	CONSIDERATION .....	4
8.	SURPLUS CONTSTRUCTION FUNDS.....	4
9.	MAINTENANCE.....	4
10.	MONITORING.....	5
11.	UNANTICIPATED WORK .....	5
12.	INDEMNIFICATION .....	5
13.	ALTERNATIVE RISK FINANCING PROGRAM .....	5
14.	INSURANCE COVERAGE .....	6
15.	SUBCONTRACTING .....	6
16.	SUB-CONTRACTOR INSURANCE COVERAGE REQUIREMENTS .....	7
17.	TERMINATION .....	6
18.	TRANSFERS .....	7
19.	NONDISCRIMINATION .....	8
20.	DEFAULT .....	8
21.	WAIVER.....	8
22.	ENFORCEMENT .....	8
23.	NOTICES .....	9
24.	REPAIR OF DAMAGE.....	9
25.	DAMAGE OR DESTRUCTION .....	9
26.	SOLICITATION OF CONSIDERATION.....	10
27.	CONFLICT OF INTEREST .....	10
28.	SIGNATURE AUTHENTICITY CLAUSE .....	10
29.	INTERPRETATION.....	10

30. GOVERNING LAW AND FORUM ..... 10

31. ENTIRE AGREEMENT ..... 10

32. CONSTRUCTION OF TERMS ..... 11

33. SEVERABILITY ..... 11

34. FORCE MAJEURE ..... 11

35. GREEN INITIATIVE ..... 11

SIGNATURES ..... 12

**MEMORANDUM OF UNDERSTANDING AND  
NON-EXCLUSIVE LICENSE AGREEMENT  
BETWEEN THE COUNTY OF LOS ANGELES AND  
THE CITY OF PICO RIVERA**

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013

**BY AND BETWEEN**

**COUNTY OF LOS ANGELES**, a body corporate and politic ("County"),

**AND**

**CITY OF PICO RIVERA**, a body corporate and politic ("City").

**RECITALS:**

**WHEREAS**, the County is the owner of certain real properties known as the Pico Rivera Library, at 9001 Mines Avenue, Pico Rivera, CA 90660 and Rivera Library, at 7828 Serapis Avenue, Pico Rivera, CA 90660 and is authorized to license use of the properties pursuant to Gov. Code 25537 and/or 26227; and

**WHEREAS**, the County and the City both wish for the City to remain within the County Library System; and

**WHEREAS**, the County and the City both recognize that the property taxes paid by City property owners reserved for the County Library System are not sufficient to fund the operations of the Pico Rivera Library and Rivera Library; and

**WHEREAS**, the City contributed \$8 million toward the construction of the Pico Rivera Library to benefit Pico Rivera residents; and

**WHEREAS**, the County and the City will mutually determine the level of library service to be provided to the City on an annual basis; and

**WHEREAS**, the City is desirous of assisting the County with the operating cost of the Pico Rivera and Rivera Libraries through mutually determined shared management and the County will grant the non-exclusive use of the Pico Rivera and Rivera Libraries for this purpose; and

**WHEREAS**, on \_\_\_\_\_, the Board of Supervisors delegated authority to the County Librarian to execute agreements and any amendments with the City concerning the shared management for the Pico Rivera and Rivera Libraries;

**NOW THEREFORE**, in consideration of the mutual promises, covenants and conditions set forth herein, the parties hereto and each of them do agree as follows:

**1. LICENSED AREAS**

1.01 The County hereby provides a non-exclusive License to the City and the City hereby agrees to the use, upon the terms and conditions hereinafter set forth, of the Pico Rivera Library and the Rivera Library (collectively Licensed Areas or Libraries) as shown on Exhibit A and Exhibit B, respectively, which are attached hereto and thereby made a part hereof.

1.02 The Licensed Areas shall be used by the City for the purpose of shared management wherein the City will provide custodial, landscape and grounds maintenance services as identified in Section 9 Maintenance, of this Agreement.

1.03 The City shall make no other alterations or improvements to the Licensed Areas without prior written authorization from the County.

1.04 In the event that the City makes any alterations or improvements in violation of Section 1.03 of this Agreement, the County may immediately and without prior notice to the City exercise any or all of following options:

- (a) Require the City to immediately remove all alterations and improvements and restore the Licensed Areas to their pre-existing condition;
- (b) Remove the alterations or improvements and charge the City for the cost of such removal;
- (c) Notify the City of the County's intent to retain any and all improvements installed by the City in violation of Section 1.03 upon termination of the Agreement; and/or
- (d) Terminate the Agreement and require the City to vacate the Licensed Areas immediately.

1.05 The City acknowledges that the City has performed a personal inspection of the Licensed Areas and the surrounding areas and evaluation of the extent to which the physical condition thereof will affect the Agreement. The City accepts the Licensed Areas in its present physical condition and agrees to make no demands upon the County for any improvements or alterations thereof.

1.06 The City hereby acknowledges the title or other legal right of possession of the County, or its successors in and to the Licensed Areas and covenants and agrees never to assail, contest or resist said title.

**2. TERM**

The term of this Agreement shall be for a period of three (3) years commencing upon execution of this Agreement by the County and shall be automatically renewed for successive (three) year periods thereafter for up to fifteen (15) years.

**3. SERVICE LEVEL REVIEW**

3.01 The County operates the Libraries and provides access to library materials, reference services, public access technology, and adult, children's and young adult programming including regularly scheduled toddler and pre-school story times.

3.02 The County and the City shall meet on an annual basis to determine the service levels for the operation of the Libraries. The County and the City will mutually determine any service level reductions that may be necessary.

**4. ANNUAL BUDGET REVIEW**

4.01 The County and the City shall meet on an annual basis to determine the level of assistance the City is able to provide towards the operating costs of the Libraries.

4.02 The terms agreed upon by the County and the City during the Annual Budget Review process outlined in this Section 4, will be amended annually, as necessary, following the Annual Budget Review process.

**5. OPERATING RESPONSIBILITIES**

5.01 Compliance with Law. The City's operations in and use of the Licensed Areas shall conform to and abide by all County ordinances and all State and Federal laws and regulations insofar as the same or any of them are applicable; and where permits and/or licenses are required for the City's specific use of the Licensed Areas, the same must be first obtained from the regulatory agency having jurisdiction herein. The County shall maintain the Licensed Areas in compliance with all applicable County ordinances and State and Federal laws and regulations.

5.02 Signs. The City shall not post signs or advertising matter upon the Licensed Areas unless prior approval therefore is obtained from the County, whose approval shall not be unreasonably withheld.

5.03 Responsibility Limit. The City shall have no responsibility or obligation to provide any other services of any kind other than those described in this Agreement.

**6. AMENDMENTS**

6.01 No representative of either the County or the City, including those named in this Agreement, is authorized to make changes to any of the terms, obligations or conditions of this Agreement, except through procedures set forth in this Section 6.

6.02 Except as otherwise provided in this Agreement, for any change requested by either party which affects any term or condition included in this Agreement, a negotiated written Amendment to this Agreement shall be prepared and executed by the County's and City's authorized representative.

6.03 The County Librarian has delegated authority by the Board of Supervisors to amend this agreement consistent with County policy. A negotiated Amendment shall be executed by the County Librarian, or his/her designee.

6.04 Such Amendments shall be authorized under the following conditions:

- (a) Amendments shall be in compliance with all applicable Federal, State, City and County laws, rules, regulations, ordinances, guidelines, and directives; and
- (b) The County Librarian ensures that such Amendments are approved by County Counsel and City Attorney.

## **7. CONSIDERATION**

The County is responsible to operate and maintain the Libraries available to the public during the hours identified for each library. The City is responsible for the costs incurred by the City for custodial services, landscaping and grounds maintenance services as outlined in Section 9, Maintenance below. Should the County change the hours or levels of service at either Library, the County and the City will negotiate the corresponding changes to this Agreement and execute an Amendment as indicated in Section 6, Amendments.

## **8. SURPLUS CONTRUCTION FUNDS**

Pico Rivera Library Construction Project was funded jointly by the City and the County. In the event of a surplus of construction funds, this surplus shall be set aside for future maintenance, improvements, or other operating costs as mutually agreed to by the County and the City and used for either Library.

## **9. MAINTENANCE**

9.01 The City agrees to provide and pay, at its own cost and expense, the custodial services, landscape and grounds maintenance services.

9.02 Custodial services generally include cleaning, trash removal, dusting, vacuuming, sweeping, mopping, replenishing of supplies, window cleaning, and periodic cleaning of air vent covers, light fixture, and window blinds. Custodial services does not include cleaning of furniture, carpets, or refinishing floors.

9.02.01 Custodial services are to be performed on each Library service day within the period of one (1) hour after the close of the library up to one (1) hour of the library opening.

9.03 Landscape and grounds maintenance service generally includes turf maintenance, landscape maintenance, swales and drains maintenance, tree and shrub trimming, periodic plant replacement, periodic aerification and fertilization.

9.03.01 The general hours of landscape and grounds maintenance services shall be Monday through Friday between 6:00 a.m. to 3:30 p.m. and should be performed once a week.

**10. MONITORING**

Monitoring of the Libraries will be performed regularly by County staff. Any complaints of performance will be forwarded to the City. The City agrees to address all complaints within a timely manner and to the reasonable satisfaction of the County. The County reserves the right to perform these duties at their own cost.

**11. UNANTICIPATED WORK**

11.01 The City will be responsible for as needed call backs as unanticipated work which may include, but not limited to, repairs of irrigation, mitigation of hazards, and special cleaning for Blood Borne Pathogens (blood, urine, feces, and emesis). The City intends to respond to these call backs within two (2) hours of notification.

11.02 The City may provide additional cleaning services for "special events" which may be scheduled during non-public hours and are reimbursable by the County. Whenever possible, the County will provide notice to the City within five (5) business days before each event.

11.03 The County reserves the right to perform maintenance itself at its own cost.

**12. INDEMNIFICATION**

12.01 The County shall indemnify, defend and hold harmless the City, its Special Districts, elected and appointed officers, employees, agents and volunteers ("City Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or relating to responsibilities of the County as specified in this Agreement.

12.02 The City shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers ("County Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or relating to responsibilities of the County as specified in this Agreement.

12.03 Each Party intends this Section 12.0 (Indemnification) to supersede and nullify the application, if any, of California Government Code sections 895.2 [joint and several liability] and 895.6 [pro rata contribution].

**13. ALTERNATIVE RISK FINANCING PROGRAM**

13.01 During the term of this agreement, the City and the County shall maintain a program of insurance coverage as described below in Section 14, Insurance Coverage.

13.02 The City, at its sole option, may satisfy all or any part of this insurance requirement through use of a program of self-insurance (self-funding of its liabilities). Certificate evidencing coverage or letter evidencing self-funding will be provided to the County after execution of this Agreement at the County's request.

13.03 The County, at its sole option, may satisfy all or any part of this insurance requirement through use of a program of self-insurance (self-funding of its liabilities). Certificate evidencing coverage or letter evidencing self-funding will be provided to the City after execution of this Agreement at the City's request.

**14. INSURANCE COVERAGE**

14.01 **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

14.02 **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of City's use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

14.03 **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If City will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to City's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

**15. SUBCONTRACTING**

The City shall have the option to sub-contract for the custodial services and landscape and grounds maintenance services for the Libraries.

**16. SUB-CONTRACTOR INSURANCE COVERAGE REQUIREMENTS**

The City shall include all Sub-Contractors as insureds under the City's own policies, or shall provide the County with each Sub-Contractor's separate evidence of insurance coverage. The City shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein, and shall require that each Sub-Contractor name the County and City as additional insureds on the Sub-Contractor's General Liability policy. The City shall obtain the County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

**16.01 Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and City as an additional insured, with limits of not less than:

General Aggregate:	\$1 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

**16.02 Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Contractor's use of autos and the transport of mobile equipment pursuant to this Contract, including owned, leased, hired, and/or non-owned autos and/or mobile equipment, as each may be applicable.

**16.03 Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

**17. TERMINATION**

Either party shall have the option of terminating this Agreement at will upon giving the other party notice in writing. The County will endeavor, but shall not be required, to give at least ninety (90) days advance written notice of such termination.

**18. TRANSFERS**

The City acknowledges that the rights conferred herein are personal to the City and do not operate to confer on or vest in the City any title, interest, or estate in the Libraries or any part thereof, and therefore, the City shall not assign, hypothecate or mortgage the Libraries or any portion thereof, by, through, or pursuant to this Agreement.

**19. NONDISCRIMINATION**

The City certifies and agrees that all persons employed by the City and/or by the affiliates, subsidiaries, or holding companies thereof are and shall be treated equally without regard to or because of race, ancestry, national origin, or sex, and in compliance with all Federal and State laws prohibiting discrimination in employment, including, but not limited to, the Federal Civil Rights Act of 1964; the Unruh Civil Rights Act; the Cartwright Act; the State Fair Employment Practices Act; and the Americans with Disabilities Act.

**20. DEFAULT**

The City agrees that if default shall be made in any of the covenants and agreements herein contained to be kept by the City, the County may forthwith revoke and terminate this Agreement, in addition to any of the County's other rights and remedies provided at law and in equity. Notwithstanding anything to the contrary contained in this Agreement, the City shall not be in default under this Agreement and the County may not terminate the Agreement if: (1) the City cures the default within the thirty (30) days after notice is given, or (2) the default cannot reasonably be cured within the thirty (30) days after notice is given, but the City reasonably commences to cure the default within the thirty (30) day period and diligently and in good faith continues to cure the default to completion.

**21. WAIVER**

21.01 Any waiver by either party of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure on the part of either party to require exact, full and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping either party from enforcing the full provisions hereof.

21.02 No option, right, power, remedy, or privilege of either party shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, powers, options and remedies given either party by this Agreement shall be cumulative.

**22. ENFORCEMENT**

The Public Library shall be responsible for the enforcement of this Agreement on behalf of the County and shall be assisted therein by those officers, employees, or committees of the County having duties in connection with the administration thereof.

**23. NOTICES**

Any notice required to be given under the terms of this Agreement or any law applicable thereto may be placed in a sealed envelope, with postage paid, addressed to the person on whom it is to be served, and deposited in a post office, mailbox, sub post office, substation, mail chute, or other like facility regularly maintained by the United States Postal Service. The address to be used for any notice served by mail upon the City shall be:

City Manager  
City of Pico Rivera  
Department of Administration  
6615 Passons Boulevard  
Pico Rivera, CA 90660

or such other place as may hereinafter be designated in writing to the County by the City. Notice served by mail upon the County shall be addressed to:

County Librarian  
County of Los Angeles Public Library  
7400 E. Imperial Highway  
Downey, California 90242

or such other place as may hereinafter be designated in writing to the City by the County. Service by mail shall be deemed complete upon deposit in the above-mentioned manner.

**24. REPAIR OF DAMAGE**

The City shall, at the City's sole expense, be responsible for the cost of repairing any area of the Licensed Areas, which is damaged by the City or City's agents, or employees, including the repair of low voltage electronic, telecommunications, phone and data cabling and related equipment that is installed by or for the exclusive benefit of the City. All repairs and replacements shall: (a) be made and performed by contractors or mechanics approved by the County, which approval shall not be unreasonably withheld or delayed; (b) be at least equal in quality, value and utility to the original work or installation; and (c) be in accordance with all laws.

**25. DAMAGE OR DESTRUCTION**

Should the Licensed Areas be damaged by fire, incidents of war, earthquake, or other violent action of the elements, the County shall have the option to terminate this Agreement.

**26. SOLICITATION OF CONSIDERATION**

26.01 It is improper for any County officer, employee or agent to solicit consideration, in any form, from the City with the implication, suggestion or statement that the City's provision of consideration may secure more favorable treatment for the City in the award of the Agreement or that the City's failure to provide such consideration may negatively affect the County's consideration of the City's submission. The City shall not offer to or give, either, directly or through an intermediary, consideration, in any form, to a County officer, employee or agent for the purpose of securing favorable treatment with respect to the issuance of a Agreement.

26.02 The City shall immediately report any attempt by a County officer, employee or agent to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller Employee Fraud Hotline at (213) 974-0914 or (800) 544-6861. Failure to report such solicitation may result in the Agreement being terminated.

**27. CONFLICT OF INTEREST**

No County employee whose position in County service enables him/her to influence obtaining or awarding any lease, license or permit, and no spouse or economic dependent of such employee, shall be employed in any capacity by the City herein, or have any other direct or indirect financial interest resulting from this Agreement.

**28. SIGNATURE AUTHENTICITY CLAUSE**

The individual(s) executing this Agreement hereby personally covenants, guarantees and warrants that he/she has the power and authority to obligate the City to the terms and conditions in this Agreement. The City shall sign this Agreement and return it to the County for approval. Upon approval, a signed original will be mailed to the City.

**29. INTERPRETATION**

Unless the context of this Agreement clearly requires otherwise: (i) the plural and singular numbers shall be deemed to include the other; (ii) the masculine, feminine and neuter genders shall be deemed to include the others; (iii) "or" is not exclusive; and (iv) "includes" and "including" are not limiting.

**30. GOVERNING LAW AND FORUM**

This Agreement shall be governed by and construed in accordance with the internal laws of the State of California. Any litigation with respect to this Agreement shall be conducted in the courts of the County of Los Angeles, State of California.

**31. ENTIRE AGREEMENT**

This Agreement contains the entire agreement between the parties hereto, and no addition or modification of any terms or provisions shall be effective unless set forth in writing, signed by both the County and the City.

**32. CONSTRUCTION OF TERMS**

This Agreement is jointly prepared by the County and the City. Therefore, this Agreement shall not be construed against any party on the basis such party drafted this Agreement or any provision within it.

**33. SEVERABILITY**

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

**34. FORCE MAJEURE**

The respective duties and obligations of the parties pursuant to this Agreement shall be suspended while and so long as performance is prevented or impeded by strikes, disturbances, riots, fire, severe weather, government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

**35. GREEN INITIATIVES**

The City and County shall use reasonable efforts to initiate "green" practices for environmental and energy conservation benefits.

/

/

/

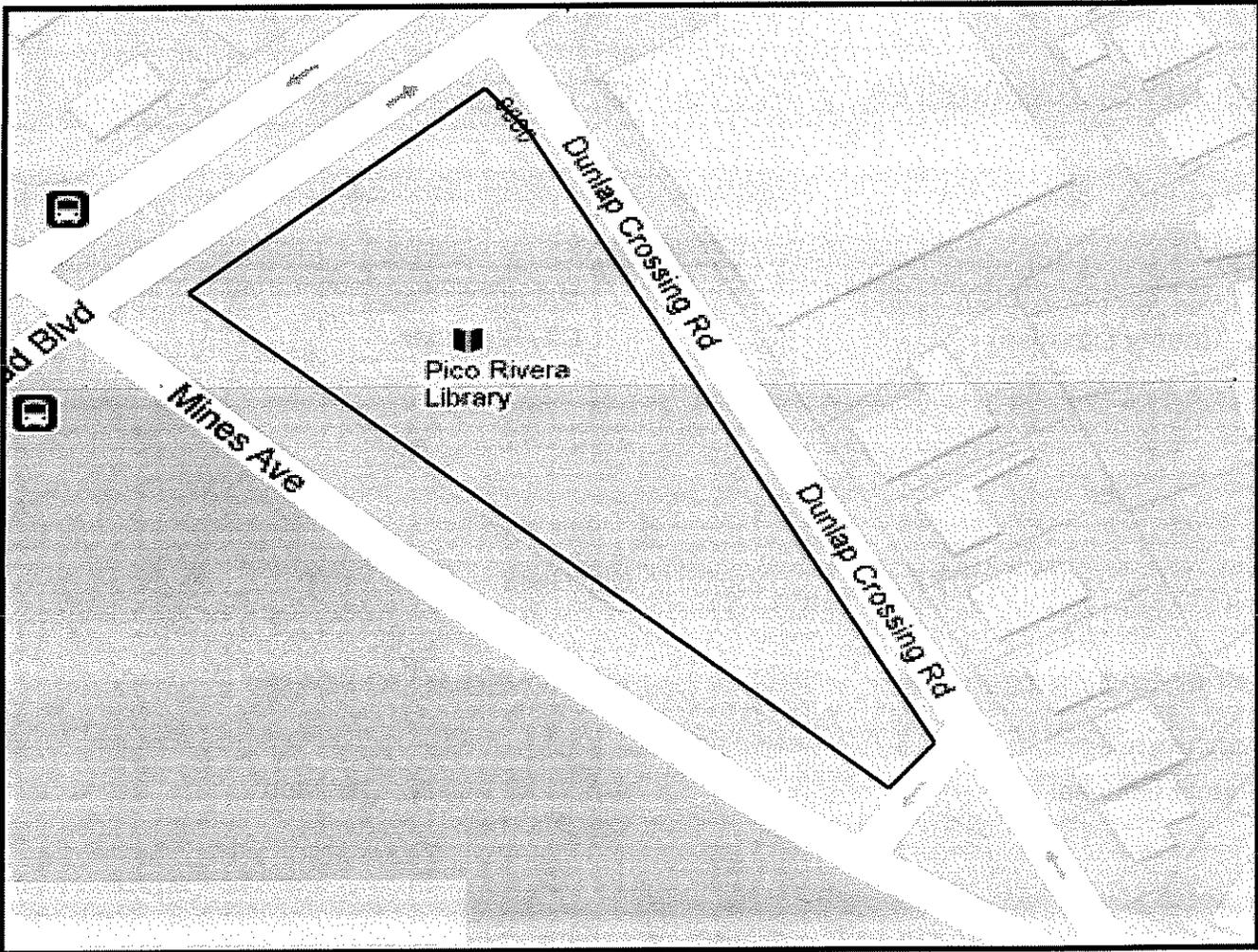
/

/

/



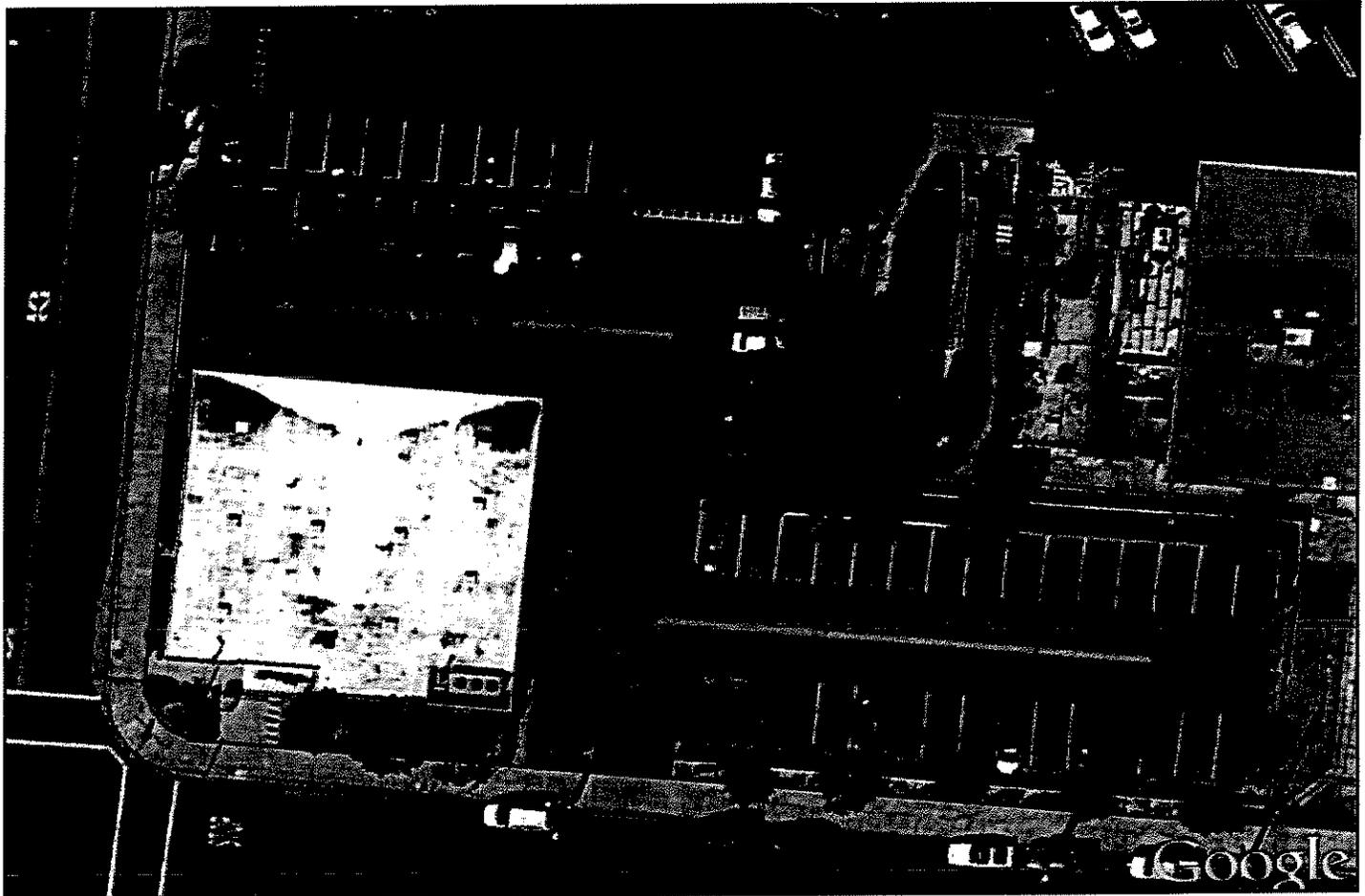
PICO RIVERA LIBRARY



Service Days and Hours

Monday	Closed
Tuesday	10:00 a.m. – 8:00 p.m.
Wednesday	10:00 a.m. – 8:00 p.m.
Thursday	10:00 a.m. – 8:00 p.m.
Friday	Closed
Saturday	8:00 a.m. – 6:00 p.m.
Sunday	Closed

RIVERA LIBRARY



Service Days and Hours

Monday	Closed
Tuesday	10:00 a.m. – 8:00 a.m.
Wednesday	10:00 a.m. – 8:00 a.m.
Thursday	10:00 a.m. – 8:00 a.m.
Friday	Closed
Saturday	8:00 a.m. – 6:00 p.m.
Sunday	Closed



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** THE CITY OF PICO RIVERA AND THE COUNTY OF LOS ANGELES AGREEMENT, MAINTENANCE AND OPERATIONS AGREEMENT VETERAN'S MEMORIAL FLAME

**Recommendation:** Approve non-exclusive license agreement between the County of Los Angeles Library and the City of Pico Rivera for the operation and maintenance of the Veteran's Memorial Monument.

**Fiscal Impact:** \$7,000 annually toward gas utility for maintaining the flame.

**Discussion:**

In May 1973, the City was granted a permit agreement for the construction and operation of the Pico Rivera Veteran's Memorial Monument located at 9009 Mines Avenue adjacent the Pico Rivera Library.

On Memorial Day of 1998, through the cooperative efforts of the City, the County of Los Angeles, and the Gas Company, a memorial flame was added to the Veteran's Monument.

In accordance with the agreement with the County of Los Angeles, the City provides grounds maintenance and landscaping services at its own cost to the licensed area in a manner that meets County standards. The City Department of Public Works will continue to monitor compliance with this agreement and staff will continue to work

Mayor and City Council – Meeting of 12/10/13

THE CITY OF PICO RIVERA AND THE COUNTY OF LOS ANGELES AGREEMENT,  
MAINTENANCE AND OPERATIONS AGREEMENT VETERAN'S MEMORIAL  
FLAME

Page 2 of 2

with the Pico Rivera Veteran's Council to maintain the physical condition of the monument.

A handwritten signature in black ink, appearing to read 'Ronald Bates', with a long horizontal line extending to the right.

Ronald Bates

RB:RC:sp

Attachment (Agreement)



**NON-EXCLUSIVE LICENSE AGREEMENT**

**BETWEEN**

**THE COUNTY OF LOS ANGELES**

**AND**

**THE CITY OF PICO RIVERA**

**FOR THE**

**INSTALLATION AND MAINTENANCE OF A**

**VETERANS MEMORIAL MONUMENT**

**AT THE**

**PICO RIVERA LIBRARY**

**TABLE OF CONTENTS**

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE</u>
RECITALS.....		1
1.	LICENSED AREA.....	1
2.	TERM.....	3
3.	OPERATING RESPONSIBILITIES.....	3
4.	AMENDMENTS .....	3
5.	CONSIDERATION .....	4
6.	MAINTENANCE.....	4
7.	MONITORING.....	4
8.	UNANTICIPATED WORK .....	4
9.	OWNERSHIP OF THE MONUMENT .....	5
10.	RELOCATION .....	5
11.	EXAMINATION OF LICENSED AREA.....	5
12.	INDEMNIFICATION .....	5
13.	GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE .....	5
14.	INSURANCE COVERAGE .....	9
15.	TERMINATION .....	10
16.	SUBCONTRACTING .....	10
17.	TRANSFERS .....	10
18.	NONDISCRIMINATION .....	10
19.	DEFAULT .....	11
20.	WAIVER.....	11
21.	SURRENDER .....	11
22.	ENFORCEMENT .....	11
23.	COUNTY LOBBYIST ORDINANCE .....	12
24.	NOTICES .....	12
25.	REPAIR OF DAMAGE.....	12
26.	DAMAGE OR DESTRUCTION.....	13
27.	SOLICITATION OF CONSIDERATION.....	13

28. CONFLICT OF INTEREST ..... 13

29. SIGNATURE AUTHENTICITY CLAUSE ..... 13

30. INTERPRETATION..... 13

31. GOVERNING LAW AND FORUM ..... 14

32. ENTIRE AGREEMENT ..... 14

33. CONSTRUCTION OF TERMS ..... 14

34. SEVERABILITY ..... 14

35. FORCE MAJEURE ..... 14

36. GREEN INITIATIVE ..... 14

SIGNATURES ..... 15

**NON-EXCLUSIVE LICENSE AGREEMENT  
BETWEEN THE COUNTY OF LOS ANGELES AND  
THE CITY OF PICO RIVERA**

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2013

**BY AND BETWEEN**

**COUNTY OF LOS ANGELES**, a body corporate and politic ("County"),

**AND**

**CITY OF PICO RIVERA**, a body corporate and politic ("City").

**RECITALS:**

**WHEREAS**, the County is the owner of certain real property known as the Pico Rivera Library, at 9001 Mines Avenue, Pico Rivera, CA 90660, and is authorized to license use of the property pursuant to Government Code 25537 and/or 26227; and

**WHEREAS**, the City desires to use a portion of said real property, which is not required exclusively for County use, on a non-exclusive basis for the placement and maintenance of a Veterans Memorial Monument ("Monument");

**WHEREAS**, the Monument has been in place and maintained by the City since 1998 and was temporarily removed and stored during the reconstruction of the Pico Rivera Library; and

**WHEREAS**, on \_\_\_\_\_, the Board of Supervisors delegated authority to the County Librarian to execute an agreement with the City concerning the re-installation and maintenance of the Monument; and

**NOW THEREFORE**, in consideration of the mutual promises, covenants and conditions set forth herein, the parties hereto and each of them do agree as follows:

**1. LICENSED AREA**

1.01 The County hereby provides a non-exclusive License to the City and the City hereby agrees to the use, upon the terms and conditions hereinafter set forth, the space identified in Exhibit A – Veterans Memorial Monument Site (Licensed Area).

1.02 The Licensed Area shall be used by the City for the purpose of the reinstallation and maintenance of the Monument and such other purposes as are related thereto.

1.03 The City will not construct or alter the Licensed Area without prior written approval from the County except for alterations necessary for the maintenance of the Monument in accordance with Section 6 of this Agreement. Any construction or alteration to the Licensed Area related to the City's use of the Licensed Area for reinstallation of the Monument shall be at the City's expense and at no cost to the County, unless the County and the City agree otherwise.

1.04 In the event that the City makes any alterations or improvements in violation of Section 1.03 of this Agreement, the County may immediately and without prior notice to the City exercise any or all of following options:

- (a) Require the City to immediately remove all alterations and improvements and restore the Licensed Area to their pre-existing condition;
- (b) Remove the alterations or improvements and charge the City for the cost of such removal;
- (c) Notify the City of the County's intent to retain any and all improvements installed by the City in violation of Section 1.03 upon termination of the Agreement; and/or
- (d) Terminate the Agreement and require the City to vacate the Licensed Area immediately.

1.05 The City acknowledges that City has performed a personal inspection of the Licensed Area and the surrounding area and evaluation of the extent to which the physical condition thereof will affect the Agreement. The City accepts the Licensed Area in its present physical condition and agrees to make no demands upon the County for any improvements or alterations thereof.

1.06 The City hereby acknowledges the title or other legal right of possession of the County, or its successors in and to the Licensed Area and covenants and agrees never to assail, contest or resist said title.

1.07 This Agreement replaces any and all previous understandings between the City and the County concerning the Monument discussed therein.

1.08 This Agreement is subject to all other easements, rights, leases, permits, Licenses, and encumbrances, whether of record or not, affecting the Licensed Area or any portion thereof and also subject to the County's right to construct, maintain, use, operate, alter, add to, repair, replace, or reconstruct in, on, over, under, through, along and across the Licensed Area.

1.09 The County permits the flame torch located at the top of the Monument to be lit by the City during Memorial Day, Independence Day, Veterans Day and Flag Day. The City has the option of continuously lighting the flame torch at any time during the term of this Agreement.

1.10 The City agrees to pay for all utility charges (natural gas, water, and electricity) accruing or payable in connection with the use of the Licensed Area during the term of this Agreement.

**2. TERM**

The term of this Agreement shall be for a period of ten (10) years commencing upon execution of this Agreement by the County and shall be automatically renewed for successive one-year periods thereafter for up to five (5) years.

**3. OPERATING RESPONSIBILITIES**

3.01 Compliance with Law. The City's operations in and use of the Licensed Area shall conform to and abide by all County ordinances and all State and Federal laws and regulations insofar as the same or any of them are applicable; and where permits and/or licenses are required for the City's specific use of the Licensed Area, the same must be first obtained from the regulatory agency having jurisdiction herein. The County shall maintain the Licensed Area in compliance with all applicable County ordinances and State and Federal laws and regulations.

3.02 Signs. The City shall not post signs or advertising matter upon the Licensed Area unless prior approval therefore is obtained from the County, whose approval shall not be unreasonably withheld.

3.03 Sanitation. No offensive matter or refuse or substance constituting an unnecessary, unreasonable, or unlawful fire hazard, or material detrimental to the public health, shall be permitted or remain on the Licensed Area, and the City shall prevent any accumulation thereof from occurring. The City shall pay all charges which may be made for the removal thereof.

3.04 Responsibility Limit. The City shall have no responsibility or obligation to provide any other services of any kind other than those described in this Agreement.

**4. AMENDMENTS**

4.01 No representative of either the County or the City, including those named in this Agreement, is authorized to make changes to any of the terms, obligations or conditions of this Agreement, except through procedures set forth in this Section 4.

4.02 Except as otherwise provided in this Agreement, for any change requested by either party which affects any term or condition included in this Agreement, a negotiated written Amendment to this Agreement shall be prepared and executed by the County's and City's authorized representative.

4.03 The County Librarian has delegated authority by the Board of Supervisors to amend this agreement consistent with County policy. A negotiated Amendment shall be executed by the County Librarian, or his/her designee.

4.04 Such Amendments shall be authorized under the following conditions:

- (a) Amendments shall be in compliance with all applicable Federal, State, City and County laws, rules, regulations, ordinances, guidelines, and directives; and
- (b) The County Librarian ensures that such Amendments are approved by County Counsel and City Attorney.

**5. CONSIDERATION**

The City shall have use of the Licensed Area on a gratis basis. The City, however, is responsible for all costs incurred by the performance of maintenance on the Licensed Area and the Monument.

**6. MAINTENANCE**

6.01 The City agrees, at its own cost and expense, to maintain the Licensed Area and in a manner satisfactory to the County.

6.02 Maintenance include but is not limited to landscape and grounds maintenance, turf maintenance, irrigation system maintenance, swales and drains maintenance, tree and shrub trimming, periodic plant replacement, periodic aerification and fertilization. Maintenance shall also include the removal of trash and graffiti from and on the Licensed Area.

**7. MONITORING**

Monitoring of the Licensed Area will be performed regularly by County staff. Any complaints of performance will be forwarded to the City. The City agrees to address all complaints within a timely manner and to the satisfaction of the County. The County reserves the right to remedy any performance issues itself and seek reimbursement from the City.

**8. UNANTICIPATED WORK**

8.01 The City must be able to respond to as needed call backs as unanticipated work which include, but not limited to, repairs of irrigation, and mitigation of hazards. The City must respond to call backs within two (2) hours of notification.

8.02 The City shall provide additional services for all "special events" which may be scheduled during non-public hours. This shall include evening and weekends.

Whenever possible, the County will provide notice to the City within five (5) business days before each event.

8.03 The County reserves the right to remedy any performance issues itself and seek reimbursement from the city.

9. **OWNERSHIP OF THE MONUMENT**

The Monument and all alterations to the Monument are intended by the County and the City to remain the property of the City, whether or not affixed to the land. Upon termination of this Agreement, the City shall relocate the Monument and return the Licensed Area to the condition before the placement of the Monument.

10. **RELOCATION**

If the County requires the City to remove the Monument and provides the City with the option to relocate the Monument and construct a new Licensed Area, and the City chooses to relocate the Monument, then the City is fully responsible for the costs incurred by the relocation of the Monument and construction of a new Licensed Area, and repair of the Licensed Area unless the parties agree otherwise. The use and maintenance of any relocated Monument and Licensed Area shall comply with the terms of this Agreement, subject to any modification of this Agreement in compliance with Section 33. The new location of the Monument is subject to the County's approval.

11. **EXAMINATION OF LICENSED AREA**

The City shall permit authorized representatives of the County to enter the Licensed Area for the purpose of determining whether the authorized activities are being conducted in compliance with the terms of this Agreement, or for any other purpose incidental to the performance of the duties required by the Los Angeles County Code.

12. **INDEMNIFICATION**

The City shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, agents and volunteers ("County Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or relating to this Agreement, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees.

13. **GENERAL PROVISIONS FOR ALL INSURANCE COVERAGE**

Without limiting the City's indemnification of County, and in the performance of this Agreement and until all of its obligations pursuant to this Agreement have been met, the City shall provide and maintain at its own expense insurance coverage satisfying the

requirements specified in Sections 13 and 14 of this Agreement. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon the City pursuant to this Agreement. The County in no way warrants that the Required Insurance is sufficient to protect the City for liabilities which may arise from or relate to this Agreement.

**13.01 Evidence of Coverage and Notice to County**

- Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) has been given Insured status under the City's General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this Agreement.
- Renewal Certificates shall be provided to County not less than ten (10) days prior to City's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required City and/or Sub-Contractor insurance policies at any time.
- Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Agreement by name or number, and be signed by an authorized representative of the insurer(s). The Insured party named on the Certificate shall match the name of the City identified as the contracting party in this Agreement. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand (\$50,000.00) dollars, and list any County required endorsement forms.
- Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the City, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

Certificates and copies of any required endorsements shall be sent to:

Chief Deputy  
County of Los Angeles Public Library  
7400 E. Imperial Highway  
Downey, CA 90242

City also shall promptly report to County any injury or property damage accident or incident, including any injury to a City employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to the City. The City also shall promptly notify County of any third party claim or suit filed against the City or any of its Sub-Contractors which arises from or relates to this Agreement, and could result in the filing of a claim or lawsuit against the City and/or County.

**13.02 Additional Insured Status and Scope of Coverage**

The County, its Special Districts, Elected Officials, Officers, Agents, Employees and Volunteers (collectively County and its Agents) shall be provided additional insured status under the City's General Liability policy with respect to liability arising out of the City's ongoing and completed operations performed on behalf of the County. County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the City's acts or omissions, whether such liability is attributable to the City or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

**13.03 Cancellation of or Changes in Insurance**

City shall provide County with, or City's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract.

**13.04 Failure to Maintain Insurance**

City's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Agreement, upon which County immediately may suspend or terminate this Agreement. County, at its sole discretion, may obtain damages from City resulting from said breach.

**13.05 Insurer Financial Ratings**

Coverage shall be placed with insurers acceptable to the County with A.M.

Best ratings of not less than A:VII unless otherwise approved by County.

**13.06 City's Insurance Shall Be Primary**

City's insurance policies, with respect to any claims related to this Agreement, shall be primary with respect to all other sources of coverage available to City. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any City coverage.

**13.07 Waivers of Subrogation**

To the fullest extent permitted by law, the City hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Agreement. The City shall require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

**13.08 Sub-Contractor Insurance Coverage Requirements**

City shall include all Sub-Contractors as insureds under City's own policies, or shall provide County with each Sub-Contractor's separate evidence of insurance coverage. City shall be responsible for verifying each Sub-Contractor complies with the Required Insurance provisions herein, and shall require that each Sub-Contractor name the County and City as additional insureds on the Sub-Contractor's General Liability policy. City shall obtain County's prior review and approval of any Sub-Contractor request for modification of the Required Insurance.

**13.09 Deductibles and Self-Insured Retentions (SIRs)**

City's policies shall not obligate the County to pay any portion of any City deductible or SIR. The County retains the right to require City to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing City's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

**13.10 Claims Made Coverage**

If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Agreement. City understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Agreement expiration, termination or cancellation.

**13.11 Application of Excess Liability Coverage**

City may use a combination of primary, and excess insurance policies which provide coverage as broad as (“follow form” over) the underlying primary policies, to satisfy the Required Insurance provisions.

**13.12 Separation of Insureds**

All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

**13.13 Alternative Risk Financing Programs**

The County reserves the right to review, and then approve, City use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

**13.14 County Review and Approval of Insurance Requirements**

The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County’s determination of changes in risk exposures.

**14. INSURANCE COVERAGE**

14.01 **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate:	\$2 million
Products/Completed Operations Aggregate:	\$1 million
Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

14.02 **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of City’s use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

14.03 **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If City will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to City's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

**15. TERMINATION**

15.01 Either party shall have the option of terminating this Agreement at will upon giving the other party notice in writing. The County will endeavor, but shall not be required, to give at least ninety (90) days advance written notice of such termination.

15.02 Upon termination of this Agreement, the City shall remove the Monument and restore the Licensed Area to a neat and clean condition to the satisfaction of the County.

**16. SUBCONTRACTING**

The City shall have the option to sub-contract for the reinstallation and maintenance of the Monument as long as the Licensed Area is maintained in a manner satisfactory to the County.

**17. TRANSFERS**

The City acknowledges that the rights conferred herein are personal to the City and do not operate to confer on or vest in the City any title, interest, or estate in the Licensed Area or any part thereof, and therefore, the City shall not assign, hypothecate or mortgage the Licensed Area or any portion thereof, by, through, or pursuant to this Agreement.

**18. NONDISCRIMINATION**

The City certifies and agrees that all persons employed by the City and/or by the affiliates, subsidiaries, or holding companies thereof are and shall be treated equally without regard to or because of race, ancestry, national origin, or sex, and in compliance with all Federal and State laws prohibiting discrimination in employment, including, but not limited to, the Federal Civil Rights Act of 1964; the Unruh Civil Rights Act; the Cartwright Act; the State Fair Employment Practices Act; and the Americans with Disabilities Act.

**19. DEFAULT**

The City agrees that if default shall be made in any of the covenants and agreements herein contained to be kept by the City, the County may forthwith revoke and terminate this Agreement, in addition to any of the County's other rights and remedies provided at law and in equity. Notwithstanding anything to the contrary contained in this Agreement, the City shall not be in default under this Agreement and the County may not terminate the Agreement if: (1) the City cures the default within the thirty (30) days after notice is given, or (2) the default cannot reasonably be cured within the thirty (30) days after notice is given, but the City reasonably commences to cure the default within the thirty (30) day period and diligently and in good faith continues to cure the default to completion.

**20. WAIVER**

20.01 Any waiver by either party of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure on the part of either party to require exact, full and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping either party from enforcing the full provisions hereof.

20.02 No option, right, power, remedy, or privilege of either party shall be construed as being exhausted by the exercise thereof in one or more instances. The rights, powers, options and remedies given either party by this Agreement shall be cumulative.

**21. SURRENDER**

Upon expiration of the term hereof or cancellation thereof as herein provided, the City shall peaceably vacate the Licensed Area and deliver the Licensed Area to the County in reasonably good condition.

**22. ENFORCEMENT**

The Public Library shall be responsible for the enforcement of this Agreement on behalf of the County and shall be assisted therein by those officers, employees, or committees of the County having duties in connection with the administration thereof.

**23. COUNTY LOBBYIST ORDINANCE**

The City is aware of the requirements of Chapter 2.160 of the Los Angeles County Code with respect to County Lobbyists as such are defined in Section 2.160.010

of said Code, and certifies full compliance therewith. Failure to fully comply shall constitute a material breach upon which the County may terminate or suspend this Agreement.

**24. NOTICES**

Any notice required to be given under the terms of this Agreement or any law applicable thereto may be placed in a sealed envelope, with postage paid, addressed to the person on whom it is to be served, and deposited in a post office, mailbox, sub post office, substation, mail chute, or other like facility regularly maintained by the United States Postal Service. The address to be used for any notice served by mail upon the City shall be:

City of Pico Rivera  
Department of Administration  
6615 Passons Boulevard  
Pico Rivera, CA 90660

or such other place as may hereinafter be designated in writing to the County by the City. Notice served by mail upon the County shall be addressed to:

County Librarian  
County of Los Angeles Public Library  
7400 E. Imperial Highway  
Downey, California 90242

or such other place as may hereinafter be designated in writing to City by the County. Service by mail shall be deemed complete upon deposit in the above-mentioned manner.

**25. REPAIR OF DAMAGE**

The City shall, at the City's sole expense, be responsible for the cost of repairing any area of the Licensed Area, which is damaged by the City or City's agents, employees, invitees or visitors, including the repair of low voltage electronic, telecommunications, phone and data cabling and related equipment that is installed by or for the exclusive benefit of the City. All repairs and replacements shall: (a) be made and performed by contractors or mechanics approved by the County, which approval shall not be unreasonably withheld or delayed; (b) be at least equal in quality, value and utility to the original work or installation; and (c) be in accordance with all laws.

**26. DAMAGE OR DESTRUCTION**

Should the Licensed Area be damaged by fire, incidents of war, earthquake, or other violent action of the elements, the County shall have the option to terminate this Agreement.

**27. SOLICITATION OF CONSIDERATION**

27.01 It is improper for any County officer, employee or agent to solicit consideration, in any form, from the City with the implication, suggestion or statement that the City's provision of consideration may secure more favorable treatment for the City in the award of the Agreement or that the City's failure to provide such consideration may negatively affect the County's consideration of the City's submission. The City shall not offer to or give, either, directly or through an intermediary, consideration, in any form, to a County officer, employee or agent for the purpose of securing favorable treatment with respect to the issuance of an Agreement.

27.02 The City shall immediately report any attempt by a County officer, employee or agent to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller, Employee Fraud Hotline at (213) 974-0914 or (800) 544-6861. Failure to report such solicitation may result in the Agreement being terminated.

**28. CONFLICT OF INTEREST**

No County employee whose position in County service enables him/her to influence obtaining or awarding any lease, license or permit, and no spouse or economic dependent of such employee, shall be employed in any capacity by the City herein, or have any other direct or indirect financial interest resulting from this Agreement.

**29. SIGNATURE AUTHENTICITY CLAUSE**

The individual(s) executing this Agreement hereby personally covenants, guarantees and warrants that he/she has the power and authority to obligate the City to the terms and conditions in this Agreement. The City shall sign this Agreement and return it to the County for approval. Upon approval, a signed original will be mailed to the City.

**30. INTERPRETATION**

Unless the context of this Agreement clearly requires otherwise: (i) the plural and singular numbers shall be deemed to include the other; (ii) the masculine, feminine and neuter genders shall be deemed to include the others; (iii) "or" is not exclusive; and (iv) "includes" and "including" are not limiting.

**31. GOVERNING LAW AND FORUM**

This Agreement shall be governed by and construed in accordance with the internal laws of the State of California. Any litigation with respect to this Agreement shall be conducted in the courts of the County of Los Angeles, State of California.

**32. ENTIRE AGREEMENT**

This Agreement contains the entire agreement between the parties hereto, and no addition or modification of any terms or provisions shall be effective unless set forth in writing, signed by both the County and the City.

**33. CONSTRUCTION OF TERMS**

This Agreement is jointly prepared by the County and the City. Therefore, this Agreement shall not be construed against any party on the basis such party drafted this Agreement or any provision within it.

**34. SEVERABILITY**

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

**35. FORCE MAJEURE**

The respective duties and obligations of the parties pursuant to this Agreement shall be suspended while and so long as performance is prevented or impeded by strikes, disturbances, riots, fire, severe weather, government action, war acts, acts of God, or any other cause similar or dissimilar to the foregoing which are beyond the control of the party from whom the affected performance was due.

**36. GREEN INITIATIVES**

36.01 The City shall use reasonable efforts to initiate "green" practices for environmental and energy conservation benefits.

36.02 The City shall notify the County of the City's green initiatives prior to the commencement of this Agreement.

/

/

/

/

/

/

/

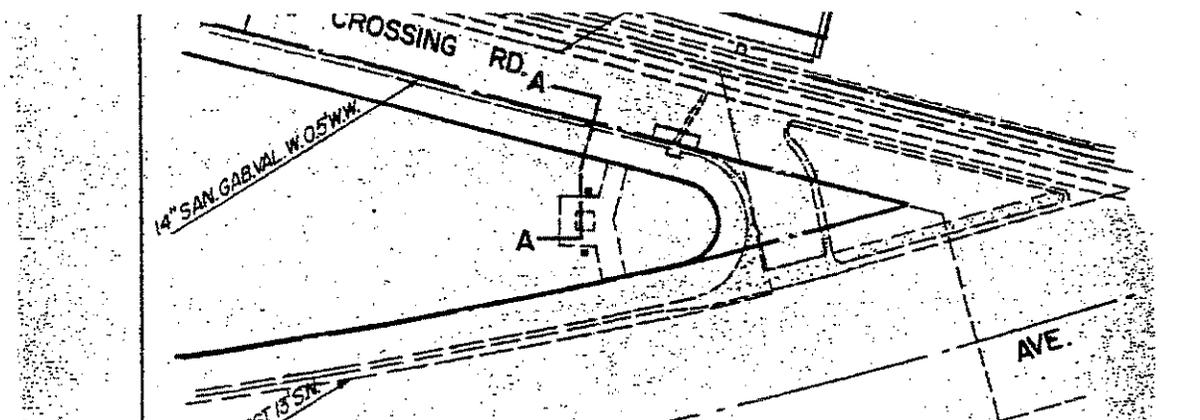


VETERANS MEMORIAL MONUMENT SITE  
LICENSED AREA

LEGAL DESCRIPTION

That portion of the Rancho Paso De Bartolo, in the County of Los Angeles, State of California, as shown on map recorded in Book 6, pages 204 and 205 of miscellaneous Records, in the office of the Recorder of said County, and recorded in Book 23, pages 55 and 56 of Miscellaneous Records, which lies within that certain parcel of land described as Parcel 1 in deed to County of Los Angeles for a park site, recorded as Document No. 443, on July 27, 1949, in Book 30629, page 358, of Official Records in the office of said Recorder.

EXCEPTING therefrom that portion thereof which lies southwesterly of the northeasterly line of a strip of land 100 feet wide lying 50 feet on each side of the following described center line: Beginning at the southwesterly corner of Lot 8 (in River Block so-called) as shown on said map recorded in Book 23, pages 55 and 56 of miscellaneous Records; thence North  $62^{\circ}35'20''$  West along the northwestern prolongation of the center line of Dunlap Crossing Road as shown on map filed in Book 32, page 42, of record of Surveys, in the office of said recorder, 84.44 feet to the beginning of a curve concave to the northeast tangent to said last-mentioned course and having a radius of 2000 feet; thence northwesterly along said curve 465.37 feet; thence North  $49^{\circ}15'25''$  West 316.81 feet.





**To:** Mayor and City Council  
**From:** City Manager  
**Meeting Date:** December 10, 2013  
**Subject:** COMMERCIAL FAÇADE PROGRAM GUIDELINES REVISION

**Recommendation:**

Approve the revised Commercial Façade Program Guidelines establishing a calculation for the grant and loan awards for program applicants.

**Fiscal Impact:**

None at this time. \$200,000 is budgeted in Community Development Block Grant (CDBG) funds for the program for the 2013-2014 fiscal year.

**Discussion:**

The Commercial Façade Program is designed to facilitate exterior improvements and is currently available to all commercial properties in the City which meet CDBG criteria. The program provides a maximum grant of up to \$140,000 with a 20% match required from the property owner. If the owner cannot provide the 20% match, the City may provide a loan at 0% interest up to \$28,000. The loan is payable at the end of a 15-year term.

All qualified applicants are currently eligible to receive a grant and loan combination of up to \$400 per linear foot of building frontage for a maximum award of \$140,000. Properties with more than 350' of linear frontage are capped at \$140,000. Although commercial façade improvements are typically limited to only lighting, paint, signage and re-stuccoing of the façade surface, these improvements can be costly because projects funded through this program are subject to prevailing wage requirements, which substantially increase the costs of labor. The award covers all costs associated with the project including design, construction, City staff time spent on project administration and labor compliance, which is the tracking and monitoring of compliance with the prevailing wage requirements.

COUNCIL AGENDA REPORT – MTG. OF DEC. 10, 2013  
COMMERCIAL FAÇADE GUIDELINES REVISION  
Page 2 of 2

The City recently bid out a project for an older, multiple-tenant shopping center located on Beverly Boulevard. The scope consists of painting, lighting, signage, minor demolition and stucco work; no structural work is involved. The project qualified for \$91,200 in funding; however, due to the rising costs of construction and the improving economy, the construction bids came in significantly over the project budget. The project was sent to eight contractors of which only two responded with bids at \$114,000 and \$160,000. The higher bid was submitted by the contractor who completed the commercial façade project for Cocina Restaurant earlier this year; the lower bid is more in line with current estimated construction costs. Both bids are significantly over the project budget and do not include other project costs such as design and labor compliance, therefore, unless a change in the calculation for the award amount is made, staff will be unable to proceed with the project without affecting the scope of work or incurring additional design costs. Staff will endeavor to perform more outreach so additional bids can be obtained from qualified and experienced contractors.

Staff is recommending a change to the award calculation to allow a grant and loan combination of \$750 per linear foot of building frontage with a maximum award of \$175,000. The 80% grant and 20% matching fund terms will remain unchanged. Raising the calculation for the award amount will allow for the City to proceed with the façade improvement project on Beverly Boulevard and will also produce the best quality projects going forward. Staff will ensure to maximize the use of the program funds by utilizing quality, low-cost design options on all projects funded through the program.



Ronald Bates  
City Manager

RB:BM:GA:ll

Attachment:

Revised Commercial Façade Guidelines

## Exhibit A

### CITY OF PICO RIVERA

#### COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT COMMERCIAL FAÇADE PROGRAM

#### PROGRAM GUIDELINES

##### I. INTRODUCTION

The Commercial Façade Program (Program) offered through the Community and Economic Development Department of the City of Pico Rivera (City) is a tool for the revitalization of targeted commercial areas. The City wishes to improve the exterior visual appearance of commercial properties in the City, thereby increasing their attractiveness to potential new businesses and customers.

The Program is funded with Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) funds.

##### 1. Goals

- Improve visual quality of the building façades
- Enhance or restore buildings to create attraction for new businesses
- Restore economic vitality and investment confidence
- Achieve of a high standard of design for individual buildings
- Use of high quality materials and workmanship on building façades

##### 2. Summary Requirements

- a. This program is only available to owners of commercial properties consisting of businesses which provide a benefit to all of the residents of the primarily residential area where a least 51% of the residents are low- to moderate-income persons.
- b. Award is calculated at \$750 per lineal foot of façade frontage with a maximum project amount of \$175,000 consisting of 80% grant funds (up to \$140,000) and 20% matching funds (up to \$35,000).
- c. Funds must be used for exterior improvements only.
- d. Property taxes must be paid current.
- e. Businesses occupying the property to be rehabilitated must have a current business license and have no active code enforcement issues pending.
- f. All improvements must conform to the City's Municipal Code and California Building Code requirements.
- g. Funds are available on a first-come-first-served basis.
- h. Applicants must comply with the program requirements for a period of fifteen years.

##### 3. Award

Approved applicants are eligible to receive a grant up to \$140,000 covering eighty-percent (80%) of the total project cost. The remaining twenty-percent (20%) of the project cost is required as a match funded by the applicant. Certain applicants may qualify for a loan covering the required twenty-percent match (up to \$35,000). The total

award is calculated based upon the front linear footage of the building at a rate of \$750 per linear foot. Front linear footage shall include only the primary façade(s) of the building which faces a commercial thoroughfare. Front linear footage does not include rear facades, alley facades, and secondary facades not plainly visible from a main commercial thoroughfare. Properties with a linear frontage greater than 250 feet shall be capped at \$175,000 total in loan and grant combination. Twenty percent (20%) of the award amount shall be reserved for payment of project administration, or actual City staff time spent on the project including but not limited to project management, inspections, report writing, underwriting, qualification, etc. Project administration costs shall be paid through the award amount but such fees shall not exceed twenty percent (20%) of the total award for the project.

## II. ELIGIBILITY

This program is available to eligible commercial properties citywide. Eligibility is determined by the City based upon the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program guidelines. All projects participating in the Program must meet the CDBG program's national objective of benefitting low-and moderate-income persons. Per Section 105(c)(2) of the Housing and Community Development Act of 1974, the project must meet the needs of low-to-moderate income persons and be located in area where an average of 51% or more of the population has an income below 80% of the community average. In addition to this service area requirement, the building must be on or adjacent to a commercial thoroughfare.

### A. Businesses Not Eligible:

The following types of businesses and uses are ineligible to participate in the Program:

- Exclusively residential buildings
- Franchise and chain businesses (as defined by HCED)
- Branch banks
- Businesses whose market does not serve low/moderate income clientele such as an art gallery which sells expensive works of art.
- Businesses located within the Commercial Planned Development (CPD) zone or within a specific-plan zone.
- Businesses which have received City assistance/funding within the last 15 years.
- Vacant buildings are not eligible for the Program unless a lease has been signed for a business meeting the trade area L/M benefit test.

### B. Eligible Costs and Improvements

All eligible façade improvements must be consistent with Program goals, land use, architectural design guidelines, and applicable zoning and building codes. Eligible costs include:

- Architectural Design fees, Planning Division fees, Building & Safety Division fees, and other fees as determined pertinent by the Community & Economic Development Director.
- Loan costs, such as title report, recording fees, etc.

- Labor and materials for eligible façade Improvements.
- Exterior building alterations to improve accessibility.

Program funds must be used for eligible exterior improvements, based on the following order of priority:

1. *Basic building façade improvements:*
  - Painting
  - Door and window repair or replacement
  - Anti-graffiti film for glass windows and doors
  - New stucco application
  - Roof parapet walls to screen air conditioning equipment
  - Professionally designed signage
  - Lighting, including safety lighting
2. *Supplementary façade improvements:*
  - Canvas awnings
  - Decorative brick, stone veneer and/or tile accents
  - Roof parapet walls for decorative purposes
  - Moldings, cornices, and trim

Desired improvements, application approval and the final design are subject to the approval of the Zoning Administrator. If the applicant's desired improvements or preferred design are not approved by the Zoning Administrator, the applicant may appeal to the Planning Commission as specified in Section 18.64.040 of the Pico Rivera Municipal Code.

#### C. Ineligible Costs and Improvements

Ineligible improvements include, but are not limited to improvements that do not conform to Program goals, land use, architectural design guidelines, and applicable zoning and building codes, such as:

- Parking lot, paving or landscaping improvements
- Trash receptacles and other streetscape accessories
- Painted wall signs, vinyl wall signs, banners, temporary signage or window signs
- Use of exposed neon
- Security bars or security gates
- Bare aluminum storefronts
- Brightly painted buildings (i.e., bright yellow, green, magenta, red, etc.)
- Any work that was started prior to Program loan approval
- Refinancing of existing debt
- New construction and additions
- Any work involving freestanding signs or fencing

#### D. Requirements for loans only

1. *Debt Service Coverage Ratio* - Debt service coverage ratio (DSCR) is the proportion of the net operating income to debt payment, which is used to measure the property's ability to produce enough revenue to cover its monthly mortgage obligations. The

Program requires a 1:1 DSCR. Lower DSCR's are considered on a case-by-case basis.

2. *Loan-to-value* - Existing loans plus the grant and the City loan amount may not exceed a Loan-to-value ratio of 100%.
3. *Loan Fees* - The Program does not charge loan origination fees. The only loan closing cost will consist of title insurance in the amount of approximately five hundred dollars (\$500). The cost of title insurance will be included as part of the loan amount. Therefore, there will be no out-of-pocket loan closing expenses.

### III. GRANT AND LOAN TERMS

The City will provide funding assistance based on the needs of the project, as follows:

1. A grant, up to a maximum of \$140,000, which shall not exceed a maximum of 80% of actual project costs.
2. The applicant must provide the remaining 20% of the improvement costs from other sources; OR
3. The applicant may borrow the remaining 20% of the improvement costs, up to \$35,000, from the City of Pico Rivera Commercial Façade Program through a non-interest bearing loan for a term of fifteen (15) years.

Loans must be secured by a deed of trust for the entire principal grant and loan amounts, a promissory note, and a Loan Agreement. Grants will be secured by a Grant Agreement. The covenants stipulated in the Grant and Loan agreements will run with the land for the fifteen-year term.

#### A. Repayment of City Grant on Default

The City Grant shall become due and payable if Owner fails to timely cure a Default of the grant agreement as provided in the grant agreement.

If Owner fails to cure a Default, the Owner shall repay to City the "Repayment Amount" in one lump sum due within 60 days of the Default, calculated as follows:

- a. The total amount of the City Grant distributed to Owner shall be multiplied by a fraction the numerator of which is the number of months remaining in the Term of the grant agreement and the denominator of which is 180. For the purposes of this calculation the "Term" of the grant agreement is 180 months commencing on the date of execution of the grant agreement.
- b. In the event Owner fails to repay City the full Repayment Amount within sixty (60) days after Owner has received the City's written demand for payment, City shall have the right to pursue all remedies available by law to obtain Owner's payment.
- c. The terms of the grant agreement expire after the passage of fifteen years from the execution of the grant agreement.

#### B. Repayment of Loan on Default

In the event of default or non-compliance with Program requirements, the City will have the option to call the entire principal loan amount due and payable, or allow a loan modification that will result in a loan with a two percent (2%) above prime simple interest rate, from the date of event of default, amortized for a term of five (5) years.

If there is not a default on the grant/loan agreement repayment of the loan is deferred until sale, refinance, or transfer of the property, or upon expiration of the 15-year term, whichever comes first. This loan is not assumable.

The City loan has a balloon payment which may be difficult to refinance in the future. In the event Owner is unable to refinance to make the balloon payment at the end of the fifteen-year term, the City shall have the option to modify the Promissory Note to allow a monthly payment plan. The modified Note shall accrue interest at a rate of 2% from the date of modification. The term shall be determined based on the Owner's debt service ability. Proof of bank refinance rejection will be required.

At the property owner's option, loans may be repaid in whole or in part, at any time during the 15-year term. However, the covenants stipulated in the Loan Agreement will run with land for the entire 15-year period, even if the loan is paid off.

#### **IV. CONSTRUCTION REQUIREMENTS FOR BOTH GRANTS AND LOANS**

##### **A. Architectural and Design Guidelines**

Program architectural and design guidelines are attached. They suggest concepts to enhance the quality of design that is compatible with the City's General.

City staff will work closely with applicants to provide design assistance based on the Program goals and requirements. The design consultation will focus on façade improvements, commercial signs, and landscaping that promote the exterior rehabilitation of commercial buildings and reflect the City's vision.

Since the Program will finance commercial façade renovations, all final designs are subject to City approval. Designs which consist of bright, bold paint colors or abstract designs, or which are incompatible with the surrounding neighborhood will not be funded.

##### **B. Bid and Contractor Requirements:**

Property owners must obtain a minimum of three (3) bids from eligible contractors, utilizing the work-write up prepared by City staff. The selected bid must be within ten percent (+/- 10%) of the staff cost estimate. The selected contractor must meet the following criteria:

1. Must possess a current State of California Contractor's License. A copy of the license will be required prior to the execution of the construction contract.
2. Must agree to comply with labor compliance and Davis-Bacon requirements.
3. Must be non-debarred to work with federally-funded projects.
4. Must possess current certificate of liability insurance with a minimum coverage of \$1,000,000. An endorsement naming the City as an additional certificate holder must be submitted prior to the execution of the construction contract.

5. Must possess current certificate of workers' compensation insurance. An endorsement naming the City as an additional certificate holder must be submitted prior to the execution of the construction contract.
6. Must possess a current California Driver's License. A copy is required prior to the execution of the construction contract.
7. Must possess current vehicle liability insurance that covers all vehicles that will be used in connection with the services provided.
8. Must complete and submit a contractor qualification application, along with a W-9 Taxpayer Identification Number and Certification form.
9. Must have a current City of Pico Rivera business license prior to the execution of the construction contract.

The City will verify contractor status with the State Contractors Board and HUD. In addition, customer and supplier references will be contacted. Unfavorable comments, adverse status reports, or debarments will result in contractor ineligibility.

#### C. Prevailing Wage and Federal Labor Standards

Since the Program is funded with CDBG funds, all projects in excess of \$2,000 are subject to Federal Labor Standards and the payment of Davis-Bacon prevailing wages. The Davis-Bacon Act requires the payment of prevailing wage rates, as determined by the U.S. Department of Labor, to all laborers and mechanics on federally funded construction projects in excess of \$2,000.

The purpose of prevailing wages is to ensure that the workers are paid the prevailing rate of wages for their work in the locale where the work is performed. In addition, setting minimum wage rates for all contractors keeps local contractors competitive in the bidding process. Thus, contractors bidding on these projects must include prevailing wages in the cost estimates. Current Davis-Bacon wage decisions can be accessed on-line at no cost at <http://www.wdol.gov>.

It is the duty of the contractor and subcontractors to ensure that the proper prevailing wage is paid to their workers. However, the City is responsible for verifying compliance with these requirements, as follows:

1. The City must ensure that all bid documents and contracts contain federal labor standards provisions, and the applicable Davis-Bacon wage decision.
2. The City must ensure that the selected contractor meets the eligibility criteria.
3. The City must conduct on-site inspections, including interviews with laborers and mechanics employed at the construction site.
4. The City must review all payroll related documents to identify discrepancies or violations.
5. The City must maintain full documentation of activities and enforcement of labor standards, and refer complex investigations to HUD.

HUD has prepared a Contractor's Guide handbook to assist contractors to better understand and comply with Davis-Bacon labor standards. The handbook may be accessed at <http://www.hud.gov/offices/olr>.

#### D. Accessibility Requirements

All Program projects must comply with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), and the Architectural Barriers Act (ABA). The Program requires making the renovated areas accessible, as long as accessibility alterations are not disproportionate to other improvements being done and they can be accomplished without much difficult or expense.

Section 504 of the Rehabilitation Act of 1973, requires to the maximum extent feasible that recipients make alterations to existing non-housing facilities to ensure that such facilities are readily accessible to and usable by individuals with disabilities. However, an element of an existing non-housing facility need not be made accessible if doing so would impose undue financial and administrative burdens on the operation of the recipients program or activity (24 CFR 8.21 (b)).

The Americans with Disabilities Act of 1990 (ADA) guarantees equal opportunities for persons with disabilities in employment, public accommodations, transportation, State and local government services, and telecommunications. Unlike Section 504 which applies only to programs and activities receiving Federal financial assistance, the ADA applies even if no Federal financial assistance is given.

The Architectural Barriers Act of 1968 (ABA) (42 U.S.C. 4151-4157) requires that certain buildings financed with Federal funds must be designed, constructed, or altered in accordance with standards that ensure accessibility for persons with physical disabilities. In practice, buildings built to meet the requirements of Section 504 and the ADA will conform to the requirements of the ABA.

When full compliance of accessibility requirements creates an unreasonable hardship, the Program requires that a minimum of 20% of the total project amount is used toward accessibility alterations, in the priority order stipulated in Section 1134B of the California Building Code.

**E. Other HUD Requirements**

All Program projects must comply with all applicable requirements of the Housing and Urban Development Act of 1965.

**V. GRANT AND LOAN PROJECT SUMMARY PROCESS**

Step 1	Program staff meets with potential applicant to explain program requirements and guidelines, and initiate the prequalification process.
Step 2	Program staff conducts prequalification, including a property title search. Once the prequalification is successfully completed, an application packet is mailed to the potential applicant.
Step 3	Applicant completes the Program application and returns it to Program staff, along with all required supporting documentation as specified on the application checklist.
Step 4	City staff reviews the application and supporting documentation to determine Program eligibility and completes the environmental review and clearance, per 24 CFR Part 58.

	If the applicant and the property meet all eligibility requirements, then a preliminary approval letter is sent to the applicant for their signature.
Step 5	Once the preliminary approval letter is signed by the applicant, a kick-off meeting and site inspection is scheduled with Program staff and the City's design consultant to establish the project design and develop the scope of work.
Step 6	The design consultant will produce a proposed design should include, preliminary drawings, color and material specifications, and sign designs for City and applicant approval.
Step 7	Once a design and specifications are finalized, Program staff will obtain three written proposals from licensed and insured contractors. <b>All bids must comply with prevailing wage and HUD CDBG program requirements.</b> A contractor is then selected by the applicant and contract, grant and loan documents are executed including deed of trust, promissory note, grant/loan agreement, and truth in lending disclosure.
Step 8	City staff assists contractor through the zoning and building permit approval process.
Step 9	A Labor Compliance consultant is obtained by Program Staff to monitor the project's compliance with federal prevailing wage regulations, as required by HUD.
Step 10	The City holds a pre-construction conference with the applicant and the selected contractor to review Program requirements, specifically labor compliance standards. The contractor and property owner must execute the contract and notice to proceed, and establish the start and completion dates for the project.
Step 11	Once all necessary permits and licenses are obtained, Construction starts. Payments to the contractor are made based on the work completed (progress payments). The contractor submits a request for payment, signed by the property owner, and invoice for work completed. City staff conducts an inspection of the work completed prior to releasing payment. The payment process may take up to 30-days.
Step 12	If necessary, change orders must be done in writing and must be approved by the property owner and the City.
Step 13	A Notice of Completion must be recorded within 10 days from the date of project completion.

## VI. ENFORCEMENT

The property owner must sign a Program Grant Agreement Containing Covenants for all grant funding, and as applicable, a Loan Agreement Containing Covenants, Promissory Note, and Deed of Trust for all loan funding. In so doing, the owner is agreeing that in addition to the other remedies which the City may have, the City is granted a right to the repayment of the full amount of the Loan and a prorated amount of the Grant in the event that the owner ceases or fails to protect, maintain, and preserve the façade improvements for a period of fifteen (15) years from the date of the Agreement. The right of repayment provided in the Agreement will not be exercised without prior notice of default and reasonable opportunity given to the owner to cure the default or to appear before the City to

contest such exercise. If the applicant successfully complies with the Grant and/or Loan terms for a period of fifteen years, the amount to be repaid to the City of Pico Rivera for the Grant will be zero. The Loan must be fully repaid. Grant and Loan terms and enforcements are specified in the Agreements.



**To:** Mayor and City Council  
**From:** City Manager  
**Meeting Date:** December 10, 2013  
**Subject:** WAIVER OF PARKS AND RECREATION FACILITY USAGE FEE FOR COMMUNITY SPORTS ORGANIZATIONS

**Recommendation:**

Defer implementation of the \$20 per player recovery facility usage fee for the Community Sports Organizations that utilize city recreation facilities as their home field until January 1, 2014.

**Fiscal Impact:**

The fiscal impact to the General Fund is an estimated revenue loss of \$48,160. This revenue was included in the adopted 2013-2014 FY budget.

**Estimated Revenue From 2013 Fall Organizations**

Organization	Registration	Fee
Football For Youth	317	\$6,340
Twin Cities Wolverines	290	\$5,800
AYSO, Region 603	860	\$17,200
Spartans F.C.	40	\$800
Pico Rivera Youth Soccer Club	60	\$1,200
Rivera Baseball Association	286	\$5,720
Pico Fastpitch Association	265	\$5,300
Pico Boys Baseball League	220	\$4,400
Pico Rivera Baseball Academy	70	\$1,400
		<b>\$48,160</b>

**Discussion:**

At the August 14, 2012 City Council meeting, Council instituted a \$20 per participant facility usage fee that was to take effect on January 1, 2013. However in December 2012, due to construction delays, implementation of the fee was deferred to July 1, 2013 as part of the 2013-2014 approved Fiscal Year Budget.

As construction timelines extended longer than planned, several organizations were displaced for multiple seasons. As a direct result of construction delays, organizations were unable to utilize concession amenities to generate revenue to offset league costs.

WAIVE OF PARKS AND RECREATION FACILITY USAGE FEE FOR COMMUNITY SPORTS ORGANIZATIONS

Deferring the implementation of the \$20 fee until January 1, 2014 will allow the fall sports organizations impacted by park renovations the opportunity to utilize concession amenities and resume regular operations for an entire season before having to pay the new fee.

Organizations shall be invoiced at the middle of their season following the end of league registrations and payment will be due before the conclusion of the season. The organizations will determine the means by which they will generate the funds to pay the fees.

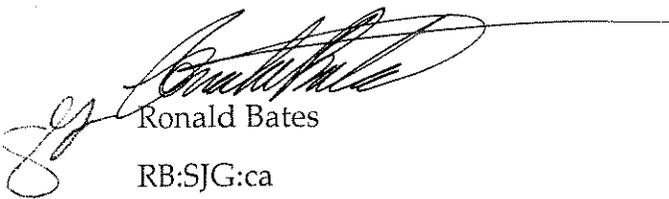
Based on anticipated league registrations figures shown in Table A, the City is expected to receive \$25,400 for FY 13-14 from the spring sports groups and \$91,000 for FY 2014-2015 as shown on Table B.

**TABLE A- Projected 2014 Spring Sports Group Registration**

Organization	Registration	Fee
Smith Park Pony	300	\$6,000
Rivera Baseball Association	300	\$6,000
Pico Fastpitch Association	400	\$8,000
Pico Boys Baseball League	200	\$4,000
Pico Rivera Baseball Academy	70	\$1,400
		<b>\$25,400</b>

**TABLE B – Projected 2013-2014 FY Revenue**

Organization	Regular Season	Off Season	Total	Fee
Football For Youth	317	0	317	\$6,340
Twin Cities Wolverines	290	0	290	\$5,800
AYSO, Region 603	900	450	1350	\$27,000
Spartans F.C.	40	40	80	\$1,600
Pico Rivera Youth Soccer Club	60	60	120	\$2,400
Rivera Baseball Association	300	268	568	\$11,360
Pico Fastpitch Association	400	265	665	\$13,300
Pico Boys Baseball League	200	220	420	\$8,400
Smith Park Pony Baseball	300	300	600	\$12,000
Pico Rivera Baseball Academy	70	70	140	\$2,800
				<b>\$91,000</b>



Ronald Bates  
RB:SJG:ca



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** ADOPTION OF RESOLUTION ESTABLISHING RULES, REGULATIONS, POLICIES AND PROCEDURES FOR THE USE OF RECREATION ATHLETIC FACILITIES

**Recommendation:**

- 1) Adopt a resolution establishing rules, regulations, policies and procedures for the use of City's recreational athletic facilities.
- 2) Increase residency rate requirement from 60 percent to 66.6 percent.
- 3) Establish 50 percent off-season residency requirement.

**Fiscal Impact:**

Based on City Council approved fee structure.

**Discussion:**

In 2001, Parks and Recreation developed the Community Youth Sports Organization Handbook that has served as the guidelines for use of athletic fields, concession stands and field storage containers.

In March of 2010, Council approved Resolution 6530 revising the rules, regulations, policies and procedures for the use of recreational facilities. Resolution 6530 allows for the rental of the swimming pool, batting cages, gymnasiums, ball fields and the rooms in community centers to groups and organizations.

The increasing demand for use of City's athletic facilities and amenities by community groups, residents, and outside organizations and the need to protect the significant investment to the City's renovated parks, necessitate a formalized policy establishing specific rules and regulations governing the use of athletic fields, concession stands and storage facilities.

Sections from the Community Youth Sports Organization Handbook and Resolution 6530 were combined to create the Athletic Facilities Resolution. In September 2013, the

resolution was presented to the Parks and Recreation Commission for review and consideration.

At the Commission's direction, meetings to review and discuss the resolution were held with each of the 10 recognized youth sports organizations. The organizations' recommendations were incorporated into the draft resolution and presented again to the Parks and Recreation Commission in October 2013.

On November 14, 2013, the Commission held a public study session to solicit the public's and community sports organizations comments and recommendations. The result was a unanimous vote to approve and present the resolution to Council for final action.

The Commission also discussed, but did not vote to recommend to Council that the residency rate requirement for use of all City facilities by recognized non-profit organizations be increased from 60 percent to 70 percent. The motion failed on a 3 to 2 vote.

The Council Parks Master Plan Ad Hoc Committee met with senior staff on November 27, 2013 to review the resolution and consider recommendation for Council consideration. After review, the Ad Hoc Committee felt that the minimum residency requirement should be increased from 60 to 66.6 percent for regular season usage and an additional residency requirement of 50 percent for off-season usage be established.



Ronald Bates

RB:SJG:ca

Attachment: 1) Resolution

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA ADOPTING RULES, REGULATIONS, POLICIES, AND PROCEDURES FOR THE USE OF RECREATIONAL ATHLETIC FACILITIES WITHIN THE CITY OF PICO RIVERA**

**WHEREAS**, the City of Pico Rivera (the “City”) owns and operates City athletic facilities which are publicly owned and operated; and

**WHEREAS**, the City athletic facilities are financed and constructed with public funds; and

**WHEREAS**, the City of Pico Rivera (the “City”) collects fees for usage and services for which there is a relationship between the service provided and the fee charged; and

**WHEREAS**, the City Council has established a policy of recovering full cost of fee-supported services, except in the case of certain subsidized services that are deemed to be a priority to the community, such as Parks and Recreation services; and

**WHEREAS**, it is necessary that the City Council of the City of Pico Rivera enact a uniform policy of rules, regulations, policies, procedures, and fee schedules for the use of the City’s athletic facilities; and

**WHEREAS**, the Parks and Recreation Department coordinates the use and allocation of City athletic facilities; and

**WHEREAS**, the City Council of the City of Pico Rivera has determined that it is in the best interest of the public if the primary use of the athletic facilities are for recreation and community events; and

**WHEREAS**, the City Council of the City of Pico Rivera has determined that City non-profit Community Sports Organizations who have met recognition requirements outlined here within can use City athletic facilities on a space available basis; and

**WHEREAS**, the Parks and Recreation Commission has conducted a public study session to take written and oral testimony to consider the uniform policy of rules, regulations, policies, and procedures, for the use of athletic facilities owned by the City; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Pico Rivera does hereby resolve as follows:

**SECTION 1.** The City Council of the City of Pico Rivera hereby determines that the primary use of the City athletic facilities shall be for recreation and community events.

**SECTION 2.** The Parks and Recreation Department should have the responsibility to coordinate and schedule the use and allocation of City athletic facilities that include sports fields, concession stands and storage space.

**SECTION 3.** The City Council of the City of Pico Rivera has determined that City Community Sports Organizations who have met recognition requirements outlined here within can use City athletic facilities on a space available basis;

**SECTION 4.** The City Council hereby adopts this Resolution to enact a uniform policy of rules, regulations, policies, procedures, and fee schedules for the use of the City's athletic facilities;

**SECTION 5.** The City Council hereby approves the following Athletic Facilities Use and Allocation Policy that includes rules, regulations, policies, and procedures for the use of City athletic facilities by Community Sports Organizations who have met recognition requirements outlined here within on a space available basis; as set forth in this resolution.

[INTENTIONALLY LEFT BLANK]

## ATHLETIC FACILITIES USE AND ALLOCATION POLICY

### A. PURPOSE

The purpose of this Athletic Facilities Use and Allocation Policy is to enact a uniform set of rules, regulations, policies, procedures, and fee schedules for the use and allocation of the City's athletic facilities that will preserve City assets, and ensure fair and equitable use and allocation of athletic facilities to recognized local and community organizations, including community sports organizations and the private accredited educational institutions.

### B. DEFINITIONS

1. City: For the purpose of this document, the City of Pico Rivera and Parks and Recreation Department will be referred to as the "City"
2. Community Sports Organization (CSO): CSO's are organizations that have met the requirements to gain recognition of Community Organization Status.
3. City Athletic Facilities: Refers to sports fields, concession stands and storage spaces.
4. League President: Refers to the individual who represents a Community Sports Organization as a liaison with the City and will take part in the President's Committee that meets quarterly with the City.
5. Primary user: Organizations whose sport has been classified in its' "Primary Season" will be given first priority for athletic facilities use of their "Home Field".
6. Secondary User: Organization whose sport has been classified in its "Off Season" will be given second priority for available athletic facilities use.
7. Primary Season: Refer to Section L.
8. Off Season: Refers to any organizations sports activities that take place outside of the "Primary Season" dates in Exhibit B.
9. Home Field: Refers to athletic facilities that are assigned to recognized Community Sports Organizations based on historical usage.
10. Area Supervisor: Refers to the City Parks and Recreation staff who serves as the liaison between the recognized Community Sports Organizations and the City.
11. Park Coordinator: Refers to the City Parks and Recreation staff that is located on site at various facilities.

### C. ADMINISTRATION

1. Scheduling the use and allocation of City athletic facilities is administered by the Pico Rivera Parks and Recreation Department.
2. The City reserves the right to determine the dates, hours, and location of organization's events and activities.
3. The following shall be considered when reviewing requests for facility usage:
  - a) The organization has established a history of use of a particular facility for a particular period of time.
  - b) The actual need for the use of the facility based on program participation.

D. CITY ORDINANCES

1. All organization members, participants and guests shall adhere to all City Ordinances, including but not limited to:
  - a. Consumption or possession of alcoholic beverages on park property is forbidden (PRMC 4404)
  - b. Approved private vehicles, driven on park grounds shall not exceed five (5) miles per hour (PRMC 3355)
  - c. Goods are not to be sold on park property without approval (PRMC 3361)
2. Enforcement shall be as follows:
  - a. Board members shall inform managers, coaches, parents, participants and spectators of the City Ordinances and the City's intention to enforce all ordinances.
  - b. League President shall receive verbal notice of first violation.
  - c. Presidents shall be notified of subsequent violations in writing.
  - d. Subsequent violations may result in loss of City support and or future use of City athletic facilities.

E. AMERICANS WITH DISABILITIES ACT (ADA)

The "Americans with Disabilities Act" (ADA) is a Civil Rights Law intended to eliminate discrimination against people with disabilities in all aspects of American life. This law includes provisions regarding employment, state and local government services, public transit service, public accommodations, and telecommunications. It was signed into law (Public Law 101-36) on July 26, 1990. This law has considerable impact on every agency/organization providing services. According to the ADA, no individual with a disability can be excluded from participating in or be denied benefits of service, programs, or activities based solely on their disability. The ADA requires that an "individualized assessment" be conducted to objectively determine whether a person with a disability can be prohibited from participation. The City is not exempt from compliance if a program is offered by another organization and is on public property/facility. The City will not endorse, allow, or abide by discriminatory rules of any organization using City facilities.

F. PARK HOURS OF OPERATION

Hours of operation are subject to change and may vary with each facility. Organizations shall check with the Park and Recreation Department for current hours of operation. Organizational use of facilities outside of regular park scheduled program hours is subject to staffing fees.

#### G. FIELD MAINTENANCE

To maintain the integrity of our athletic fields, all City fields will be closed during set periods as outlined in Exhibit A.

Requests for use of athletic facilities during field maintenance periods shall adhere to Section L and shall be considered by the Parks and Recreation Director on a case-by-case basis. Field availability shall be determined at the sole decision of the City.

#### H. GENERAL INFORMATION

City athletic facilities are available to CSOs that meet the criteria for Community Organization Status as stated within this policy. For a CSO to use City athletic facilities, the following must take place:

1. City athletic facilities are not needed by the Department for recreation or community service activities, and have not otherwise been set aside for general public use.
2. The CSO has become a recognized Community Sports Organization by the Parks and Recreation Department. Current recognized sports organizations, their "Primary Season" and designated "Home Field" are listed on Exhibit B.
3. The request is in accordance with all City guidelines and regulations. The City shall not approve the following events for outdoor use: motorized sporting events, aircraft and ballooning events, pyrotechnics, concerts, mechanical amusement devices, animal shows (including dog shows), equestrian events, carnivals, circuses, boxing, car shows, swap meets, flea markets, and religious events that are a regular recurring use by a single congregation or religious organization, etc., unless such events are conducted or sponsored by the City.

#### I. GENERAL CRITERIA FOR DETERMINING COMMUNITY ORGANIZATION STATUS

1. The principle activity of the organization shall be recreational or to provide a community service and serve the interest of the residents of Pico Rivera.
2. The organization shall be legally recognized as a non-profit organization and be in good standing with the Internal Revenue Service.
3. The organization shall have an organizational structure and meet regularly.
4. The organization shall have at least 60 percent of its registered members as residents of Pico Rivera.
5. The organization shall have a current Community Organization Status worksheet and indemnification form on file with the Parks and Recreation Department.

J. PRIVATE ACCREDITED EDUCATIONAL INSTITUTIONS

City athletic facilities shall be available to private accredited institutions based within City boundaries and directly servicing the residents of Pico Rivera. Facility fees shall be waived for private accredited educational institutions. Additional staffing, deposits, security and usage fees shall apply.

K. APPLICATION PROCESS

1. All organizations requesting the use of athletic facilities must prepare and submit a Reservation Request form to the Parks and Recreation Department or online.
2. A completed Reservation Request may be submitted no sooner than six (6) months in advance of the first date requested and not later than sixty (60) days before the start of the season.
3. Only applications signed by the CSO Presidents or President's designee shall be accepted.
4. Applications shall be reviewed by the Area Supervisor and approved by Parks and Recreation Administration.
5. Applicants shall not advertise use of athletic facilities prior to receipt of approved reservations.
6. Once approved, the applicant has seven (7) days to pay any required deposits. If a deposit is not paid, the athletic facility reservation is subject to cancellation.
7. The cancellation of any athletic facility reservation or any changes in dates, times, and hours of use shall be done in writing and shall be done at least three (3) business days prior to the initial scheduled usage date.

L. FIELD USAGE PROTOCOL

The City will consider the use of athletic facilities based on the attempt made for cooperative participation from both "Home Field" users, of the athletic facilities.

1. A committee shall be formed, chaired by the Director of Parks and Recreation, consisting of the Presidents of the City's recognized community sports organizations that are assigned regular use of City athletic facilities. This committee shall meet on a quarterly basis in January, April, July, and October of each year to share and discuss sports facility operations. Specifically, the committee shall create a Master Park Schedule, to include "Primary Season" use, tournament play, maintenance scheduling, City events, joint uses, operational needs and other issues related to improving the operations of the City's sports organizations at City Parks.
2. Request for use of Athletic Facilities during "Primary Season":
  - a. Any City recognized sports organization who requests to use athletic facilities during their "Primary Season", that are not normally assigned to that organization as their "Home Field", will be required to contact the regular users of that athletic

facility and submit a signed document that indicates the “Primary User” and “Secondary User” of that “Home Field” were approved by both.

3. League Presidents are not authorized to approve the use of athletic facilities to other organizations or individuals. Request for use of Athletic Facilities during “Off Season”:
  - a. Any City recognized sports organization who requests to use athletic facilities during their “Off Season”, that are not normally assigned to that organization as their “Home Field”, will be required to contact the “Primary User” and “Secondary User” of that athletic facility and submit a signed document that indicates that the regular users of that facility approve.

#### M. GENERAL CONDITIONS

1. A Community Organization Status Worksheet form shall be fully completed annually prior to use of any City athletic facilities.
2. Organizations are responsible for supervision of facility restrooms and shall provide cleaning services as needed during permitted times of use. During special events (opening days, league picnics, picture days, certifications, weigh-ins, tournaments scrimmages, etc.) organizations shall assign a board member to be responsible of restroom supervision.
3. All recreational facilities are designated as smoke free as defined in the Pico Rivera Municipal Code, Chapter 8.48.010, and drug free as defined in the Pico Rivera Municipal Code, Chapter 9.08.080. Organizations shall be responsible for supervising their participants and spectators to ensure compliance.
4. Organizations shall not schedule activities past closing hours without prior approval of the Area Supervisor. Park hours vary and are subject to change. Organizations are responsible to check with staff prior to scheduling an event.
5. Organizations are responsible for supervising their participants and spectators. This is particularly important in curtailing possession and consumption of alcoholic beverages, consumption of shelled snacks (sunflower seeds, peanuts, and pistachios), trash pickup, and unsportsmanlike conduct by spectators.
6. Athletic facilities reservations are subject to cancellation due to lighting problems, inclement weather, public safety issues, and or unsafe playing conditions. The Area Supervisor shall attempt to notify the Organization President at least two hours prior to any cancellation.
7. Any unused or cancelled athletic facilities reservation should be communicated to the City to allow for scheduling of City programs or general public use, as well as the scheduling of field lights. The full value of the unused facility will be charged for each unused and/ or cancelled athletic field not properly communicated to the City.

8. No unauthorized vehicles may be driven onto park grounds for any purposes. League president shall communicate with Park Coordinator to schedule any needed deliveries in advance.
9. City staff shall have the authority to request any person(s) to leave the park premises if they are in violation of any City rule or regulation as defined in the Pico Rivera Municipal Code, Chapter 8.44.010.
10. Organizations shall consult with staff before moving any City property.
11. Outdoor use of non-city provided amplification equipment must be identified on Reservation Request forms and must be approved by the Department Director. Outdoor amplification shall only be allowed Monday-Friday, 3:00 p.m. to 8:30 p.m. Saturdays, 9:00 a.m. to 8:30 p.m.; and Sundays, 9:00 a.m. to 8:00 p.m. Requests shall be made seven (7) business days in advance of the event.
12. All noise and amplification shall be kept at a reasonable sound level as defined in the Pico Rivera Municipal Code, Chapter 8.40.010. Staff shall determine if sound level is deemed disturbing the peace, quiet, and comfort of the neighboring properties or other persons.
13. The City reserves the right of access to all activities at any time during their occurrence to see that all rules, regulations, conditions of use, and City and Health and Safety laws are not violated.
14. Posting of permanent identification signs on city facilities are not allowed. Temporary signs must be pre-approved by the Parks and Recreation Director and shall be removed at the event's conclusion.
15. All signage (including sponsorships) must conform to standards set by the City. Organizations shall contact the Department for a copy of the sign standard detail.
16. CSO shall not transfer, assign, or sublet use of a recreational facility or request for a recreational facility on behalf of another organization or individual.
17. Area Supervisors reserve the right to require other "Conditions of Use". Applicants are responsible to review their approved applications for any conditions noted.

#### N. USE OF ATHLETIC FACILITIES

1. Organizations shall complete and submit separate facility use Reservation Request forms for try-outs, pre-season practice, opening days, league games, league practices, post-season practices, and hosted tournaments.
2. Organizations shall be responsible for assigning athletic schedules to their teams.
3. Practices and games shall only be conducted on fields as per approved reservations.
4. Upon arrival of each use, coaches, managers, or any designated organization representative shall survey the area to ensure it is in proper and safe playing condition. An adult must be present to supervise all practices.

5. Organizations shall submit and receive Departmental approval prior to scheduling games or fields not previously reserved. The Department requires 72 hours advance notice to approve such requests.
6. Field lights shall be provided for permitted practices and games only.
7. At the conclusion of use, applicant, coaches, managers, or any designated organization representative shall verify that the site (including fields, bleachers, and dugouts) are free of litter and all equipment is properly stored.
8. Shelled snacks, gum and glass containers are prohibited in dugouts.
9. Hitting, pitching, throwing or kicking balls against fences or backstops is not permitted.
10. Graffiti, vandalism, or disruptive behavior shall be immediately reported to Area Supervisor.
11. Use of portable lights at City athletic facilities is prohibited, unless approved in advanced by the City.
12. Organizations must immediately report any turf, irrigation, lighting, landscape, hardscape, amenity or equipment damages or needed repairs to the Area Supervisor.
13. A refundable security deposit of \$500 shall be submitted with the Reservation Request form.

#### O. TOURNAMENTS

Tournament is defined as non-interleague play. Inter-league play shall be considered as regular season play.

1. Only the “Primary” or “Secondary” “Home Field” users may host tournaments at that athletic facility.
2. Organizations will be allowed two (2) “Primary Season” tournaments and one (1) “Secondary Season” tournament at no charge. Additional tournaments shall be subject to direct staff, supply and field rental fees.
3. Tournaments shall be sport specific to the “Primary” or “Secondary” “Home Field” users that are submitting the request.
4. Athletic facility requests for tournament use shall follow Section L. Field Usage Protocol.
5. “Primary” and “Secondary” “Users” of the “Home Field” must approve of the tournament field request as outlined in Section L. prior to request being considered and approved by the City.

6. All tournament requests and associated fees shall be reviewed by the Parks and Recreation Commission.

P. LIABILITY AND RESPONSIBILITY

1. The City shall not be liable for accidental injury to persons or loss or damage of organization or individual property.
2. Each CSO is responsible for the conduct and actions of event guests, participants, coaches, officials, spectators, volunteers, caterers, performers, etc.
3. Events for minors (17 years of age and under) shall be supervised by at minimum of one (1) responsible adult (21 years of age and older) for every 20 minors at all times while using recreational athletic facilities.
4. City staff has the authority to terminate an event in the interest of public safety. Refunds shall not be made if the event is terminated early.
5. A CSO representative shall be present throughout the entire event or activity.
6. When an activity warrants liability or property damage insurance coverage, the City shall require such coverage naming the City of Pico Rivera as additional insured and the cost shall be paid by the applicant. Proof of coverage shall be required for public liability, property damage, and others depending on type and size of event. Type and amount of coverage shall be determined at time of application.
7. The following language shall be required on the Liability Insurance Policy:  
**"POLICY SHALL NAME THE CITY OF PICO RIVERA, ITS COUNCIL, OFFICERS, EMPLOYEES, ELECTED OFFICIALS, MEMBERS OF BOARDS AND COMMISSIONS, AND VOLUNTEERS AS ADDITIONALLY INSURED."**
8. Organization shall be required to sign a liability waiver prior to scheduled usage. Leagues are encouraged to have each participant sign liability waivers that include protection for the City.
9. CSOs must provide proof that their volunteers are subject to background fingerprint checks satisfactory to the City.

Q. ADVERTISING AND FUNDRAISING

The following activities shall be prohibited unless specifically authorized by the Director of Parks and Recreation.

1. Posting of banners, signs, and commercial advertising/promotion.
2. Collection of admission fees or charges.
3. Profit making by individuals or businesses.
4. Preparation and sale of food products on park grounds outside of snack bars.

All signage must conform to standards set by the City. Organizations shall contact the Department of a copy of the sign standard detail.

R. FEES AND DEPOSITS

1. Facility usage, staffing and deposit fees shall be charged as outline in City Fee Schedule.
2. Deposits are required to ensure proper cleanup and care of athletic facilities. A refundable security deposit of \$500 shall be submitted with the Reservation Request form.
  - a. The CSO shall be required to pay the full cost of materials, labor, replacement, repairs, or staff charges over and above the deposit regardless of the amount. If damage occurs and is less than the amount of deposit, the difference shall be refunded.
  - b. Prior to leaving the facility, it is the responsibility of the applicant to check with staff to ensure that all conditions of the agreement regarding cleanup, damages, and scheduled usage time have met acceptable standards as set forth by the City.
  - c. All deposits shall be refunded within 4 to 6 weeks following the conclusion of the season.

S. CONDITIONS OF USE FOR CONCESSION STANDS

Organizations who have met the City's criteria to receive a recognized Community Organization Status, may exercise concession privileges for fundraising purposes only in connection with the organization's use of athletic facilities under the following conditions:

1. Separate facility Reservation Request forms shall be submitted one month prior to use.
2. A "Concession Stand Check In/Out Form" shall be completed prior to assigned usage as well as at the conclusion of the use
3. A "Concession Stand Maintenance Checklist" shall be maintained regularly throughout the term of the organizations facility use permit.
4. Organization shall adhere to all health, fire, and building permit requirements
5. Organizations shall have an individual with a current Certified Food Handlers Certificate from the Los Angeles County Department of Public Health that is displayed throughout the term of the organizations facility use permit.
6. Concession stands are subject to inspection at any time by the Los Angeles County Health Department.
7. Use of additional structures, i.e. canopies, signs, or equipment outside of concession buildings must be approved in writing by the Director of Parks and Recreation.
8. No permit shall be granted for longer than six (6) months.

9. The City reserves the right of access at any time to ensure that all rules, regulations, condition of use, and City and Health and Safety Laws are not violated.
10. The violation of any of the terms and provisions aforementioned shall constitute grounds for the immediate revocation of concession privileges.
11. Applicant shall operate the concession during regularly scheduled organization activities only.
12. An adult who is 21 years old or older shall supervise concession operations at all times.
13. Applicant shall secure concession area and lock all windows after each and every use.
14. All trash in and around concession stands shall be removed at the conclusion of each use and discarded in a trash enclosure.
15. Discarded grease must be placed in a properly sealed container and properly disposed of. Applicant shall not discard grease down any drainage pipe nor shall grease be stored or disposed of on park property. Discarded grease shall be removed from park property immediately.
16. Food and grease shall be properly covered and stored each night.
17. Shelled snacks, confetti eggs, and similar items shall not be sold.
18. All drinks shall be served in paper or soft plastic cups. Glass bottles and Styrofoam are prohibited.
19. Non-concession items, such as athletic equipment, office equipment, or supplies, etc., shall not be stored in concession stand.
20. Organizations are responsible for repair of all organization-owned equipment.
21. Organizations must immediately report any lighting, amenity or equipment damages or needed repairs to the Area Supervisor.
22. Concession stand keys shall be issued to the organization President for the duration of the season or permitted time. Keys shall be returned at the conclusion of the season or permitted time.
23. Cost associated for replacing lost keys and changing locks shall be the responsibility of the permitted organization.
24. Organizations are responsible for any and all damages resulting from an unlocked or unattended concession stand.
25. A refundable security deposit of \$500, shall be submitted with the Reservation Request form.
26. Security deposit refunds shall only be approved after a joint inspection of the concession area and equipment by the organization's President and the Area Supervisor. Should City staff need to perform any cleaning duties, the staff time and materials shall be deducted from the deposit.

T. CONCESSION STAND EQUIPMENT REPLACEMENT

Replacement cost of any city owned equipment shall be shared by City and organization(s) that utilize facility. Organization(s) shall pay 40 percent of replacement cost and City 60 percent.

U. USE OF STORAGE SPACES AND CONTAINERS

1. The Parks and Recreation Department may assign the use of storage space to recognized CSO's that meet community organization status requirements.
2. A "Storage Application" form must to be submitted annually by each CSO.
3. A CSO assigned to use storage space is responsible for the organization, cleanliness, and security of the facility.
4. CSO's may store equipment and supplies for the purpose of their program operations only. Chemicals and unsafe materials shall not be stored in these facilities.
5. Keys for assigned storage space shall be issued to the league President.
6. The City reserves the right to reassign storage space use based on the needs of the CSO that is utilizing the park ball fields at the current time.
7. The City reserves the right of access at any time to ensure that all rules, regulations, condition of use, and City and Health and Safety Laws are not violated.

**SECTION 6.** The City Council hereby declares that it would have passed this Resolution sentence by sentence, paragraph by paragraph, and section by section, and does hereby declare that the provisions of this Resolution are severable and, if for any reason any sentence, paragraph, or section of this ordinance shall be held invalid, such decision will not affect the validity of the remaining parts of this ordinance.

**SECTION 7.** The City Clerk shall certify to the adoption of this Resolution and thereupon be in full force and effect.

**ADOPTED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.**

RESOLUTION NO. \_\_\_\_\_

Page 14 of 18

\_\_\_\_\_  
**Gustavo V. Camacho, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Anna M. Jerome, Deputy City Clerk**

\_\_\_\_\_  
**Arnold M. Alvarez-Glasman, City Attorney**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

## Exhibit A

### FIELD MAINTENANCE

To maintain the integrity of our natural athletic fields all City fields will be closed during set periods to allow fields to rest, protect them from damage during the rainy season and complete repairs and maintenance project that would normally be difficult to schedule.

**Natural turf fields shall be closed:**

<b>Winter</b>	December 1 – February 1
<b>Summer</b>	June 15 – July 15

The synthetic turf soccer/football field will remain closed for maintenance as needed.

## Exhibit B

## RECOGNIZED SPORTS ORGANIZATIONS AND THEIR "PRIMARY SEASON"

The following is the list of currently recognized organizations, their "Primary Season" and designated "Home Field(s)":

<b>A. Baseball and Softball Organizations</b>	<b>Primary Season</b>	<b>Home Field</b>
a. Pico Boys Baseball	February 2–June 14	Streamland Park and Pico Park
b. Pico Fastpitch Softball Assoc.	February 2–June 14	Rio Vista Park
c. Pico Rivera Baseball Academy	June 1 - December 1	None
d. Rivera Baseball Association	February 2–June	Rivera Park
e. Smith Park Pony Baseball	February 2–June 14	Smith Park
<b>B. Football Organizations</b>	<b>Primary Season</b>	<b>Home Field</b>
a. Pico Rivera Dons	July 16–November 30	Rivera Park and Smith Park Stadium
b. Twin Cities Wolverines	July 16–November 30	Pico Park and Smith Park Stadium
<b>C. Soccer Organizations</b>	<b>Primary Season</b>	<b>Home Field</b>
a. AYSO Region 603	July 16–November 30	Smith Park and Stadium
b. Pico Rivera Youth Soccer	February 2 – June 14	Rio Hondo Park
c. Spartans Futbol Club	July 16–November 30	Rio Hondo Park

**COMMUNITY ORGANIZATION STATUS WORKSHEET**

(City of Pico Rivera Resolution Nos. 4098, 4195 & 3667)

ORGANIZATION: \_\_\_\_\_  
ORGANIZATIONS COMPLETE NAME

CONTACT PERSON: \_\_\_\_\_  
PRESIDENT'S FIRST/LAST NAME

ADDRESS: \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_ PHONE: ( ) \_\_\_\_\_  
CITY STATE ZIP CODE  
DAY PHONE EVENING PHONE

E-MAIL: \_\_\_\_\_

PRINCIPAL ACTIVITY OF ORGANIZATION : \_\_\_\_\_

Non-profit I.D.# \_\_\_\_\_

**ORGANIZATION SHALL SUBMIT:**

**1. Verification of nonprofit.** (One from each of the following)

- A. A Certificate of Filing, Certificate of Status, Certificate of Articles of Incorporation or Exemption Determination Letter of the California Secretary of State (Revenue & Taxation Code Section 26451.3 provides that the Exemption Application FTB3500, together with any supporting documents shall be open to public inspection if granted), or
- B. Determination Letter of Internal Revenue Service (IRS) recognition of their section 501(c) 2-20 exempt status. An organization that submits an application to the IRS and has it approved, must make a copy of the application and supporting documents, as well as any letter issued by the IRS, available for public inspection.

**2. Organization Information**

- A. Names of officers, term limits, addresses, and phone numbers.
- B. Board of Directors and general membership meeting dates, times, and locations.
- C. The most recent membership roster with current addresses and phone numbers. The organization must have at least 60 percent of its members as residents of Pico Rivera or serve the residents of Pico Rivera.
- D. A copy of the community organization's by-laws

**3. Certificate of Insurance:**

\$1,000,000 in general liability naming the City as additional insured prior to the use of any City facility.

**4. Liability Waiver Form**

The Liability Waiver Form is a required document to complete the Community Organization Status Worksheet process. As the Community Sport Organization Representative, read the following "Liability Waiver Clause."

"At all times during the term of this application, maintain in full force and effect, public liability insurance. A policy of public liability insurance in which the City of Pico Rivera, its respective officers, employees, agents, and volunteers shall be named as Additional Insured, insuring, indemnifying, and saving harmless and agreeing to defend said Additional Insured against all suits, loss, damage, liability, claim, or actions of any persons for or on account of any injuries or damage to persons or property sustained or arising out of the conduct of the authorized events and operation of the concessions when caused by the act of omission to act on the part of the applicant, volunteer, members, employees, or agents thereof that allegedly constitute a creation or maintenance of dangerous condition of public property."

**Acknowledgment:**

I hereby certify that the President & Board of \_\_\_\_\_  
Have read and understand the City of Pico Rivera Parks and Recreation Department Liability Waiver Clause.

Representative's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Representative's Title: \_\_\_\_\_

DEPARTMENTAL USE

Organization meets community organization requirements and criteria: \_\_\_ Yes \_\_\_ No

If no, why? \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_



**To:** Mayor and City Council  
**From:** City Manager  
**Meeting Date:** December 10, 2013  
**Subject:** SELECTION OF A & D TRANSPORTATION L.P. FOR RECREATION BUS TRANSPORTATION

**Recommendations:**

Approve professional services agreement and purchase order with A & D Transportation L.P. in an amount "not to exceed" \$55,000 per year in Fiscal Years 2013-2016.

**Fiscal Impact:**

Up to \$55,000 of a combination of REACH and Proposition A funds will be used. There are sufficient funds available, and this appropriation is included in the 2013-14 budget.

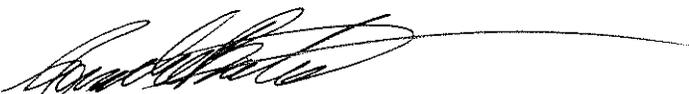
**Discussion:**

The Parks and Recreation Department in coordination with the Purchasing Division conducted a formal bidding process for the selection of a bus transportation vendor to provide bus services for recreation excursions for the 2013-2016 fiscal years. The Request for Quotes (RFQ) was sent directly to local transit providers and was posted on the Cities website.

The RFQ requested quotes for the estimated number of annual trips. Five Transit Companies responded:

- A & D Transportation L.P.
- Star Dust Tours
- Ortleby Transportation
- Ryan's Express
- California Touch of Class

A & D Transportation L.P. was the lowest responsive bidder and has provided satisfactory service to the City for the last four years.



Ronald Bates

RB:SJG:ca

Attachments: Agreement

**AGREEMENT NO. \_\_\_\_\_**  
**PROFESSIONAL SERVICES AGREEMENT**  
**BETWEEN THE CITY OF PICO RIVERA AND**  
**A & D Transportation L.P.**

**1. IDENTIFICATION**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of Pico Rivera, a California municipal corporation ("City") and A & D Transportation L.P. ("Consultant"). City and Consultant are sometimes hereinafter individually referred to as a "Party" and collectively referred to as "Parties."

**2. RECITALS**

2.1 City has determined that it requires professional services from a consultant to provide bus transportation services.

2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for and in consideration of the performance by the Parties of the mutual covenants and conditions herein contained, the Parties hereto agree as follows:

**3. DEFINITIONS**

3.1 "Scope of Services": Such professional services as are set forth in the Consultant's 11/18/2013 bid to City attached hereto as Exhibit I and incorporated herein by this reference.

3.2 "Approved Fee Schedule": Such compensation rates as are set forth in the Consultant's 11/18/2013 bid to City attached hereto as Exhibit I.

3.3 "Commencement Date": December 10, 2013

3.4 "Expiration Date": December 30, 2016

**4. TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the Parties or terminated in accordance with Section 21 below.

## **5. CONSULTANT'S SERVICES**

5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of one hundred forty six thousand four hundred ninety three dollars (\$146,493) unless specifically approved in advance, in writing, by City.

5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City.

## **6. COMPENSATION**

6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.

6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within ten (10) business days of receipt of each invoice, City shall notify Consultant in writing of any disputed amounts included on the invoice. Within thirty (30) calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.

6.3 Payments for any services requested in writing by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth (30<sup>th</sup>) day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty (60) days of the date Consultant issues an invoice to City for such services.

## **7. BUSINESS LICENSE**

Consultant shall obtain a City business license prior to commencing performance under this Agreement.

## **8. COMPLIANCE WITH LAWS**

Consultant shall keep informed of State, Federal and Local laws, ordinances, codes and regulations that in any manner affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. The Consultant shall at all times comply with such laws, ordinances, codes and regulations. Without limiting the generality of the foregoing, if Consultant is an out-of-state corporation or LLC, it must be qualified or registered to do business in the State of California pursuant to sections 2105 and 17451 of the California Corporations Code. The City, its officers and employees shall not be liable at law or in equity occasioned by failure of Consultant to comply with this Section.

**9. CONFLICT OF INTEREST**

Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which may be affected by the services to be performed by Consultant under this Agreement, or which would conflict in any manner with the performance of its services hereunder. During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute; and (ii) City has not consented in writing prior to Consultant's performance of such work.

**10. PERSONNEL**

Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Consultant reserves the right to determine the assignment of its own employees to the performance of Consultant's services under this Agreement, but City reserves the right, for good cause, to require Consultant to exclude any employee from performing services on City's premises. **<Name of individual>** shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

**11. OWNERSHIP OF WRITTEN PRODUCTS**

All reports, documents or other written material ("written products") developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

**12. INDEPENDENT CONTRACTOR**

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its officers, employees or agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not at any time represent that it is, or that any of its agents or employees are, in any manner employees of City.

**13. CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data and any copies thereof shall be returned to City upon the termination or expiration of this Agreement.

## 14. INDEMNIFICATION

14.1 The Parties agree that City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to City. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.

14.2 To the full extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers from and against any and all claims, demands, lawsuits, causes of action, losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from or arising out of any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

14.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 14 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.

14.4 The obligations of Consultant under this Section 14 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

14.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 14 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, elected and appointed officials, employees, affiliated public agencies and volunteers from and against any and all claims, demands, lawsuits, causes of action, losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from or arising out of any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

14.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

14.7 **PERS ELIGIBILITY INDEMNITY.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

## 15. **INSURANCE**

15.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

15.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) per occurrence / Two Million Dollars (\$2,000,000) in the annual aggregate, including products and Completed operations hazard, contractual insurance, broad form property damage, independent Consultants, personal injury.

15.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.

15.1.3 Worker's Compensation insurance as required by the laws of the State of California.

15.1.4 Professional Liability insurance against errors and omissions in the performance of the work under this Agreement with coverage limits of not less than One Million Dollars (\$1,000,000).

15.2 Consultant shall require each of its subcontractors, if any, to maintain insurance coverage that meets all of the requirements of this Agreement.

15.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

15.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.

15.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and, for the general liability and automobile liability policies, naming the City as an additional insured. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).

15.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Consultant shall provide such proof to City at least two weeks prior to the expiration of the coverages.

15.7 The general liability and automobile policies of insurance required by this Agreement shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance 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.

15.8 The general liability and automobile policies of insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City, its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

15.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.

15.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.

15.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 14 of this Agreement.

## **16. MUTUAL COOPERATION**

16.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

16.2 In the event any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

**17. RECORDS AND INSPECTIONS**

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

**18. PERMITS AND APPROVALS**

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

**19. NOTICES**

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the Parties may, from time to time, designate in writing).

If to City:

Ronald Bates, Ph.D., City Manager  
City of Pico Rivera  
PO Box 1016  
6615 Passons Blvd.  
Pico Rivera, California 90660-1016  
Facsimile: (562) 801-4765

If to Consultant:

Andres S. Hernandez  
10016 Pioneer Blvd., Ste 225  
Santa Fe Springs, CA 90670-6020

With a courtesy copy to:

Arnold M. Alvarez-Glasman, City Attorney  
13181 Crossroads Parkway North  
Suite 400 - West Tower  
City of Industry, CA 91746  
Facsimile: (562) 692-2244

**20. SURVIVING COVENANTS**

The Parties agree that the covenants contained in Sections 13, 14 and Paragraph 16.2 of Section 16, of this Agreement shall survive the expiration or termination of this Agreement.

**21. TERMINATION**

21.1. City shall have the right to terminate this Agreement for any reason on five (5) calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any

reason on sixty (60) calendar days' written notice to City. The effective date of termination shall be upon the date specified in the notice of termination. Consultant agrees that in the event of such termination, City's obligation to pay Consultant shall be limited to payment only for those services satisfactorily rendered prior to the effective date of termination. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

21.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

## **22. ASSIGNMENT**

Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any Party other than Consultant.

## **23. NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

23.1 In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation. Consultant will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation.

23.2 Consultant will, in all solicitations or advertisements for employees placed by or on behalf of Consultant state either that it is an equal opportunity employer or that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, sex, marital status, national origin, ancestry, age, physical or mental handicap, medical condition or sexual orientation.

23.3 Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement except contracts or subcontracts for standard commercial supplies or raw materials.

## **24. CAPTIONS**

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

**25. NON-WAIVER**

25.1 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. In no event shall the making by City of any payment to Consultant constitute or be construed as a waiver by City of any breach of covenant, or any default which may then exist on the part of Consultant, and the making of any such payment by City shall in no way impair or prejudice any right or remedy available to City with regard to such breach or default. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.

25.2 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.

**26. COURT COSTS**

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any Party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such Party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the Party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.

**27. SEVERABILITY**

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

**28. GOVERNING LAW**

This Agreement shall be governed and construed in accordance with the laws of the State of California.

**29. ENTIRE AGREEMENT**

All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the

transactions contemplated herein. No other prior oral or written agreements are binding upon the Parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

**TO EFFECTUATE THIS AGREEMENT**, the Parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

ATTEST:

**City of Pico Rivera**

\_\_\_\_\_  
Anna Jerome CMC, Assistant City Clerk

By: \_\_\_\_\_  
Ronald Bates, Ph.D., City Manager

Date: \_\_\_\_\_

APPROVED AS TO FORM:

**A & D Transportation, L.P.**

\_\_\_\_\_  
Arnold M. Alvarez-Glasman, City Attorney

By: Charles S. [Signature]

Its: President/owner

Date: \_\_\_\_\_

Date: 11-25-2013



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** INSTALLATION OF TRAFFIC CONTROL DEVICES –  
CONGESTION RELIEF AND TRAFFIC SAFETY

**Recommendation:** Receive and file.

**Fiscal Impact:** \$9,100 (General Fund, Public Works Operating Budget)

**Discussion:**

On May 24, 2011, the City Council approved a Resolution giving the City Manager the authority to approve the installation of traffic control devices based upon the results of traffic studies. Pursuant to the Resolution, staff is required to notify the City Council of changes to traffic control devices when they are made.

In the recent past, the Public Works Department received requests to consider new traffic control devices to resolve traffic issues at various locations in the City. Staff has completed the evaluations and necessary traffic studies. The findings were that additional traffic control devices were warranted. Following the approval of the City Manager and City Engineer, the traffic control devices were installed. The following is a summary of actions taken as a result of traffic studies conducted.

**Rio Vista Elementary School - Various Improvements**

Staff received a request to evaluate the need for additional traffic control devices on local streets adjacent to Rio Vista Elementary School which resulted in the installation of a marked crosswalk, as well as red curb, a stop sign and left-turn restrictions. Given their proximity to the school, staff discussed the improvements with El Rancho Unified School District representatives prior to installation.

- **Marked Crosswalk** - At the T-intersection of Coffman and Pico Road and Winodee Drive, a crosswalk evaluation was performed to address the potential for unsafe crossings of Winodee Drive by students and parents. There is an existing marked crosswalk on Coffman and Pico Road, and an unmarked crosswalk on Winodee Drive. More specifically, the Winodee Drive crossing is only marked with a STOP bar and

STOP legend. To enhance pedestrian safety, staff upgraded the Winodee Drive crossing by installing a marked crosswalk.

- Parking Prohibitions - Another concern evaluated was that of motorists parking their vehicles in front of two fire hydrants during student drop-off/pick-up times. Staff confirmed that, during such times, there is a noteworthy volume of stop and go traffic and a high frequency of vehicles parking illegally next to the two fire hydrants, which are located at the intersections of Coffman and Pico Road with Winodee Drive and Redbird Drive. The curb in front of the two fire hydrants has been painted red so as to make the parking restrictions more visible to motorists. Staff also painted 20 feet of curb red just beyond the corners of the intersection so as to provide a clear line of sight for motorists entering or exiting the intersection when students are present.
- Rio Vista Elementary School parking lot - The parking lot serves the school and Rio Vista Park. It is currently utilized for student drop-off/pick-up thus traffic congestion at the intersection of Winodee Drive and Coffman and Pico Road is noteworthy. Specifically, this is due to the higher number of left-turn movements at the driveway. Staff installed a stop sign at the driveway, and restricted left turn movement during the drop-off/pick-up hours of 7:00 to 9:00 A.M. and 2:00 to 4:00 P.M.

#### **Eliminate Red Curb at Serapis Avenue, north of Slauson Avenue**

Staff received a request from a concerned resident to remove existing red curb on the west side of Serapis Avenue, just north of Slauson Avenue. The request was made to potentially provide additional on-street parking spaces. Staff evaluated the area to determine the feasibility of removing the red curb.

During the Passons Underpass Project, this portion of Serapis Avenue was used as a detour route. Due to the increased traffic volume on Serapis Avenue, the subject red curb was installed to ease traffic congestion by allowing two lanes of travel in the southbound direction. With the completion of the Passons Underpass Project, and closure of Serapis Avenue at the BNSF railroad crossing, traffic volume on Serapis Avenue has decreased significantly. Therefore, the red curb, which was located on the west side of Serapis Avenue is no longer necessary. The red curb has been removed providing for on-street parking for the nearby residents and businesses. The removal of the red curb meets the requirements of the Manual for Uniform Traffic Control Devices (State Standards).

COUNCIL AGENDA REPORT – MTG. OF 12-10-13  
INSTALLATION OF TRAFFIC CONTROL DEVICES – CONGESTION RELIEF AND  
TRAFFIC SAFETY

Page 3 of 3

**Townley Drive and Eglise Avenue**

Staff received a request to install a 3-way stop sign at the intersection of Townley Drive and Eglise Avenue (a T-intersection) to address an issue of speeding. The California Manual on Uniform Traffic Control Devices (CA-MUTCD) provides standards for evaluating this issue, as well as general applications for stop signs. Staff utilized the CA-MUTCD guidelines in conjunction with accident history, vehicular and pedestrian volumes, sight distances, and vehicle speeds to evaluate the intersection.

Based on the CA-MUTCD, All-Way Stop Sign Warrants, the conditions at this intersection do not warrant the installation of 3-way stop controls. However, staff did observe motorists entering Townley Drive from Parsons Boulevard at a higher rate of speed than normal. This is a normal occurrence throughout the City when motorists turn from a highly traveled street to a residential side street. Therefore, staff installed a warning sign that reads "CAUTION DRIVE SLOWLY" to remind motorists to slow down in the residential area.

The total cost for the installation of striping and signage for all of the items above was \$9,100. This included engineering (\$1,100), labor (\$5,600) and materials (\$2,400). Additional technical information can be found in the attached documents.



Ronald Bates

RRB:AC:RG:JL:lg

Enc.

- 1) Traffic Analysis – Crosswalk at Coffman & Pico Road and Winodee Drive
- 2) Traffic Analysis - Eliminate Red Curb at Serapis Avenue, north of Slauson Avenue
- 3) Stop Sign Warrant Analysis at Townley Drive and Eglise Avenue

CITY OF PICO RIVERA  
MEMORANDUM

Date: November 1, 2013

To: Director of Public Works/City Engineer

From: Assistant City Engineer

Subject: CROSSWALK AT COFFMAN & PICO ROAD AND WINODEE DRIVE

Staff received a request to perform crosswalk evaluation, on-street parking on Winodee Drive, and traffic circulation at the intersection of Coffman & Pico Road and Winodee Drive, adjacent to Rio Vista Elementary School and Rio Vista Park. A significant number of parents and students cross the street without safe crossing facilities at the intersection. Figure 1 presents a vicinity map of the area.

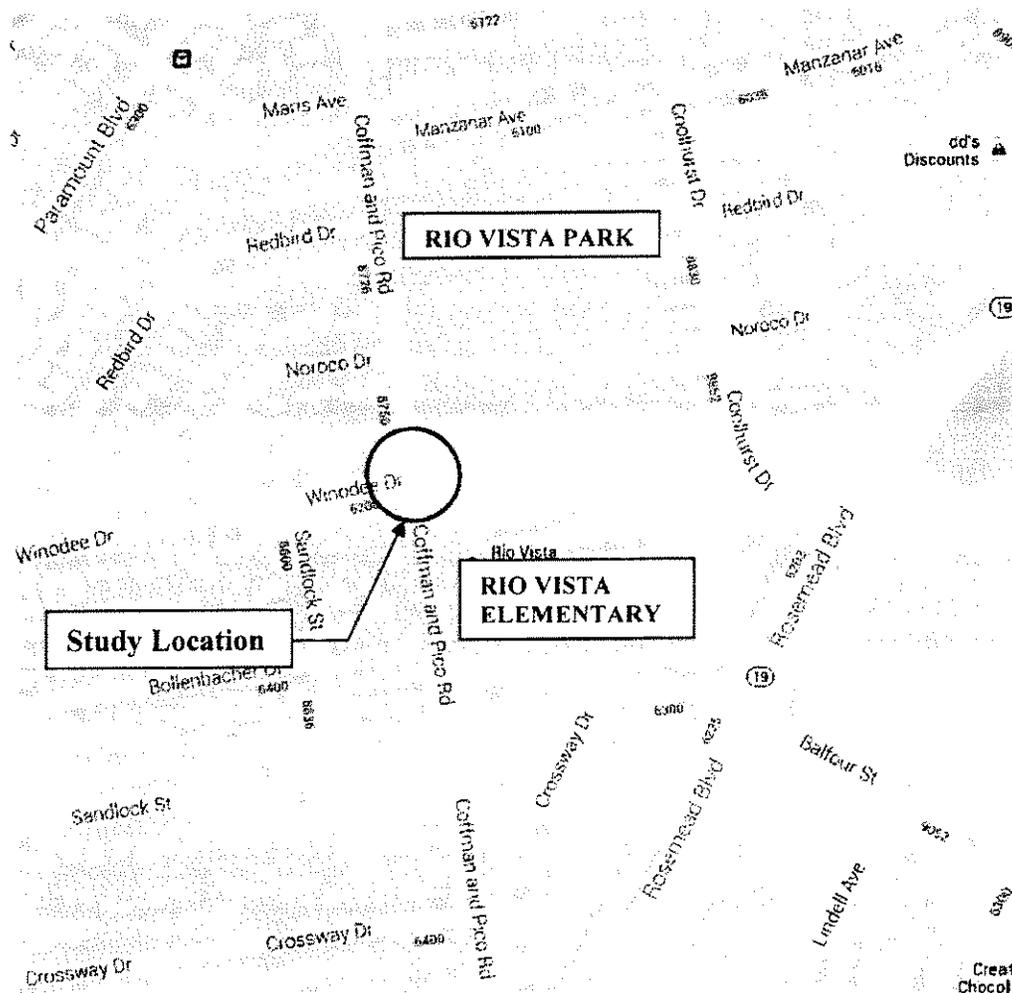


Figure 1: Vicinity Map

## Background

Coffman and Pico Road and Winodee Drive (West approach only) are both residential streets with a prima facie speed limit of 25 MPH. Parking is permitted on both sides of each street. Figure 2 presents an aerial photograph of the subject area.

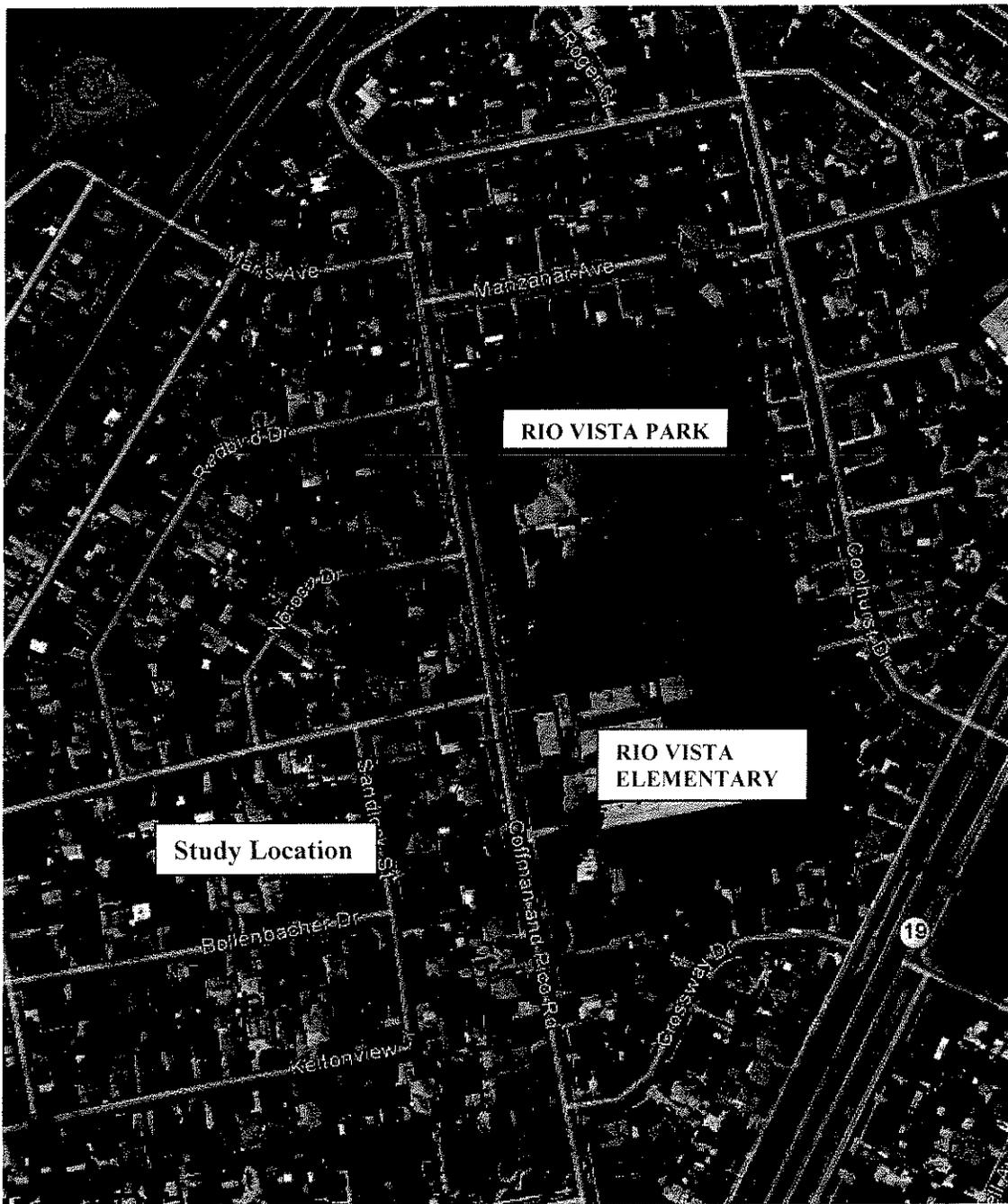


Figure 2: Aerial Photograph

CROSSWALKS AT COFFMAN AND PICO ROAD  
AND WINODEE DRIVE

**Investigation**

A field investigation was conducted to determine the need for a crosswalks the intersection of Coffman and Pico Road and Winodee Drive. Staff observed the pedestrian movements during school pick-up and drop-off hours, and performed pedestrian counts. The warrant for the installation of a crosswalk does not met since less than 100 pedestrians were counted crossing the intersection for any four hours of the day per 2012 MUTCD guidelines.

Coffman and Pico Road and Winodee Drive form a T-intersection. The existing driveway across Winodee Drive provides access to Rio Vista Park. There are existing access ramps on the northwest and southwest corners of the intersection. To provide safety for students and parents crossing Coffman and Pico Road and Winodee Drive, new crosswalks need to be implemented on the west side of Coffman and Pico Road crossing Winodee Drive. Below is Table 1 providing a summary of pedestrian counts for three consecutive days.

<b><u>Pedestrian Counts @ Coffman and Pico Road and Winodee Drive</u></b>			
	Monday Oct/14/2013	Tuesday Oct/15/2013	Thursday Oct/17/2013
7:00-7:15am	0	0	0
7:15-7:30am	0	0	0
7:30-7:45am	2	4	3
7:45-8:00am	11	13	12
8:00-8:15am	8	7	5
8:15-8:30am	3	4	2
8:30-8:45am	1	0	1
8:45-9:00am	1	1	0
<b>Total</b>	<b>26</b>	<b>29</b>	<b>23</b>
2:00-2:15pm	6	8	8
2:15-2:30pm	12	9	8
2:30-2:45pm	15	18	15
2:45-3:00pm	5	3	2
3:00-3:15pm	2	4	6
3:15-3:30pm	0	0	1
3:30-3:45pm	1	0	0
3:45-4:00pm	1	1	0
<b>Total</b>	<b>42</b>	<b>43</b>	<b>40</b>

Table 1: Pedestrian Counts

CROSSWALKS AT COFFMAN AND PICO ROAD  
AND WINODEE DRIVE

Page 4 of 5

There is a fire hydrant located at the southwest corner of Coffman and Pico Road and Winodee Drive. Per California Vehicle Code Section 22514, Fire Hydrant; "No person shall stop, park, or leave standing any vehicle within 15 feet of a fire hydrant." During several times of field visits, parents disregarding parking restrictions during pick-up/drop-off hours and parking near/or blocking the fire hydrant. Staffs recommended this red curb should be painted to provide guidance for parking correctly. Staffs also recommended to paint 20 feet of red curb at all the corners of the intersection of Coffman and Pico Road and Winodee Drive to provide a clear sight visibility for the motorist enter the intersection when students are present.

The school parking lot is located adjacent to the school and the Rio Vista Park. According to the principle, the school has been utilize the parking lot as a drop-off/pick-up area. The school have been put up a "DO NOT ENTER" sign at the driveway and make the driveway as exit only of the drop-off/pick-up area. During the field visits, staffs observed the traffic circulation at the intersection. Staffs finding that after picking up their kids, some parents approached the intersection and try to left-turn onto southbound Coffman and Pico Road. This movement created a traffic congestion at the intersection. Staffs recommended to install stop sign at the driveway, and restricted left turn movement during the drop-off/pick-up hours (7:00-9:00am and 2:00-4:00pm).

### **Recommendation**

In an effort to promote pedestrian safety adjacent to Rio Vista Elementary and enhance traffic circulation within the Rio Vista Elementary school zone, the following changes are recommended:

1. Install crosswalk at Coffman and Pico Road and Winodee Drive.
2. Paint 20 feet of red curb at the existing fire hydrant located at the southwest corner of Coffman and Pico Road and Winodee Drive. This red curb should provide guidance for parents parking correctly. Paint 20 feet of red curb at all corners of the said intersection to provide a clear sight visibility for the motorist
3. Install a "STOP" sign, "DO NOT ENTER" sign and "NO LEFT TURN" sign with restriction time (7:00-9:00am and 2:00-4:00pm) at the driveway.



Rene Guerrero, P.E.  
Assistant City Engineer

RG:JL:lg

CROSSWALKS AT COFFMAN AND PICO ROAD  
AND WINODEE DRIVE

Page 5 of 5

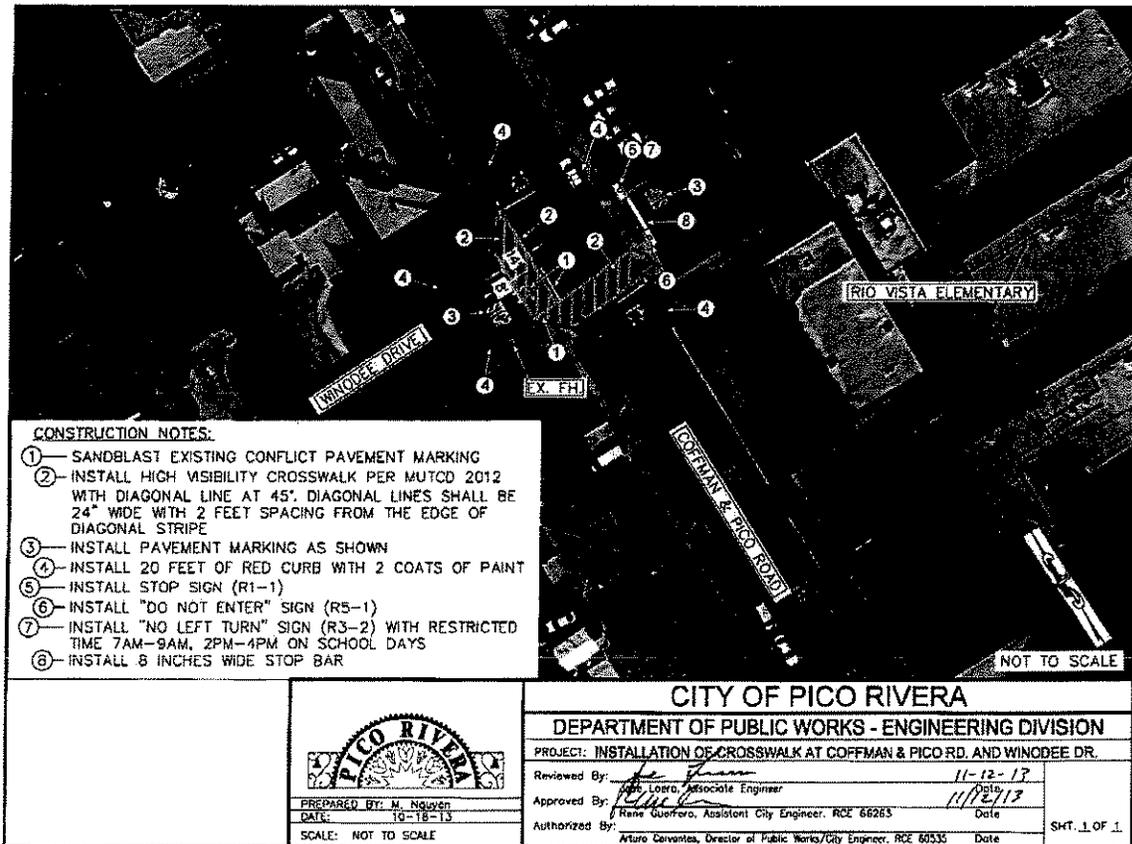


Figure 3: Proposed Crosswalk

CITY OF PICO RIVERA  
MEMORANDUM

Date: October 31, 2013

To: Director of Public Works/City Engineer

From: Assistant City Engineer

Subject: SERAPIS AVENUE ON STREET PARKING REQUEST

Staff received a request from a concern resident requesting staff to perform a traffic analysis to eliminate the existing red curb and permit on-street parking on the west side of Serapis Avenue, north of Slauson Avenue. The study was to analysis the width of the travel lane closest to the curb for southbound traffic on Serapis Avenue, north of Slauson Avenue. Figure 1 presents a vicinity map of the area.

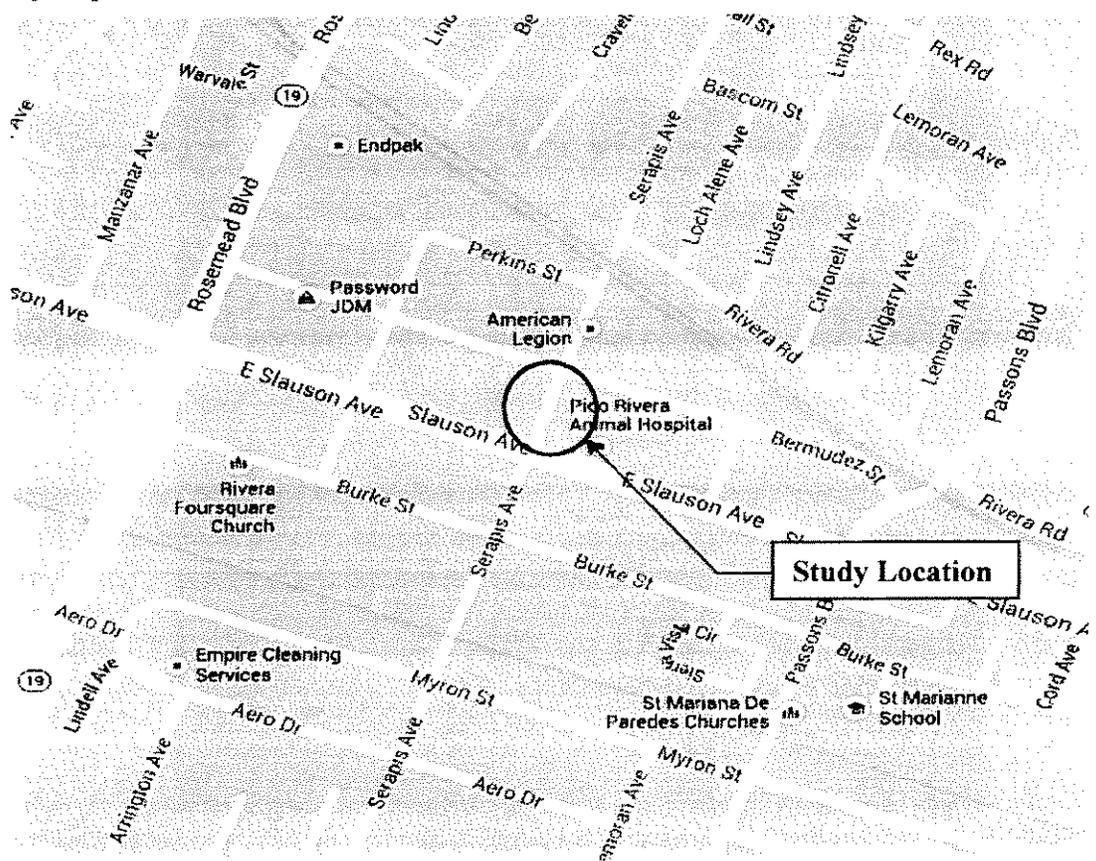


Figure 1: Vicinity Map

**Background**

Serapis Avenue is a collector street with on-street parking permitted on certain segments of the street with a prima fascia speed limit of 25 MPH. The segment of Serapis Avenue from Bermudez Street to Slauson Avenue has a width of 44 feet curb to curb with one travel lane in each direction. Red curbs are existing on both east and west curb of Serapis Avenue near the signal intersection of Slauson Avenue. Figure 2 presents an aerial photograph of the subject area.

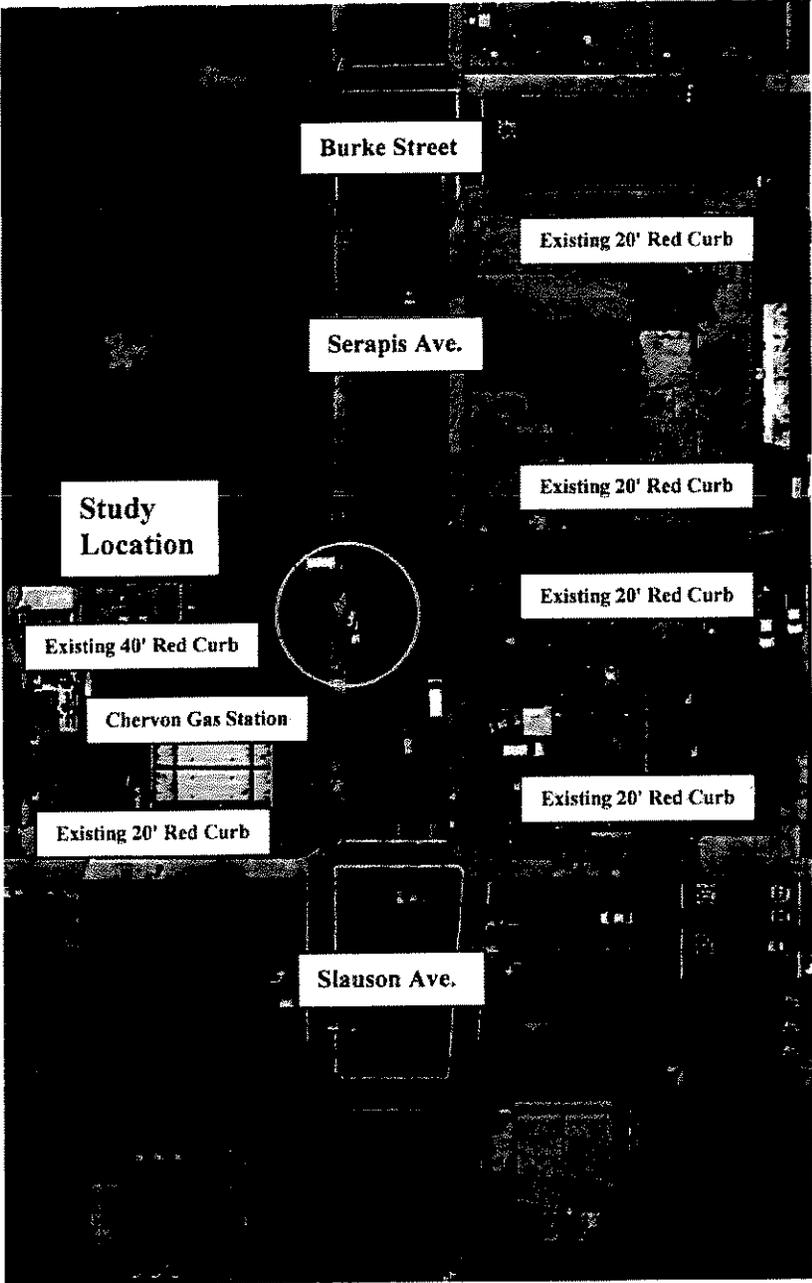


Figure 2: Aerial Photograph

***Investigation***

Serapis Avenue has a width of 44 feet curb to curb. The travel lane of southbound Serapis Avenue has a width of 22 feet. During the Parsons Underpass Project, Serapis Avenue was used as a detour route. The traffic volume of Serapis Avenue was significant increase. Red curb was installed to provide better circulation for the motorists. Since the Parsons Underpass Project had completed and Serapis Avenue was closed off at the BNSF railroad, the traffic volume of Serapis Avenue is significant decrease. Therefore, the installed red curb can be remove to provide the on-street parking for the residents and businesses.

***Recommendation***

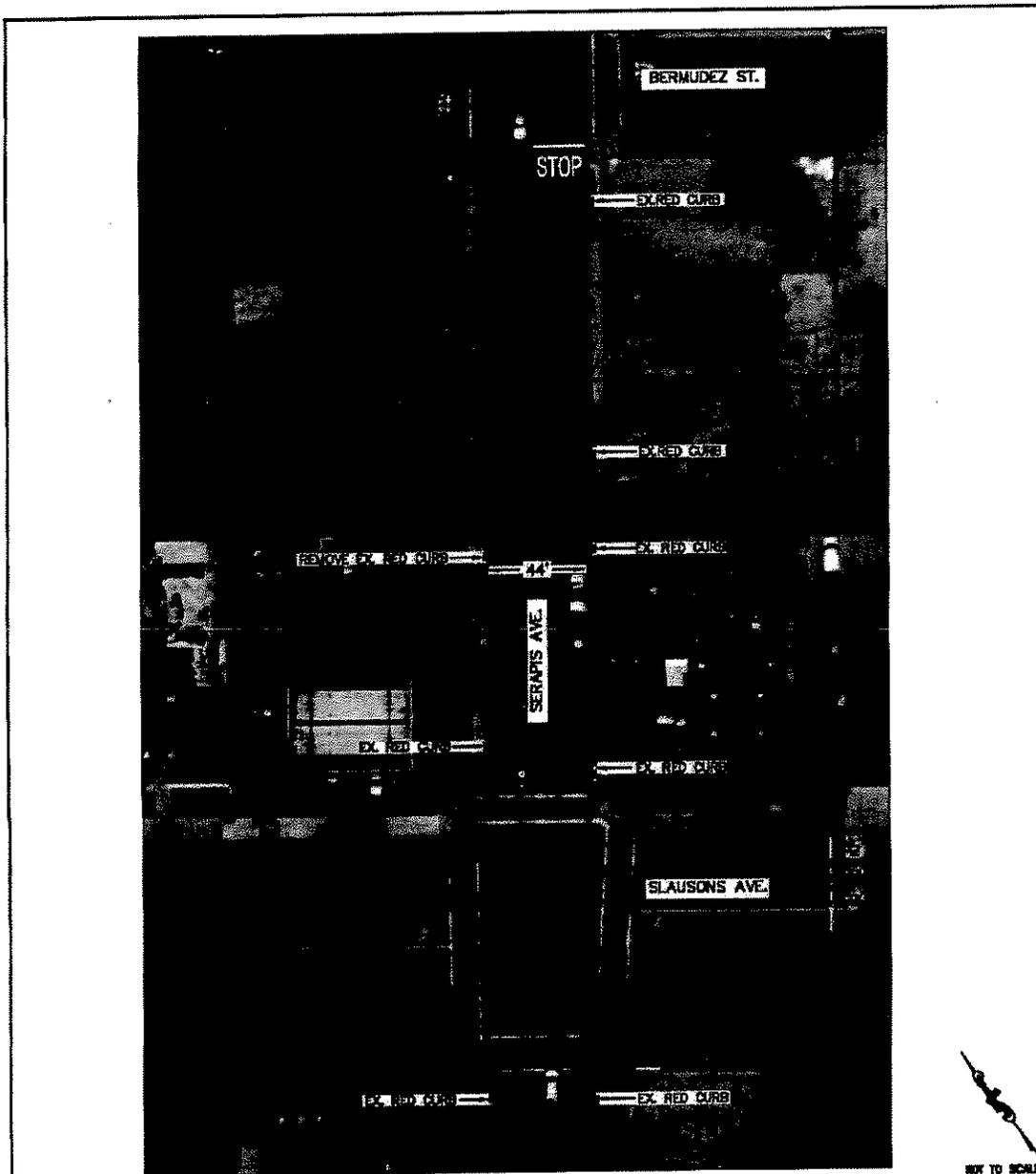
In order to improve traffic circulation and provide on-street parking for residents and businesses, it is recommended that remove the existing red curb on eastside of Serapis Avenue. Attached is the proposed exhibit.



Rene Guerrero, P.E.  
Assistant City Engineer

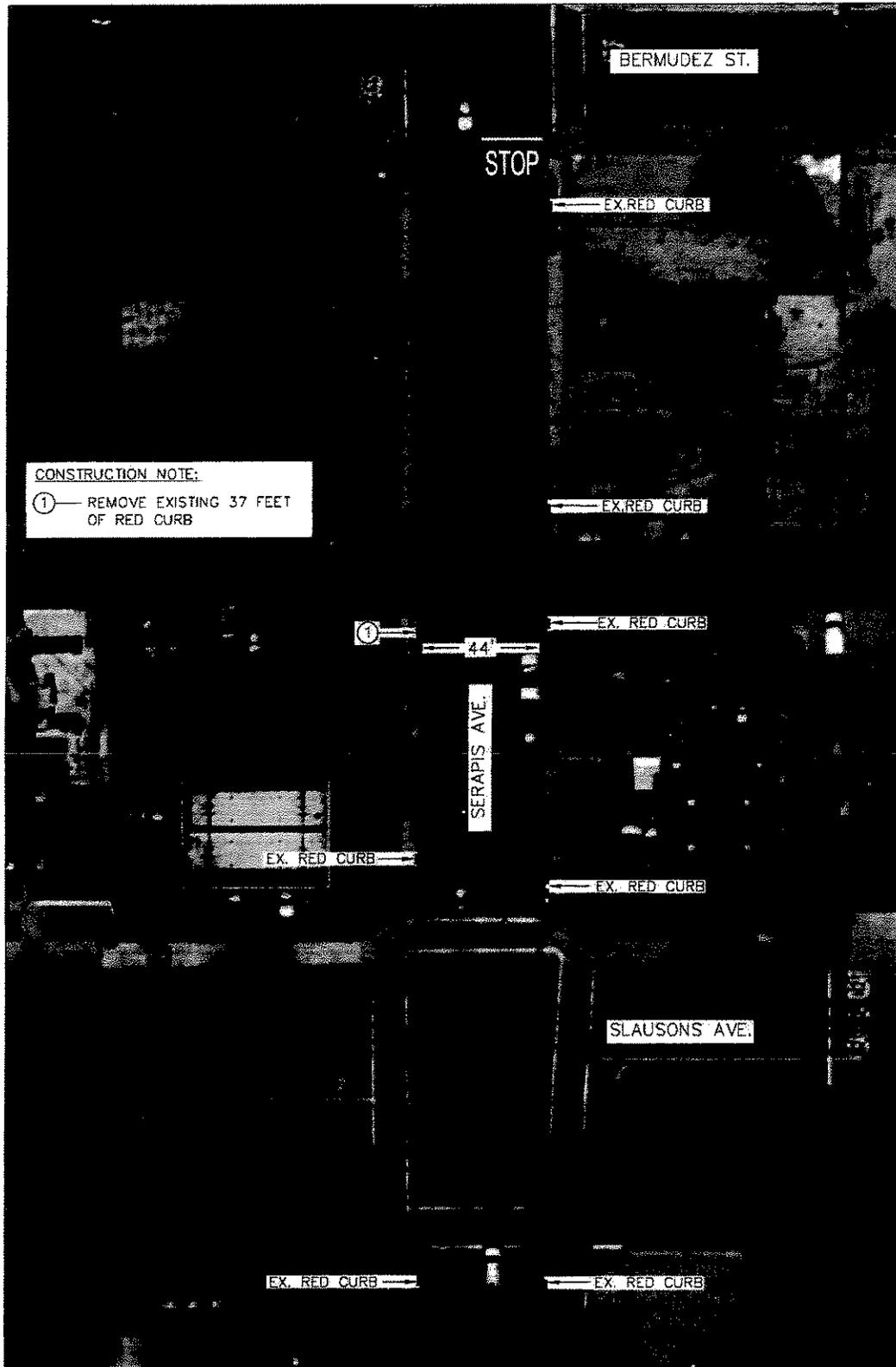
RG:JL:lg

**Proposed Plan**



NOT TO SCALE

	<b>CITY OF PICO RIVERA</b>	
	<b>DEPARTMENT OF PUBLIC WORKS - ENGINEERING DIVISION</b>	
PROJECT: REMOVE EXISTING RED CURB ON SERAPIS AVENUE		
Reviewed By: _____	Jose Lora, Associate Engineer	Date _____
Approved By: _____	Rene Guerra, Assistant City Engineer, RCE 66263	Date _____
Authorized By: _____	Mario Carvajal, Director of Public Works/City Engineer, RCE 66535	Date _____
PREPARED BY: M. Nausen	DATE: 10-31-13	SHT. 1 OF 1
SCALE: NOT TO SCALE		



**CONSTRUCTION NOTE:**  
 ① — REMOVE EXISTING 37 FEET OF RED CURB

NOT TO SCALE

# CITY OF PICO RIVERA

## DEPARTMENT OF PUBLIC WORKS - ENGINEERING DIVISION

PROJECT: REMOVE EXISTING RED CURB ON SERAPIS AVENUE

Reviewed By: *[Signature]* 11-13-13  
Jose Loera, Associate Engineer Date

Approved By: *[Signature]* 11/13/13  
Rene Guerrero, Assistant City Engineer, RCE 66263 Date

Authorized By: Arturo Cervantes, Director of Public Works/City Engineer, RCE 60535 Date

SHT. 1 OF 1



PREPARED BY: M. Nguyen  
 DATE: 11-13-13

SCALE: NOT TO SCALE

CITY OF PICO RIVERA  
MEMORANDUM

Date: October 18, 2013

To: Director of Public Works/City Engineer

From: Assistant City Engineer

Subject: STOP SIGN WARRANT ANALYSIS AT TOWNLEY DRIVE AND EGLISE AVENUE

Staff received a request to analyze the intersection at Townley Drive and Eglise Avenue. The specific request is for the installation of 3-way stop signs at the intersection of Townley Drive and Eglise Avenue. The following study evaluates this request and makes recommendations based on technical findings, accident history, vehicular and pedestrian volumes, and field evaluations, with a goal of improving safety. Figure 1 presents a vicinity map of the area.

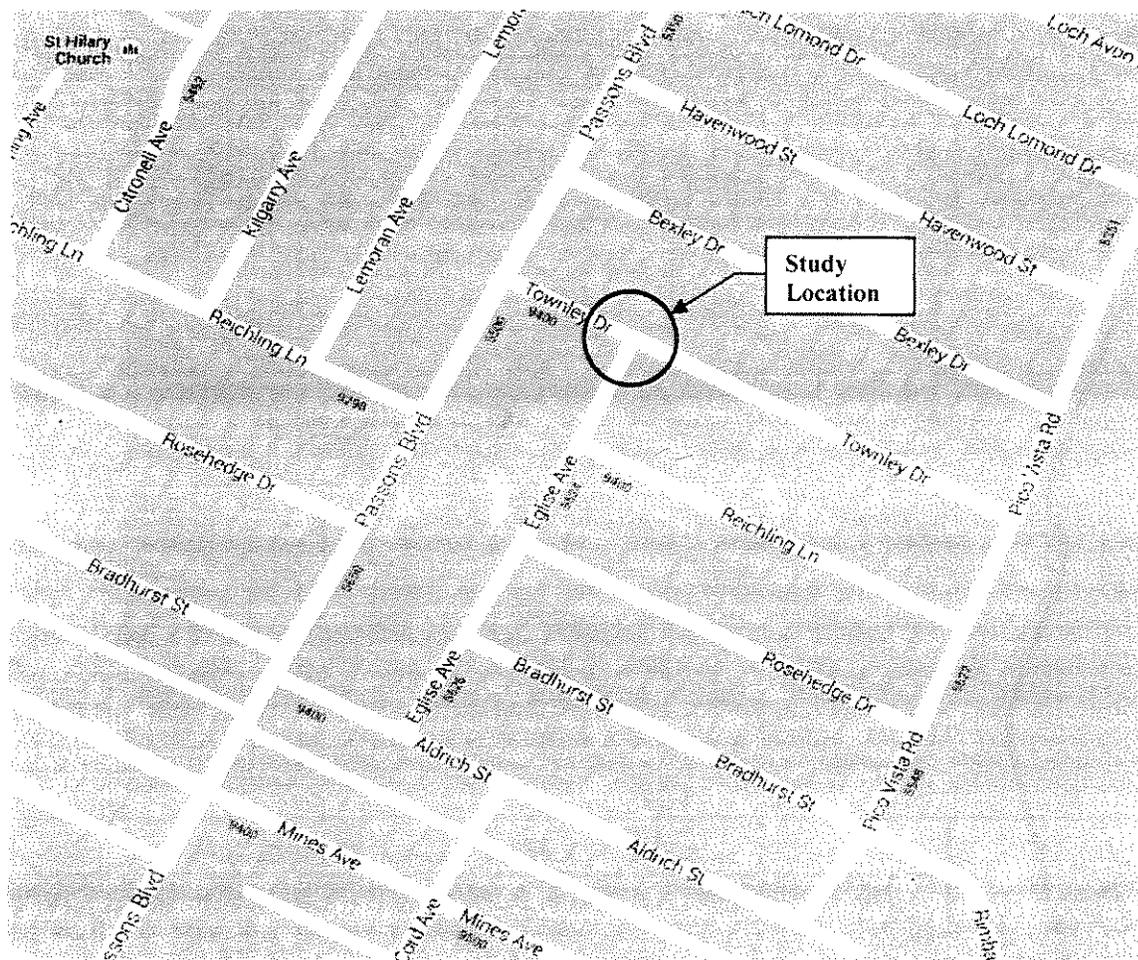
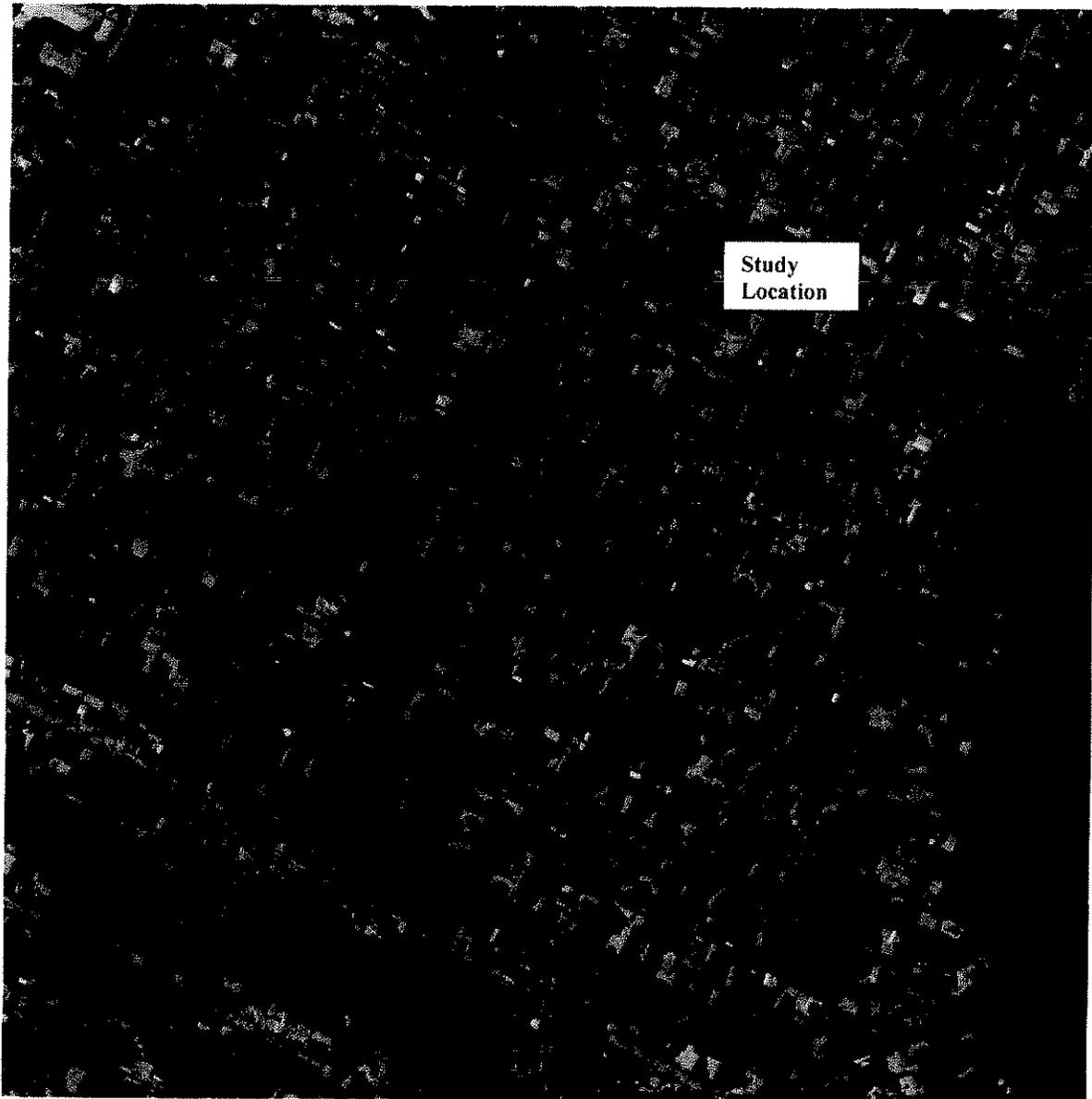


Figure 1: Vicinity Map

***Roadway Features***

Townley Drive and Eglise Avenue are residential streets that form a T-intersection (Study Intersection). The Study Intersection is located approximately 250 feet east of Passons Boulevard and approximately 850 feet west of Pico Vista Road.

Townley Drive spans from Passons Boulevard to Pico Vista Road, a length of approximately 1,150 feet, in the east/west direction. Eglise Avenue, a north-south street, spans from Aldrich Street to Townley Drive. Its length is approximately 970 feet in this span. Both Townley Drive and Eglise Avenue have on-street parking permitted on both sides of the street. The prima fascia speed limit is 25 MPH on both streets. Northbound Eglise Avenue is controlled by a stop sign in the existing condition.



**Figure 2: Aerial Photograph**

# STOP SIGN WARRANT ANALYSIS AT TOWNLEY DRIVE AND EGLISE AVENUE

## Investigation

The concern at the Study Intersection is one of safety. The California Manual on Uniform Traffic Control Devices (CA-MUTCD) provides standards for evaluating this issue at intersections, as well as general applications for stop signs. Staff utilized the CA-MUTCD guidelines in conjunction with accident history, vehicular and pedestrian volumes, sight distance, and vehicle speeds to evaluate the intersection.

**Safety Issues** - There are several issues common to intersections that involve safety and there are standards for measuring, analyzing and mitigating such issues. These measurements include vehicular and pedestrian volumes, accident history, sight distance, and vehicle speeds.

- Vehicular Volumes - Per the CA-MUTCD, there are minimum volumes to meet when considering placing a multi-way stop at Townley Drive and Eglise Avenue. There should be an average of at least 300 vehicles (total number of vehicles in both directions on Townley Drive) per hour for any 8 hours of an average day. The volumes gathered below demonstrate that the minimum threshold of 300 vehicles in an hour is not met at any time throughout an average 8-hour day. Based on the CA-MUTCD, the placement of 3-way stop signs at the intersection is not warranted.

### TRAFFIC VOLUMES Northbound - Eglise Avenue Eastbound - Westbound - Townley Drive

Time	North bound	South bound	East bound	West bound	Totals
00:00-01:00	0		1	0	1
01:00-02:00	4		0	0	4
02:00-03:00	0		0	0	0
03:00-04:00	0		1	1	2
04:00-05:00	2		1	3	6
05:00-06:00	8		3	5	16
06:00-07:00	11		12	5	28
<b>07:00-08:00</b>	<b>20</b>		<b>34</b>	<b>10</b>	<b>64</b>
08:00-09:00	12		27	9	48
09:00-10:00	11		20	6	37
10:00-11:00	12		21	13	46
11:00-12:00	12		24	20	56
12:00-13:00	21		25	8	54
13:00-14:00	20		30	12	62
14:00-15:00	14		27	9	50
15:00-16:00	30		28	13	71
16:00-17:00	17		27	3	47
17:00-18:00	21		26	7	54
18:00-19:00	24		48	7	79
19:00-20:00	21		46	4	71
20:00-21:00	7		22	3	32
21:00-22:00	8		24	9	41
22:00-23:00	2		10	3	15
23:00-00:00	4		6	1	11
<b>Total</b>	<b>281</b>		<b>463</b>	<b>151</b>	<b>895</b>

## STOP SIGN WARRANT ANALYSIS AT TOWNLEY DRIVE AND EGLISE AVENUE

Page 4 of 5

- Pedestrian Volumes – Per the CA-MUTCD, the combined vehicular and pedestrian volume entering the Study Intersection from the minor street approach (in this case, Eglise Avenue) must average at least 200 units (vehicles and pedestrians) for the same 8 hours looked at for the vehicular volumes noted above. There should also be an average delay of at least 30 seconds per vehicle for those vehicles on Eglise Avenue wanting to turn onto Townley Drive. The pedestrian volumes gathered show that there are only few pedestrians crossing Eglise Avenue. Additionally, the vehicle volumes shown in the table above for Eglise Avenue do not meet the minimum number of units. Based on the CA-MUTCD, the placement of 3-way stop signs at the intersection is not warranted.
- Accident History – The safety record at the intersection of Townley Drive and Eglise Avenue is satisfactory with only one reported collision in the past 12 months. The CA-MUTCD guidelines for stop sign consideration require at least five (5) reported collisions in a 12-month period. The placement of 3-way stop signs at the intersection is not warranted.
- Sight Distance – Sight distance obstructions do not exist at the study intersection due to its standard geometric design. The placement of 3-way stop signs at the intersection is not warranted based on sight distance.
- Vehicle Speeds – The CA-MUTCD establishes criteria when analyzing vehicular speed. If the average speed (85<sup>th</sup> percentile) on Townley Drive exceeds 40 mph, then the minimum vehicular volume threshold would decrease from 300 vehicles per hour for any 8 hours of an average day to 210 vehicles per hour. During this study, the average speed was determined to be 31.14 mph. The placement of 3-way stop signs at the intersection is not warranted.

The intersection of Townley Drive and Eglise Avenue does not meet the CA-MUTCD warrant for 3-way stop signs based on the analysis above. A CA-MUTCD excerpt and Stop Sign Warrant Worksheet are attached in this report for reference.

It shall be noted that staff did observe motorists entering Townley Drive from Passons Boulevard at a higher rate of speed than normal. This is a normal occurrence throughout the City when motorists turn from a highly traveled street to a residential side street.

### ***Recommendation***

Based on the California MUTCD All-Way Stop Sign Warrants, the conditions at this intersection do not warrant the installation of 3-way stop controls.

However, staff is recommending the installation of a warning sign that reads "CAUTION DRIVE SLOWLY" to remind motorists to slow down in the residential area. See proposed plan attached.



Rene Guerrero, P.E.  
Assistant City Engineer

RG:MN:lg

Attachment

California MUTCD (excerpt)

### **Section 2B.07 Multiway Stop Applications**

#### **Support:**

Multiway stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multiway stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multiway stop control is used where the volume of traffic on the intersecting roads is approximately equal.

The restrictions on the use of STOP signs described in Section 2B.05 also apply to multiway stop applications.

#### **Guidance:**

The decision to install multiway stop control should be based on an engineering study.

The following criteria should be considered in the engineering study for a multiway STOP sign installation:

- A. Where traffic control signals are justified, the multiway stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
- B. A crash problem, as indicated by 5 or more reported crashes in a 12-month period that are susceptible to correction by a multiway stop installation. Such crashes include right- and left-turn collisions as well as right-angle collisions.
- C. Minimum volumes:
  1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and
  2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but
  3. If the 85th-percentile approach speed of the major-street traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the above values.
- D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

#### **Option:**

Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to reasonably safely negotiate the intersection unless conflicting cross traffic is also required to stop; and
- D. An intersection of two residential neighborhood collectors (through) streets of similar design and operating characteristics where multiway stop control would improve traffic operational characteristics of the intersection.

# Stop Sign Warrant Worksheet

## MUTCD STOP SIGN - Warrant Analysis

City of Pico Rivera Agency      Los Angeles County      Calc. M. NGUYEN Check      Date 10/2/2013  
 Major St: Townley Drive Critical Approach Speed 25 mph  
 Minor St: Eglise Avenue Critical Approach Speed 25 mph

**Section A -** Is a Stop Sign being used temporarily for a justified Traffic Signal? YES  NO   
 Where traffic control signals are justified, the multiway stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.

**Section B - Accident Experience**      100% SATISFIED YES  NO   
 A crash problem, as indicated by 5 or more reported crashes in a 12-month period that are susceptible to correction by a multiway stop installation. Such crashes include right- and left-turn collisions as well as right-angle collisions.      80% SATISFIED YES  NO

ACCIDENT HISTORY			
Minimum Requirement	2012	2011	2010
100% - 5 or More	0	0	1
80% - 4 or More			

**Section C1 - Minimum Vehicular Volume**      100% SATISFIED YES  NO   
 The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and      80% SATISFIED YES  NO

APPROACH LANES	MINIMUM REQUIREMENTS									
	100%	80%	7	11	12	13	15	17	18	19
Both Approaches Major Street	300	240	44	44	33	42	41	33	55	50
Both Approaches Minor Street	200	160	20	12	21	20	38	21	24	21

**Section C2 - Combined Volumes**      100% SATISFIED YES  NO   
 The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic      80% SATISFIED YES  NO

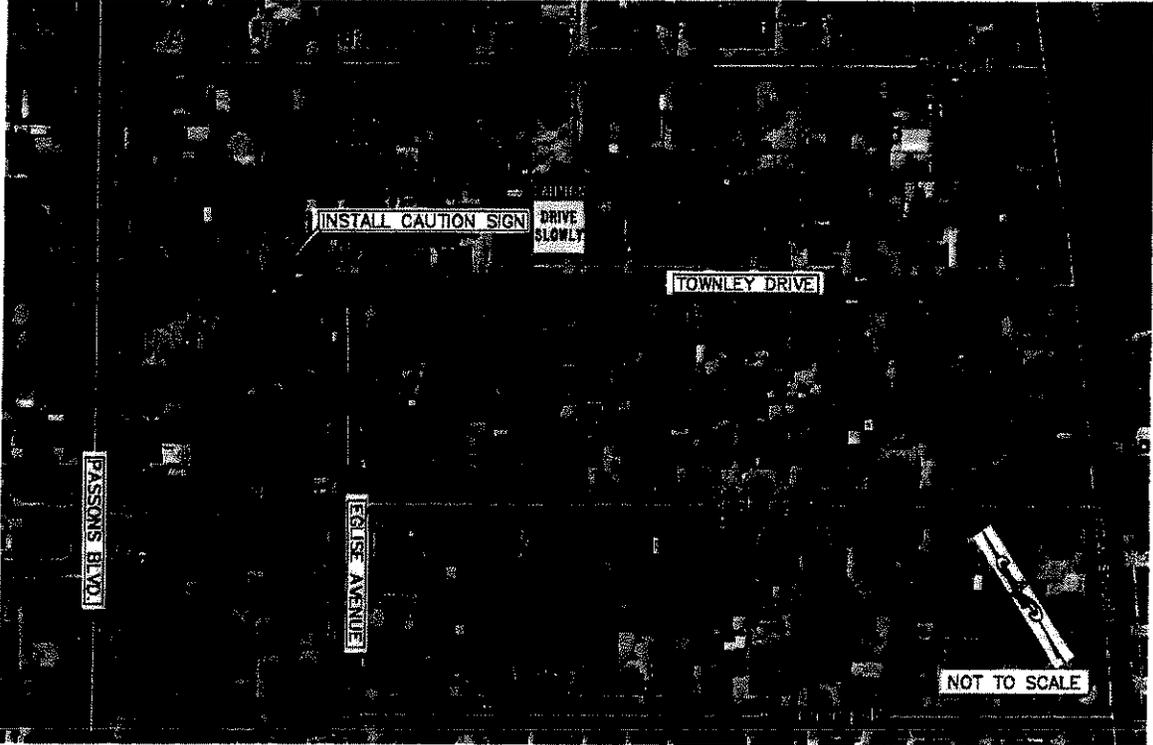
**Section C3 - Speeds Greater Than 40 MPH**      YES  NO   
 If the 85th-percentile approach speed of the major-street traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the above values.      YES  NO

**Section D - Combination of Warrants**      SATISFIED YES  NO   
 Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values, Criterion C.3 is excluded from this condition.

Criteria B satisfied at 80%      80% SATISFIED YES  NO   
 Criteria C1 satisfied at 80%      80% SATISFIED YES  NO   
 Criteria C2 satisfied at 80%      80% SATISFIED YES  NO

Option: Other criteria that may be considered in an engineering study include:  
 A. The need to control left-turn conflicts;  
 B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;  
 C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to reasonably safely negotiate the intersection unless conflicting cross traffic is also required to stop; and  
 D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multiway stop control would improve traffic operational characteristics of the intersection.

Proposed Plan





**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** ROSEMEAD BOULEVARD PEDESTRIAN BRIDGE  
REHABILITATION AND BEAUTIFICATION PROJECT, CIP NO.  
21240 – FINAL DESIGN CONCEPT

**Recommendation:**

Approve the recommendation of the Parks Ad Hoc Committee to advance Design Concept "A" to final design and construction for the Rosemead Boulevard Pedestrian Bridge Rehabilitation and Beautification Project.

**Fiscal Impact:** No fiscal impact.

**Discussion:**

The Rosemead Boulevard Pedestrian Bridge (Rosemead Bridge), built in 1958, is located on Rosemead Boulevard, near Smith Park and Meller Elementary School. This bridge provides a safe means by which students, bicyclists, and/or pedestrians can safely cross over Rosemead Boulevard to visit local activity centers, such as the Smith Park/Aquatic Center, Rio Vista Park, the new County/City Library, shopping centers, and El Rancho High School.

The Rosemead Boulevard Pedestrian Bridge Rehabilitation and Beautification Project (Rosemead Bridge Project) will serve to rehabilitate and beautify the bridge with a signature design. With regards to rehabilitation, the project will address the deficiencies documented in the L.A. County Biannual Bridge Inspection Report. Examples of the deficiencies include concrete spalling on the deck with exposed rebar, spalling at the end posts, corrosion of the chain link fence and post bases, a missing 16-ft handrail on the east access ramp and adhesive failure of an expansion joint at the southwest ramp. Project improvements include new safety fencing, ADA upgrades, new handrails, energy efficient lighting and peripheral landscaping.

On October 8, 2013, staff provided to Council two concepts for consideration. The design concepts depicted a signature bridge design with contemporary architecture (Design Concept "A"), and with elements that tie to the rich history of the City (Design Concept "B"). Design Concept "A" is inspired by the art work of the new entrance monuments, as well as the contemporary design of the new library. Design Concept "B" ties to the early development in Pico Rivera when it was filled with orange groves. This concept substantially matches the design concept utilized on the Passons Boulevard Underpass Project.

COUNCIL AGENDA REPORT – MTG. OF 12-10-13  
ROSEMEAD BOULEVARD PEDESTRIAN BRIDGE REHABILITATION AND BEAUTIFICATION  
PROJECT, CIP NO. 21240 – SELECTION OF FINAL DESIGN CONCEPT  
Page 2 of 2

The City Council directed that bridge concepts to be reviewed by a City Council Ad Hoc Committee.

On November 27, 2013, the Parks Ad Hoc Committee met to review the bridge concepts. This committee is led by Mayor Pro Tem Tercero and Councilmember Salcido.

The following comments were offered by the Ad Hoc Committee:

- The preference is a design that is more conventional than the design concepts offered by the artist;
- Utilize Design Concept “A” and revise it as follows:
  - Eliminate the playful design elements proposed by the artist,
  - Replace the curved openings with vertical opening, and
  - Use a dark shade of brown for the panels, similar to the color used on the entrance monuments.
- Consider enhancing the bridge piers with architectural features that would not impact the structural integrity of the bridge.
- Add “Pico Rivera” to a panel, centered on the bridge.

The design concept recommended by the City Council is attached as Enclosure 1.



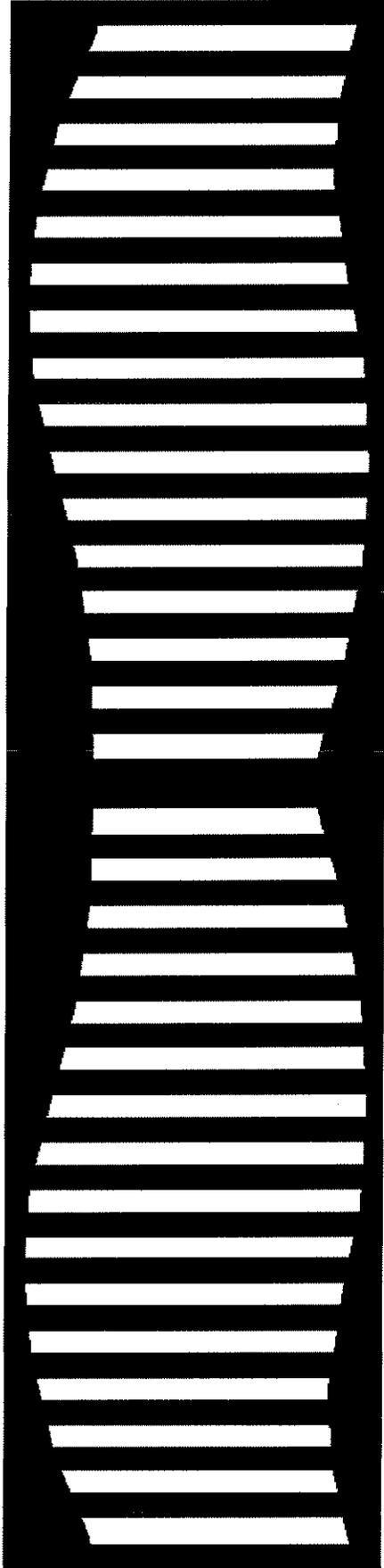
Ronald Bates

RRB:AC:GD:lg

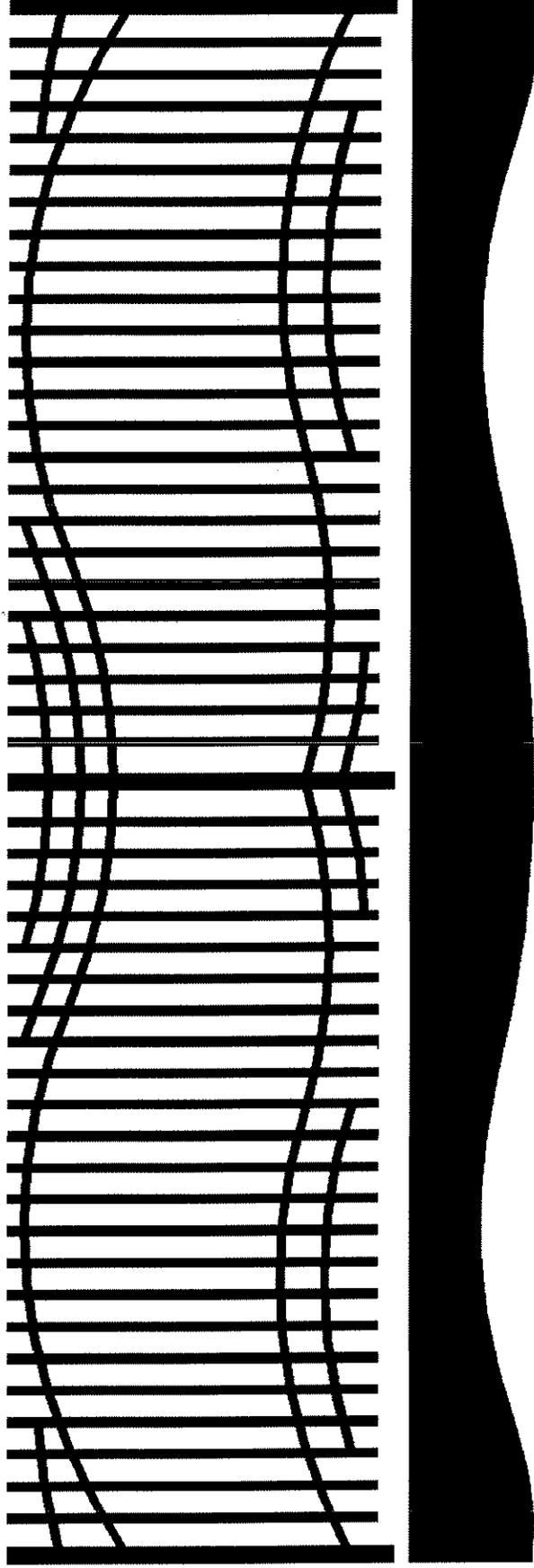
Enc

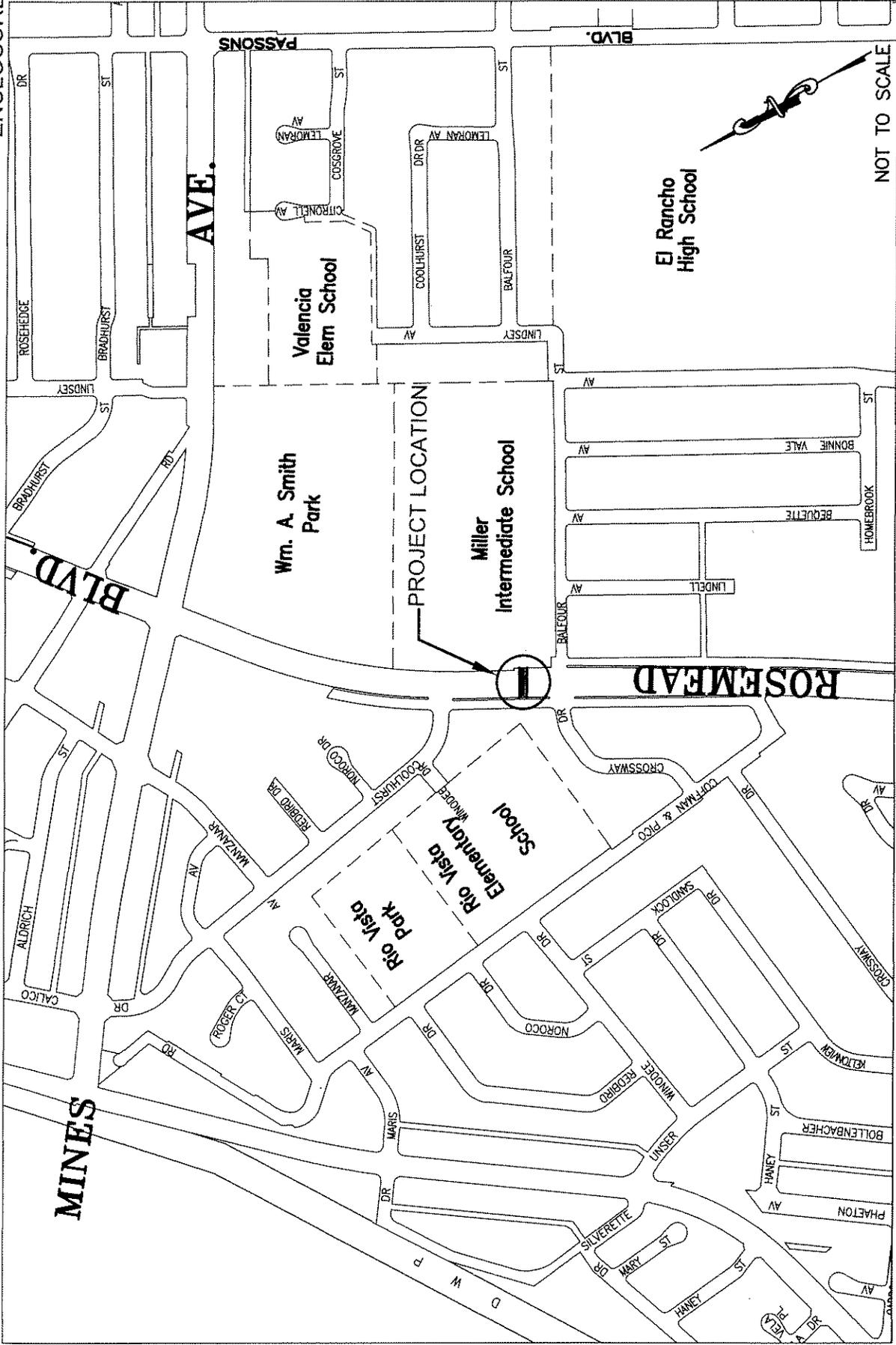
- 1) Design Concept Plan “A”
- 2) Vicinity Map

**CONTEMPORARY DESIGN (W/ City Name)**



# CONTEMPORARY DESIGN (Ramps)





**ROSEMEAD BOULEVARD PEDESTRIAN BRIDGE  
REHABILITATION AND BEAUTIFICATION  
VICINITY MAP**



**To:** Mayor and City Council  
**From:** City Manager  
**Meeting Date:** December 10, 2013  
**Subject:** CITY HALL EMERGENCY BACK-UP GENERATOR PROJECT,  
CIP NO. 21243 – NOTICE OF COMPLETION

**Recommendation:**

- 1) Accept as complete, effective November 22, 2013, work performed by TSR Construction & Inspection on the City Hall Emergency Back-Up Generator Project, CIP No. 21243, and instruct the City Clerk to file the Notice of Completion with the Los Angeles County Recorder.
- 2) Approve Change Order No. 2, for an amount of \$21,257, necessary to adjust the bid quantities to actual construction quantities and authorize the Director of Public Works/City Engineer to execute the change order.

**Fiscal Impact:** \$312,000 (Equipment Replacement Fund)  
\$98,325 (Pico Rivera Water Authority Fund)

**Discussion:**

On May 14, 2013, the City Council awarded a construction contract to TSR Construction & Inspection. The project entailed replacing City Hall's existing 20 kW emergency back-up generator with a 300 kW emergency back-up generator, installing new electrical switchboards and alarms, and constructing two enclosures (a generator enclosure and trash enclosure).

Construction is now complete. TSR Construction & Inspection completed the work per the approved plans and specifications.

Two (2) change orders were necessary to complete the project. Change Order No. 1, in the amount \$9,670, was for work necessary to address unforeseen conditions involving an electrical switchboard, dry walling, replacement breakers and additional electrical wiring. Change Order No. 2 in the amount of \$21,257 was necessary to pay for the difference between the bid quantities and the actual construction quantities for conduits, conductors, electrical fixtures and excavation.

COUNCIL AGENDA REPORT – MTG. OF 12/10/13  
CITY HALL EMERGENCY BACKUP GENERATOR PROJECT, CIP NO. 21243 – NOTICE  
OF COMPLETION

Page 2 of 2

The construction contract award was for \$318,425. The final construction cost, inclusive of the change orders, was \$349,352.

The project was completed within budget. The total project budget was \$410,325. The budget was used to fund construction (\$349,352) and soft costs such as engineering and job costing (\$60,973).

Construction management and inspection services were performed by in-house staff.

As a note, the new backup generator is equipped with the latest in technology and energy efficiency. It will provide sufficient power to City Hall and City Hall West to maintain all operations for a period of 24 hours. The generator was installed on the west side of City Hall West.

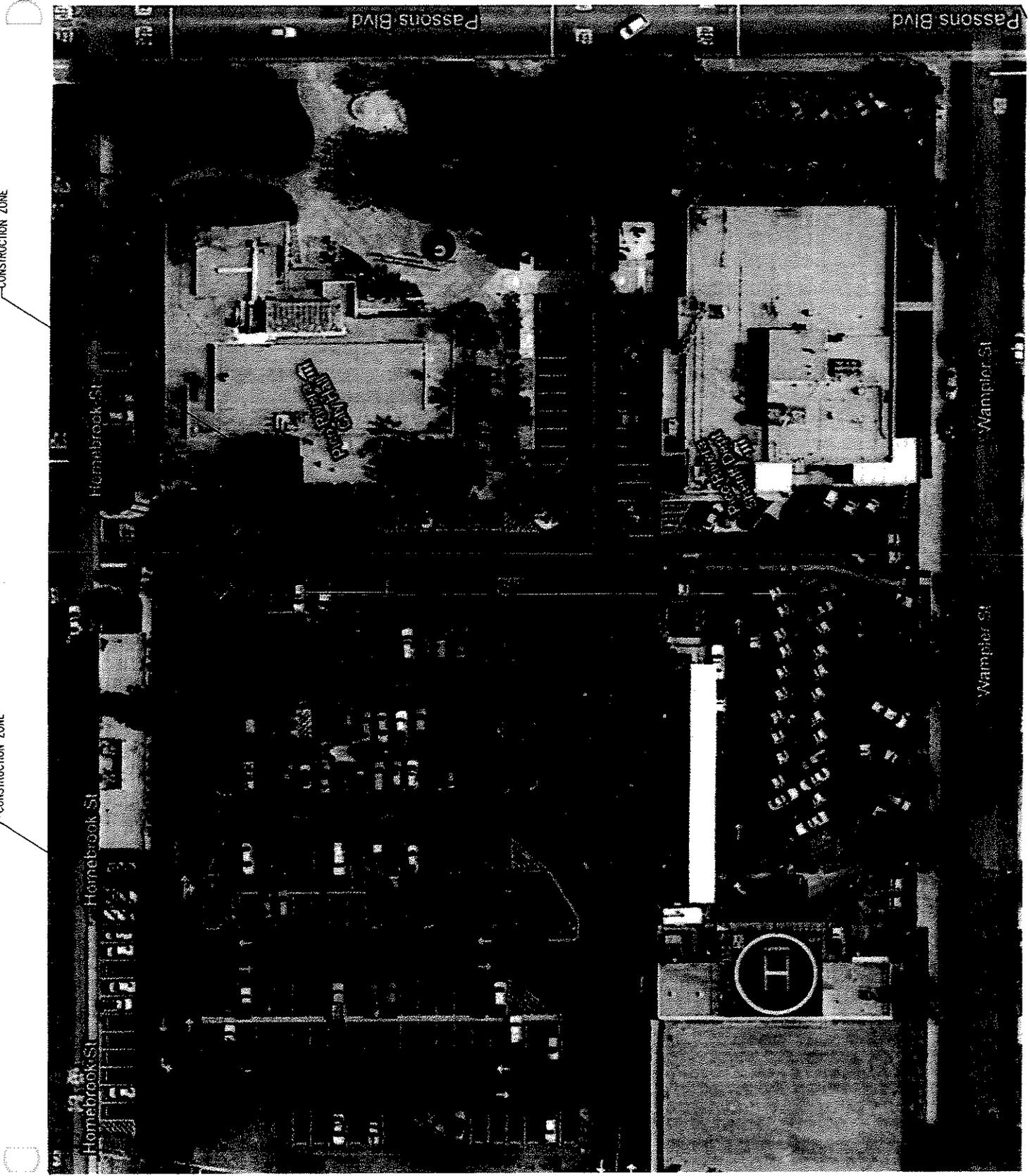


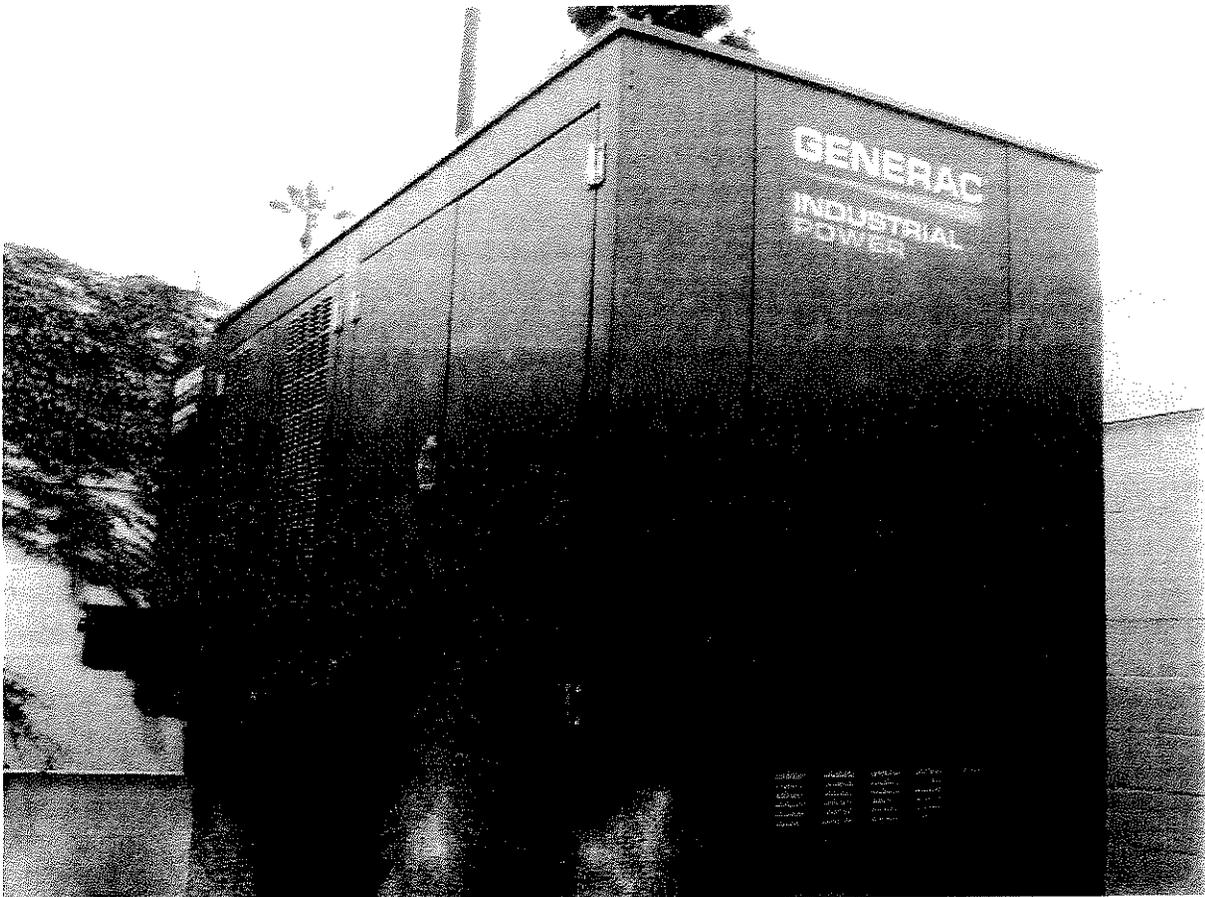
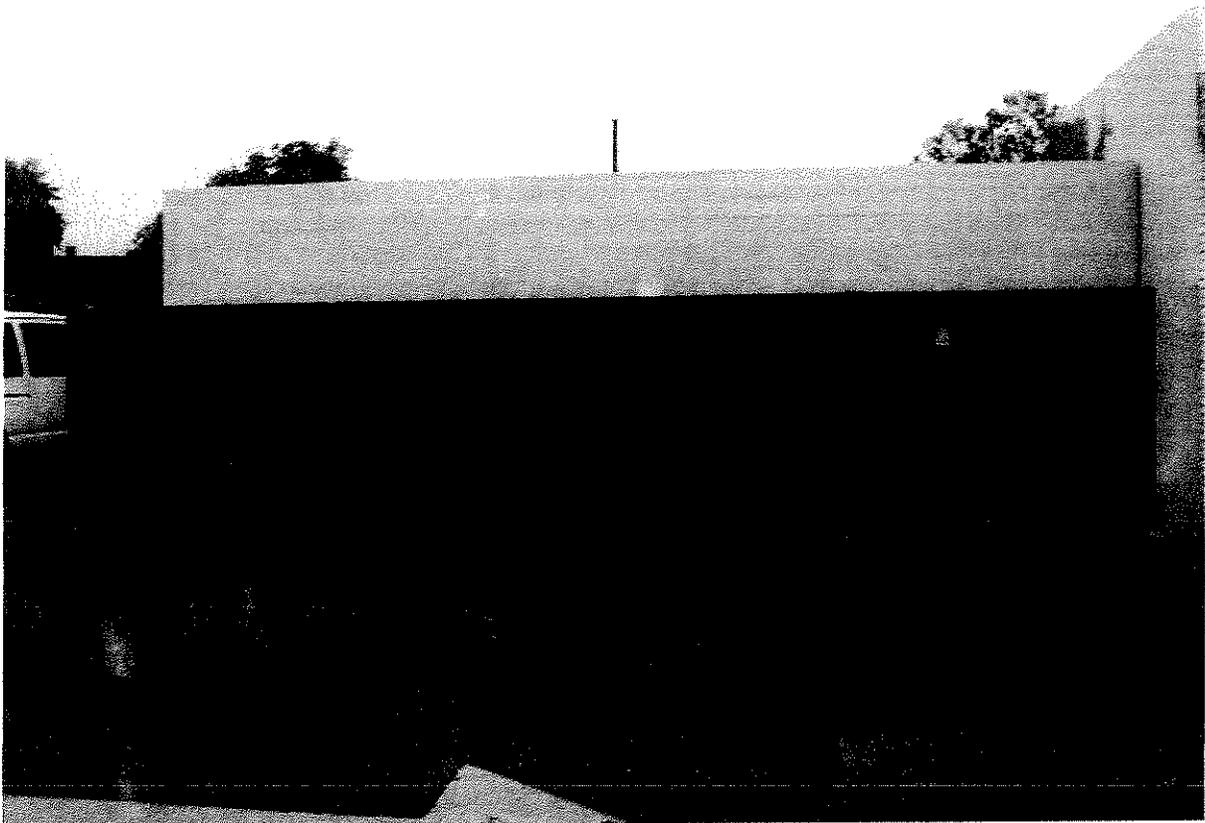
Ronald Bates

RRB:AC:GD:lg

Enc.

- 1) Exhibit "A" – Project Site Plan
- 2) Exhibit "B" – Emergency Backup Generator
- 3) Exhibit "C" – Change Order No. 2







**CITY OF PICO RIVERA**

**CHANGE ORDER**

Description: City Hall Emergency Backup Generator  
 C.I.P. NO. 21243  
 Contractor: TRS Constuction and Inspection  
8264 Avenida Leon, Rancho Cucamonga, CA  
91730  
 Address: \_\_\_\_\_

Change Order No. 2  
 Start Date: July 1,2013  
 Contract No. Not Complete  
 PO No. 31459

You are hereby directed to make the described changes from the plans and specifications or do the following described work not included in the plans and specifications on this contract:

	Cost	(Calendar days)
Original contract amount:	\$ 318,425.00	40
Previous Change Order amount:	9,670.00	0
This Change Order (No. 2) amount: ACTUAL COST	\$ 21,257.00	0
Total increase to contract (all change orders) to date:	\$ 30,927.00	0
Revised total contract amount:	\$ 349,352.00	0
Percentage of total increase (or decrease) to contract amount to date:	10%	0

**DESCRIPTION OF CHANGE ORDER WORK TO BE DONE, ESTIMATE OF QUANTITIES, AND PRICES TO BE PAID:**

**Change in Bid Item Quantities - Over Estimated Quantities - COST**

Item	Description	Contract Quantity	Previous Change Orders Quantity	THIS Change Order Quantity	Total Adjusted Contract Quantity	Unit	Unit Cost	Change Order Cost	Time Ext. calendar Days
1	1Borc New 5" PVC Conduit and 1" PVC Conduit per plans	240	0	240.00	480.00	LF	30.00	7,200.00	0
5	Install New 3"RGS Conduit per plans	325	0	93.00	418.00	LF	55.00	5,115.00	0
6	Install New #800kcmil THWN Copper wire per plans.	12	0	3.30	15.30	CLF	1,500.00	4,950.00	0
7	Install New #600kcmil THWN Copper wire per plans.	19	0	1.72	20.72	CLF	1,600.00	2,752.00	0
8	Install New #14AWG THWN Copper wire per plans.	7	0	5.60	12.60	CLF	150.00	840.00	0
12	Outdoor Lighting Fixtures and Installation	3	0	1.00	4.00	EA	400.00	400.00	0
22	10 ft CMU wall, including wall footing.	1	0	800.00	1.00	LS	1.00	800.00	0
<b>TOTAL COST</b>								<b>\$22,057.00</b>	

**Change in Bid item Quantities - Under Estimated Quantities - SAVINGS**

Item	Description	Contract Quantity	Previous Change Orders Quantity	Amount Under Contract Quantity	Total Adjusted Contract Quantity	Unit	Unit Cost	Change Order Savings	Time Ext. calendar Days
18	Demolition: Saw cut asphalt, paving and remove asphalt	108	100	-8.00	10,800.00	LF	\$100.00	(800.00)	
<b>TOTAL SAVINGS</b>								<b>5 (800.00)</b>	

**TOTAL AMOUNT OF THIS CHANGE ORDER = \$21,257.00**

The Changes described above are hereby authorized.

TSR CONSTRUCTION & INSPECTION

GABRIEL ZARAPIAN, TSR CONSTRUCTION & INSPECTION

GLADIS DERAS, PROJECT ENGINEER

RENE GUERRERO.P.E., ASSISTANT CITY ENGINEER

ARTURO CERVANTES, P.E., DIRECTOR OF PUBLIC WORKS/CITY ENGINEER

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Original - Project File

CC - Contractor



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** APPOINTMENT AND RECLASSIFICATION OF CITY CLERK

**Recommendation:**

1. Adopt resolution approving the reclassification and salary adjustment of City Clerk; and
2. Appoint Anna Jerome City Clerk.

**Fiscal Impact:** Budgeted Fiscal Year 2013-2014

**Discussion:**

After due consideration, it is recommended that the position of City Clerk be reclassified and that a permanent City Clerk be appointed. City Manager Ronald Bates currently holds the position and title of City Manager/City Clerk. Due to her experience and as a result of serving in the position of Deputy City Clerk, along with her 14-years of experience in the Pico Rivera City Clerk's Office, it is recommended that Anna Jerome be appointed as City Clerk. She is a Certified Municipal Clerk (CMC) and Notary Public and has performed at the City Clerk level for nearly two years, fulfilling all requirements of the City Clerk's duties including the recent General Municipal Election. Ms. Jerome brings with her a total of 37-years of work experience in the administrative or City Clerk field.

This reclassification requires a Bachelor's degree *and/or experience may substitute for the degree on a year-for-year basis (preferably in the City Clerk's Office)*. An added requirement is that the City Clerk possess certification by the International Institute of Municipal Clerks as a Certified Municipal Clerk (CMC) and/or Master Municipal Clerk (MMC). This reclassification reflects a concerted effort to continue to attract and retain high caliber employees. The salary range is \$6,522 to \$7,601 (\$78,264 to \$91,212) which is 21% higher than the range for Deputy City Clerk. Upon City Council's consideration and

APPOINTMENT AND RECLASSIFICATION OF CITY CLERK

City Council Meeting December 10, 2013

Page 2 of 2

appointment, the attached resolution will authorize the execution of an employment agreement in a form approved by the City Attorney.

A handwritten signature in black ink, appearing to read "Ronald Bates", with a long horizontal line extending to the right.

Ronald Bates

RB:MM:aj

Attachment: 1) Resolution

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA ADOPTING A RECLASSIFICATION AND SALARY ADJUSTMENT FOR THE POSITION OF CITY CLERK**

**THE CITY COUNCIL OF THE CITY OF PICO RIVERA DOES HEREBY RESOLVE, DETERMINE AND OBTAIN AS FOLLOWS:**

**SECTION 1.** The reclassification for the position of City Clerk as set forth in Exhibit "A" attached hereto is hereby established and shall become effective December 10, 2013.

**SECTION 2.** The salary for the City Clerk will be from \$6,522 to \$7,601.

**SECTION 3.** The City Clerk shall certify to the adoption of this resolution and hereafter the same shall be in full force and effect.

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Gustavo V. Camacho, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Anna M. Jerome, Deputy City Clerk

\_\_\_\_\_  
Arnold M. Alvarez-Glasman, City Attorney



## CITY CLERK

<b>Department/Division:</b>	Administrative Services/City Clerk
<b>Job Grouping:</b>	VI Manager and Deputy Director
<b>Zone Applicability:</b>	D
<b>Reports To:</b>	City Manager and City Council
<b>Provides Direction To:</b>	Administrative support staff
<b>Date Prepared:</b>	December 2, 2013
<b>Date Adopted:</b>	December 10, 2013

### GENERAL PURPOSE

To assume responsibility for the overall planning, administration, and operation of a variety of functions of the City Clerk's office prescribed by the City Council and by-laws of the State of California.

### ZONE PLACEMENT AND PROGRESSION

*Employees may be assigned to the appropriate zone based upon the range and difficulty of job functions that are performed, their demonstrated qualification, and organizational needs, as assessed by management.*

### EXAMPLES OF ESSENTIAL FUNCTIONS

*The duties listed below are intended only as illustrations of the various types of work that may be performed by particular employees in this classification. Functions may be added, modified or deleted to meet the needs of the City.*

1. Serve as Clerk of the City Council, Successor Agency, Housing Assistance Agency, and Water Development Corporation.
2. Plan and direct the publication, filing, indexing and safekeeping of all City Council proceedings.
3. Record and certify all ordinances and resolutions.
4. Coordinate the Council agenda; attend City Council meetings and record Council meetings.
5. Organize and conduct municipal elections.
6. Serve as filing officer for Economic Interest and Campaign Disclosure statements.
7. Serve as custodian of the official City records; plan and direct the maintenance, filing and safekeeping of all official municipal documents.

**EXAMPLES OF ESSENTIAL FUNCTIONS (continued)**

- 8. Develop and implement office procedures and systems.
- 9. Administer oath of office to elected and appointed officials.
- 10. Prepare and administer the department budget.
- 11. Assist the public and City staff by providing information and research assistance.
- 12. Direct the selection, training, development, evaluation, compensation, and disciplining of departmental staff pursuant to City guidelines and agreements.

**QUALIFICATIONS GUIDELINES**

**Knowledge/Skills/Abilities**

**Knowledge of:**

Zone D

Customer service techniques; City codes, ordinances and resolutions; safety procedures and practices; communication and public relations practices; Public Information Act, Public Records Act, Brown Act, and similar laws and regulations; statutory reporting requirements; time management methods; conflict resolution methods; supervisory techniques; leadership techniques; work organization planning methods; theories and principles of occupational disciplines; budget preparation methods; management theories; department work plan.

Depending upon position assignment, may require knowledge of professional standards.

**Skills:**

Zone D

Use of a personal computer/laptop; perform mathematical computations.

Depending upon position assignment, may require operating a vehicle and equipment safely.

Depending upon position assignment, proficiency in specialized software programs is desired.

**Ability to:**

Zone D

Organize and prioritize multiple tasks; analyze and solve problems; research and interpret data; interpret laws and regulations; interpret standards and practices; assist with budget preparation; demonstrate effective interpersonal skills; use conflict resolution techniques; tracking and writing techniques; give effective oral and public presentations; represent the City at functions;

follow oral and written instructions; work with minimal supervision; project, records and time management; initiate and complete performance evaluations; write reports; comply with required regulations; delegate tasks and manage projects; maintain confidentiality of non-public records; interview and hire employees; demonstrate effective leadership skills; recommend and implement disciplinary action; manage capital improvement projects; plan, direct, organize, and control department activities.

### **Education/Training/Experience**

#### **Education:**

##### Zone D

A Bachelor's degree in Public Administration or a related field, and/or experience may substitute for the degree on a year-for-year basis (preferably in the City Clerk's Office). A combination of four years experience in a City Clerk's office and certification as a certified Municipal Clerk or Master Municipal Clerk.

#### **Experience:**

##### Zone D

Eight years of related experience to duties; four years of supervisory experience; seven years public contact experience; two years of budgetary and policy experience; leadership experience. Government boards experience is desired.

#### **Licenses/Certification/Special Requirements:**

##### Zone D

Requires a valid Class C California driver's license and an acceptable driving record.

Possess certification by the International Institute of Municipal Clerks as a Certified Municipal Clerk and/or Master Municipal Clerk.

### **PHYSICAL AND MENTAL DEMANDS**

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Physical Demands**

While performing the duties of this class, the employee is regularly required to sit; talk or hear, in person and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands or arms. The employee occasionally walks and stands and lifts and moves records and documents weighing 20 pounds or less. Specific vision abilities required by this job include close vision, color vision, depth perception and the ability to adjust focus.

## **Mental Demands**

While performing the duties of this class, the employee is regularly required to use oral and written communication skills; read and interpret data, information and documents; analyze and solve problems; observe and interpret data and situations; use math and mathematical reasoning; learn and apply new skills or information; perform highly detailed work on multiple concurrent tasks; work under changing and intensive deadlines with frequent interruptions; and interact with City officials, media, citizens groups, employees and others encountered in the course of work.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee works under typical office conditions, and the noise level is usually quiet.



To: Mayor and City Council  
From: City Manager  
Meeting Date: December 10, 2013  
Subject: **EXTENDED LEAVE OF ABSENCE WITHOUT PAY FOR EXECUTIVE ASSISTANT**

**Recommendation:**

Approve an extended leave of absence without pay.

**Fiscal Impact:** None

**Discussion:**

On August 7, 2013, an Executive Assistant in Administration was placed on medical leave under the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA). The leaves expired on October 3, 2013, and on September 14, 2013, the employee requested an extended leave of absence without pay which the City Council approved on September 24, 2013.

Unfortunately, the employee is unable to return to work by Monday, January 6, 2014 because of medical reasons. Therefore, in accordance with the City of Pico Rivera's Rules and Regulations, Article X, Section 5, staff is recommending that the City Council approve an extended leave of absence without pay until March 28, 2014. This employee expects to return to work on Tuesday, April 1, 2014.

*mm* 

Ronald Bates

RB:MM:mm

Attachment: Employee Request for Leave Extension dated 11-25-13

November 25, 2013

Ronald Bates, City Manager  
Pico Rivera City Hall  
6615 Passons Boulevard  
Pico Rivera, CA 90660

Re: Extended Leave of Absence without Pay

Dear Ron,

In accordance with the City of Pico Rivera's Rules and Regulations, Article X, Section 5, I am requesting an extended leave of absence without pay (additional 12 weeks) in order to continue treatment for my serious medical condition.

The additional 12 weeks brings my return to work date to April 1, 2014.

Thank you for your consideration.

*SIGNED*



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** December 10, 2013

**Subject:** OFFICIAL RESULTS OF NOVEMBER 5, 2013 - GENERAL MUNICIPAL ELECTION IN THE CITY OF PICO RIVERA

**Recommendations:**

1. Adopt resolution reciting the fact of the General Municipal Election held on Tuesday, November 5, 2013, declaring the result and such other matters as provided by law; and
2. Receive and file Exhibit "A", Certificate of Canvass and Statement of Votes Cast as provided by the Los Angeles County Registrar-Recorder/County Clerk.

**Discussion:**

On May 28, 2013, the City Council adopted a number of resolutions including Resolution Nos. 6719, 6720, 6721, 6722, and 6723, which included a series of recommendations, and which had the effect of calling for and holding of a General Municipal Election; requesting the Board of Supervisors of Los Angeles County to render specified election services; requesting the Board of Supervisors of Los Angeles County to consolidate the General Municipal Election with El Rancho Unified School District and the Pico Water District Elections; rescinding Resolution No. 6621 and adopting regulations for candidates statements; as well as providing for a procedure for determining by lot a tie among candidates at the November 5, 2013 General Municipal Election.

OFFICIAL RESULTS OF NOVEMBER 5, 2013 - GENERAL MUNICIPAL ELECTION  
City Council Meeting – December 10, 2013  
Page 2 of 2

Pursuant to Elections Code §10412, 10262 and 10264, it is required that a report of the official canvass results be presented to the governing body in the form of a Resolution. On November 25, 2013, the City received the Canvass Certificate and Statement of Votes Cast, and the official statement and certificate of canvass are attached to the proposed Resolution as Exhibit "A". Based on the outcome of the election, it would be appropriate to acknowledge and adopt the aforementioned resolution.



Ronald Bates

RB:aj

Enc: 1) Resolution Declaring Results of the General Municipal Election  
2) Certificate of Canvass of the Election Returns (Exhibit "A")

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON TUESDAY, NOVEMBER, 5, 2013, DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW**

**WHEREAS**, a General Municipal Election was held and conducted in the City of Pico Rivera, California, on Tuesday, November 5, 2013, as required by law; and

**WHEREAS**, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

**WHEREAS**, pursuant to Resolution 6721, adopted on May 28, 2013, the Los Angeles County Registrar-Recorder/County Clerk canvassed the returns of the election and has certified the results to this City Council and the results have been received, attached, and incorporated herein as "Exhibit A".

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:**

**SECTION 1.** That the whole number of ballots cast in the precincts, except Vote by Mail voter ballots was 2220, and that the whole number of Vote by Mail voter ballots cast in the City was 1774, making a total of 3994 votes cast in the City.

**SECTION 2.** That the names of persons voted for at the election for Member of the City Council are as follows:

**MEMBERS OF THE CITY COUNCIL**

Gustavo Camacho  
David W. Armenta  
Adrian L. Diaz

**SECTION 3.** That the number of votes given at each precinct and the number of votes given in the City to each of the persons above named for the respective offices for which the persons were candidates are listed in Exhibit "A", which is attached.

**SECTION 4.** The City Council does declare and determine that:  
Gustavo Camacho was elected as member of the City Council for the full term of four years (4), and that David W. Armenta was elected as a member of the City Council for the full

term of four years (4).

**SECTION 5.** That the whole number of votes cast at each precinct is listed in “Exhibit A”, which is attached.

**SECTION 6.** The City Clerk shall enter on the records of the City Council of the City, a statement of the result of the election, showing: (1) The whole number of ballots cast in the City; (2) The names of the persons voted for; (3) For what office each person was voted for; (4) The number of votes given at each precinct to each person; and (5) The total number of votes given to each person.

**SECTION 7.** That the City Clerk shall immediately make and deliver to each of the persons so elected a Certificate of Election signed by the City Clerk and authenticated; that the City Clerk shall also administer to each person elected the Oath of Office prescribed in the Constitution of the State of California and shall have them subscribe to it and file it in the office of the City Clerk. Each and all of the persons so elected shall then be inducted into the respective office to which they have been elected.

**SECTION 8.** That the City Clerk shall certify to the passage and adoption of this resolution and it shall thereafter be in full force and effect.

**PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.**

\_\_\_\_\_  
**Gustavo V. Camacho, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Anna M. Jerome, Deputy City Clerk**

\_\_\_\_\_  
**Arnold M. Alvarez-Glasman, City Attorney**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

*Los Angeles County*  
*Registrar-Recorder/County Clerk*

**Certificate of the Canvass of the Election Returns**

*I, DEAN C. LOGAN, Registrar-Recorder/County Clerk of the County of Los Angeles, of the State of California, DO HEREBY CERTIFY that pursuant to the provisions of Section 15300 et seq. of the California Elections Code, I did canvass the returns of the votes cast for each elective office and/or measure(s) for*

*Pico Rivera City*

*at the Local and Municipal Consolidated Elections, held on the 5th day of November 2013.*

*I FURTHER CERTIFY that the Statement of Votes Cast, to which this certificate is attached, shows the total number of ballots cast in said jurisdiction, and that the whole number of votes cast for each candidate and/or measure(s) in said jurisdiction in each of the respective precincts therein, and the totals of the respective columns and the totals as shown for each candidate and/or measure(s) are full, true and correct.*

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this 25th day of November 2013.*



*Dean C. Logan*

DEAN C. LOGAN  
 Registrar-Recorder/County Clerk  
 County of Los Angeles

FINAL OFFICIAL STATEMENT OF VOTES CAST		PICO RIVERA CY GEN MUNI COUNCILMEMBER		GUSTAVO CAMACHO		DAVID W ARMENTA		ADRIAN L DIAZ	
CITY/PREC	REGISTRATION	BALLOTS CAST							
PICO RIVERA AV/VBM	3128	212	163	97	56				
TOTAL	0	220	161	112	70				
PICO RIVERA *5230006A	3128	432	324	209	126				
AV/VBM	1	0	0	0	0				
TOTAL	1	1	0	0	1				
PICO RIVERA *5230006C	58	0	0	0	0				
AV/VBM	0	6	5	3	1				
TOTAL	58	6	5	3	1				
PICO RIVERA 5230007A	2166	146	95	64	40				
AV/VBM	0	116	76	50	42				
TOTAL	2166	262	171	114	82				
PICO RIVERA 5230008A	2044	122	90	71	29				
AV/VBM	0	113	76	55	38				
TOTAL	2044	235	166	126	67				
PICO RIVERA 5230010A	3065	203	132	104	71				
AV/VBM	0	181	113	88	75				
TOTAL	3065	384	245	192	146				
PICO RIVERA 5230012B	1881	119	79	47	36				
AV/VBM	0	65	49	29	19				
TOTAL	1881	184	128	76	55				
PICO RIVERA 5230014A	2533	200	132	87	70				
AV/VBM	0	158	109	67	58				
TOTAL	2533	358	241	154	128				
PICO RIVERA 5230015A	1979	165	97	62	67				
AV/VBM	0	101	70	37	54				
TOTAL	1979	266	167	99	121				
PICO RIVERA 5230017A	1133	79	47	31	23				
AV/VBM	0	22	16	10	9				
TOTAL	1133	101	63	41	32				
PICO RIVERA 5230020A	1668	104	76	36	40				
AV/VBM	0	118	82	67	39				
TOTAL	1668	222	158	103	79				
PICO RIVERA 5230027A	2600	173	110	83	65				
AV/VBM	0	125	81	56	63				
TOTAL	2600	298	191	139	128				
PICO RIVERA 5230030A	2559	177	125	71	62				
AV/VBM	0	132	104	67	48				
TOTAL	2559	309	229	138	110				

PICO RIVERA CY GEN MUNI  
COUNCILMEMBER

GUSTAVO  
CAMACHO

DAVID W  
ARMENTA

ADRIAN L  
DIAZ

FINAL OFFICIAL  
STATEMENT OF VOTES CAST

CITY/PREC	REGISTRATION	BALLOTS CAST			
PICO RIVERA AV/VEM	2376	147	97	61	52
TOTAL	0	106	56	59	47
PICO RIVERA AV/VEM	3153	253	153	120	99
TOTAL	0	215	149	105	61
PICO RIVERA AV/VEM	2305	182	127	94	67
TOTAL	0	397	276	199	128
PICO RIVERA AV/VEM	2305	158	96	80	48
TOTAL	0	286	90	70	39
PRECINCT TOTAL VOTE	32590	2220	1488	999	720
VEM TOTAL VOTE	0	1774	1215	864	670
GRAND TOTAL VOTE	32590	3994	2703	1863	1390