

CITY OF SAN MARINO
CITY COUNCIL AGENDA

Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

John T. Schaefer, City Manager



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City Hall Council Chamber

2200 Huntington Drive

San Marino, CA 91108

WEDNESDAY, FEBRUARY 10, 2016
6:00 P.M.
CITY HALL
COUNCIL CHAMBER
2200 HUNTINGTON DRIVE, SAN MARINO, CA

The City of San Marino appreciates your attendance. Citizens' interest provides the Council with valuable information regarding issues of the community.

Regular Meetings are held on the 2nd Wednesday of every month at 6:00 p.m. Adjourned Regular Meetings are held on the last Friday of every month at 8:00 a.m.

In compliance with the American Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (626) 300-0705 at least 48 hours prior to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Councilman Huang, Councilman Talt, Councilman Ward, Vice Mayor Sun, and Mayor Yung

POSTING OF AGENDA

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City's Website: <http://www.cityofsanmarino.org>

PUBLIC COMMENTS

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the City Council on any item of interest to the public, before or during the Council's consideration of the item, that is within the subject matter jurisdiction of the City Council.

MOTION TO WAIVE FURTHER READINGS

This action permits the City Council to act on ordinances and resolutions without having to read the entire text of the ordinance or resolution. The title of an ordinance on First Reading must be read in its entirety. An ordinance on Second Reading does not require having the title read. However, the City Council may request that an ordinance or resolution be read in its entirety before taking any action.

PRESENTATIONS

- 1. RECOGNITION OF BOOKMARK CONTEST WINNERS BY THE LIBRARY FOUNDATION**

STUDY SESSION

- 2. REVIEW OF FINE AND FEE SCHEDULE AND ANTICIPATED REVENUES**

Recommendation: Staff recommends the Council 1) discuss the revised fees and direct staff to make changes or bring them back for a public hearing; and 2) review and discuss the proposed revenues for the 2016-17 fiscal year and direct staff to make changes as needed.

CONSENT CALENDAR

Members of the public may at this time speak on any items on the Consent Calendar. After which, the Mayor will request members of the City Council to indicate if there are any items on the Consent Calendar that should be discussed individually. These items will be pulled from the Consent Calendar and acted on separately.

3. JANUARY 2016 DISBURSEMENT REPORTS

Recommendation: “A motion to ratify and file the Disbursement Reports for the period ending January 31, 2016.”

4. APPROVAL OF MINUTES

Recommendation: “A motion to approve the City Council Minutes of the Joint Meeting with the Design Review Committee of January 13, 2016, the Regular Meeting of January 13, 2016, and the Special Meeting of January 20, 2016.”

5. AGREEMENT REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA

Recommendation: “A motion 1) approving an Agreement with San Gabriel Valley MS4 permittees for the administration and implementation of the Coordinated Integrated Monitoring Program through June 30, 2018; and 2) appropriating \$16,430 to account 101-44-4150-570 to enable the first year expenses for the CIMP program.”

NEW BUSINESS**6. PRESENTATION OF FINANCIAL STATEMENTS BY RICH KIKUCHI OF LANCE, SOLL AND LUNGHARD, CPAs**

Recommendation: “A motion to receive and file the Financial Statements for the fiscal year ending June 30, 2015, the auditor’s report included therein, the Auditor’s Report on Compliance and Internal Control Over Financial Reporting and the Audit Committee letter.”

7. ANNUAL TRAFFIC REPORT

Recommendation: “A motion to receive and file the Annual Traffic Report for the period ending December 31, 2015.”

8. ORDINANCE NO. O-16-1306 STANDARDS FOR HEARING NOTICES AND DOCUMENTATION REQUIRED FOR DESIGN REVIEW APPLICATIONS (FIRST READING)

Recommendation: “A motion to approve Ordinance No. O-16-1306 on first reading.”

9. AWARD PROPOSAL OF RECRUITING SEARCH OF A PARKS AND PUBLIC WORKS DIRECTOR/CITY ENGINEER

Recommendation: “A motion to award the proposal for VCA Code Staffing Solutions to conduct a recruitment search for a Parks and Public Works Director/City Engineer in the amount of \$13,000.00.”

10. REQUEST FOR COUNCIL DIRECTION ON DONATIONS

Recommendation: “A motion to approve the donation request submitted by Carver Elementary PTA for the 2016 Carver Hall of Fame Gala.” Staff is also asking the Council to provide policy direction for future requests to provide support to the San Marino Unified School District fund-raising events.

PUBLIC HEARINGS

11. CONSIDERATION OF ADOPTION OF RESOLUTION R-16-02 APPROVING CDBG FUNDING RECOMMENDATIONS FOR FISCAL YEAR 2016-2017

Recommendation: “A motion to adopt Resolution R-16-02.”

WRITTEN COMMUNICATIONS This is an opportunity to announce any written communications pertaining to the City received by members of the City Council.

COUNCIL REPORTS This is an opportunity for members of the City Council to inform the public of any meetings or conferences they may have attended.

CITY MANAGER’S REPORT This is an opportunity for the City Manager to inform the City Council and the public of any upcoming events or matters of interest to the Community.

CITY COUNCIL CALENDAR

Scheduling Dates for Future Council Meetings.

PUBLIC WRITINGS DISTRIBUTED

All public writings distributed by the City of San Marino to at least a majority of the City Council regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California.

PUBLIC COMMENTS

The public may at this time speak regarding any city-related issue, provided that no action shall be taken on any item not appearing on the agenda. Any person desiring to speak should complete a Speaker's Form located at the entrance and hand it to the City Clerk. The Mayor reserves the right to place limits on duration of comments.

CLOSED SESSION**12. CONFERENCE WITH LABOR NEGOTIATOR – PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**

Agency Negotiator: City Manager, John Schaefer
Employee Organization: San Marino City Employees' Association
representing General Employees

13. CONFERENCE WITH LABOR NEGOTIATOR—PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Negotiator: City Manager, John Schaefer
Employee Organization: San Marino Fire Fighters' Association

14. CONFERENCE WITH LABOR NEGOTIATOR—PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

Agency Negotiator: City Manager, John Schaefer
Employee Organization: San Marino Police Officers' Association

RECONVENE TO OPEN SESSION**CLOSED SESSION REPORT****ADJOURNMENT**

The San Marino City Council will adjourn to the next adjourned regular meeting to be held on **FRIDAY, FEBRUARY 26, 2016, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

VERONICA RUIZ, CMC
CITY CLERK

**RECOGNITION OF BOOKMARK CONTEST
WINNERS BY THE LIBRARY FOUNDATION**

AGENDA ITEM NO. 1

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LISA BAILEY, FINANCE DIRECTOR

DATE: FEBRUARY 10, 2016

SUBJECT: **PROPOSED SCHEDULES OF FEES AND REVENUES
FOR 2016-17 FISCAL YEAR**

*Allan Yung, MD,
Mayor*

*Richard Sun, DDS,
Vice Mayor*

*Steven W. Huang,
DDS, Council Member*

*Steve Talt, Council
Member*

*Richard Ward, Council
Member*

BACKGROUND

On October 10, 2007, the City Council approved amendments to the San Marino City Code to create a master fee schedule by resolution that can be annually updated. The first fee schedule became effective November 10, 2007 and is reviewed annually. Staff has reviewed the fees as part of the budget process and recommends some minor changes. The attached fee schedule includes the existing and the proposed fees. Proposed changes are highlighted. A schedule of proposed revenues for the 2016-17 fiscal year is also attached for review and comment.

FISCAL IMPACT

The fiscal impact of the proposed fee changes will produce moderate increases in revenue to recover costs. Proposed revenues are based on varying factors for each type of revenue. The proposed revenues increase from the 2015-16 budget by \$584,976 in the unrestricted funds and decrease by \$1,358,583 in the restricted funds.

RECOMMENDATION

Staff recommends the Council 1.) discuss the revised fees and direct staff to make changes or bring them back for a public hearing; and 2.) review and discuss the proposed revenues for the 2016-17 fiscal year and direct staff to make changes as needed. No motion on this matter is recommended at this time.

Attachments: Proposed Fee Schedule
Proposed Revenue Schedule

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
Planning & Building:			
S-001	MAJOR CONDITIONAL USE PERMIT	\$3,165 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$3,165 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-002	MINOR CONDITIONAL USE PERMIT	\$1,420 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$1,420 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-003	MAJOR VARIANCE REVIEW	\$2,450 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$2,450 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-004	MINOR VARIANCE REVIEW	\$1,260 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$1,260 per application plus surety bond to ensure performance plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-005	MINOR EXCEPTION REVIEW	\$145 per application	\$145 per application
S-006	MAJOR DESIGN REVIEW	\$715 per application plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$865 per application plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-007	MINOR DESIGN REVIEW	\$575 per application plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater	\$725 per application plus penalty fee equal to 5% of valuation or \$2,500, whichever is greater
S-008	ADMINISTRATIVE DESIGN REVIEW	\$295 per application	\$295 per application
S-009	MAJOR PLOT PLAN	\$240 per application	\$240 per application
S-010	MINOR PLOT PLAN	\$100 per application	\$100 per application
S-011	ENVIRONMENTAL NEGATIVE DECLARATION	\$830 per application	\$830 per application
S-012	ENVIRONMENTAL IMPACT REPORT REVIEW	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-013	TENTATIVE MAP REVIEW	3-4 lots - \$2,715 per map plus \$2,000 deposit with charges to recover actual costs for City Engineer 5+ lots - \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs Plus surety bond equal to the work to be done	3-4 lots - \$2,715 per map plus \$2,000 deposit with charges to recover actual costs for City Engineer 5+ lots - \$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs Plus surety bond equal to the work to be done
S-014	LOT SPLIT REVIEW	\$2,715 per application plus \$2,000 deposit with charges to recover actual costs for City Engineer Plus surety bond equal to the cost of work to be done	\$2,715 per application plus \$2,000 deposit with charges to recover actual costs for City Engineer Plus surety bond equal to the cost of work to be done

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-015	LOT LINE ADJUSTMENT/LOT MERGER	\$295 per application plus \$2,000 deposit with charges to recover actual costs for City Engineer	\$295 per application plus \$2,000 deposit with charges to recover actual costs for City Engineer
S-016	REVERSION TO ACREAGE REVIEW	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-017	AMENDED MAP REVIEW	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-018	CITY BOUNDARY CHANGE REVIEW	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-019	ANNEXATION REQUEST REVIEW	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-020	SPHERE OF INFLUENCE AMENDMENT REV.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-021	SPECIFIC PLAN REVIEW	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-022	SPECIFIC PLAN AMENDMENT REVIEW	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-023	GENERAL PLAN AMENDMENT REVIEW	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$10,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-024	CHANGE OF ZONE REVIEW	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$5,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-025	MODIFICATION TO COND. USE PERMIT	\$955 per application	\$955 per application
S-026	MODIFICATION TO VARIANCE	\$955 per application	\$955 per application
S-027	MODIFICATION TO PC/DRC DESIGN REV.	\$185 per application	\$185 per application
S-028	MODIFICATION TO ADMIN DESIGN REVIEW	\$115 per application	\$115 per application
S-029	PARKING REVIEW	\$535 per application	\$535 per application
S-030	PAVING PERMIT	\$605 per application	\$605 per application
S-031	PERMANENT ENCROACHMENT REVIEW	\$1,080 per application plus \$1,000 deposit with charges to recover actual costs for City Attorney	\$1,080 per application plus \$1,000 deposit with charges to recover actual costs for City Attorney
S-032	TEMPORARY USE PERMIT	\$145 per application	\$145 per application
S-033	SIDEWALK DINING PERMIT	\$295 per application	\$295 per application
S-034	NEWSRACK PERMIT	New - \$320 per news rack Annual Renewal - \$160 per news rack	New - \$320 per news rack Annual Renewal - \$160 per news rack
S-035	DUMPSTER ENCROACHMENT PERMIT	\$92 per application	\$92 per application

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-036	TREE REMOVAL PERMIT - PRIVATE	\$245 per application Penalties: Class I - \$5,000 Class II - \$10,000 Class III - \$25,000	\$245 per application Penalties: Class I - \$5,000 Class II - \$10,000 Class III - \$25,000
S-037	TREE REMOVAL PERMIT - PUBLIC R-O-W	\$245 per application	\$245 per application
S-038	BUILDING RELOCATION REVIEW	\$2,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	\$2,000 deposit with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-039	RESIDENTIAL CERT. OF COMPLIANCE	\$65 per application	\$65 per application
S-040	TITLE COMPANY ZONING LETTER	\$40 per letter	\$40 per letter
S-041	LEAF BLOWER PERMIT	\$20 per permit	\$20 per permit
S-042	BLOCK PARTY PERMIT	\$210 per permit	\$210 per permit
S-043	STUDY REVIEW	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-044	PLANNING EXTENSION OF TIME	\$130 per application	\$130 per application
S-045	PUBLIC NOTICE MAILING	\$65 per mailing	\$65 per mailing
S-046	APPEAL TO THE CITY COUNCIL	\$805 per appeal	\$805 per appeal
S-047	APPEAL TO THE PLANNING COMMISSION	\$805 per appeal	\$805 per appeal
S-048	APPEAL TO THE DESIGN REVIEW COMM.	\$620 per appeal	\$620 per appeal
S-049	APPEAL OF TREE REMOVAL PERMIT	\$255 per appeal	\$255 per appeal
S-050	WINDOW/ROOF MAT'L CHANGE ADMIN REV	\$120 per application	\$120 per application
S-051	WINDOW CHANGE ADMIN REVIEW	\$120 per application	\$120 per application
S-052	PARKWAY LANDSCAPE PLAN ADMIN REVIEW	\$0 per application	\$0 per application
S-053	WIRELESS COMMUNICATION ADMIN REV	\$40 per application	\$40 per application
S-054	COPY OF CITY MAP	\$15 plus actual copy costs	\$15 plus actual copy costs
S-055	ENGINEERING PLAN CHECK/INSPECTION	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.	Deposit determined by staff with charges at the fully allocated hourly rates for all personnel involved plus any outside costs.
S-056	GENERAL PLAN MAINTENANCE	7% of all Building/Plumbing/Mechanical/Electrical permit fees	7% of all Building/Plumbing/Mechanical/Electrical permit fees
S-057	BUILDING PLAN CHECK/INSPECTION	Various fees based on valuation (as adopted by LA County) and fixture counts.	Various fees based on valuation (as adopted by LA County) and fixture counts.
S-058	CERTIFICATE OF OCCUPANCY	Building - \$95 per application Fire - \$145 per application	Building - \$95 per application Fire - \$145 per application
S-059	SPECIAL PERMIT INVESTIGATION	\$160 per investigation	\$160 per investigation

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-060	DRIVEWAY APPROACH ENCROACH PERMIT	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.
S-061	SIDEWALK ENCROACHMENT PERMIT	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.
S-062	CURB/GUTTER ENCROACHMENT PERMIT	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.	\$185 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.
S-063	CURB CORE ENCROACHMENT PERMIT	\$70 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.	\$70 per permit If this permit is in conjunction with other concrete encroachment permits, then the permit with the highest fee is charged at 100% of the fee and the remaining permits are charged at 50% of the fee.
S-064	ONE-DAY ASPHALT ENCROACH PERMIT	\$125 per permit up to a 5' x 5' cut. Patch or trench failures are considered a new asphalt permit with new fees.	\$125 per permit up to a 5' x 5' cut. Patch or trench failures are considered a new asphalt permit with new fees.
S-065	MULTI-DAY ASPHALT ENCROACH PERMIT	\$125 per permit plus \$170 per day after the first day. Daily fee is not charged if a lane or street closure is needed. Patch or trench failures are considered a new asphalt permit with new fees.	\$125 per permit plus \$170 per day after the first day. Daily fee is not charged if a lane or street closure is needed. Patch or trench failures are considered a new asphalt permit with new fees.
S-066	SEWER LATERAL INSTALLATION PERMIT	\$155 per permit	\$155 per permit
S-067	LANE CLOSURE PERMIT - CONSTRUCTION	\$125 per permit plus \$170 per day after the first day plus 12%-15% of the above fee for recovery of City Engineer costs.	\$125 per permit plus \$170 per day after the first day plus 12%-15% of the above fee for recovery of City Engineer costs.
S-068	STREET CLOSURE PERMIT-CONSTRUCTION	\$185 per permit plus \$170 per day after the first day plus 12%-15% of the above fee for recovery of City Engineer costs.	\$185 per permit plus \$170 per day after the first day plus 12%-15% of the above fee for recovery of City Engineer costs.
Police:			
S-069	POLICE FALSE ALARM RESPONSE	Burglary Alarm: First three responses in a calendar year - No Charge Fourth response - \$100 Fifth response - \$250 Sixth and subsequent responses - \$500 Robbery Alarm: First three responses in a calendar year - No Charge Fourth response - \$200 Fifth Response - \$500 Sixth and subsequent responses - \$1,000	Burglary Alarm: First three responses in a calendar year - No Charge Fourth response - \$100 Fifth response - \$250 Sixth and subsequent responses - \$500 Robbery Alarm: First three responses in a calendar year - No Charge Fourth response - \$200 Fifth Response - \$500 Sixth and subsequent responses - \$1,000
S-070	POLICE ALARM PERMIT - NEW	\$15 per permit Submitted after January 31 - additional \$100 penalty	\$15 per permit Submitted after January 31 - additional \$100 penalty
S-071	POLICE ALARM PERMIT - RENEWAL	\$15 per permit Second Year with no False Alarms in previous year - No Charge More than 60 days late - additional \$100 penalty	\$15 per permit Second Year with no False Alarms in previous year - No Charge More than 60 days late - additional \$100 penalty

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-072	OVERNIGHT PARKING PERMIT	One Night - \$5; Long Term \$50	One Night - \$5; Long Term \$50
S-073	BUS/VAN/VALET PARKING PERMIT	\$190 per permit	\$190 per permit
S-074	VEHICLE IMPOUND/RELEASE	DUI/Arrestable Offense - \$250 per vehicle Other - \$130 per vehicle	DUI/Arrestable Offense - \$250 per vehicle Other - \$130 per vehicle
S-075	VEHICLE VERIFICATION SERVICE	\$30 per vehicle	\$30 per vehicle
S-076	CITATION SIGN-OFF SERVICE	Resident or SMPD issued citation - No Charge Non-Resident or non-SMPD issued citation - \$30 per citation	Resident or SMPD issued citation - No Charge Non-Resident or non-SMPD issued citation - \$40 per citation
S-077	AUTO REPOSSESSION PROCESSING	\$15 per vehicle as set by State law.	\$15 per vehicle as set by State law.
S-078	POLICE HOUSE WATCH	\$5 per day.	\$5 per day.
S-079	CONCEALED WEAPON PERMIT	Fee is set by State Law: New Application - \$100 Renewal Application - \$25 Amended Application - \$10 Psychological testing costs are to be added to the above fee up to \$150 20% of the license fee is collected upon filing of the initial application is non-refundable. The balance of the fee is collected on issuance of the license.	Fees set by State Law: New Application - \$100; Renewal Application - \$25; Amended Application - \$10 City Administrative Fee - \$150. Any additional costs borne by the City will be charged to the applicant. 20% of the license fee is collected upon filing of the initial application is non-refundable. The balance of the fee is collected on issuance of the license.
S-080	DUI EMERGENCY RESPONSE	Actual costs incurred for all responding personnel up to \$12,000.	Actual costs incurred for all responding personnel up to \$12,000.
S-081	POLICE CLEARANCE LETTER	\$25 per application	\$50 per application
S-082	TAXICAB STAND OPERATION APPLICATION	\$285 per application plus any Department of Justice fees	Delete Fee
S-083	TAXICAB DRIVER APPLICATION	\$145 per application plus any Department of Justice fees	Delete Fee
S-084	FIREARMS DEALER PERMIT	Annual Fee - \$255 per application plus any Department of Justice fees	Annual Fee - \$255 per application plus any Department of Justice fees
S-085	FORTUNETELLER PERMIT	Annual Fee - \$255 per application plus any Department of Justice fees	Annual Fee - \$255 per application plus any Department of Justice fees
S-086	MESSAGE THERAPIST PERMIT	\$145 per application plus any Department of Justice fees	\$145 per application plus any Department of Justice fees
S-087	MISCELLANEOUS POLICE PERMIT	\$190 per application plus any Department of Justice fees	\$190 per application plus any Department of Justice fees
S-088	REMOVAL OF ILLEGAL SIGN	\$30 per sign	\$30 per sign
S-089	SPECIAL EVENT/PARADE PERMIT	\$25 per event	Actual cost of the employee, minimum 4 hours
S-090	SPECIAL EVENT STANDBY SERVICE	Actual cost of the employee, minimum 4 hours	Actual cost of the employee, minimum 4 hours
S-091	SPECIAL POLICE RESP-UNLAWFUL GATHER	Charge the fully allocated hourly rate for all responding personnel plus any outside costs.	Charge the fully allocated hourly rate for all responding personnel plus any outside costs.
S-092	BOOKING SERVICE	\$740 per booking	\$740 per booking

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-093	ANIMAL REGULATION	One Year Dog License: Spayed/Neutered - \$25 Non-spayed/Neutered - \$60 Dog License Late Payment Penalty - \$25 Lost Dog License Tag - \$25 First Impound - \$38 Second Impound - \$88 Third & Subsequent Impounds - \$193 Cats - \$14	One Year Dog License: Spayed/Neutered - \$25 Non-spayed/Neutered - \$60 Dog License Late Payment Penalty - \$25 Lost Dog License Tag - \$25 First Impound - \$38 Second Impound - \$88 Third & Subsequent Impounds - \$193 Cats - \$14
S-094	FINGERPRINTING ON REQUEST	\$20 per person; Groups of 10 or more - \$15 per person.	\$20 per person.
S-095	POLICE REPORT COPY	As this service is covered by the Public Records Act, the City copy fee is: First five pages - \$3 Each additional page - \$0.10 per page	Police Reports: \$20 Public Records Act requests: \$0.10 per page.
S-096	POLICE PHOTOGRAPH/DISK COPY	\$5.00 per photo/disk	
S-097	DOCUMENT SUBPEONA	Fees are set by the courts. \$6 per 15 minutes plus \$0.10 per page.	Fees are set by the courts. \$6 per 15 minutes plus \$0.10 per page.
S-098	CIVIL SUBPEONA	Per Government Code, section 68096.1(b):\$275	Per Government Code, section 68096.1(b):\$275
S-099	CRIME ANALYSIS RESEARCH	Deposit determined by staff with charges at the fully allocated hourly rate for all personnel involved plus any outside costs.	Deposit determined by staff with charges at the fully allocated hourly rate for all personnel involved plus any outside costs.
Fire:			
S-100	FIRE PLAN REVIEW	Residential - \$215 per plan Commercial - \$270 per plan Each type of fire protection plan is charged separately.	Residential - \$215 per plan Commercial - \$270 per plan Each type of fire protection plan is charged separately.
S-101	FIRE INSPECTION	Residential - \$540 per permit Commercial - \$650 per permit Each type of fire protection permit is charged separately.	Residential - \$540 per permit Commercial - \$650 per permit Each type of fire protection permit is charged separately.
S-102	FIRE RE-INSPECTION	\$215 per inspection	\$215 per inspection
S-103	FIRE FLOW TEST WITNESS	\$215 per test	\$215 per test
S-104	TENT FIRE INSPECTION	\$210 per permit	\$210 per permit
S-105	MOTOR VEH FUEL DISP STA FIRE REV	\$1,080 per application	\$1,080 per application
S-106	SPECIAL FIRE EQUIPMENT INSP/APPROVE	\$445 per application	\$445 per application
S-107	ENGINE COMPANY 3RD BUSINESS INSPECT	\$160 per third and subsequent inspections	\$160 per third and subsequent inspections
S-108	FIRE FALSE ALARM RESPONSE	First Response - \$50; Second Response - \$100; Third Response - \$150.	First Response - \$50; Second Response - \$100; Third Response - \$150.
S-109	NEGLIGENT INCIDENT FIRE RESPONSE	Actual costs incurred for all responding personnel	Actual costs incurred for all responding personnel

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-110	HAZARD/WEED ABATEMENT	Charge the actual cost of clearing the lot plus \$215 per hour for re-inspections due to non-compliance.	Charge the actual cost of clearing the lot plus \$215 per hour for re-inspections due to non-compliance.
S-111	FIRE INVESTIGATION	If the cause of the fire is determined to be arson and the responsible person can be identified, then charge the full costs of the response and the investigation.	If the cause of the fire is determined to be arson and the responsible person can be identified, then charge the full costs of the response and the investigation.
S-112	EMERGENCY MEDICAL TRANSPORT	The City uses the LA County Rates. In addition, the city charges the following fees: No Transport Service at Scene - \$100; Non Resident Surcharge - \$200.	The City uses the LA County Rates. In addition, the city charges the following fees: No Transport Service at Scene - \$100; Non Resident Surcharge - \$200.
S-113	EMERGENCY INCIDENT REPORT COPY	As this service is covered by the Public Records Act, the City copy fee is: First five pages - No Charge Each additional page - \$0.20 per page	As this service is covered by the Public Records Act, the City copy fee is: First five pages - No Charge Each additional page - \$0.20 per page
S-114	BICYCLE REGISTRATION	Per State Vehicle Code, Section 39004: New - \$4 Transfer - \$2 Replacement - \$2 Renewal - \$2	Per State Vehicle Code, Section 39004: New - \$4 Transfer - \$2 Replacement - \$2 Renewal - \$2
Recreation:			
S-115	RECREATION/LAP SWIM	Swim Cards - \$30 per participant (20 days); Drop in - \$2 per person per day.	Swim Cards - range from \$31 per participant (20 days); Drop in - range from \$2 to \$3 per person per day.
S-116	PRIVATE SWIM LESSONS	\$100 per participant (includes 4 lessons)	Range of \$104 to \$128 per participant (includes 4 lessons)
S-117	GROUP SWIM LESSONS	\$65 per participant (includes 10 lessons)	Range of \$67 - \$83 per participant (includes 10 lessons)
S-118	JUNIOR LIFEGUARD PROGRAM	\$120 per participant (includes 20 lessons)	Range of \$270 - \$330 per participant (includes 20 lessons)
S-119	TSUNAMI SWIM TEAM	Monthly rate vary from \$96 to \$118. Please refer to current Recreation Guide. Non-Resident Fee an additional \$5 per class/month.	Monthly rate vary from \$86 to \$113. Please refer to current Recreation Guide. Non-Resident Fee an additional \$5 per class/month.
S-120	CONTRACT RECREATION CLASSES	A 65%/35% split of fees with instructors on average. Non-Resident Fee - additional \$5 per class Class Insurance Fee - \$1 per class	A 65%/35% split of fees with instructors on average. Non-Resident Fee - additional \$5 per class Class Insurance Fee - \$2 per class
S-121	DAYCARE/KINDERCARE	Before school care - \$100 per month or \$7 per child per day Limited after school care - \$100 per month or \$7 per child per day Minimum day care - \$20 per day or \$150 for all minimum days Kindergarten day care or elementary day care - Various fees from \$79 to \$304 per month depending on the number of days per week, or \$20 per day. Late pickups - \$1 per minute; Late payment fee - \$25.	Before School Care Range - \$104 to \$128 per month or \$7 to \$9 per child per day Limited After School Care Range - \$104 to \$128 per month or \$7 to \$9 per child per day Minimum Day Care Range - \$21 to \$25 per day or \$157 to \$191 for all minimum days After School Care (Kinder - Elementary)- Monthly rate/range varies from \$82 to \$387 per month depending on the number of days per week, or \$19-\$25 per day. Late pickups - \$1 per minute; Late payment fee - \$25.

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
		Weddings - Flat fee for one day use of patio is \$3,000 and must not take place during public hours of 1-4 PM.	Weddings - Flat fee for one day use of patio is \$3,000 and must not take place during public hours of 1-4 PM.
		Insurance - Events with 100 people or more - \$116.15 without beer/wine, \$176.15 with beer/wine.	Insurance - Events with 100 people or more - \$116.15 without beer/wine, \$176.15 with beer/wine.
		Set up/Tear down - \$25 per hour	Set up/Tear down - \$25 per hour
		Security - \$78 per hour may be required.	Security - \$78 per hour may be required.
		Cleaning/Damage Deposit - \$500	Cleaning/Damage Deposit - \$500
S-126	RECREATION FACILITY RESERVATIONS	City recognized local community based organizations may rent the Old Mill at a discounted rate upon approval by the City Manager.	City recognized local community based organizations may rent the Old Mill at a discounted rate upon approval by the City Manager.
		A \$10 refund fee will be applied for cancellations made on or before the first day of class. A refund fee of 20% will be applied for cancellations that occur after the first class but before the second class meeting (minimum \$10). No refunds are given after the second class meeting.	A \$10 refund fee will be applied for cancellations made on or before the first day of class. A refund fee of 20% will be applied for cancellations that occur after the first class but before the second class meeting (minimum \$10). No refunds are given after the second class meeting.
		Preschool & Summer Camp refunds must be submitted before the first camp/class day and will be subject to a refund fee. Exceptions will be made if a transfer is necessary based on the child's rediness.	Preschool & Summer Camp refunds must be submitted before the first camp/class day and will be subject to a refund fee. Exceptions will be made if a transfer is necessary based on the child's rediness.
		Aquatics refunds must be submitted at least one week prior to the first class meeting, approved by the pool manager, and are subject to a refund fee.	Aquatics refunds must be submitted at least one week prior to the first class meeting, approved by the pool manager, and are subject to a refund fee.
		Exceptions will be made if a transfer is necessary based on a child's skill level.	Exceptions will be made if a transfer is necessary based on a child's skill level.
S-127	RECREATION REFUND PROCESSING	Lab fees may not be refundable.	Lab fees may not be refundable.
Library:			
S-128	INTER-LIBRARY LOAN PROCESSING	\$5 per item	\$5 per item
S-129	LIBRARY ITEM RESERVATION	\$0.50 per item	\$0.50 per item
S-130	REPLACEMENT OF LOST LIBRARY CARD	\$3 per card	\$3 per card
S-131	REPLACE LOST/DAMAGED LIBRARY MAT.	\$15 processing fee per item plus: Magazine - \$5 per issue plus \$5 overdue fee Inter-Library Loan - cost to lender Books, General Collection - cost of item Reference Books - cost of item Media - cost of item Misc. Piece Replacement - \$1-\$10	\$16 processing fee per item plus: Magazine - \$5 per issue plus \$5 overdue fee Inter-Library Loan - cost to lender Books, General Collection - cost of item Reference Books - cost of item Media - cost of item Misc. Piece Replacement - \$1-\$10
S-132	LIBRARY OVERDUE ITEM PROCESSING	Book and Materials - \$0.25 per day, \$5 maximum Reference Books - \$1.50 per day, \$10 maximum Feature Film DVD - \$2.00 per day, Overdue \$1.50 per day, \$10 maximum Inter-Library Loan Items - \$2 per day, charged by lender	Book and Materials - \$0.25 per day, \$5 maximum Reference Books - \$1.50 per day, \$10 maximum Feature Film DVD - \$2.00 per day, Overdue \$1.50 per day, \$10 maximum Inter-Library Loan Items - \$2 per day, charged by lender
S-133	PASSPORT APPLICATION PROCESSING	Fee is set by the federal government: \$25 per application plus actual cost for Priority Express Mail	Fee is set by the federal government: \$25 per application plus actual cost for Priority Express Mail
S-134	PASSPORT PHOTOGRAPH PROCESSING	\$15 per photo set	\$15 per photo set
S-136	TEST/EXAM PROCTORING	\$30 per test	\$30 per test

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-137	LIBRARY FACILITY RESERVATION	Thornton: Comm Group - \$25/hour General - \$50/hour 2 hour minimum Barth: Comm Group - \$30/hour General - \$100/hour 2 hour minimum Patio Rental: Comm Group - \$25/hour General - \$50/hour Food/Beverage Cleaning Fee: Thornton - \$25 Barth - \$50 Set Up: \$25 - \$40 per hour Security Deposit - \$250 Staff Monitoring outside of Library hours - \$25 per hour Insurance for Unique Conditions - Actual Cost	Thornton: Comm Group - \$25/hour General - \$50/hour 2 hour minimum Barth: Comm Group - \$30/hour General - \$100/hour 2 hour minimum Patio Rental: Comm Group - \$25/hour General - \$50/hour Food/Beverage Cleaning Fee: Thornton - \$25 Barth - \$50 Set Up: \$25 - \$40 per hour Security Deposit - \$250 Staff Monitoring outside of Library hours - \$25 per hour Insurance for Unique Conditions - Actual Cost
S-138	COMPUTER LAB SUPPORT	\$50 per hour, 4 hour minimum Computer Configuration/IT Support - \$100 per hour Security Deposit - \$500	\$50 per hour, 4 hour minimum Computer Configuration/IT Support - \$100 per hour Security Deposit - \$500
S-139	LIBRARY PHOTOCOPY SERVICE	Public Copier - \$0.15 per page Computer Printout - \$0.15 per page Color Copy - \$1 per page Oversize Paper - \$0.25 per page Large Format Printer: Small 11x11 \$10; Medium 16x16 \$13; Large 24x24 \$20; Xlarge 36x36 \$35; Lamination \$0.50 per square foot. No Longer Available	Public Copier - \$0.15 per page Computer Printout - \$0.15 per page Color Copy - \$1 per page Oversize Paper - \$0.25 per page Large Format Printer: Small 11x11 \$10; Medium 16x16 \$13; Large 24x24 \$20; Xlarge 36x36 \$35; Lamination \$0.50 per square foot. No Longer Available
Administration:			
S-141	SEWER SERVICES	None	None
S-142	NPDES BUSINESS INSPECTION PROCESS	Backflow Device Review - \$40 per year (business has inspection performed and submits results to the City for review) Fats, Oils, and Grease (FOG) Inspection - No Change	Backflow Device Review - \$40 per year (business has inspection performed and submits results to the City for review) Fats, Oils, and Grease (FOG) Inspection - No Change
S-143	CITY PROPERTY DAMAGE REPAIR	Charge the actual cost of repair, including City staff at the fully allocated hourly rates.	Charge the actual cost of repair, including City staff at the fully allocated hourly rates.
S-144	RIGHT OF WAY SPILL RESPONSE	Charge the actual cost of clean up, including City staff at the fully allocated hourly rates.	Charge the actual cost of clean up, including City staff at the fully allocated hourly rates.
S-145	NEW BUSINESS REGULATION PROCESS.	Processing Fee - None Appeal to the City Council of City Manager Business License decision - \$50 Duplicate Business License - \$10	Processing Fee - None Appeal to the City Council of City Manager Business License decision - \$50 Duplicate Business License - \$10
S-146	RENEW BUSINESS REGULATION PROCESS	Processing Fee - None Appeal to the City Council of City Manager Business License decision - \$50 Duplicate Business License - \$10	Processing Fee - None Appeal to the City Council of City Manager Business License decision - \$50 Duplicate Business License - \$10
S-147	BUSINESS LICENSE CHANGE OF ADDRESS	\$5 per application	\$5 per application
S-148	INSUFFICIENT FUNDS CHECK PROCESSING	\$25 per returned check	\$25 per returned check
S-149	CHECK REISSUANCE	\$35 per check Payroll Check - No Charge	\$35 per check Payroll Check - No Charge
S-150	GARAGE SALE PERMIT	\$5 per permit	\$5 per permit

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
S-151	LACEY PARK RESERVATION PROCESSING	Park Weekend Admission Fee - Non-Resident - \$4 Park Group Activity Permit: Resident - \$145 Non-Resident - \$290 Sports Activity Permit -\$85 Park Group Activity Permit Late Fee - \$25 Park Closure Fee - \$1,400 per day plus any staff costs and loss of revenue	Park Weekend Admission Fee - Non-Resident - \$4 Park Group Activity Permit: Resident - \$145 Non-Resident - \$290 Sports Activity Permit -\$85 Park Group Activity Permit Late Fee - \$25 Park Closure Fee - \$1,400 per day plus any staff costs and loss of revenue
S-152	MOTION PICTURE PERMIT	\$270 per day processing fee plus: Private Property - \$500 per day Public Streets - \$2,500 per day Public Parks & Buildings - \$2,000 per day Late fees for fees collected less than 10 days prior to filming - 20% of fees paid Various Staff Standby fees	\$270 per day processing fee plus: Private Property - \$500 per day Public Streets - \$2,500 per day Public Parks & Buildings - \$2,000 per day Late fees for fees collected less than 10 days prior to filming - 20% of fees paid Various Staff Standby fees
S-153	STILL PHOTO PERMIT	\$135 per day processing fee plus: Public Streets - \$1,000 per day Public Parks & Buildings - \$1,000 per day Late fees for fees collected less than 10 days prior to filming - 20% of fees paid Various Staff Standby fees	\$135 per day processing fee plus: Public Streets - \$1,000 per day Public Parks & Buildings - \$1,000 per day Late fees for fees collected less than 10 days prior to filming - 20% of fees paid Various Staff Standby fees
S-154	OLD MILL PHOTO PERMIT	\$250 for 2 hours	\$250 for 2 hours
S-155	DOCUMENT REPRODUCTION	As this service is covered by the Public Records Act, the City copy fee is: First five pages - No Charge Each additional page - \$0.20 per page Copies by a third party vendor - Actual Cost FPPC Copies - four years old or less - \$0.10 per copy FPPC Copies - five years old or greater - \$5 per request	As this service is covered by the Public Records Act, the City copy fee is: First five pages - No Charge Each additional page - \$0.20 per page Copies by a third party vendor - Actual Cost FPPC Copies - four years old or less - \$0.10 per copy FPPC Copies - five years old or greater - \$5 per request
S-156	DOCUMENT CERTIFICATION	\$15 per document	\$15 per document
S-157	DISK REPRODUCTION	\$2.50 per media device	\$2.50 per media device
S-158	CANDIDATE FILING PROCESSING	Fee is limited by State law: \$25 per candidate	Fee is limited by State law: \$25 per candidate
S-159	INITIATIVE FILING PROCESSING	Fee is limited by State law: \$200 per initiative, refunded if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.	Fee is limited by State law: \$200 per initiative, refunded if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.
New	COPY OF W-2 OR PAYSTUB	\$15 per document	\$15 per document
San Marino Tennis Foundation:			
New	Resident Membership (Residents of San Marino Unified School District and City of San Marino Employees)	\$550: One time membership fee ; \$225: Annual dues	\$550: One time membership fee ; \$225: Annual dues
New	Associate Membership	\$700: One time membership fee ; \$300: Annual dues	\$700: One time membership fee ; \$300: Annual dues
New	Court Usage - Non-Members	\$10 daily per person	\$10 daily per person
New	Instruction-Head Pro 1 Hour Private Lesson	\$75 Member; \$80 Non-Member	\$75 Member; \$80 Non-Member

CITY OF SAN MARINO FEE SCHEDULE		Approved Fees Effective 7/1/15	Proposed Fees Effective 7/1/16
New	Instruction-Assistant Pro 1 Hour Private Lesson	\$70 Member; \$75 Non-Member	\$70 Member; \$75 Non-Member
New	Pee-Wee Tennis Clinics (1 day/week for 8 weeks, 45 min classes.	\$140 Member; \$160 Non-Member	\$140 Member; \$160 Non-Member
New	Junior Clinics (1 day/week for 8 weeks, 1.5 hour classes.	\$280 Member; \$304 Non-Member	\$280 Member; \$304 Non-Member
New	Men's Clinics (cost per time)	\$25 Member; \$30 Non-Member	\$25 Member; \$30 Non-Member
New	Women's Clinics (cost per time)	\$25 Member; \$30 Non-Member	\$25 Member; \$30 Non-Member
New	Coed Clinics (cost per time)	\$20 Member; \$25 Non-Member	\$20 Member; \$25 Non-Member

Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
Unrestricted Funds:					
General Fund					
Taxes:					
101-00-3001-0000	Secured & Unsecured Property Tax	12,464,784	12,875,000	13,005,796	13,526,028
101-00-3030-0000	Sales & Use Taxes	329,624	270,000	262,191	300,000
101-00-3032-0000	In-Lieu Sales Tax	125,071	125,071	28,000	28,000
101-00-3040-0000	Franchise Taxes	596,534	570,000	580,093	575,000
101-00-3042-0000	Real Property Transfer Taxes	227,474	203,700	186,712	230,000
101-00-3044-0777	Utility Users Taxes - Cingular	93,335	96,778	81,029	80,000
101-00-3044-1650	Utility Users Taxes - Edison	667,076	699,219	642,755	670,000
101-00-3044-4510	Utility Users Taxes - Metro Wa	357,665	407,566	246,707	230,000
101-00-3044-4620	Utility Users Taxes - Miscella	74,489	83,000	77,008	80,000
101-00-3044-7260	Utility Users Taxes - AT&T	129,081	124,854	131,029	130,000
101-00-3044-8470	Utility Users Taxes - So. Cal.	156,483	97,670	150,000	153,000
101-00-3044-9022	Utility Users Taxes - T-Moblie	39,332	36,870	41,789	42,000
101-00-3044-9240	Utility Users Taxes - Time War	136,985	127,670	142,607	147,000
101-00-3044-9355	Utility Users Taxes - Verizon	56,828	52,536	47,655	48,000
101-00-3046-0000	Business License Tax	484,672	485,000	430,000	440,000
		15,939,435	16,254,934	16,053,371	16,679,028
Licenses & Permits:					
101-00-3103-0000	Bicycle Licenses	420	500	500	500
101-00-3153-0000	Film Permits	23,773	20,000	20,000	22,000
101-14-3106-0000	Tree Permits	33,185	35,000	35,630	35,000
101-14-3151-0000	Building Permits	522,896	420,000	498,500	490,000
101-48-3152-0000	Street & Curb Permit Fees	60,729	62,000	80,000	80,000
		641,003	537,500	634,630	627,500
Charges for Services:					
101-00-3304-0000	Environmental Fees	133,828	132,500	136,251	136,251
101-00-3321-0000	Check Reissuance Fee	195	185	140	150
101-07-3346-0000	Sales of Maps & Pub.s - Admin	673	500	500	500
101-14-3150-0000	Bldg. Dept. Education Fee	4,363	12,600	6,000	7,500
101-14-3306-0000	General Plan Fee	21,121	80,000	20,000	20,600
101-14-3308-0000	Plan Check Fees	251,908	315,000	261,000	260,000
101-14-3312-0000	Zoning Fees	202,772	210,000	125,000	150,000
101-14-3346-0000	Sales of Maps & Pub.s-P&B	283	400	500	500
101-60-3340-0000	Nonresident Fees-Recreation	13,317	9,500	9,500	13,300
101-60-3342-0000	Class Refund Fee	-	-	-	-
101-62-3336-0000	Aquatics Program Fees	154,297	160,000	160,000	201,776
101-64-3336-0000	Contract Class Program Fees	337,346	380,000	380,000	380,480
101-66-3336-0000	Special Events Program Fees	-	-	-	-
101-66-3336-0001	Easter Program Fees	5,508	6,800	6,800	2,800
101-66-3336-0002	Track Meet Program Fees	2,646	2,500	2,500	2,500
101-66-3336-0003	Snow Day Program Fees	13,004	16,000	16,000	12,725
101-68-3336-0000	Senior Program Fees	26,226	25,000	25,000	27,560
101-70-3336-0000	Daycare Program Fees	157,413	160,000	160,000	210,820
101-72-3336-0000	Daycamp Program Fees	164,064	161,398	161,398	186,260
101-74-3336-0000	Preschool Program Fees	403,607	420,049	420,049	582,951

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
101-90-3344-0000	Library Fees	66	-	-	-
101-90-3344-6055	Passport Fees	70,506	30,000	72,000	80,000
101-90-3346-0000	Library Copies	6,713	8,000	6,500	6,500
101-91-3344-3963	Lost Materials Fees	3,552	3,000	3,000	3,000
101-91-3502-1496	DVD Rentals	4,444	5,000	4,500	5,000
101-93-3344-1200	Damaged Materials Fees	804	250	800	500
101-94-3344-0000	Overdue Materials Fees	19,336	15,000	18,000	18,000
101-94-3344-3000	Hold Fees	1,040	1,000	1,100	1,000
101-94-3344-7037	Replacement Library Card Fees	761	700	750	700
		<u>1,999,791</u>	<u>2,155,382</u>	<u>1,997,288</u>	<u>2,311,373</u>
Intergovernmental:					
101-00-3202-4075	Mandated Cost Reimbursements	120,942	-	35,629	-
101-00-3202-9350	State Vehicle License Fees	5,603	5,000	5,000	5,000
101-00-3204-0000	VLF Swap	1,310,990	1,311,000	1,400,000	1,400,000
101-90-3202-0000	Cenic Rebates	-	8,638	6,318	-
		<u>1,437,535</u>	<u>1,324,638</u>	<u>1,446,947</u>	<u>1,405,000</u>
Fines & Forfeitures:					
101-00-3410-0000	Fines & Fees	125	100	100	100
101-14-3410-0000	Business License NOVs	-	-	30,000	30,000
101-14-3410-9245	Tree Fines	44,800	15,000	15,000	15,000
		<u>44,925</u>	<u>15,100</u>	<u>45,100</u>	<u>45,100</u>
Use of Money & Property:					
101-00-3501-0000	Interest	130,329	100,000	132,000	134,000
101-00-3550-0000	Sale of Property	26,600	20,000	20,000	20,000
101-40-3502-0000	Rental Fees	7,210	5,000	5,000	5,000
101-50-3502-0000	Rents & Concessions-Park	62,682	50,000	45,000	50,000
101-60-3502-0000	Rents & Concessions-Rec	16,845	22,300	22,300	9,100
101-90-3502-0000	Library Rental Fees	10,140	8,500	8,500	8,500
101-95-3502-0000	Rental Fees-Old Mill	8,656	-	-	-
		<u>262,461</u>	<u>205,800</u>	<u>232,800</u>	<u>226,600</u>
Miscellaneous Revenue:					
101-00-3701-0000	Miscellaneous Revenue	13,269	10,000	10,000	10,000
101-00-3702-0000	City Reimbursements	40,871	10,000	10,000	10,000
101-40-3348-0000	Damage to City Property Reimbs	19,675	20,000	20,000	20,000
101-48-3333-0000	Sales of Street Signs	1,040	500	250	250
101-00-3601-0000	Miscellaneous Donations Received	73,037	-	-	-
101-60-3701-0000	Miscellaneous Revenue-Rec	503	-	-	-
101-90-3701-0000	Miscellaneous Revenue-Library	2,946	1,600	3,000	2,000
101-95-3701-0000	Old Mill Reimbursements	-	15,000	15,000	5,000
		<u>151,340</u>	<u>57,100</u>	<u>58,250</u>	<u>47,250</u>
	General Fund Totals	<u>20,476,490</u>	<u>20,550,454</u>	<u>20,468,386</u>	<u>21,341,851</u>
Public Safety Fund					
Taxes:					
103-00-3005-0000	Public Safety Property Taxes	2,949,672	2,910,600	2,910,600	2,984,032
103-00-3006-0000	Public Safety Augmentation Fd	134,922	120,000	120,000	125,000
		<u>3,084,594</u>	<u>3,030,600</u>	<u>3,030,600</u>	<u>3,109,032</u>
Charges for Services:					
103-30-3201-0000	Animal Control Services	280	10,000	500	500
103-30-3316-0000	Special Police Services	10,885	10,000	2,500	1,000

Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
103-30-3317-0000	Citation Sign off Fee	601	600	500	400
103-30-3318-0000	Clearance Letter Fees	715	500	400	400
103-30-3319-0000	Report Copies	250	200	450	450
103-30-3321-0000	Burglary Alarm Permits	16,131	18,000	5,000	5,000
103-30-3324-0000	Housewatch Fees	3,585	2,500	6,000	2,500
103-30-3325-0000	Vehicle Impound Release Fees	18,569	15,000	8,500	7,500
103-30-3331-3550	Live Scan Fees	1,805	1,500	5,000	1,000
103-30-3331-9241	Tow Fees	24,292	22,000	12,000	8,000
103-34-3315-0000	Shared Fire Command Revenue	691,084	600,000	500,000	575,000
103-34-3316-0000	Outside Services	-	5,000	5,000	5,000
103-34-3330-0000	Fire Fees	86,743	70,000	35,000	9,000
103-34-3332-0000	Paramedic Service Fees	434,288	420,000	405,000	429,000
		<u>1,289,227</u>	<u>1,175,300</u>	<u>985,850</u>	<u>1,044,750</u>
Intergovernmental:					
103-30-3202-6600	POST Reimbursement	13,336	15,000	3,800	10,000
103-34-3202-2725	GEMT Reimbursement	4,636	50,000	25,000	25,000
		<u>17,972</u>	<u>65,000</u>	<u>28,800</u>	<u>35,000</u>
Fines & Fees:					
103-30-3320-0000	Burglary Alarm Fines	700	1,000	500	250
103-30-3400-0000	Parking Citations	90,766	120,000	55,000	70,000
103-30-3401-0000	Vehicle Code Fines	104,491	125,000	59,000	80,000
103-30-3410-0440	Business License NOVs	28,316	30,000	-	-
		<u>224,274</u>	<u>276,000</u>	<u>114,500</u>	<u>150,250</u>
Miscellaneous Revenue:					
103-30-3701-0000	Police Misc. Revenue	1,085	-	5	-
103-30-3702-0000	Police Reimbursements	3,610	-	11,814	8,000
103-34-3328-0000	Strike Team Reimbursements	29,710	75,000	168,699	75,000
		<u>34,405</u>	<u>75,000</u>	<u>180,518</u>	<u>83,000</u>
Public Safety Fund Totals		<u>4,650,471</u>	<u>4,621,900</u>	<u>4,340,268</u>	<u>4,422,032</u>
Fourth of July Fund					
104-00-3336-0000	Admission Fees	57,412	73,000	57,000	57,177
San Marino Center Fund					
105-82-3502-0000	Rents & Concessions	15,569	22,000	22,000	24,200
Donations Fund					
281-00-3501-0000	Interest Income	184	-	-	-
281-00-3601-0000	General Donations Received	-	74,000	74,000	74,000
281-00-3601-3418	Donations Received-War Memoria	300	-	-	-
281-20-3708-2013	Centennial Fountain Bricks	200	-	-	-
281-30-3601-0000	Police Donations Received	1,400	-	2,700	1,000
281-34-3601-0000	Fire Donations Received	4,100	4,500	4,500	-
281-50-3601-0000	Lacy Park Donations Received	11,900	-	115,000	-
281-52-3601-5880	City Club Parklet Donations Rec'd.	1,596	-	-	-
281-60-3601-0000	Recreation Donations Received	600	-	-	-
281-66-3601-0000	Memorial Day Donations	2,000	500	500	500
281-66-3601-0002	Track Meet Donations	-	2,000	2,000	2,000
281-66-3601-2570	4th of July Donations	1	-	1,357	1,360
281-74-3333-0000	Preschool Fundraiser	1,954	1,500	1,500	1,310

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
281-90-3601-0000	Library Donations Received	50	35,000	35,000	35,000
281-90-3601-1120	Donations-Crain Art Gallery	2,100	1,000	1,000	1,000
281-90-3601-9506	Library Wish List Donations	4,075	12,000	12,000	10,000
281-91-3601-0000	Adult Materials Donations-Othe	13,198	3,000	3,000	3,000
281-91-3601-0776	Adult Chinese Language Materia	2,000	2,000	2,000	2,000
281-91-3601-2575	Adult Materials Donations-Frie	14,000	14,500	14,500	14,500
281-92-3601-0000	Children's Mats. Donations	10,532	6,500	6,500	6,500
281-92-3601-2575	Children's Mats. Donations-Fri	36,050	35,500	35,500	35,500
		<u>106,241</u>	<u>192,000</u>	<u>311,057</u>	<u>187,670</u>
Windstorm Fund:					
500-00-3702-0000	Reimbursements	263,035	-	85,657	-
		<u>263,035</u>	<u>-</u>	<u>85,657</u>	<u>-</u>
Capitalized Equipment Fund					
591-00-3850-0000	Equipment Cost Allocation	389,778	408,600	408,600	420,000
		<u>389,778</u>	<u>408,600</u>	<u>408,600</u>	<u>420,000</u>
	Unrestricted Fund Totals	<u>25,958,995</u>	<u>25,867,954</u>	<u>25,692,967</u>	<u>26,452,930</u>
Restricted Funds:					
202-00-3501-0000	Interest Income	1,218	1,300	200	200
202-48-3038-7590	Gas Taxes Section 2105	74,061	66,000	68,655	69,000
202-48-3038-7700	Gas Taxes Section 2106	48,193	56,000	42,513	43,000
202-48-3038-7810	Gas Taxes Section 2107	94,785	81,000	91,198	91,000
202-48-3038-7920	Gas Taxes Section 2107.5	3,000	3,000	3,000	3,000
202-48-3038-7930	RTAC 7360 Transit Funds	126,574	143,000	62,027	62,000
		<u>347,831</u>	<u>350,300</u>	<u>267,593</u>	<u>268,200</u>
204-00-3501-0000	Interest Income	9	-	-	-
204-00-3201-0650	Federal CDBG	32,966	138,489	127,101	38,086
		<u>32,975</u>	<u>138,489</u>	<u>127,101</u>	<u>38,086</u>
206-00-3203-3420	Local - LA Co. Pk. Bond	40,814	63,619	40,814	63,619
207-00-3032-0000	Prop. A Transit Taxes	234,259	235,000	299,799	300,000
207-00-3501-0000	Interest Income	1,127	1,200	400	400
		<u>235,386</u>	<u>236,200</u>	<u>300,199</u>	<u>300,400</u>
209-00-3410-0000	Water Use Fines	-	-	24,000	25,000
209-00-3501-0000	Interest Income	-	-	50	50
		<u>-</u>	<u>-</u>	<u>24,050</u>	<u>25,050</u>
212-00-3203-0080	AQMD Grant	16,476	15,000	15,000	15,000
212-00-3501-0000	Interest	39	15	15	15
		<u>16,515</u>	<u>15,015</u>	<u>15,015</u>	<u>15,015</u>
213-00-3202-8950	MTA-STPL	-	-	-	-
213-00-3501-0000	Interest Income	28	-	7	-
		<u>28</u>	<u>-</u>	<u>7</u>	<u>-</u>

Revenues

Account Number	Description	2014-15	2015-16	2015-16	2016-17
		Actual	Budget	Estimated	Proposed
214-00-3036-0000	TDA Article 3 Taxes	4,921	11,000	-	-
214-00-3501-0000	Interest Income	33	30	-	-
		<u>4,954</u>	<u>11,030</u>	<u>-</u>	<u>-</u>
215-00-3034-0000	Prop. C Transit Taxes	194,546	1,031,000	1,083,680	200,000
215-00-3501-0000	Interest Income	35	240	140	100
		<u>194,582</u>	<u>1,031,240</u>	<u>1,083,820</u>	<u>200,100</u>
216-00-3045-0000	PEG Fees	28,423	30,000	30,000	30,000
216-00-3501-0000	Interest Income	189	-	140	140
		<u>28,611</u>	<u>30,000</u>	<u>30,140</u>	<u>30,140</u>
217-00-3501-0000	Interest Income	155	150	80	50
217-30-3410-0000	Asset Forfeitures	6,544	2,000	1,000	500
		<u>6,699</u>	<u>2,150</u>	<u>1,080</u>	<u>550</u>
220-00-3050-0000	Granada Avenue Assessment #2	2,501	2,200	2,200	2,200
221-00-3501-0000	Interest Income	4	-	-	-
221-14-3203-0000	Used Oil Grant	5,000	5,000	5,000	5,000
221-44-3202-0000	Used Oil Grant	-	-	31,000	-
		<u>5,004</u>	<u>5,000</u>	<u>36,000</u>	<u>5,000</u>
224-34-3202-0000	Assistance To FFs Grant	24	-	-	-
226-00-3202-2860	State Recycling Grant	5,000	5,000	5,000	5,000
226-48-3202-7155	Rubberized Asphalt Grant	-	210,280	210,280	-
226-00-3501-0000	Interest	41	30	20	20
		<u>5,041</u>	<u>215,310</u>	<u>215,300</u>	<u>5,020</u>
233-00-3501-0000	Interest	157	60	60	60
233-30-3202-0000	COPS Allocation	106,230	100,000	100,000	100,000
		<u>106,387</u>	<u>100,060</u>	<u>100,060</u>	<u>100,060</u>
236-50-3203-8357	Windstorm Tree Grant	12,647	-	8,439	-
238-00-3203-0000	County Park Grant	-	100,000	100,000	-
239-60-3203-0000	County Parks & Rec Grant	-	2,500	2,500	-
240-00-3202-0000	Homeland Security Grant	339,917	-	338,377	-
240-34-3202-0018	Homeland Security Grant	4,076	-	-	-
240-00-3501-0000	Interest Income	3	-	12	-
		<u>343,996</u>	<u>-</u>	<u>338,389</u>	<u>-</u>
241-00-3202-3542	Safe Routes to Schools Grant	145,059	65,242	211,003	65,242
241-00-3501-0000	Interest	-	-	5	-
		<u>145,059</u>	<u>65,242</u>	<u>211,008</u>	<u>65,242</u>
243-00-3501-0000	Interest Income	199	150	240	240
243-48-3203-4200	LA County Measure R	145,767	146,000	187,215	187,000
		<u>145,966</u>	<u>146,150</u>	<u>187,455</u>	<u>187,240</u>

Revenues

Account Number	Description	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Proposed
244-00-3501-0000	Prop. 1B Interest Income	4	-	-	-
247-48-3203-0000	SCAG Grant	-	150,000	150,000	-
Restricted Fund Totals		<u>1,675,025</u>	<u>2,664,505</u>	<u>3,241,171</u>	<u>1,305,922</u>
All Fund Totals		<u>27,634,020</u>	<u>28,532,459</u>	<u>28,934,138</u>	<u>27,758,852</u>

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: [LISA BAILEY, FINANCE DIRECTOR]
DATE: FEBRUARY 10, 2016
SUBJECT: **DISBURSEMENTS REPORTS FOR THE MONTH OF
JANUARY, 2016**

BACKGROUND

Attached are the general account check register and wire transfer reports for the month of January, 2016. This report was prepared by the Account Clerk and has been reviewed and approved by the Finance Director. All disbursements for the month are summarized and totaled below.

FISCAL IMPACT

Schedule of Disbursements

<u>Date</u>	<u>Description</u>	<u>Amount In (Out)</u>
	General Account Checks 85650-85804 & EFTs	(970,817.16)
	Payroll Checks 52762-789	(14,674.05)
	Workers' Compensation Checks 10793-10840	(33,025.84)
01/15/16	Direct Deposit	(273,260.53)
01/15/16	Fed Tax	(62,460.55)
01/15/16	State Tax	(18,634.79)
01/29/16	Direct Deposit	(272,393.95)
01/29/16	Fed Tax	(59,773.36)
01/29/16	State Tax	(16,720.49)
		<u>(1,721,760.72)</u>

**Schedule of Wire Transfers
Between LAIF and City Checking Accounts**

Date	Description	Amount In (Out)
01/13/16	From LAIF to Payroll	(200,000.00)
01/21/16	From Main to LAIF	2,400,000.00
01/26/16	From LAIF to Main	(265,000.00)
01/27/16	From LAIF to Payroll	(355,000.00)
		1,580,000.00

**Schedule of Wire Transfers
Between US Bank Safekeeping and City Checking Accounts**

Date	Description	Amount In (Out)
01/27/16	Wire Transfer to US Bank	265,000.00
		265,000.00

RECOMMENDATION

Staff recommends that the Council ratify and file the Disbursements Report for the period ending January 31, 2016. If Council concurs, the appropriate action would be:

“A motion to ratify and file the Disbursements Report for the period ending January 31, 2016.”

Attachments: Disbursements Report

City of San Marino

January, 2016

Account	Vendor	Description	Date	Check	Amount	Prior
Balance Sheet Accounts:						
Water Payable	Metro Water	Domestic Water 11/15	01/20/2016	0	252,745.72	
Payroll Liabilities	PERS	PR Batch 00701.01.2016 PERS Employer Share	01/22/2016	0	49,943.48	
Payroll Liabilities	PERS	PR Batch 00703.12.2015 PERS Employer Share	01/08/2016	0	49,473.13	
Payroll Liabilities	PERS	PR Batch 00701.01.2016 PERS Employee Paid (Full Time)	01/22/2016	0	27,408.03	
Payroll Liabilities	PERS	PR Batch 00703.12.2015 PERS Employee Paid (Full Time)	01/08/2016	0	26,851.78	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00701.01.2016 Retirement Health Savings Plan	01/22/2016	0	10,850.00	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00701.01.2016 Deferred Comp	01/22/2016	0	6,703.62	
Payroll Liabilities	PERS (Medical)	PR Batch 00701.01.2016 Ins Prem Ded/125 Plan	01/22/2016	0	6,340.70	
Payroll Liabilities	Delta Dental	PR Batch 00702.12.2015 Dent Ins/125 Plan/PPO	12/25/2015	85675	4,103.36	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00701.01.2016 Deferred Comp Benefit	01/22/2016	0	4,035.78	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00703.12.2015 Deferred Comp	01/08/2016	0	2,088.62	
State Liabilities	Dept of Conservation	SMIP Fees Quarter 4/1/15-6/30/15	01/20/2016	85757	1,990.56	
Payroll Liabilities	Delta Dental	PPO Premium 2/1/16-2/29/16	01/05/2016	85675	1,623.14	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Med Flex/125 Plan	01/22/2016	0	1,085.79	
State Liabilities	Dept of Conservation	SMIP Fees Quarter 7/1/14-9/30/14	01/20/2016	85757	962.05	
Payroll Liabilities	U.S. Bank	PR Batch 00702.01.2016 PARS Employee Portion	02/05/2016	0	904.18	
Payroll Liabilities	U.S. Bank	PR Batch 00702.01.2016 PARS Employer Portion	02/05/2016	0	904.18	
Payroll Liabilities	U.S. Bank	PR Batch 00701.01.2016 PARS Employee Portion	01/22/2016	0	769.59	
Payroll Liabilities	U.S. Bank	PR Batch 00701.01.2016 PARS Employer Portion	01/22/2016	0	769.59	
Payroll Liabilities	San Marino Police Officers Assn	PR Batch 00701.01.2016 San Marino PD Assn	01/22/2016	0	724.86	
Payroll Liabilities	San Marino Police Officers Assn	PR Batch 00702.01.2016 San Marino PD Assn	02/05/2016	0	724.86	
Payroll Liabilities	PERS	PR Batch 00703.12.2015 PERS Employee Paid (Part-Time)	01/08/2016	0	692.17	
Payroll Liabilities	Delta Dental	PR Batch 00702.12.2015 Dent Ins/125 Plan/HMO	12/25/2015	85675	685.54	
Payroll Liabilities	PERS	PR Batch 00701.01.2016 PERS Employee Paid (Part-Time)	01/22/2016	0	673.09	
Payroll Liabilities	San Marino Firefighters Assn	PR Batch 00701.01.2016 Firefighter Dues	01/22/2016	0	657.50	
Payroll Liabilities	San Marino Firefighters Assn	PR Batch 00702.01.2016 Firefighter Dues	02/05/2016	0	657.50	
Payroll Liabilities	CA Law Enforcement Assn	PR Batch 00702.12.2015 Police Dept LTD/125 Plan	12/25/2015	85666	612.50	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Life Insurance-After Tax	01/22/2016	0	595.41	
State Liabilities	Dept of Conservation	SMIP Fees Quarter 10/1/15-12/31/15	01/20/2016	85757	555.63	
State Liabilities	Dept of Conservation	SMIP Fees Quarter 7/1/5-9/30/15	01/20/2016	85757	543.72	
Payroll Liabilities	H. Wilson Insurancenter Inc	PR Batch 00702.12.2015 Fire Dept LTD/125 Plan	12/25/2015	0	540.00	
Payroll Liabilities	PERS	PR Batch 00701.01.2016 PERS Buy Back Pre-Tax	01/22/2016	0	508.27	
Inventory	Advanced Battery Systems	Batteries	01/20/2016	0	507.11	
Recreation Deposits	Andrea Yamamoto	Refund- Deposit San Marino Center 12/6/15	01/05/2016	85650	500.00	

Account	Vendor	Description	Date	Check	Amount	Prior
Recreation Deposits	Anna Chao	Refund - Deposit San Marino Center 12/5/15	01/05/2016	85656	500.00	
Recreation Deposits	Pamela Jones	Refund- Deposit San Marino Center 12/19/15	01/05/2016	85657	500.00	
Recreation Deposits	Raymond Berlejung	Refund Deposit SMC 12/5/15	01/20/2016	85726	500.00	
Recreation Deposits	Claudia Sanchez	Refund- Deposit SMC 1/16/16	01/20/2016	85727	500.00	
Recreation Deposits	Mari Yang	Refund- Deposit SMC 1/9/16	01/20/2016	85732	500.00	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00703.12.2015 Retirement Health Savings Plan	01/08/2016	0	487.17	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00701.01.2016 Retirement Health Savings Plan	01/22/2016	0	487.17	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Disability STD-After Tax	01/22/2016	0	401.84	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Accident Insurance-Before Tax	01/22/2016	0	374.05	
Payroll Liabilities	San Marino City Employees Assn	PR Batch 00701.01.2016 San Marino City Employee Assn	01/22/2016	0	329.00	
Payroll Liabilities	San Marino City Employees Assn	PR Batch 00702.01.2016 San Marino City Employee Assn	02/05/2016	0	329.00	
Recreation Deposits	Nancy Szeto	Refund- Video Game Class	01/20/2016	85725	324.00	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00703.12.2015 Deferred Comp-Management	01/08/2016	0	292.30	
Payroll Liabilities	TIAA-Cref Financial Services	PR Batch 00701.01.2016 Deferred Comp-Management	01/22/2016	0	292.30	
Payroll Liabilities	Division of the State Architect	Disability Access & Education Fee 1/15-12/31/15	01/20/2016	85761	279.30	
Payroll Liabilities	PERS	PR Batch 00703.12.2015 PERS Buy Back Pre-Tax	01/08/2016	0	249.81	
State Liabilities	Dept of Conservation	SMIP Fees Quarter 10/1/1/14-12/31/14 Additional fees owed	01/20/2016	85757	234.91	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Cancer Insurance-Before Tax	01/22/2016	0	230.12	
Recreation Deposits	Alice Chiang	Refund- Tiny Toddlers	01/20/2016	85720	218.00	
Recreation Deposits	Pallavi Wahl	Refund - Hip Hop & Art Classes	01/20/2016	85723	216.00	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Dep Care/125 Plan	01/22/2016	0	208.33	
Recreation Deposits	Elena Matyas	Refund- Two and Three	01/05/2016	85654	207.00	
Payroll Liabilities	CA State Disbursement Unit	PR Batch 00703.12.2015 Earnings Withholding Order	01/08/2016	0	198.92	
Payroll Liabilities	CA State Disbursement Unit	PR Batch 00701.01.2016 Earnings Withholding Order	01/22/2016	0	198.92	
Recreation Deposits	Grace Topp	Refund	01/20/2016	85724	182.00	
Recreation Deposits	Wenting Zeng	Refund - Begining Video Game	01/20/2016	85721	162.00	
Inventory	O'Reilly Auto Parts	Solenoids	01/20/2016	85780	140.48	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Cancer Insurance-After Tax	01/22/2016	0	123.35	
Payroll Liabilities	PERS	PR Batch 00701.01.2016 PERS Survivor Benefit	01/22/2016	0	97.65	
Payroll Liabilities	PERS	PR Batch 00703.12.2015 PERS Survivor Benefit	01/08/2016	0	95.79	
Payroll Liabilities	American Fidelity Assurance	PR Batch 00701.01.2016 Accident Insurance-After Tax	01/22/2016	0	86.74	
Inventory	O'Reilly Auto Parts	Filters	01/20/2016	85780	82.79	
Payroll Liabilities	Division of the State Architect	Disability Access & Education Fee - Prior Quarter	01/20/2016	85761	80.00	
Inventory	O'Reilly Auto Parts	Oil	01/20/2016	85780	52.19	
Inventory	O'Reilly Auto Parts	Oil	01/20/2016	85780	52.19	
Recreation Deposits	Wenting Zeng	Refund - Flag Football	01/20/2016	85721	46.00	
Inventory	O'Reilly Auto Parts	Wipes	01/20/2016	85780	42.90	
Recreation Deposits	Laura Kinoshita	Refund- Winter Break	01/05/2016	85652	30.00	
Payroll Liabilities	H. Wilson Insurancener Inc	Adjustment Premium - Jan 2016	01/05/2016	0	27.00	
Recreation Deposits	Kenny Kang	Refund- Fun with Phonics	01/20/2016	85716	25.00	
Recreation Deposits	Wenting Zeng	Refund - Fun with Phonics	01/20/2016	85721	25.00	

Account	Vendor	Description	Date	Check	Amount	Prior
State Liabilities	California American Water	Franchise Fee Nov- Dec 2015	01/05/2016	85667	23.10	
Recreation Deposits	Annie Brassard	Refund- Winter Break	01/05/2016	85651	20.00	
Recreation Deposits	Alison Chen	Transfer	01/20/2016	85718	14.00	
Recreation Deposits	Joey Lee	Transfer	01/20/2016	85722	14.00	
Recreation Deposits	Pallavi Wahl	Refund- Winer Break	01/05/2016	85653	12.00	
Inventory	O'Reilly Auto Parts	Belt	01/20/2016	85780	7.05	
Inventory	U.S. Bank	Harbor Freight Tools - Batteries	01/15/2016	85804	6.97	
Recreation Deposits	Mary Miasnik	Refund	01/20/2016	85717	5.00	
Recreation Deposits	John Patzakis	Refund	01/20/2016	85719	5.00	
State Liabilities	California American Water	Franchise Fee Dec 15-Jan16	01/20/2016	85744	0.90	
Payroll Liabilities	CA Law Enforcement Assn	Adjustment Premium Jan 2016	01/05/2016	85666	-24.50	
Inventory	O'Reilly Auto Parts	Credit	01/20/2016	85780	-27.23	
Payroll Liabilities	Delta Dental	HMO Premium 2/1/16-2/29/16	01/05/2016	85675	-89.34	
					<u>468,107.63</u>	<u>412,497.49</u>
City Council Accounts:						
101-01-4480-0000	U.S. Bank	Sweet & Savory- Council Meeting Dinner	01/15/2016	85804	232.17	
101-01-4480-0000	Petty Cash	City Council Meeting Supplies	01/20/2016	85745	5.98	
					<u>238.15</u>	<u>1,869.12</u>
Administration Accounts:						
207-07-4208-8140	San Marino School District	Transportation 8/15-9/15	01/05/2016	85704	20,135.91	
101-07-4106-2755	Richards Watson & Gershon	Legal Service 8/26/15-11/30/15	01/20/2016	85784	6,972.57	
101-07-4396-0000	League of CA Cities	Annual Membership Y16	01/20/2016	85773	5,617.00	
101-07-4202-0000	ECP-SMT Aquisition, LLC	Legal Notice O-15-1302-U	01/05/2016	0	3,917.16	
101-07-4500-1980	Southern California Edison	Electrical Service Nov - Dec 2015	01/05/2016	85702	2,744.89	
101-07-4106-3415	Filarsky & Watt LLP	Legal Service 12/4/15-12/22/15	01/05/2016	0	2,310.00	
595-07-4150-0000	AdminSure Inc	Workers' Compensation Claims Admin January 2016	01/05/2016	85659	1,780.00	
207-07-4208-1330	City of Pasadena - Dial-A-Ride	Dial-A-Ride Transit Service 7/15-9/15	01/20/2016	85754	1,632.06	
101-07-4376-0000	U.S. Bank	Ralphs- Employee Luncheon	01/15/2016	85804	1,178.72	
101-07-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	1,165.50	
101-07-4106-3415	Filarsky & Watt LLP	Legal Service 11/2/15-11/20/15	01/05/2016	0	840.00	
101-07-4376-0000	U.S. Bank	Bestbuy- Employee Luncheon	01/15/2016	85804	711.48	
101-07-4376-0000	Capital One Commercial	Watches and Tree - Holiday Party	01/05/2016	85669	695.68	
101-07-4150-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	577.88	
101-07-4150-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	577.88	
101-07-4202-0000	ECP-SMT Aquisition, LLC	Legal Notice N-15-33 Publish 1-1-16	01/20/2016	0	575.64	
209-07-4150-0000	SAP Digital Corp	Water Restriction Banners	01/20/2016	0	545.00	
101-07-4150-0000	Sterling Codifiers Inc	City Code Supplement #18	01/05/2016	85707	505.00	
101-07-4150-0000	Sterling Codifiers Inc	City Code Hosting Online 2016	01/05/2016	85707	500.00	
101-07-4420-0000	PGI, Inc	Winter 2016 Recreation & L brary Guide	01/20/2016	85782	491.54	
101-07-4150-0000	U.S. Bank N.A. - Custody	Custody Charges 10/1/15-12/31/15	01/20/2016	85798	419.75	
101-07-4480-0000	U.S. Bank	Cal. Society of Muni Finance Officer - Conference 3/1/-3/4/16	01/15/2016	85804	370.00	

Account	Vendor	Description	Date	Check	Amount	Prior
209-00-3410-0000	Lasting Impressions Printing	Water Violation Door Hangers	01/05/2016	0	361.75	
101-07-4500-9025	AT&T	Phone Service - Nov- Dec 2015	01/20/2016	85739	333.71	
101-07-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	285.47	
101-07-4468-0000	San Gabriel Valley EAC	Employment Law &Wage Update 1/27/16	01/20/2016	85788	190.00	
101-07-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	178.21	
101-07-4206-0000	ACR Air Conditioning	SC Maintenance 12/22/15	01/05/2016	0	170.00	
101-07-4316-0000	GreatAmerica Financial Services	Postage Machine Jan 2016	01/20/2016	85768	143.90	
101-07-4376-0000	U.S. Bank	Panera Bread - Harassment Training	01/15/2016	85804	143.26	
101-07-4106-2755	Richards Watson & Gershon	Legal Service11/1/15-11/30/15	01/20/2016	85784	125.00	
101-07-4376-0000	Pacific Insurance Network Systems	Insurance Traking Fee Jan 2016	01/05/2016	85698	125.00	
101-07-4376-0000	U.S. Bank	Smart n Final - Harassment Training	01/15/2016	85804	79.39	
101-07-4376-0000	Office Depot	Paper and Supplies	01/05/2016	85694	76.52	
101-07-4206-0000	SDS Security Design Systems	Alarm Service - L85 278 Jan 2016	01/20/2016	85786	75.00	
101-07-4376-0000	Office Depot	Stamp for Envelopes	01/05/2016	85694	65.38	
101-07-4436-0000	Department of Justice	Live Scan November 2015	01/05/2016	85676	64.00	
101-07-4500-9460	California American Water	Water Service Nov- Dec 2015	01/05/2016	85667	63.57	
101-07-4376-0000	U.S. Bank	CVS - Employee Luncheon	01/15/2016	85804	58.77	
101-07-4309-0000	Spin Movement	Refund- Wrong Amount Charge on Business License	01/20/2016	85731	55.00	
101-07-4376-0000	Office Depot	Office Supplies	01/05/2016	85694	42.98	
101-07-4480-0000	SCCCA	CCAC Meeting- V. Ruiz 1/21/15	01/05/2016	85700	40.00	
101-07-4398-0000	Petty Cash	Mileage	01/20/2016	85745	39.61	
101-07-4398-0000	Paddy Taber	Reimbursement - Mileage	01/20/2016	0	32.20	
101-07-4480-0000	Petty Cash	Parking	01/20/2016	85745	24.00	
101-07-4480-0000	Petty Cash	Parking	01/20/2016	85745	20.00	
101-07-4398-0000	Petty Cash	Mileage	01/20/2016	85745	12.31	
101-07-4376-0000	U.S. Bank	Panera Bread - Harassment Training	01/15/2016	85804	10.78	
101-07-4376-0000	Office Depot	Breakroom Supplies	01/20/2016	85779	9.25	
101-07-4376-0000	U.S. Bank	Ralphs - Harassment Training	01/15/2016	85804	8.06	
101-07-4376-0000	U.S. Bank	Pandora - Music for Employee Luncheon	01/15/2016	85804	4.99	
101-07-4376-0000	U.S. Bank	Smart n Final - Harassment Training	01/15/2016	85804	-3.91	
					<u>57,097.86</u>	<u>84,071.48</u>

Account	Vendor	Description	Date	Check	Amount	Prior
Planning & Building Accounts:						
101-14-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	5,555.00	
101-14-4104-6270	VCA Code Group	Plan Review Service 11/1/15-11/28/15	01/05/2016	0	4,702.50	
101-14-4104-0000	RSCC Engineering	Engineering Service 11/14/15-12/9/15	01/05/2016	0	4,150.00	
101-14-4104-6270	VCA Code Group	Fire Inspection Service 10/1/15-10/31/15	01/05/2016	0	2,470.09	
101-14-4104-6270	VCA Code Group	Fire Inspection Service 11/1/15-11/28/15	01/05/2016	0	2,281.13	
101-14-4106-2755	Richards Watson & Gershon	Legal Service 11/1/15-11/30/15	01/20/2016	85784	1,953.00	
101-14-4150-0000	Digital Map Products Inc	On Site Data Delivery for Code Enforcement Systems	01/20/2016	85760	1,500.00	
101-14-4104-6270	VCA Code Group	Inspection Service - 11/1/15-11/28/15	01/05/2016	0	1,080.00	
101-14-4202-0000	ECP-SMT Aquisition, LLC	Legal Notice N-16-01 Publish 1-15-16	01/20/2016	0	758.16	
101-14-4104-6270	VCA Code Group	Fire Protection Plan Review 11/1/15-11/28/15	01/05/2016	0	722.50	
101-14-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	666.00	
101-14-3312-0000	Fuong Vin Dam	Refund DRC Application 1770 Los Robles Ave	01/20/2016	85729	575.00	
101-14-4104-6270	VCA Code Group	Over the Counter Plan Review Service 11/1/15-11/28/15	01/05/2016	0	522.50	
101-14-4104-6270	VCA Code Group	Inspection Service - Erbura Gallery Addition 11/1/15-11/28/15	01/05/2016	0	450.00	
101-14-4396-0000	U.S. Bank	Intl Soc Arboriculture - ISA Membership Renewal	01/15/2016	85804	255.00	
101-14-4468-0000	U.S. Bank	UCLA Extension- Land Use and Planning Conference A. Merlo 1/22	01/15/2016	85804	250.00	
101-14-3106-0000	Cara Baker	Refund -Tree Permit Fees 1596 Kensington - Tree Fell	01/20/2016	85728	245.00	
101-14-4399-0000	CopyFree Technology Inc	Copier Lease 11/29/15-2/28/16	01/05/2016	85674	222.47	
101-14-4376-0000	U.S. Bank	Elitedesign - Business License Stickers	01/15/2016	85804	197.88	
101-14-4412-0000	UPS	Postage	01/05/2016	85713	161.86	
101-14-4106-0950	Dapeer,Rosenblit & Litvak LLP	Legal- 12/3/15-12/31/15	01/20/2016	85756	155.85	
101-14-4412-0000	UPS	Postage	01/20/2016	85797	137.91	
101-14-4376-0000	SAP Digital Corp	Business Cards-C.Alvarado, M.Farrell & J.Ruiz	01/05/2016	0	114.45	
101-14-4376-0000	Office Depot	Ink	01/20/2016	85779	102.01	
101-14-4376-0000	Office Depot	Supplies	01/05/2016	85694	90.44	
101-14-4500-9025	Verizon Wireless	Data Service 11/24/15-12/23/15	01/20/2016	85800	76.02	
101-14-4508-0000	Voyager Fleet Systems Inc	Gasoline 11/30/15-12/17/15	01/05/2016	85715	55.93	
101-14-3151-0000	Verengo, Inc	Refund - Overpayment on Building Permit	01/20/2016	85730	47.90	
101-14-4376-0000	Vina Engraving	Name Plates	01/05/2016	85714	26.16	
101-14-4508-0000	Samayoa's Mobile Car Wash	Car Wash Dec 2015	01/05/2016	0	25.00	
101-14-4376-0000	Office Depot	Supplies	01/05/2016	85694	7.96	
101-14-4376-0000	Office Depot	Supplies	01/20/2016	85779	6.95	
101-14-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustment 11/30/15-12/17/15	01/05/2016	85715	-3.15	
					29,561.52	24,211.59
Police Accounts:						
103-30-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	6,660.00	
103-30-4150-0000	All City Management Services Inc	School Crossing Guard Service 12/6/15-12/19/15	01/05/2016	0	6,005.58	
217-30-4613-9300	Communications Center	Chief Vehicle Communication	01/20/2016	85751	5,146.73	
103-30-4150-0000	All City Management Services Inc	School Crossing Guard Service 11/22/15-12/5/15	01/05/2016	0	4,288.52	
103-30-4150-0000	Glendale Police Department	CSI Computer Forensics 15-0694	01/20/2016	85766	3,900.00	

Account	Vendor	Description	Date	Check	Amount	Prior
103-30-4150-0000	Pasadena Humane Society	Animal Control Service Dec 2015	01/20/2016	0	3,317.00	
103-30-4508-0000	Samayoa's Mobile Car Wash	Car Wash Dec 2015	01/05/2016	0	1,625.00	
103-30-4436-0000	Arroyo Background Investigation LLC	Background- B. Marquis	01/05/2016	0	1,200.00	
103-30-4436-0000	Omega Polygraph	Hiring - Polygraph Exams	01/05/2016	0	1,200.00	
103-30-4415-0000	Controller F.O.R.C.E.	Training- Officer Gee & Cpt. Chan	01/20/2016	85753	1,140.00	
103-30-4150-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	919.85	
103-30-4150-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	919.84	
103-30-3331-3550	Department of Justice	Live Scan November 2015	01/05/2016	85676	823.00	
103-30-4415-0000	U.S. Bank	CA OES SVC- Post Training	01/15/2016	85804	800.00	
103-30-4415-0000	U.S. Bank	CA OES SVC- Post Training	01/15/2016	85804	800.00	
103-30-4468-0000	U.S. Bank	Crown Plaza- Hotel Stay -V.Gee 2/7-2/12/16	01/15/2016	85804	672.35	
103-30-4508-0000	U.S. Bank	Dipyourcarcom- Paint for SET Truck	01/15/2016	85804	585.40	
103-30-4376-0000	American Express	Supplies	01/20/2016	85735	560.95	
103-30-4150-0000	CopyFree Technology Inc	Copier Lease 1/10/16-4/9/16	01/20/2016	85755	557.15	
103-30-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	519.23	
103-30-4508-0000	Communications Center	Additional Equipment for Vehicle 21	01/20/2016	85751	498.62	
103-30-4150-0000	Phoenix Group Information Systems	Parking Citation Processing 11/15	01/20/2016	85783	404.63	
103-30-4500-9025	AT&T	Phone Service 1/1/16-1/31/16	01/20/2016	85740	404.16	
103-30-4508-0000	U.S. Bank	Sirennet- Amplifier for PD Unit #1015	01/15/2016	85804	308.08	
103-30-4150-0000	Time Warner Cable	Cable Internet Service 1/6/15-2/5/16	01/20/2016	85793	264.99	
103-30-4150-0000	GE Capital	Copier Lease 2/16/16-3/15/16	01/20/2016	85765	259.42	
103-30-4150-0000	GE Capital	Copier Lease Jan 2016	01/05/2016	85682	247.87	
103-30-4206-0000	Veritiv Operating Company	Janitorial Supplies	01/05/2016	0	236.75	
103-30-4508-0000	Communications Center	Vehicle Video Equipment	01/20/2016	85751	200.30	
103-30-4500-9025	AT&T Mobility	Phone Service 11/14/15-12/23/15	01/20/2016	85741	191.30	
103-30-4396-0000	U.S. Bank	IACP - Dues	01/15/2016	85804	150.00	
241-00-3202-3542	U.S. Bank	Office Depot- Printing for Safety Route to School	01/15/2016	85804	146.95	
103-30-4508-0000	Voyager Fleet Systems Inc	Gasoline 11/30/15-12/17/15	01/05/2016	85715	122.35	
103-30-3331-3550	Jose Robles	Refund- Live Scan - Data Entry	01/05/2016	85655	108.00	
103-30-4150-0000	Ennis Jackson	Hearing Examiner Service 10/16/15	01/05/2016	0	100.70	
103-30-3321-0000	Office Depot	Envelopes	01/20/2016	85779	100.26	
103-30-4468-0000	U.S. Bank	City LA - Parking Ticket R. Ward	01/15/2016	85804	100.00	
103-30-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	95.31	
103-30-4376-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	75.00	
103-30-4204-0000	U.S. Bank	Amazon- 000GC Books & Periodicals	01/15/2016	85804	55.56	
103-30-4399-0000	U.S. Bank	Lexisnexis Risk - Monthly Subscription	01/15/2016	85804	51.00	
103-30-4150-0000	San Gabriel Valley Medical Ctr	Custody - Blood Drawn D.Ezold	01/20/2016	85789	48.00	
103-30-4468-0000	U.S. Bank	The Galley- Motor Detail Comm Enf - Lunch	01/15/2016	85804	40.71	
103-30-4508-0000	U.S. Bank	In Code R Decal & Graph - City Seals for PD Motorcycles	01/15/2016	85804	37.02	
103-30-4376-0000	Office Depot	Evidence Envelopes	01/05/2016	85694	33.51	
103-30-4415-0000	U.S. Bank	The Great Grill - Lunch Training	01/15/2016	85804	22.00	

Account	Vendor	Description	Date	Check	Amount	Prior
103-30-4436-0000	U.S. Bank	UPS- Background Shipping	01/15/2016	85804	20.24	
103-30-4508-0000	Voyager Fleet Systems Inc	Gasoline 11/30/15-12/17/15	01/05/2016	85715	20.06	
103-30-4376-0000	Petty Cash	2 -USB 16 GB	01/20/2016	85746	19.60	
103-30-4480-0000	Petty Cash	Cake	01/05/2016	85672	15.99	
103-30-4468-0000	Petty Cash	Bagels	01/20/2016	85746	14.99	
103-30-4492-0004	Tom's Uniforms	Uniform. K. Kitagawa	01/20/2016	85794	11.45	
103-30-4480-0000	Petty Cash	Cookies	01/05/2016	85672	8.69	
103-30-4415-0000	U.S. Bank	Starbucks - Coffee Interview Panel	01/15/2016	85804	8.20	
103-30-4508-0000	U.S. Bank	Sparkle Car Wash - Car Wash - Staff 1 New Vehicle	01/15/2016	85804	7.50	
103-30-4376-0000	U.S. Bank	Antrims Security - Range Keys	01/15/2016	85804	6.54	
103-30-4492-0004	Tom's Uniforms	Uniform.B. Wong	01/20/2016	85794	4.91	
103-30-4376-0000	Office Depot	Office Supplies	01/05/2016	85694	4.62	
103-30-4468-0000	U.S. Bank	LA City- Parking Fee for Training	01/15/2016	85804	1.50	
103-30-4480-0000	U.S. Bank	City of Pasadena - Parking	01/15/2016	85804	1.00	
103-30-4480-0000	U.S. Bank	City of Pasadena - Parking	01/15/2016	85804	1.00	
103-30-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustment 11/30/15-12/17/15	01/05/2016	85715	-1.16	
103-30-4508-0000	Voyager Fleet Systems Inc	Taxes Adjustment 11/30/15-12/17/15	01/05/2016	85715	-6.97	
					<u>46,081.25</u>	<u>41,990.47</u>
Fire Accounts:						
103-34-4150-0000	City of Glendale	Verdugo Dispatch Fee 1/1/16-6/30/16	01/20/2016	85749	30,649.00	
103-34-4206-0000	Veritiv Operating Company	Station Supplies	01/20/2016	0	2,038.07	
103-34-4206-0000	Air Exchange Inc	Plymovent Fan - Time and Material to modify the Existing System	01/05/2016	85660	2,000.00	
103-34-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	1,998.00	
103-34-4150-0000	Wittman Enterprises LLC	Billing Service Nov 2015	01/20/2016	0	1,754.69	
103-34-4150-0000	UC Regents	Nurse Educator	01/05/2016	85712	1,634.94	
591-34-4613-0000	Air Exchange Inc	Apparatus Bay Fan Time and Material to modify the Existing Syste	01/05/2016	85660	1,500.00	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	01/05/2016	85689	1,164.25	
103-34-4316-0000	U.S. Bank	Funlimited- Arson Camera	01/15/2016	85804	569.95	
281-34-4376-0000	U.S. Bank	Safe Ready - Cert Supplies	01/15/2016	85804	442.10	
103-34-4492-0000	Tom's Uniforms	Uniform. D. Petta	01/20/2016	85794	439.27	
103-34-4500-9025	AT&T	Phone Service - Nov- Dec 2015	01/20/2016	85739	439.27	
103-34-4492-0000	Tom's Uniforms	Uniform. N.Maza	01/20/2016	85794	422.92	
103-34-4492-0003	Galls, LCC	Uniforms	01/20/2016	85764	420.52	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	01/05/2016	85689	415.18	
103-34-4376-0000	Life-Assist Inc	Ambulance Supplies	01/05/2016	85689	413.98	
103-34-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	339.83	
103-34-4492-0003	Galls, LCC	Uniforms	01/20/2016	85764	324.67	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Maintenance	01/20/2016	85795	287.00	
103-34-4492-0000	Tom's Uniforms	Uniform. B.Campbell	01/20/2016	85794	227.81	
103-34-4492-0003	Nathan Foth	Reimbusrment Uniform Boots	01/05/2016	85679	225.00	
103-34-4492-0000	Tom's Uniforms	Uniform. C. Evans	01/20/2016	85794	218.00	

Account	Vendor	Description	Date	Check	Amount	Prior
103-34-4508-0000	U.S. Bank	Amazon- Flashlighs for E91	01/15/2016	85804	217.98	
281-34-4376-0000	U.S. Bank	Smart n Final - Christmas on the Drive Food	01/15/2016	85804	211.05	
103-34-4150-0000	Canon Financial Services Inc	Copier Lease Jan 2016	01/05/2016	85668	210.34	
103-34-4492-0003	Galls, LCC	Uniforms	01/05/2016	85680	208.64	
103-34-4492-0003	Galls, LCC	Uniforms	01/05/2016	85680	208.64	
103-34-4420-0000	U.S. Bank	Smart Signs- Printing ID Tags and Stickers	01/15/2016	85804	204.95	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Equipment Maintenance	01/20/2016	85795	200.00	
103-34-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	198.51	
103-34-4492-0003	Galls, LCC	Uniforms	01/05/2016	85680	192.74	
591-34-4613-0000	San Marino Lock & Safe Co	Bay Doors	01/20/2016	0	185.00	
103-34-4492-0003	Galls, LCC	Arson Investigator Uniforms	01/20/2016	85764	178.94	
103-34-4376-0000	233-Praxair Distribution Inc	Oxygen	01/05/2016	0	176.25	
103-34-4436-0000	U.S. Bank	Ruffian Specialist - Station Bag	01/15/2016	85804	154.71	
103-34-4436-0000	D.F. Polygraph	Polygraph - B. Marquis	01/05/2016	0	150.00	
103-34-4468-0000	Bryce Marquis	Reimbursement - Paramedic License	01/05/2016	85693	125.00	
103-34-4492-0003	Galls, LCC	Uniforms	01/05/2016	85680	111.13	
281-34-4376-0000	U.S. Bank	Lazboy- Houseware	01/15/2016	85804	109.00	
103-34-4376-0000	Stericycle Inc	Ambulance Supplies	01/20/2016	85792	101.16	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/20/2016	85736	95.71	
103-34-4480-0000	U.S. Bank	Wood Ranch- Fire Chief's Meeting	01/15/2016	85804	93.98	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/05/2016	85661	92.03	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/05/2016	85661	92.03	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/05/2016	85661	92.03	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/05/2016	85661	92.03	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/05/2016	85661	92.03	
103-34-4206-0000	AmeriPride Services Inc	Towels	01/20/2016	85736	92.03	
103-34-4480-0000	U.S. Bank	Chili's- Fire Prevention Officer Meeting	01/15/2016	85804	87.61	
103-34-4206-0000	SDS Security Design Systems	Alarm Service L85-279 Dec 2015	01/05/2016	85701	87.00	
103-34-4206-0000	SDS Security Design Systems	Alarm Service - L85 279 Jan 2016	01/20/2016	85786	87.00	
103-34-4316-0000	Turnout Maintenance Co LLC	Safety Gear Maintenance	01/05/2016	85711	78.00	
103-34-4480-0000	U.S. Bank	Pharo's Burger - Verdugo Command Staff Meeting	01/15/2016	85804	68.78	
281-34-4376-0000	U.S. Bank	Smart n Final -Christmas on Drive Candy Canes	01/15/2016	85804	54.51	
103-34-4420-0000	U.S. Bank	Staples - Printing	01/15/2016	85804	50.90	
103-34-4508-0000	U.S. Bank	Chervon- Fuel	01/15/2016	85804	45.00	
103-34-4508-0000	U.S. Bank	Shell - Fuel	01/15/2016	85804	44.07	
103-34-4492-0004	U.S. Bank	Amazon- Arson -Filter for Respirator	01/15/2016	85804	43.50	
103-34-4508-0000	U.S. Bank	Untied Pacific- Fuel	01/15/2016	85804	39.50	
103-34-4206-0000	U.S. Bank	Target- Mattress Pad	01/15/2016	85804	32.68	
103-34-4492-0003	Galls, LCC	Arson Investigator Uniforms	01/20/2016	85764	27.25	
103-34-4436-0000	L.N. Curtis & Sons	Facepieces Fit Test - B.Marquis	01/05/2016	85690	20.00	
103-34-4376-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	15.00	

Account	Vendor	Description	Date	Check	Amount	Prior
281-34-4376-0000	U.S. Bank	Ralphs - Laundry Detegrent	01/15/2016	85804	13.61	
103-34-4420-0000	U.S. Bank	Staples- View Bind	01/15/2016	85804	9.80	
103-34-4206-0000	Veritiv Operating Company	Station Supplies	01/20/2016	0	-348.26	
					<u>52,266.31</u>	<u>28,742.38</u>
Emergency Services Accounts:						
101-36-4316-0000	Generator Services Co	Generator Annual Service	01/05/2016	85683	909.11	
101-36-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	455.18	
101-36-4376-0000	U.S. Bank	Home Depot- Cert Supplies	01/15/2016	85804	361.16	
101-36-4376-0000	U.S. Bank	Staples- EOC Manuals	01/15/2016	85804	188.71	
101-36-4376-0000	U.S. Bank	Stonefire Grill - Gas Leak Evacuation	01/15/2016	85804	107.77	
101-36-4376-0000	U.S. Bank	Ralphs-Cert Classes Snacks	01/15/2016	85804	103.73	
101-36-4376-0000	U.S. Bank	In n Out Burger -Cert Lunch Food for Class	01/15/2016	85804	84.31	
101-36-4376-0000	U.S. Bank	Home Depot- Credit Cert Supplies	01/15/2016	85804	-307.17	
					<u>1,902.80</u>	<u>7,832.70</u>
Public Works Administration Accounts:						
101-40-4104-0000	Interwest Consulting Group	Interm PW Director & Engineer Service Oct 2015	01/05/2016	85686	5,850.00	
101-40-4104-0000	Interwest Consulting Group	Traffic Engineering Service 11/1/15-11/30/15	01/20/2016	85770	3,555.00	
101-40-4104-0000	Interwest Consulting Group	Traffic Engineering Service 12/1/15-12/31/15	01/20/2016	85770	1,050.00	
101-44-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	666.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	580.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 11/14/15-12/9/15	01/05/2016	0	435.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	435.00	
101-40-4480-0000	U.S. Bank	Twohey Restaurant -Christmas Breakfast	01/15/2016	85804	412.45	
101-40-4150-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	331.65	
101-40-4150-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	331.64	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	290.00	
101-40-4206-0000	San Marino Lock & Safe Co	Change Backgate Enrty Code	01/20/2016	0	245.00	
101-40-4376-0000	U.S. Bank	Office Depot - Ink and Office Supplies	01/15/2016	85804	240.13	
101-40-4376-0000	U.S. Bank	Office Depot- Ink and Office Supplies	01/15/2016	85804	224.88	
101-40-4376-0000	U.S. Bank	New Moon - Staff Development Training	01/15/2016	85804	204.92	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	145.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	145.00	
101-40-4104-0000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	145.00	
101-40-4376-0000	U.S. Bank	Sweet and Savory - Staff Development Training	01/15/2016	85804	131.89	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	114.21	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	101.91	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	101.91	

Account	Vendor	Description	Date	Check	Amount	Prior
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	101.91	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/20/2016	85736	101.91	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/20/2016	85736	101.91	
101-40-4468-0000	U.S. Bank	CA Dept Pest Reg- State CA Pesticide License	01/15/2016	85804	60.00	
101-40-4480-0000	Petty Cash	Meeting Supplies	01/20/2016	85745	52.15	
101-40-4468-0000	U.S. Bank	Pesticide Applicators - PAPA Membership	01/15/2016	85804	45.00	
101-40-4500-9025	Verizon Wireless	Data Service 11/24/15-12/23/15 R. Serven	01/20/2016	85800	38.01	
101-40-4376-0000	U.S. Bank	New Moon - Staff Development Training	01/15/2016	85804	30.52	
101-40-4376-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	30.00	
101-40-4206-0000	Consolidated Electrical Distributors	Photo Cell- Stoneman	01/20/2016	85752	26.42	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	24.57	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	22.23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	22.23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/05/2016	85661	22.23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/20/2016	85736	22.23	
101-40-4150-0000	AmeriPride Services Inc	Uniforms	01/20/2016	85736	22.23	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	21.37	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	20.90	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	20.90	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/20/2016	85736	20.90	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/20/2016	85736	20.90	
101-40-4480-0000	U.S. Bank	Smart n Final - Dept Employee Lunch	01/15/2016	85804	20.79	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	15.57	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/20/2016	85736	15.57	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/20/2016	85736	15.57	
101-40-4480-0000	Petty Cash	Parking Mtg	01/20/2016	85745	15.00	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/20/2016	85736	14.72	
101-40-4492-0003	AmeriPride Services Inc	Uniforms	01/20/2016	85736	14.72	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/05/2016	85661	14.07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/20/2016	85736	14.07	
101-40-4492-0004	AmeriPride Services Inc	Uniforms	01/20/2016	85736	14.07	
101-40-4206-0000	Consolidated Electrical Distributors	Light PD	01/20/2016	85752	14.02	
101-40-4206-0000	U.S. Bank	Antrim Security - Keys - City Hall	01/15/2016	85804	9.81	
101-40-4376-0000	U.S. Bank	USPS- Cal American Water Survey - Shipping	01/15/2016	85804	9.17	
101-40-4376-0000	U.S. Bank	Fedex- Copies	01/15/2016	85804	4.91	
					17,989.47	8,669.70

Account	Vendor	Description	Date	Check	Amount	Prior
Garage Accounts:						
101-42-4452-0000	U.S. Bank	Harbor Freight - Tool Side Cabinet, Drill Bits & Cart	01/15/2016	85804	479.54	
101-42-4316-0000	State Board of Equalization	Underground Storage Tank Maintenance Fee Return for Y15	01/20/2016	85791	456.12	
101-42-4376-0000	Airgas USA LLC	Weilding Gas	01/05/2016	0	358.71	
101-42-4316-0000	JDS Tank Testing & Repair Inc	Service Call 12/14/15	01/05/2016	85687	165.00	
101-42-4150-0000	JDS Tank Testing & Repair Inc	Monthly Operator Dec 2015	01/20/2016	85771	140.00	
101-42-4376-0000	Tifco Industries	Sanding Disc	01/05/2016	85709	124.52	
101-42-4150-0000	Asbury Environmental Services	Used Oil Program	01/05/2016	85662	65.00	
101-42-4452-0000	U.S. Bank	Harbor Freight - Bench vise & 1/2 extension	01/15/2016	85804	41.40	
101-42-4376-0000	U.S. Bank	Harbor Freight - Extension Cord & Powerstrip for Flashlights	01/15/2016	85804	11.75	
101-42-4376-0000	O'Reilly Auto Parts	Razor Blades	01/05/2016	85695	5.45	
101-42-4376-0000	U.S. Bank	Harbor Freight - Powerstrip	01/15/2016	85804	5.22	
101-42-4376-0000	O'Reilly Auto Parts	3Amp Glass	01/05/2016	85695	4.02	
101-42-4452-0000	U.S. Bank	Harbor Freight - Credit	01/15/2016	85804	-43.58	
					<u>1,813.15</u>	<u>706.40</u>
Sewer & Stormdrain Accounts:						
101-44-4150-9020	Athens Services	Street Sweeping Dec 2015	01/20/2016	85738	13,590.25	
101-44-4104-0000	KJ Services Environmental Svcs	NPDES Consulting Dec 2015	01/20/2016	85772	2,160.00	
101-44-4106-5170	Richards Watson & Gershon	Legal Service-10/7/15-11/30/15	01/20/2016	85784	202.80	
101-44-4106-5170	Richards Watson & Gershon	Legal Service-11/30/15	01/20/2016	85784	47.50	
101-44-4106-5170	Richards Watson & Gershon	Legal Service 11/22/15-11/30/15	01/20/2016	85784	45.25	
					<u>16,045.80</u>	<u>41,939.51</u>
Street Accounts:						
394-48-4600-7225	All American Asphalt	Progress Payment #4	01/20/2016	85733	43,042.73	
101-48-4500-1980	Southern California Edison	Electrical Service Nov - Dec 2015	01/05/2016	85702	11,656.88	
215-48-4600-2877	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	10,601.86	
394-48-4600-1986	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	6,690.00	
394-48-4600-9000	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	3,260.00	
394-48-4600-7921	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	2,720.00	
394-48-4600-9361	RSCC Engineering	Engineering Service 12/9/15-1/12/15	01/20/2016	0	2,720.00	
101-48-4150-0000	Siemens Industry Inc	Huntington & Virginia Loop Replacement	01/05/2016	0	2,400.00	
394-48-4600-7225	Community Bank	Retention Payment #4 ALL American Asphalt	01/20/2016	85750	2,265.41	
101-48-4500-1980	Southern California Edison	Electrical Service Dec 15- Jan 16	01/20/2016	85787	1,386.01	
101-48-4376-0000	Crafco Inc	Asphalt EI Nino Prep	01/20/2016	0	621.30	
101-48-4376-0000	U.S. Bank	Joes USA LLC- Sandbags EI Nino Prep	01/15/2016	85804	518.29	
101-48-4376-0000	Traffic Management Incorporated	Signs and Sandbags for EI Nino Prep	01/20/2016	0	450.72	
101-48-4376-0000	United Rock Products	Sand- EI Nino Prep	01/20/2016	85796	419.18	
101-48-4508-0000	Samayoa's Mobile Car Wash	Car Wash Dec 2015	01/05/2016	0	375.00	
101-48-4376-0000	United Rock Products	Sand- EI Nino Prep	01/20/2016	85796	350.81	
101-48-4376-0000	U.S. Bank	Joes USA LLC-Sandbags LLC	01/15/2016	85804	259.15	
101-48-4376-0000	U.S. Bank	1000 Bulbs- Street Light Bulbs	01/15/2016	85804	240.07	

Account	Vendor	Description	Date	Check	Amount	Prior
101-48-4150-0000	League of CA Cities	Local Street & Roads Needs Assessment 2016	01/05/2016	85691	200.00	
101-48-4150-0000	L.A. Co. Dept of Public Works	Signal Maintenance	01/05/2016	85688	191.39	
101-48-4376-0000	U.S. Bank	Home Depot- Plastic El Nino Prep	01/15/2016	85804	167.79	
101-48-4376-0000	United Rock Products	Sand- El Nino Prep	01/20/2016	85796	150.62	
101-48-4376-0000	Underground Service Alert/SC	Dig Alerts	01/20/2016	0	145.50	
101-48-4376-0000	United Rock Products	Sand- El Nino Prep	01/20/2016	85796	144.77	
101-48-4376-0000	United Rock Products	Sand- El Nino Prep	01/20/2016	85796	141.53	
101-48-4508-0000	Hose-Man Inc	Hose for JCB	01/20/2016	85769	126.54	
101-48-4376-0000	Grainger Inc	Gloves Safety Equipment	01/05/2016	85684	119.69	
101-48-4376-0000	United Rock Products	Sand- El Nino Prep	01/20/2016	85796	113.40	
101-48-4376-0000	Consolidated Electrical Distributors	Connector (Circle Drive Bridge)	01/05/2016	85673	94.22	
101-48-4316-0000	Garvey Equipment Company	Fuel Tank & Pick Up	01/20/2016	0	86.18	
101-48-4500-9025	Verizon Wireless	Data Service 11/24/15-12/23/15 D. Werner & D. Mendez	01/20/2016	85800	76.02	
101-48-4376-0000	Ganahl Lumber Company	Lumber	01/05/2016	85681	67.77	
101-48-4376-0000	U.S. Bank	Harbor Freight Submersible Water Pump	01/15/2016	85804	63.21	
101-48-4376-0000	Ganahl Lumber Company	Wood Stakes	01/05/2016	85681	58.61	
101-48-4376-0000	Ganahl Lumber Company	City Hall Interior Lights	01/05/2016	85681	47.48	
101-48-4376-0000	U.S. Bank	Home Depot-Christmas Tree	01/15/2016	85804	38.13	
101-48-4376-0000	Ganahl Lumber Company	Sandbags Wrap for El Nino Prep	01/05/2016	85681	32.69	
101-48-4376-0000	Consolidated Electrical Distributors	St Albans Monument	01/20/2016	85752	29.43	
					92,072.38	374,589.66
Park Accounts:						
101-50-4500-9460	California American Water	Water Service Nov- Dec 2015	01/05/2016	85667	4,138.61	
394-50-4600-7027	A-1 Steel Fence Co Inc	Access Gate for Bathroom Rehab	01/05/2016	85658	3,000.00	
101-50-4399-0000	U.S. Bank	Harbor Freight- Tool Box Accessories	01/15/2016	85804	689.12	
101-50-4206-0000	Empire Cleaning Supply	Janitorial Supplies	01/20/2016	0	606.04	
101-50-4399-0000	U.S. Bank	Harbor Freight- Tool Box	01/15/2016	85804	348.79	
101-50-4206-0000	U.S. Bank	Home Depot- Toilet & Lighting	01/15/2016	85804	244.76	
101-50-4206-0000	Empire Cleaning Supply	Janitorial Supplies	01/20/2016	0	218.53	
101-50-4376-0000	U.S. Bank	Amazon- Eye Wash Station for the Park	01/15/2016	85804	139.98	
394-50-4600-3350	U.S. Bank	Valley Monument Co- Garden Club Plaque for Drinking Fountain	01/15/2016	85804	130.80	
101-50-4500-9025	Time Warner Cable	Cable Internet Service 12/25/15-1/24/16	01/05/2016	85710	89.95	
101-50-4452-0000	U.S. Bank	Sears - Tire Inflator	01/15/2016	85804	79.54	
101-50-4206-0000	Consolidated Electrical Distributors	Electrical Breaker	01/20/2016	85752	61.42	
101-50-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	40.75	
101-50-4376-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	30.00	
101-50-4500-9025	AT&T	Phone Service - Nov- Dec 2015	01/20/2016	85739	19.64	
					9,837.93	149,270.98
Grounds Accounts:						
101-52-4150-0000	Mariposa Landscapes Inc	Triming Palms Tree Dec 2015	01/05/2016	0	44,750.00	
101-52-4150-0000	Mariposa Landscapes Inc	Tree Removal November 2015	01/05/2016	0	19,405.76	

Account	Vendor	Description	Date	Check	Amount	Prior
101-52-4150-0000	West Coast Arborist Inc	Tree Planting City Wide	01/20/2016	85802	10,587.50	
101-52-4404-0000	Norman's Nursery Inc	Trees	01/20/2016	85777	3,951.25	
101-52-4150-0000	ValleyCrest Landscape Maintenance	Median Landscape Maintenance Jan 2016	01/20/2016	85799	2,699.00	
101-52-4500-9460	California American Water	Water Service Nov- Dec 2015	01/05/2016	85667	2,110.35	
101-52-4500-9460	California American Water	Water Service Dec 15-Jan16	01/20/2016	85744	966.94	
101-52-4399-0000	U.S. Bank	Mid West- Instrument- Back Flow Tester	01/15/2016	85804	824.63	
101-52-4404-0000	Mission Nursery & Landscape	Christamas Poinsttias for Front of City Hall	01/20/2016	85776	747.20	
101-48-4376-0000	U.S. Bank	Home Depot- Christmas Wreaths for City Hall	01/15/2016	85804	259.42	
101-52-4150-0000	Aquatech Backflow Services Inc	Back Flow Inspections	01/05/2016	0	50.00	
101-52-4500-9025	Verizon Wireless	Data Service 11/24/15-12/23/15 J. Santillan	01/20/2016	85800	38.01	
					86,390.06	10,151.62

Recreation Administration Accounts:

101-60-4420-0000	PGI, Inc	Winter 2016 Recreation & L brary Guide	01/20/2016	85782	3,211.92	
101-60-4206-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	1,557.75	
101-60-4206-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	1,557.75	
101-60-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	1,498.50	
101-60-4500-1980	Southern California Edison	Electrical Service Nov - Dec 2015	01/05/2016	85702	1,424.64	
101-60-4412-0000	PGI, Inc	Winter 2016 Recreation & L brary Guide	01/20/2016	85782	720.41	
101-60-4150-0000	SCMAF-San Gabriel Valley	Class Insurance 9/15-12/15	01/20/2016	0	647.50	
101-60-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	545.72	
101-60-4396-0000	CA Park and Rec Society	Member Fees	01/05/2016	85670	480.00	
101-60-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	397.89	
101-60-4150-0000	U.S. Bank	ConstantContact - Email Market Service Provider	01/15/2016	85804	358.50	

Account	Vendor	Description	Date	Check	Amount	Prior
101-60-4468-0000	U.S. Bank	California Park & Rec CPRS Conference A. Padilla	01/15/2016	85804	335.00	
101-60-4500-9460	California American Water	Water Service Dec 15-Jan16	01/20/2016	85744	316.77	
101-60-4376-0000	Office Depot	Supplies	01/05/2016	85694	298.43	
101-60-4206-0000	San Marino Lock & Safe Co	Deadbolt Office A	01/05/2016	0	258.50	
101-60-4206-0000	Hillyard/Los Angeles	Paper Towels	01/05/2016	85685	251.15	
101-60-4150-0000	Jamie Cortez	Recreation Commission Minutes 10/26/15	01/05/2016	0	180.00	
101-60-4324-0000	Southwest Mobile Storage Inc	Storage Bin 12/29/15-1/25/16	01/20/2016	0	176.40	
101-60-4468-0000	U.S. Bank	ARC Service/Training - Red Cross Cert Review	01/15/2016	85804	162.00	
101-60-4398-0000	Petty Cash	Mileage	01/05/2016	85671	77.50	
101-60-4508-0000	Samayoa's Mobile Car Wash	Car Wash Dec 2015	01/05/2016	0	75.00	
101-60-4206-0000	U.S. Bank	Amazon- Cork Board Stoneman	01/15/2016	85804	71.19	
101-60-4468-0000	U.S. Bank	ARC Service/Training - Red Cross Cert	01/15/2016	85804	70.00	
101-60-4376-0000	Office Depot	Supplies	01/05/2016	85694	65.39	
101-60-4376-0000	Capital One Commercial	Supplies	01/05/2016	85669	53.87	
101-60-4376-0000	U.S. Bank	Home Depot- Christmas Tree	01/15/2016	85804	51.19	
101-60-4206-0000	U.S. Bank	Amazon- Cork Board Stoneman	01/15/2016	85804	47.46	
101-60-4206-0000	U.S. Bank	Home Depot- Stoneman Repair	01/15/2016	85804	44.36	
101-60-4206-0000	U.S. Bank	Amazon- Step Ladder	01/15/2016	85804	34.99	
101-60-4500-9025	AT&T Long Distance	Phone Long Distance 11/9/15-12/8/15	01/05/2016	85664	33.72	
101-60-4206-0000	U.S. Bank	Home Depot-Lock and Lightbulbs	01/15/2016	85804	30.29	
101-60-4150-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	30.00	
101-60-4376-0000	Petty Cash	Staff Holiday Cards	01/05/2016	85671	27.25	
101-60-4376-0000	U.S. Bank	Smart n Final- Coffee and Cups	01/15/2016	85804	24.67	
101-60-4206-0000	U.S. Bank	Amazon- Cork Board Stoneman	01/15/2016	85804	23.73	
101-60-4150-0000	U.S. Bank	Plug N Pay - Billing Nov 2015	01/15/2016	85804	15.00	
101-60-4376-0000	U.S. Bank	CVS/Pharmacy -CPR Supplies	01/15/2016	85804	14.70	
101-60-4376-0000	U.S. Bank	FYE - CD's	01/15/2016	85804	10.81	
101-60-4206-0000	U.S. Bank	Ralphs- Surge Protector	01/15/2016	85804	9.90	
					15,189.85	9,573.67
Aquatics Accounts:						
101-62-4102-0000	Heather Jo Ann Pearson	Tsunami Instructor - Jan 2016	01/20/2016	0	6,173.30	
101-62-4324-0000	San Marino School District	Pool Rental Jan 2015	01/20/2016	85790	1,800.00	
					7,973.30	7,850.10
Contract Classes Accounts:						
101-64-4102-0000	Marion M Diaz	Jr Titan Instructor 6/9/15-7/17/15	01/20/2016	85759	905.00	
101-64-4150-0000	Marie Nimmrich	Bridge Instructor 12/1/15-12/30/15	01/20/2016	0	320.00	
101-64-4150-0000	Marie Nimmrich	Reimbursement Wednesday Game	01/20/2016	0	200.00	
101-64-4150-0000	Robert Wang	Bridge Instructor 12/1/15-12/31/15	01/20/2016	85801	100.00	
101-64-4150-0000	Marie Nimmrich	Reimbursement ACBL	01/20/2016	0	91.08	
					1,616.08	43,712.34

Account	Vendor	Description	Date	Check	Amount	Prior
Special Events Accounts:						
101-66-4150-0003	Arctic Glacier	Snow Day	01/20/2016	85737	12,281.03	559.39
Senior Activities Accounts:						
101-68-4486-0000	Main Street Tours Inc	Senior Trip 12/9/15	01/20/2016	85774	2,501.00	
207-68-4208-0000	Main Street Tours Inc	Prop A Senior Trip 4/14/16	01/05/2016	85692	895.00	
207-68-4208-0000	Main Street Tours Inc	Prop A Senior Trip 3/13/16	01/05/2016	85692	895.00	
101-68-4486-0000	Main Street Tours Inc	Deposit Senior Trip 3/13/16	01/05/2016	85692	400.00	
101-68-4486-0000	Main Street Tours Inc	Deposit- Senior Trip 4/14/16	01/05/2016	85692	300.00	
101-68-4376-0000	Petty Cash	Senior Trip Bus Driver	01/05/2016	85671	74.00	
101-68-4376-0000	U.S. Bank	CVS/Pharmacy - Picture Developed for Senior Trip	01/15/2016	85804	15.46	
					5,080.46	1,125.00
Daycare Accounts:						
207-70-4208-0000	Student Transportation of America	Daycare Bus Dec 2015	01/20/2016	0	4,914.00	
101-70-4376-0000	U.S. Bank	Albertsons-Daycare Supplies	01/15/2016	85804	78.44	
101-70-4376-0000	Petty Cash	Daycare Holiday Party- Pizza	01/05/2016	85671	65.07	
101-70-4376-0000	U.S. Bank	Albertson - Daycare Party	01/15/2016	85804	61.03	
101-70-4376-0000	Capital One Commercial	Supplies	01/05/2016	85669	42.72	
101-70-4376-0000	U.S. Bank	Albertsons- Daycare Party	01/15/2016	85804	38.29	
101-70-4376-0000	U.S. Bank	Albertsons- Daycare Party	01/15/2016	85804	35.66	
101-70-4376-0000	U.S. Bank	Smart n Final- Daycare Party	01/15/2016	85804	29.92	
101-70-4376-0000	U.S. Bank	Amazon- Daycare Supplies	01/15/2016	85804	26.14	
101-70-4376-0000	U.S. Bank	Albertson - Daycare Party	01/15/2016	85804	25.44	
101-70-4376-0000	U.S. Bank	Target-Cookies for Activity	01/15/2016	85804	5.00	
					5,321.71	6,929.89
Daycamp Accounts:						
						49.00
Preschool Accounts:						
101-74-4376-0000	Capital One Commercial	Supplies	01/05/2016	85669	128.36	
101-74-4376-0000	U.S. Bank	Michaels- Art Supplies	01/15/2016	85804	80.94	
101-74-4376-0000	U.S. Bank	Party City - Holiday Care	01/15/2016	85804	80.37	
101-74-4376-0000	U.S. Bank	Ralphs - Holiday Care	01/15/2016	85804	78.13	
101-74-4376-0000	U.S. Bank	Target- Preschool Supplies	01/15/2016	85804	67.06	
101-74-4376-0000	U.S. Bank	Target- Preschool Supplies	01/15/2016	85804	48.97	
101-74-4376-0000	U.S. Bank	Michaels Preschool Supplies	01/15/2016	85804	44.37	
101-74-4376-0000	U.S. Bank	Ralphs- Art Supplies	01/15/2016	85804	39.39	
101-74-4376-0000	U.S. Bank	Michaels- Art supplies	01/15/2016	85804	33.92	
101-74-4376-0000	U.S. Bank	Ralphs- Lil Chefs Supplies	01/15/2016	85804	24.82	
101-74-4376-0000	U.S. Bank	Amazon- Holiday Care Supplies	01/15/2016	85804	20.98	
101-74-4376-0000	U.S. Bank	Ralphs - Lil Chefs	01/15/2016	85804	20.34	

Account	Vendor	Description	Date	Check	Amount	Prior
101-74-4376-0000	San Marino School District	Laminate November 2015	01/05/2016	85704	8.70	
					<u>676.35</u>	<u>844.03</u>
San Marino Center Accounts:						
105-82-4500-1980	Southern California Edison	Electrical Service Nov - Dec 2015	01/05/2016	85702	779.26	
105-82-4206-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	678.38	
105-82-4206-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	678.38	
105-82-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	218.06	
105-82-4150-0000	Alliant Insurance Services Inc	Special Event Insurance 10/1/15-12/31/15	01/20/2016	85734	194.00	
105-82-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	117.96	
105-82-4206-0000	SDS Security Design Systems	Alarm Service - L85 280 Jan 2016	01/20/2016	85786	84.00	
105-82-4500-9460	California American Water	Water Service Dec 15-Jan16	01/20/2016	85744	54.15	
105-82-4150-0000	Remington Water	Drinking Water Service Jan 2016	01/05/2016	85699	30.00	
105-82-4206-0000	SDS Security Design Systems	Alarm Service - L84 1251 Jan 2016	01/20/2016	85786	30.00	
					<u>2,864.19</u>	<u>1,961.10</u>
Thurnher House Accounts:						
206-84-4206-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	201.00	
206-84-4206-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	201.00	
206-84-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	60.13	
206-84-4206-0000	SDS Security Design Systems	Alarm Service - L85 281 Jan 2016	01/20/2016	85786	42.00	
					<u>504.13</u>	<u>270.48</u>
Library Administration Accounts:						
101-90-4500-1980	Southern California Edison	Electrical Service Nov - Dec 2015	01/05/2016	85702	4,110.20	
101-90-4150-0000	SLK.US Inc	Cloud Service Jan 2016	01/05/2016	0	3,996.00	
101-90-4206-0000	George Wallis	Janitorial Service Dec 2015	01/05/2016	85677	2,366.78	
101-90-4206-0000	George Wallis	Janitorial Service Dec 2015	01/20/2016	85758	2,366.78	
101-90-4206-0000	Graycon Inc	Quarterly Maintenance 11/15	01/20/2016	85767	1,865.00	
101-90-4206-0000	Graycon Inc	Repair to Chilled Water Pump	01/20/2016	85767	1,091.00	
101-90-4206-0000	Stanley Steemer of LA County	Carpet/Chair Cleaning	01/05/2016	85705	938.47	
101-90-4150-0000	U.S. Bank	MH Software - City Calendar 12 Month Subscription	01/15/2016	85804	648.00	
101-90-4206-0000	San Marino Security Systems	Security System Jan- March 2016	01/20/2016	85785	501.00	
101-90-4420-0000	PGI, Inc	Winter 2016 Recreation & Library Guide	01/20/2016	85782	401.49	
101-90-4500-9460	California American Water	Water Service Dec 15-Jan16	01/20/2016	85744	379.73	
101-90-4500-4950	The Gas Company	Natural Gas Service Nov- Dec 2015	01/05/2016	85708	354.07	
101-90-4399-0000	Xerox	Copier Lease 11/24/15-12/21/15	01/20/2016	85803	321.71	
101-90-4206-0000	Empire Cleaning Supply	Janitorial Supplies	01/20/2016	0	302.79	
101-90-4500-9025	AT&T	Phone Service Nov -Dec 2015	01/05/2016	85663	197.40	
101-90-4206-0000	San Marino Plumbing Svc Inc	Router Service	01/05/2016	85703	183.13	
101-90-4376-0000	Office Depot	Supplies	01/05/2016	85694	168.57	
101-90-4150-0000	OCLC Inc	Online Cataloging & Interlibrary Loan	01/20/2016	85778	167.06	
101-90-4500-9025	Time Warner Cable	Cable Internet Service 1/2/16-2/1/16	01/20/2016	85793	138.95	
101-90-4206-0000	Total Exterminating Inc	Extermination Monthly Service Jan 16	01/20/2016	0	125.00	

Account	Vendor	Description	Date	Check	Amount	Prior
101-91-4370-0335	Ingram Library Services	Adult Books	01/05/2016	0	113.13	
281-91-4150-2575	Amalia Starr Koren	Adult Presentation 1/21/16	01/05/2016	85706	100.00	
101-91-4370-8585	Matthew Bender & Co Inc	Refrence Book	01/20/2016	85775	98.19	
101-91-4370-0335	Ingram Library Services	Adult Books	01/20/2016	0	95.87	
101-91-4370-0335	Ingram Library Services	Adult Books	01/20/2016	0	72.94	
101-91-4370-8585	PDR Distribution LLC	Reference Book	01/05/2016	85697	65.35	
101-91-4370-0335	Ingram Library Services	Adult Books	01/05/2016	0	57.29	
101-91-4370-0335	Ingram Library Services	Adult Books	01/20/2016	0	53.93	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	52.69	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	19.61	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	19.61	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	19.06	
101-91-4370-0335	Baker & Taylor	Adult Book	01/05/2016	85665	18.30	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	16.34	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	16.34	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	16.34	
281-91-4376-2575	U.S. Bank	Smart n Final - Program Treats	01/15/2016	85804	15.86	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	15.25	
281-91-4376-2575	U.S. Bank	Vons Store - Adult Supplies	01/15/2016	85804	10.00	
101-91-4370-0335	U.S. Bank	Amazon- Adult Book	01/15/2016	85804	6.98	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	-0.03	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	-0.62	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	-0.82	
101-91-4370-1496	U.S. Bank	Amazon- DVD	01/15/2016	85804	-2.18	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	-5.48	
101-91-4370-0335	U.S. Bank	Amazon- DVD	01/15/2016	85804	-8.63	
					14,343.54	5,768.34
Children's Services Accounts:						
281-92-4370-2575	Baker & Taylor	Childrens Books	01/20/2016	85742	464.31	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/20/2016	0	335.98	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/05/2016	0	302.94	
281-92-4150-2575	Dream Shapers	Program- 1/23/16	01/05/2016	85678	250.00	
101-92-4150-0000	Alliant Insurance Services Inc	Special Event Insurance 10/1/15-12/31/15	01/20/2016	85734	141.00	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/05/2016	0	133.06	
281-92-4370-2575	Ingram Library Services	Childrens Materials	01/20/2016	0	82.55	
281-92-4370-2575	Baker & Taylor	Childrens Books	01/20/2016	85742	58.41	
281-92-4376-2575	U.S. Bank	99 Cents Store - Children Supplies	01/15/2016	85804	51.99	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/20/2016	0	41.22	
281-92-4376-2575	U.S. Bank	Vons Store - Children Supplies	01/15/2016	85804	40.72	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/20/2016	0	38.96	
281-92-4370-2575	Ingram Library Services	Childrens Books	01/05/2016	0	36.67	

Account	Vendor	Description	Date	Check	Amount	Prior
281-92-4376-2575	U.S. Bank	Ralphs -Children Supplies	01/15/2016	85804	21.15	
281-92-4370-2575	Ingram Library Services	Childrens Book	01/20/2016	0	10.35	
281-92-4376-2575	U.S. Bank	Vons Store -Children Supplies	01/15/2016	85804	9.96	
281-92-4370-2575	U.S. Bank	Amazon- B & G Book	01/15/2016	85804	8.03	
281-92-4376-2575	U.S. Bank	Vons Store -Children Supplies	01/15/2016	85804	-6.18	
					<u>2,021.12</u>	<u>2,897.70</u>
Circulation Accounts:						
101-93-4150-0000	Xinmu Qiu	Chinese Cataloging 11/4/15-12/22/15	01/05/2016	0	1,850.00	
101-93-4376-0000	Vernon Library Supplies Inc	Book Jacket Covers	01/20/2016	0	227.04	
					<u>2,077.04</u>	<u>167.06</u>
Old Mill Accounts:						
394-95-4600-5510	Petty Cash	Old Mill Project CEQA Filing	01/20/2016	85747	75.00	4,166.67
					<u>970,817.16</u>	<u>1,287,697.71</u>

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: VERONICA RUIZ, CITY CLERK
DATE: FEBRUARY 10, 2016
SUBJECT: **APPROVAL OF MINUTES**

BACKGROUND

Attached for Council consideration are the following City Council Minutes:

- Joint Meeting with the San Marino Design Review Committee of January 13, 2016
- Regular Meeting of January 13, 2016
- Adjourned Regular Meeting of January 20, 2016

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Staff recommends the City Council Approve the Minutes as presented. If Council concurs, the appropriate action would be:

“A motion to approve the City Council Minutes of the Joint Meeting with the San Marino Design Review Committee of January 13, 2016, the Regular Meeting of January 13, 2016, and the Adjourned Regular Meeting of January 20, 2016.”

Attachments: Minutes of January 13, 2016 Joint Meeting with Design Review Committee
Minutes of January 13, 2016 Regular Meeting
Minutes of January 20, 2016 Adjourned Regular Meeting

**MINUTES
JOINT MEETING OF THE SAN MARINO CITY COUNCIL
WITH MEMBERS OF THE
SAN MARINO DESIGN REVIEW COMMITTEE
JANUARY 13, 2016 – 5:00 P.M.**

CALL TO ORDER Mayor Allan Yung called the meeting to order at 5:05 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL **PRESENT:** Councilman Huang, Councilman Talt, Councilman Ward, Vice Mayor Sun, and Mayor Yung; Committee Member Dietrick, Committee Member Cheng, Alternate Dustin, Vice Chair Hsu, and Chair Patel

ABSENT: Committee Member Fauble and Alternate Wong

PUBLIC COMMENTS

There were no public comments at this time.

OPEN SESSION

1. GENERAL DISCUSSION ON MAJOR DESIGN REVIEW ISSUES AND CHALLENGES FACING THE CITY

The City Council and the Design Review Committee discussed “pure design” versus “eclectic design”.

The City Council and the Design Review Committee discussed recent changes in the DRC and Design Review process as well as discussion about additional changes that could be made to further improve the process.

Staff was directed to work on a procedural change to require applicants to submit their plans in digital format to allow the public to have better access to the information.

Staff was directed to work on a procedural change/code amendment to require that notice of any continued hearing shall be provided in the same manner notice was provided for the original hearing.

Staff was directed to work on a procedural change/code amendment to require a detailed streetscape plan, with a street elevation of the residences immediately next to and behind the subject residence, be submitted for a new residence or addition of a second story to an existing one story residence.

PUBLIC WRITINGS DISTRIBUTED

There were no public writings at this time.

PUBLIC COMMENTS

The following person(s) spoke:

Gene Ruckh, San Marino, commented on historic designation and the limitations that imposes on properties.

ADJOURNMENT

The meeting was adjourned at 5:52 p.m. to the **REGULAR MEETING** of the City Council held on **WEDNESDAY, JANUARY 13, 2016, at 6:00 P.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

VERONICA RUIZ, CMC
CITY CLERK

**MINUTES
REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
JANUARY 13, 2016 - 6:00 P.M.**

CALL TO ORDER Mayor Allan Yung called the meeting to order at 6:04 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL **PRESENT:** Councilman Huang, Councilman Talt, Councilman Ward, Vice Mayor Sun, and Mayor Yung

PUBLIC COMMENTS

There were no public comments at this time.

MOTION TO WAIVE FURTHER READINGS

Councilman Steven Huang moved to waive the reading of the entire text of ordinances and resolutions; seconded by Vice Mayor Richard Sun. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

PRESENTATIONS

1. PRESENTATION REGARDING THE LACY PARK PLAYGROUND IMPROVEMENT PROJECT (AKA "PATRICK'S TREE")

Danielle Martin and Colleen Martin McGuiness presented a check for \$104,790 to the City for the Patrick's Tree/Lacy Park Playground Improvement Project.

2. RECOGNITION OF COMMITTEE OF SAN MARINO RESIDENTS FOR MEASURES U AND SA

Mayor Allan Yung presented the certificates of recognition to committee members: Jerry Hawk, Mort Mortimer, Tom Santley, Linda Sun, Lee Baca, Kathryn Barger-Leibrich, Dan Biles, Wayne Carter, Brent Chang, Jennifer Chen, Doris Christensen, Louise Cook, Hilary Dorsey, Sally Fadley, Corinne Hawk, Calvin Lo, Pete Loeffler, Dick Pearson, David Stuteville, Ken Ude, and David Wang.

There being no objection, the Mayor moved to Item 4 on the agenda.

OATH OF OFFICE

4. INTRODUCTION AND OATH OF OFFICE OF MARIO RUEDA, FIRE CHIEF

City Manager John Schaefer Sun introduced new Fire Chief Mario Rueda, who was administered the oath of office by the City Clerk.

3. PRESENTATION ON 710 BY LEE DOLLEY - SPECIAL COUNSEL OF ALHAMBRA

A presentation on the 710 North Study and an evaluation of the draft environmental impact report was given by Special Counsel for the City of Alhambra Lee Dolley, and Traffic Engineer Pat Gibson of Gibson Transportation Consulting.

The following person(s) spoke:
Gene Ruckh, San Marino
Stephanie Johnson

CONSENT CALENDAR

Councilman Steven Huang moved to adopt the Consent Calendar consisting of Items 6, 7, 8, 9, 11, 12, 13, and 14; seconded by Vice Mayor Richard Sun. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

- 6. NOVEMBER 2015 TREASURER'S REPORT**
Accept and file the Treasurer's Report for the period ending November 30, 2015.
- 7. APPROVAL OF MINUTES**
Approve the Minutes of the Regular Meetings of November 12, 2015 and December 9, 2015.
- 8. AN ORDINANCE OF THE CITY OF SAN MARINO REVISING ZONING STANDARDS FOR MASSAGE THERAPY ESTABLISHMENTS (SECOND READING), AND AMENDING THE SAN MARINO MUNICIPAL CODE, AND AN ORDINANCE OF THE CITY OF SAN MARINO REVISING REGULATIONS APPLICABLE TO MASSAGE SERVICES AND BUSINESSES, AND AMENDING THE SAN MARINO CITY CODE (SECOND READING)**
Adopt Ordinance No. O-15-1303 and Ordinance No. O-15-1304 on second reading.
- 9. CHINESE CLUB DONATION**
Authorize the City Manager to transfer the San Marino Chinese Club's \$2,500.00 donation from the city's revenue account to the fire department's #281-34-4376-0000 account for the purchase of additional CERT equipment.

11. **RESOLUTION R-16-01 - DESIGN REVIEW NO. DRC15-09, (2793 GAINSBOROUGH DRIVE)**
Approve Resolution R-16-01.
12. **REPORT ON CHARTER CITIES**
Receive and file.
13. **ORDINANCE O-15-1301 ADDING THE 4TH LEVEL SURVIVOR BENEFIT TO THE MISCELLANEOUS EMPLOYEES CONTRACT (SECOND READING)**
Adopt Ordinance No. O-15-1301.
14. **AWARD OF CONTRACT RELATED TO THE OLD MILL RESTORATION GRANT**
1) Reject the original bid submittal of \$209,800 from Eagle Restoration of Arcadia, CA for the Old Mill Restoration Project; and 2) award contract services to Eagle Restoration of Arcadia, CA in the amount of \$110,000 with an additional \$2,964 for contingencies for the Old Mill Restoration Project.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

5. DECEMBER 2015 DISBURSEMENT REPORTS

Councilman Richard Ward moved to ratify and file the Disbursement Reports for the period ending December 31, 2015; seconded by Councilman Steven Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

10. REJECTION OF ALL BIDS FOR THE LACY PARK RESTROOM PROJECT (N-15-27)

Assistant City Manager Lucy Garcia presented the staff report.

The following person(s) spoke:
Gene Ruckh, San Marino

Vice Mayor Richard Sun moved to reject all bids received for the Lacy Park Restroom Project (N-15-27); seconded by Councilman Steve Talt. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

15. ACCEPTANCE AND AUTHORIZATION TO FILE THE NOTICE OF COMPLETION FOR THE HUNTINGTON DRIVE TREE IRRIGATION RETROFIT PROJECT

Assistant City Manager Lucy Garcia presented the staff report and provided an explanation of the fiscal impact of the project.

Vice Mayor Richard Sun moved to accept the Huntington Drive Tree Irrigation Retrofit Project as complete and authorize the City Clerk to file the Notice of Completion; seconded by Councilman Richard Ward. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

16. ACCEPTANCE AND AUTHORIZATION TO FILE THE NOTICE OF COMPLETION FOR THE LACY PARK LOOP ROAD REHABILITATION PROJECT (PROJECT NO. 3350)

The City Council stated their concerns regarding the appropriations that were made to complete this project.

Assistant City Manager Lucy Garcia presented the staff report and provided an explanation of the unforeseen challenges that impacted the project costs.

The City Council directed staff to keep them informed of such project change orders in the future so they may make any necessary appropriations.

Councilman Steve Talt moved to accept the Lacy Park Loop Road Rehabilitation Project as complete and authorize the City Clerk to file the Notice of Completion; seconded by Councilman Steven Huang. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

NEW BUSINESS

17. REVIEW COUNCIL DELEGATE AND ALTERNATE LIST AND APPOINT COUNCIL LIAISONS TO THE VARIOUS LOCAL AND REGIONAL COMMISSIONS AND COMMITTEES

Vice Mayor Richard Sun moved to approve the Council List of Delegates and Alternates to agency boards, commissions, and City activities for 2016; second by Councilman Richard Ward. The motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

18. AWARD OF CONTRACT – CITYWIDE RECORDS MANAGEMENT PLAN AND RETENTION SCHEDULE

City Clerk Veronica Ruiz presented the staff report.

Vice Mayor Richard Sun moved to award the contract for the Citywide Records Management Plan and Retention Schedule to Kaizen InfoSource and appropriate an additional \$24,000 to Account #101-07-4150-0000 to complete the project; seconded by Councilman Richard Ward. Following a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

PUBLIC HEARINGS

19. ADOPTION OF ORDINANCE NO. O-16-1305-U EXTENDING O-15-1302-U PROHIBITING ALL COMMERCIAL MEDICAL MARIJUANA USES IN THE CITY, INCLUDING DELIVERIES AND CULTIVATION FOR MEDICAL USE BY A QUALIFIED PATIENT OR PRIMARY CAREGIVER, APPROVAL OF A CATEGORICAL EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL ACT AND ADOPTION OF A GOVERNMENT CODE SECTION 65858(d) REPORT

Police Chief John Incontro presented the staff report.

Mayor Allan Yung opened the hearing for public comment.

Hearing no public comment, the Mayor closed the public hearing.

Councilman Steven Huang moved to approve the findings contained in the staff report and Ordinance No. O-16-1305-U, approve the Government Code Section 85858(d) report, find that Ordinance No. O-16-1305-U is categorically exempt from the California Environmental Quality Act as stated in the Ordinance, and adopt Ordinance No. O-16-1305-U extending ordinance No. O-15-1302-U for 22 months and 15 days; seconded by Councilman Steve Talt. Following the reading of the title of the Ordinance into the record by the City Clerk and a roll call, the motion carried unanimously by the following vote: AYES: Councilman Steven Huang, Councilman Steve Talt, Councilman Richard Ward, Vice Mayor Richard Sun, and Mayor Allan Yung. NOES: None.

WRITTEN COMMUNICATIONS

There were no written communications at this time.

COUNCIL REPORTS

Councilman Steven Huang reported working with staff on creating a form and a checklist for applicants of projects requiring DRC, Planning Commission, or City Council approval.

Councilman Steve Talt reported on the joint meeting with the Design Review Committee that took place earlier in the evening, in which staff was directed to work on some procedural changes/code amendments including a requirement that notice of any continued hearing be provided in the same manner notice was provided for the original hearing, and a requirement that a detailed streetscape plan, with a street elevation of the residences immediately next to and behind the subject residence, be submitted for a new residence or addition of a second story to an existing one story residence.

Councilman Steve Talt reported that he and the Mayor attended a meeting with the new Board of the Chinese Club. He also reported that he and the Mayor attended the first meeting of the ad hoc committee to review the Administration and Parks and Public Works Departments.

Councilman Steven Huang reported an interest discussing installing license plate cameras at the major intersections as well as videotaping the City's public meetings.

CITY MANAGER'S REPORT

City Manager John Schaefer reported attending a meeting of the Pasadena/San Marino Woman's Club in which they presented a check to the Library and toward the purchase of a park bench and plaque.

PUBLIC WRITINGS DISTRIBUTED

There were no public writings at this time.

PUBLIC COMMENTS

The following person(s) spoke:

Gene Ruckh, San Marino, commented on records retention, the school bond issue, change orders, establishing an environmental impact fee on the Huntington Library, and public pensions (*submitted documents*).

John Dustin, San Marino, commented on the posting of the Design Review Committee minutes on the City website.

CLOSED SESSION

The City Council recessed to Closed Session at 8:15 p.m. to:

20. **CONFERENCE WITH LABOR NEGOTIATOR—PURSUANT TO GOVERNMENT CODE SECTION 54957.6:**

Agency Negotiator: City Manager, John Schaefer
Employee Organization: San Marino Fire Fighters' Association

RECONVENE TO OPEN SESSION

Council reconvened to open session at 8:25 p.m.

CLOSED SESSION REPORT

There was no reportable action.

ADJOURNMENT

The San Marino City Council adjourned at 8:27 p.m. to an adjourned regular meeting to be held on **WEDNESDAY, JANUARY 20, 2016, at 6:00 P.M.** in the San Marino Center (Fireside Room), 1800 Huntington Drive, San Marino, California.

VERONICA RUIZ, CMC
CITY CLERK

**MINUTES
ADJOURNED REGULAR MEETING
OF THE SAN MARINO CITY COUNCIL
JANUARY 20, 2016 – 6:00 P.M**

CALL TO ORDER Mayor Allan Yung called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL **PRESENT:** Councilman Huang, Councilman Talt, Councilman Ward, Vice Mayor Sun, and Mayor Yung

PUBLIC COMMENTS

There were no public comments at this time.

OPEN DISCUSSION

The following items were presented and discussed:

1. Review of City's Budget Calendar
2. Review of Proposed Criteria for Budget Comparisons
3. Discussion of Budget Document
4. Government Finance Officers Association (GFOA) Criteria
5. Report on – Status of Ad Hoc Committee
6. Review of Budget Policy

PUBLIC COMMENTS

The following person(s) spoke:
Stephanie Johnson
Dale Pederson, San Marino

ADJOURNMENT

The meeting was adjourned at 7:17 p.m. to the **ADJOURNED REGULAR MEETING** of the City Council held on **FRIDAY, JANUARY 29, 2016, at 8:00 A.M.** in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

VERONICA RUIZ, CMC
CITY CLERK

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LUCY GARCIA, ASSISTANT CITY MANAGER
RON SERVEN, ENVIRONMENTAL SERVICES MGR
KEVIN SALES, CITY NPDES CONSULTANT

DATE: FEBRUARY 10, 2016

SUBJECT: **AGREEMENT REGARDING THE ADMINISTRATION
AND COST SHARING FOR IMPLEMENTING THE
COORDINATED INTEGRATED MONITORING PROGRAM
(CIMP) FOR THE UPPER LOS ANGELES RIVER WATERSHED
MANAGEMENT AREA**

BACKGROUND

In June 2014, the City of San Marino, in conjunction with several other San Gabriel Valley jurisdictions/permittees (City of Los Angeles, County of Los Angeles, Los Angeles County Flood Control District, and the Cities of Alhambra, Burbank, Calabasas, Glendale, Hidden Hills, La Canada Flintridge, Montebello, Monterey Park, Pasadena, Rosemead, San Fernando, San Gabriel, South Pasadena, and Temple City) submitted a Coordinated Integrated Monitoring Program (CIMP) proposal to the Upper Los Angeles River Watershed Group, as required under the City's MS4 Permit (Order No. R4-2012—0175) with the Los Angeles Regional Water Quality Control Board (RWQCB) for National Pollution Discharge Elimination System (NPDES) compliance. The proposal, which satisfies the requirements under the Order, was approved by the RWQCB in June 2015; however, subject to the Board's approval, the jurisdictions/permittees agreed to proceed with the implementation of the CIMP pursuant to a specific schedule and a phased approach to the monitoring requirements.

In December, 2015, the City received notice from the City of Los Angeles—the lead jurisdiction—of the City's share for administering and implementing the CIMP. Under an Agreement, each city agrees to voluntarily collaborate on the development of an Enhanced Watershed Management Program (EWMP) and the CIMP in accordance with the MS4 Permit for a portion of the watershed area. As a result of the Agreement, the cities agree to perform the monitoring services under the program including various start up costs. In addition, the cities agree to prepare semi and annual reports to each other prior to the lead agency submitting the required monitoring report to the RWQCB.

FISCAL IMPACT

The fiscal impact to the City from the proposed three-year Agreement and compliance requirement is \$66,074. There are some allocations currently available in the 2015-16 FY Budget under account no. 101-44-4150-5170; however, additional appropriations in the amount of \$16,430 will be needed to ensure the City is able to meet its first payment obligation of \$32,162. The Agreement's three-year costs are calculated

based on the City's share for the total implementation of the CIMP (estimated at \$6,008,558), which includes the City's share for general monitoring and non-stormwater outfall monitoring, as specified in the Agreement under Exhibit A.

FY 2015 - 2016 - \$32,162
FY 2016 - 2017 - \$17,393
FY 2017 - 2018 - \$16,519
Total: \$66,074

RECOMMENDATION

[Staff recommends that the City Council approve the Agreement between the City of San Marino and the City of Los Angeles, the County of Los Angeles, the County Flood Control District, and the cities of Alhambra, Burbank, Calabasas, Glendale, Hidden Hills, La Canada Flintridge, Montebello, Monterey Park, Pasadena, Rosemead, San Fernando, San Gabriel, South El Monte, South Pasadena, and Temple City for the administration and cost sharing of implementing the Coordinated Integrated Monitoring Program (CIMP) for the Upper Los Angeles River Watershed Management Area.]

If Council concurs, the appropriate action would be:

“A motion approving an Agreement with San Gabriel Valley MS4 permittees for the administration and implementation of the Coordinated Integrated Monitoring Program through June 30, 2018; and

“A motion appropriating \$16,430 to account 101-44-4150-570 to enable the first year expenses for the CIMP program.”

Attachments: [CIMP Agreement]

MEMORANDUM OF AGREEMENT

BETWEEN THE CITY OF LOS ANGELES, THE CITY OF ALHAMBRA, THE CITY OF BURBANK, THE CITY OF CALABASAS, THE CITY OF GLENDALE, THE CITY OF HIDDEN HILLS, THE CITY OF LA CANADA FLINTRIDGE, THE CITY OF MONTEBELLO, THE CITY OF MONTEREY PARK, THE CITY OF PASADENA, THE CITY OF ROSEMEAD, THE CITY OF SAN FERNANDO, THE CITY OF SAN GABRIEL, THE CITY OF SAN MARINO, THE CITY OF SOUTH EL MONTE, THE CITY OF SOUTH PASADENA, THE CITY OF TEMPLE CITY, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, AND THE COUNTY OF LOS ANGELES

REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) FOR THE UPPER LOS ANGELES RIVER WATERSHED MANGAGEMENT AREA

This Memorandum of Agreement (MOA), made and entered into as of the date of the last signature set forth below by and between THE CITY OF LOS ANGELES (CITY), a municipal corporation, THE CITY OF ALHAMBRA, a municipal corporation, THE CITY OF BURBANK, a municipal corporation, THE CITY OF CALABASAS, a municipal corporation, THE CITY OF GLENDALE, a municipal corporation, THE CITY OF HIDDEN HILLS, a municipal corporation, THE CITY OF LA CANADA FLINTRIDGE, a municipal corporation, THE CITY OF MONTEBELLO, a municipal corporation, THE CITY OF MONTEREY PARK, a municipal corporation, THE CITY OF PASADENA, a municipal corporation, THE CITY OF ROSEMEAD, a municipal corporation, THE CITY OF SAN FERNANDO, a municipal corporation, THE CITY OF SAN GABRIEL, a municipal corporation, THE CITY OF SAN MARINO, a municipal corporation, THE CITY OF SOUTH EL MONTE, a municipal corporation, THE CITY OF SOUTH PASADENA, a municipal corporation, THE CITY OF TEMPLE CITY, a municipal corporation, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (LACFCD), a body corporate and politic, the COUNTY OF LOS ANGELES (COUNTY), a political subdivision of the State of California. Collectively, these entities shall be known herein as PARTIES or individually as PARTY.

WITNESSETH

WHEREAS, the U.S. Environmental Protection Agency (USEPA) and the California Regional Water Quality Control Board, Los Angeles Region (Regional Board) have classified the Greater Los Angeles County MS4 as a large municipal separate storm sewer system (MS4) pursuant to 40 CFR section 122.26(b)(4) and a major facility pursuant to 40 CFR section 122.2; and

WHEREAS, the Regional Board adopted National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System Permit Order No. R4-2012-0175 (MS4 Permit); and

WHEREAS, the MS4 Permit became effective on December 28, 2012, and requires that the LACFCD, the COUNTY, and 84 of the 88 cities (excluding Avalon, Long Beach, Palmdale, and Lancaster) within the County comply with the prescribed elements of the MS4 Permit; and

WHEREAS, the MS4 Permit identified the PARTIES as MS4 permittees that are responsible for compliance with the MS4 Permit requirements pertaining to the PARTIES' collective jurisdictional area in the Upper Los Angeles River (ULAR) Watershed Management Area as identified in Exhibit C of this MOA; and

WHEREAS, the PARTIES elected voluntarily to collaborate on the development of an Enhanced Watershed Management Program (EWMP) and a Coordinated Integrated Monitoring Program (CIMP) in accordance with the MS4 Permit for a portion of the ULAR Watershed Management Area as identified in Exhibit C of this MOA to comply with all applicable monitoring requirements of the MS4 Permit; and

WHEREAS, the PARTIES collaboratively prepared a final Scope of Work to obtain a consultant (Consultant) to assist the PARTIES in the development of a CIMP; and

WHEREAS, the CIMP was submitted to the Regional Board by the PARTIES on June 26, 2014 and was conditionally approved by the Regional Board on August 5, 2015; and

WHEREAS, the CITY will perform the MONITORING SERVICES required to implement the ULAR CIMP, which has been approved by the Regional Board, pursuant to the MS4 Permit; and

WHEREAS, the PARTIES have agreed that the total cost for this MOA shall not exceed \$6,007,558; and

WHEREAS, the PARTIES have agreed for the CITY to perform and coordinate the MONITORING SERVICES on the PARTIES' behalf, the PARTIES have agreed to pay the CITY for its Monitoring Services as indicated in Table 1 of Exhibit A of this MOA; and

WHEREAS, the MONITORING SERVICES includes various program start-up costs to implement the CIMP, and the PARTIES have agreed that these costs are reimbursable pursuant to this MOA; and

WHEREAS, the CITY retains the right to outsource some or all of the elements of the MONITORING SERVICES, at a cost not to exceed those shown in Tables 1-3 of Exhibit A; and

WHEREAS, the PARTIES have agreed to cooperatively share and fully fund the estimated costs of the implementation of the CIMP based on the Distributed Costs contained in Table 1 of Exhibit A of this MOA; and

WHEREAS, the PARTIES have agreed that the distributed costs contained in Table 1 of Exhibit A of this MOA is the sum of GENERAL MONITORING COSTS which are distributed according to each PARTY'S land area relative to the total land area in the ULAR Watershed Management Area (refer to Table 2, Exhibit A), plus the costs of NON-STORMWATER OUTFALL MONITORING, LEGG LAKE RECEIVING WATER MONITORING, and the ARROYO SECO LOAD REDUCTION STRATEGY document preparation, which are distributed according to each PARTY'S land area within those specific sub-watersheds and tributaries of the Los Angeles River (refer to Tables 3a-3g, in Exhibit A); and

WHEREAS, the PARTIES have agreed that the costs of monitoring Echo Park Lake and Lake Calabasas, are not included in the MOA, but rather, are the responsibility of the PARTIES which have jurisdiction over those water bodies; and

WHEREAS, the PARTIES agree that each shall assume full and independent responsibility for ensuring its own compliance with the MS4 Permit despite the collaborative approach of the MOA.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the PARTIES, and of the promises contained in this MOA, the PARTIES agree as follows:

Section 1. Recitals. The recitals set forth above are fully incorporated into this MOA.

Section 2. Purpose. The purpose of this MOA is to cooperatively fund the MONITORING SERVICES required to implement the Upper Los Angeles Watershed Management Area Group CIMP.

Section 3. Cooperation. The PARTIES shall fully cooperate with one another to attain the purposes of this MOA.

Section 4. Voluntary. This MOA is voluntarily entered into for the implementation of the CIMP.

Section 5. Term. This MOA shall become effective on the last date of execution by a PARTY and shall remain in effect until June 30, 2018. The MOA may be extended, through an amendment, for an additional term of three (3) years if agreed upon by the PARTIES.

Section 6. Commitment. Once effective, all cooperating PARTIES agree to uphold the promises contained in this MOA for the duration of the agreed upon term.

Section 7. THE PARTIES AGREE:

- a. Monitoring Services. The CITY will perform the MONITORING SERVICES to support the PARTIES submittal of the MS4 Permit Annual Report per the practices found in the approved CIMP. The CITY may modify this MOA through an amendment approved by all PARTIES, when conditions, such as but not limited to, expansion of CIMP requirements, impact annual costs.
- b. Reporting. The PARTIES authorize the CITY to prepare and submit semi-annual and annual analytical monitoring reports to the Regional Board as described in the CIMP as well as electronic files if requested by the Regional Board. The CITY shall distribute the semi-annual and annual reports to the PARTIES 15 days prior to its intended date of submittal to the Regional Board. The PARTIES may review the monitoring report and submitted comments to the CITY prior to its submittal to the Regional Board. The CITY has control of the submittal but shall discuss the PARTIES' comments as they apply to the report.
- c. Invoicing. The CITY will invoice the PARTIES annually, not exceeding the amounts shown in Table 1 of Exhibit A.

Section 8. Invoicing and Payment.

- a. Annual Payment. The PARTIES shall pay the CITY for their proportional share of the estimated cost for MONITORING SERVICES as shown in Table 1 of Exhibit A, within sixty (60) days of receipt of the invoice from the CITY. The cost estimates presented in Exhibit A have been agreed upon by the PARTIES and are subject to change, through an amendment, pursuant to unforeseen challenges.
- b. Invoice. The CITY will invoice the PARTIES in amounts not exceeding the invoice amounts shown in Table 1 of Exhibit A. The annual invoices will be issued in July of each calendar year. The first invoice will be distributed upon the execution of this MOA.
- c. Program Management Fee. The costs of MONITORING SERVICES in Exhibit A include a Program Management Fee in the amount of 5%.
- d. Incidental Expenses. The CITY will attempt to notify the PARTIES if actual expenditures for MONITORING SERVICES are anticipated to exceed the cost estimates contained in Exhibit A. A ten (10%) contingency to cover Incidental Expenses is already factored into the cost estimates in Exhibit A. Incidental costs greater than ten percent (10%) will require an amendment to this MOA.
- e. Reconciliation of this MOA. Unexpended costs for variable costs at the termination of this MOA will either be reimbursed to the PARTIES by the CITY in

accordance with the distributed cost formulas set forth in Tables 2 and 3a-3g of Exhibit A, or PARTIES may elect to roll-over unexpended costs to cover monitoring expenses in the following year. At the end of each fiscal year, and at the end of the MOA, the CITY will provide the PARTIES with a statement of actual expenditures, broken down for each table in Exhibit A.

- f. Late Payment Penalty. Any payment that is not received within 60 days following receipt of the CITY invoice shall be subject to interest on the original amount from the date that the payment first became due. The interest rate shall be equal to the Prime Rate in effect when the payment first became due plus one percent (1%) for any payment that is made from one (1) to thirty (30) days after the due date. The Prime Rate in effect when the payment first became due plus five percent (5%) shall apply to any payment that is made from thirty one (31) to sixty (60) days after the due date. The Prime Rate in effect when the payment first became due plus ten percent (10%) shall apply to any payment that is made more than sixty (60) days past the due date. The rates, shall nevertheless, not exceed the maximum allowed by law.

- g. Delinquent Payments. A PARTY or PARTIES payment is considered to be delinquent 180 days after receipt of the invoice from the CITY. The following procedure may be implemented to attain payments from the delinquent PARTY or PARTIES: 1) verbally contact/meet with the manager(s) from the delinquent PARTY or PARTIES; 2) submit a formal letter to the delinquent PARTY or PARTIES from the CITY attorney; and 3) notify the Regional Board that the delinquent PARTY or PARTIES are no longer a participating member of the CIMP. If the PARTY or PARTIES remain delinquent after the above procedures, then any delinquent amount(s) will be distributed in the following invoice amongst all remaining PARTIES in accordance with a revised distributed cost formula that is exclusive of the delinquent PARTY or PARTIES.

Section 9. THE PARTIES FURTHER AGREE:

- a. Payment. The PARTIES agree to pay the CITY for all MONITORING SERVICES required to implement the ULAR CIMP, pursuant to the MS4 Permit, not exceeding the amounts shown in Table 1 of Exhibit A, based on the distributed cost formulas in Tables 2 and 3a-3g of Exhibit A, attached hereto and made a part of this MOA by this reference.

- b. Documentation. The PARTIES agree to provide all requested information and documentation in their possession, and make available for release to the CITY, that is deemed necessary by the PARTIES to perform the MONITORING SERVICES at no cost to the CITY.

- c. Access. Each PARTY shall allow reasonable access and entry to the CITY or its contractor, on an as-needed basis during the term of this MOA, including but not

limited to the PARTY'S storm drains, channels, catch basins, and similar properties (FACILITIES) to achieve the purposes of this MOA, provided, however, that prior to entering any of the PARTY'S FACILITIES, the CITY or its contractor shall provide written notice 72 hours in advance of entry from the applicable PARTY, or in the cases where 72 hour advanced notice is not possible, such as in cases of unforeseen wet weather, as early as reasonably possible. LACFCD, being a member of this MOA, agrees to provide a "no-fee" Access Permit to their facilities/structures which require access to perform the MONITORING SERVICES by the CITY. This Access Permit does not cover any fees that may be required for Construction Permits for the installation of permanent monitoring equipment.

- d. The NON-STORMWATER OUTFALL MONITORING element of the MONITORING SERVICES to be provided by the City will constitute non-stormwater outfall-based screening and monitoring only, and will terminate upon identification and prioritization of outfalls with significant non-stormwater discharges. The ensuing investigation(s) to identify the sources of these non-stormwater discharges will be conducted by a third-party consultant who will report findings to the CITY and to PARTIES located within the drainage area of the investigation(s). The estimated costs for these investigations are incorporated in the estimated costs for NON-STORMWATER OUTFALL MONITORING in Table 3a-3e, in Exhibit A.
- e. MONITORING SERVICES of this MOA do not include monitoring activities in Echo Park Lake and Lake Calabasas. These are the responsibility of the agencies with jurisdiction over these water bodies.

Section 10. Indemnification

- a. Each PARTY shall indemnify, defend, and hold harmless each other PARTY, including its special districts, elected and appointed officers, employees, agents, attorneys, and designated volunteers from and against any and all liability, including, but not limited to, demands, claims, actions, fees, costs, and expenses (including reasonable attorney's and expert witness fees), arising from or connected with the respective acts of each PARTY arising from or related to this MOA; provided, however, that no PARTY shall indemnify another PARTY for that PARTY'S own negligence or willful misconduct.
- b. In light of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an agreement (as defined in Section 895 of said Code), each of the PARTIES hereto, pursuant to the authorization contained in Section 895.4 and 895.6 of said Code, shall assume the full liability imposed

upon it or any of its officers, agents, or employees, by law for injury caused by any act or omission occurring in the performance of this MOA to the same extent such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above stated purpose, each PARTY indemnifies, defends, and holds harmless each other PARTY for any liability, cost, or expense that may be imposed upon such other PARTY solely by virtue of said Section 895.2. The provisions of Section 2778 of the California Civil Code are made a part hereof as if incorporated herein.

Section 11. Termination

- a. Any PARTY may terminate this MOA for any reason, in whole or part, by giving the other PARTIES and the Regional Board thirty (30) days written notice thereof. Terminated PARTIES shall remain wholly responsible for their share of the costs of MONITORING SERVICES that were incurred up to the date at which the MOA was terminated. A terminated PARTY shall have rights to all work and reports produced with the use of its paid cost allocation. Each PARTY shall also be responsible for the payment of its own fines, penalties or costs incurred as a result of the non-performance of the CIMP.
- b. The CITY shall notify in writing all PARTIES within fourteen (14) days of receiving written notice from any PARTY that intends to terminate its PARTY status in this MOA.
- c. If a PARTY fails to comply with any of the terms or conditions of this MOA, that PARTY shall forfeit its rights to the work completed through this MOA, but no such forfeiture shall occur unless and until the defaulting PARTY has first been given notice of its default and a reasonable opportunity to cure the alleged default as determined by the PARTIES.

Section 12. General Provisions

- a. Notices. Any notices, bills, invoices, or reports relating to this MOA, and any request, demand, statement, or other communication required or permitted hereunder shall be in writing and shall be delivered to the representatives of the PARTIES at the addresses set forth in Exhibit B attached hereto and incorporated herein by reference. Parties shall promptly notify each other of any change of contact information, including personnel changes, provided in Exhibit B. Written notice shall include notice delivered via e-mail or fax. A notice shall be deemed to have been received on (a) the date of delivery, if delivered by hand during regular business hours, or by confirmed facsimile or by e-mail; or (b) on the third (3) business day following mailing by registered or certified mail (return receipt requested) to the addresses set forth in Exhibit B.

- b. Administration. For the purposes of this MOA, the PARTIES hereby designate as their respective PARTY representatives the persons named in Exhibit B. The designated PARTY representatives, or their respective designees, shall administer the terms and conditions of this MOA on behalf of their respective PARTY. Each of the persons signing below on behalf of a PARTY represents and warrants that he or she is authorized to sign this MOA on behalf of such PARTY.
- c. Relationship of the Parties. The PARTIES are, and shall at all times remain as to each other, wholly independent entities. No PARTY to this MOA shall have power to incur any debt, obligation, or liability on behalf of any other PARTY unless expressly provided to the contrary by this MOA. No employee, agent, or officer of a PARTY shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another PARTY.
- d. Binding Effect. This MOA shall be binding upon, and shall be to the benefit of the respective successors, heirs, and assigns of each PARTY; provided, however, no PARTY may assign its respective rights or obligations under this MOA without the prior written consent of the other PARTIES.
- e. Amendment. The terms and provisions of this MOA may not be amended, modified, or waived, except by an instrument in writing signed by all non-delinquent PARTIES. Such amendments may be executed by those individuals listed in Exhibit B or by a responsible individual as determined by each PARTY.
- f. Law to Govern. This MOA is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California. In the event of litigation between the Parties, venue in the state trial courts shall lie exclusively in the County of Los Angeles.
- g. No Presumption in Drafting. The Parties to this MOA agree that the general rule that an MOA is to be interpreted against the Party drafting it, or causing it to be prepared shall not apply.
- h. Severability. If any provision of this MOA shall be determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOA shall not be affected, and this MOA shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOA.
- i. Entire Agreement. This MOA, and its Exhibits, constitutes the entire agreement of the PARTIES with respect to the subject matter hereof.
- j. Waiver. Waiver by any PARTY to this MOA of any term, condition, or covenant of this MOA shall not constitute a waiver of any other term, condition, or covenant. Waiver by any PARTY to any breach of the provisions of this MOA shall not

constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this MOA.

- k. Counterparts. This MOA may be executed in any number of counterparts, each of which shall be an original, but all of which taken together shall constitute but one and the same instrument, provided, however, that such counterparts shall have been delivered to all PARTIES to this MOA.

IN WITNESS WHEREOF, the PARTIES hereto have caused this MOA to be executed by their duly authorized representatives and affixed as of the date of signature of the PARTIES:

COUNTY OF LOS ANGELES

By _____
GAIL FARBER, Director of Public Works

Date

APPROVED AS TO FORM:

Mary C. Wickham
Interim County Counsel

By _____
Deputy

Date

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

By _____
GAIL FARBER, Chief Engineer

Date

APPROVED AS TO FORM:

Mary C. Wickham
Interim County Counsel

By _____
Deputy

Date

CITY OF ALHAMBRA

By _____
Luis Ayala
Mayor

Date

APPROVED AS TO CONTENT:

By _____
Lauren Myles
City Clerk

APPROVED AS TO FORM:

By _____
Joseph M. Montes, Esq.
City Attorney

CITY OF LOS ANGELES

Date: _____

By: _____
Kevin James, President
Board of Public Works

ATTEST:

Holly Wolcott
Interim City Clerk

APPROVED AS TO FORM:

Michael N. Feuer
City Attorney

By: _____
John A. Carvalho
City Attorney

THE CITY OF BURBANK

Dated: _____

CITY OF BURBANK

By _____
Bob Frutos, Mayor

ATTEST:

Mark Scott, City Manager

APPROVED AS TO FORM:

Joseph H. McDougall, Senior Assistant City Attorney

THE CITY OF CALABASAS

Dated: _____

CITY OF CALABASAS

By _____
Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, City Clerk

APPROVED AS TO FORM:

Scott Howard, Interim City Attorney

THE CITY OF GLENDALE

Dated: _____

CITY OF GLENDALE

By _____
Ara Najarian, Mayor

ATTEST:

Scott Ochoa, City Manager

APPROVED AS TO FORM:

Michael Garcia, City Attorney

THE CITY OF HIDDEN HILLS

Dated: _____

CITY OF HIDDEN HILLS

By _____
Larry G. Weber, Mayor

ATTEST:

Cherie L. Paglia, City Manager

APPROVED AS TO FORM:

Roxanne M. Diaz, City Attorney

THE CITY OF LA CANADA FLINTRIDGE

Dated: _____

CITY OF LA CANADA FLINTRIDGE

By _____
Dave Spence, Mayor

ATTEST:

Mark R. Alexander, City Manager

APPROVED AS TO FORM:

Mark Steres, City Attorney

THE CITY OF MONTEBELLO

Dated: _____

CITY OF MONTEBELLO

By _____
Christina Cortez, Mayor

ATTEST:

Daniel Hernandez, City Clerk

APPROVED AS TO FORM:

Arnold Alvarez-Glasman, City Attorney

CITY OF MONTEREY PARK

Date: _____

By: _____
Paul Talbot, City Manager

ATTEST:

By: _____
Vincent D. Chang, City Clerk

APPROVED AS TO FORM:

By: _____
Karl H. Berger, Assistant City Attorney

CITY OF PASADENA

Dated: _____

CITY OF PASADENA

By _____
Michael J. Beck, City Manager

ATTEST:

Mark Jomsky, City Clerk

APPROVED AS TO FORM:

Brad L. Fuller, Assistant City Attorney

CITY OF ROSEMEAD

Dated: _____

CITY OF ROSEMEAD

By _____
Jeff Allred, City Manager

ATTEST:

Gloria Molleda, City Clerk

APPROVED AS TO FORM:

Rachel H. Richman, City Attorney

THE CITY OF SAN FERNANDO

Dated: _____

CITY OF SAN FERNANDO

By _____
Joel Fajardo, Mayor

ATTEST:

Elena G. Chávez, City Clerk

APPROVED AS TO FORM:

Rick R. Olivarez, City Attorney

THE CITY OF SAN GABRIEL

Dated: _____

CITY OF SAN GABRIEL

By _____
Steven A. Preston, City Manager

ATTEST:

Eleanor K. Andrews, City Clerk

APPROVED AS TO FORM:

Robert L. Kress, City Attorney

CITY OF SAN MARINO

Dated: _____

CITY OF SAN MARINO

By _____
Richard Ward, Mayor

ATTEST:

John Schaefer, City Manager

APPROVED AS TO FORM:

Steve Dorsey, City Attorney

THE CITY OF SOUTH EL MONTE

Dated: _____

CITY OF SOUTH EL MONTE

By _____
[INSERT NAME], City Manager

ATTEST:

[insert name], City Clerk

APPROVED AS TO FORM:

[insert name], City Attorney

THE CITY OF SOUTH PASADENA

Dated: _____

CITY OF SOUTH PASADENA

By _____
Sergio Gonzalez, City Manager

ATTEST:

Evelyn G. Zneimer, City Clerk

APPROVED AS TO FORM:

Teresa L. Highsmith, City Attorney

CITY OF THE TEMPLE CITY

Date: _____

CITY OF TEMPLE CITY

By _____
Cynthia Sternquist, Mayor

ATTEST:

Peggy Kuo, City Clerk

APPROVED AS TO FORM:

Eric S. Vail, City Attorney

EXHIBIT A

Table 1. Distribution of Total Estimated Cost for Implementing the ULAR CIMP.

Agency	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD	\$128,820	\$89,931	\$83,464	\$302,215
City of Los Angeles	\$1,164,325	\$919,008	\$846,702	\$2,930,035
County of Los Angeles	\$392,577	\$271,798	\$254,265	\$918,641
City of Alhambra	\$51,979	\$33,726	\$31,439	\$117,143
City of Burbank	\$54,892	\$45,817	\$41,794	\$142,503
City of Calabasas	\$19,818	\$16,541	\$15,089	\$51,448
City of Glendale	\$97,043	\$80,921	\$73,819	\$251,783
City of Hidden Hills	\$4,755	\$3,968	\$3,620	\$12,343
City of La Canada Flintridge	\$82,421	\$37,194	\$35,187	\$154,802
City of Montebello	\$71,012	\$38,486	\$36,544	\$146,043
City of Monterey Park	\$58,090	\$34,814	\$32,707	\$125,611
City of Pasadena	\$210,796	\$106,276	\$100,887	\$417,959
City of Rosemead	\$44,190	\$23,898	\$22,698	\$90,786
City of San Fernando	\$7,508	\$6,267	\$5,717	\$19,492
City of San Gabriel	\$35,301	\$19,091	\$18,132	\$72,524
City of San Marino	\$32,162	\$17,393	\$16,519	\$66,074
City of South El Monte	\$29,805	\$20,214	\$19,636	\$69,655
City of South Pasadena	\$19,767	\$14,683	\$13,400	\$47,851
City of Temple City	\$34,389	\$18,597	\$17,663	\$70,649
Total Estimated Cost of CIMP	\$2,539,651	\$1,798,624	\$1,669,283	\$6,007,558

Note:

1. The Total Estimated Cost for each agency is the sum of General Monitoring Costs (refer to Table 2, Exhibit A) plus the costs for Non-Stormwater Outfall Monitoring, Legg Lake Receiving Water Monitoring, and Arroyo Seco Load Reduction Strategy Document Preparation (refer to Table 3a-g, Exhibit A).
2. The figures shown in this table include a 5% Program Management Fee and a 10% Contingency, which are also detailed in Tables 2 and 3a-f in Exhibit A.

Table 2. Distribution of General Monitoring Costs.

CIMP Component	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Receiving Water Monitoring	\$378,749	\$390,506	\$361,556	\$1,130,811
Storm Water Outfall Monitoring	\$35,085	\$70,170	\$105,256	\$210,511
Non-Storm Water Outfall Monitoring	(NSWO costs are distributed according to sub-watershed)			
Data Management (15%)	\$62,075	\$69,101	\$70,022	\$201,198
Capital Expenses	\$254,890	\$336,000	\$216,000	\$806,890
Operation & Maintenance Expenses	\$35,132	\$52,733	\$65,333	\$153,199
Contracted Services: Annual Report, Data Tools, On-call support	\$630,731	\$224,381	\$224,381	\$1,079,493
Program Management (5%)	\$69,833	\$57,145	\$52,127	\$179,105
General Monitoring Costs (subtotal)	\$1,466,496	\$1,200,037	\$1,094,675	\$3,761,208
Contingency (10%)	\$146,650	\$120,004	\$109,467	\$376,121
Annual Escalation (0%, 2%, 2%)	\$0	\$26,401	\$24,083	\$50,484
General Monitoring Costs (total)	\$1,613,146	\$1,346,441	\$1,228,225	\$4,187,812

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$80,657	\$67,322	\$61,411	\$209,391
City of Los Angeles	181,288.00	58.53%	\$896,901	\$748,615	\$682,887	\$2,328,404
County of Los Angeles	41,048.07	13.25%	\$203,081	\$169,505	\$154,623	\$527,208
City of Alhambra	4,884.31	1.58%	\$24,165	\$20,169	\$18,399	\$62,732
City of Burbank	11,095.20	3.58%	\$54,892	\$45,817	\$41,794	\$142,503
City of Calabasas	4,005.68	1.29%	\$19,818	\$16,541	\$15,089	\$51,448
City of Glendale	19,587.50	6.32%	\$96,907	\$80,885	\$73,783	\$251,575
City of Hidden Hills	961.03	0.31%	\$4,755	\$3,968	\$3,620	\$12,343
City of La Canada Flintridge	5,534.46	1.79%	\$27,381	\$22,854	\$20,848	\$71,083
City of Montebello	5,356.38	1.73%	\$26,500	\$22,119	\$20,177	\$68,796
City of Monterey Park	4,951.51	1.60%	\$24,497	\$20,447	\$18,652	\$63,596
City of Pasadena	14,805.30	4.78%	\$73,248	\$61,137	\$55,770	\$190,154
City of Rosemead	3,310.87	1.07%	\$16,380	\$13,672	\$12,472	\$42,524
City of San Fernando	1,517.64	0.49%	\$7,508	\$6,267	\$5,717	\$19,492
City of San Gabriel	2,644.87	0.85%	\$13,085	\$10,922	\$9,963	\$33,970
City of San Marino	2,409.64	0.78%	\$11,921	\$9,950	\$9,077	\$30,949
City of South El Monte	1,594.16	0.51%	\$7,887	\$6,583	\$6,005	\$20,475
City of South Pasadena	2,186.20	0.71%	\$10,816	\$9,028	\$8,235	\$28,079
City of Temple City	2,576.50	0.83%	\$12,747	\$10,639	\$9,705	\$33,092
Total	309,757.32	100%	\$1,613,146	\$1,346,441	\$1,228,225	\$4,187,812

Note:

- General Monitoring Costs include all required monitoring elements in the CIMP, except for Non-Stormwater Outfall Monitoring and Receiving water monitoring in Echo Park Lake, Lake Calabasas, and Legg Lake.
- The areas owned by Caltrans, State Parks, and U.S. Government have been excluded from the total area of the Upper Los Angeles River watershed.
- Los Angeles County Flood Control District (LACFCD) is responsible for 5% of the General Monitoring Costs, which is subtracted before the costs are distributed among the other Parties.
- Area (acres) determined by GIS analysis as shown in Exhibit C.
- Agency Percent Area = (Agency Area / Total Area) x 100%
- Distributed Cost to each Party = [(Total of General Monitoring Costs – LACFD 5%) x Agency Percent Area].

Table 3a. Distribution of Costs for Non-Stormwater Outfall Monitoring in Rio Hondo.

Non-Stormwater Outfall Monitoring (Rio Hondo)	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Inventory and 6 screening Events	\$85,432	\$0	\$0	\$85,432
Source Investigations	\$100,000	\$0	\$0	\$100,000
Non-Stormwater Outfall Monitoring	\$104,532	\$104,532	\$104,532	\$313,596
Data Management (15%)	\$43,495	\$15,680	\$15,680	\$74,854
Program Management (5%)	\$16,673	\$6,011	\$6,011	\$28,694
Monitoring Cost Sub-Total	\$350,131	\$126,222	\$126,222	\$602,576
Contingency (10%)	\$35,013	\$12,622	\$12,622	\$60,258
Annual Escalation (0%, 2%, 2%)	\$0	\$2,777	\$2,777	\$5,554
Rio Hondo (Total)	\$385,144	\$141,621	\$141,621	\$668,387

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$19,257	\$7,081	\$7,081	\$33,419
County of Los Angeles	8,057.60	18.50%	\$67,681	\$24,887	\$24,887	\$117,455
City of Alhambra	3,311.34	7.60%	\$27,814	\$10,228	\$10,228	\$48,269
City of Montebello	5,299.29	12.17%	\$44,512	\$16,368	\$16,368	\$77,247
City of Monterey Park	3,999.35	9.18%	\$33,593	\$12,353	\$12,353	\$58,298
City of Pasadena	10,177.22	23.36%	\$85,485	\$31,434	\$31,434	\$148,352
City of Rosemead	3,310.89	7.60%	\$27,810	\$10,226	\$10,226	\$48,262
City of San Gabriel	2,644.88	6.07%	\$22,216	\$8,169	\$8,169	\$38,554
City of San Marino	2,409.65	5.53%	\$20,240	\$7,443	\$7,443	\$35,125
City of South El Monte	1,592.66	3.66%	\$13,378	\$4,919	\$4,919	\$23,216
City of South Pasadena	180.45	0.41%	\$1,516	\$557	\$557	\$2,630
City of Temple City	2,576.51	5.91%	\$21,642	\$7,958	\$7,958	\$37,557
Rio Hondo (Total)	43,559.83	100%	\$385,144	\$141,621	\$141,621	\$668,387

Table 3b. Distribution of Costs for Non-Stormwater Outfall Monitoring in Arroyo Seco.

Non-Stormwater Outfall Monitoring (Arroyo Seco)	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Inventory and 6 screening Events	\$55,397	\$0	\$0	\$55,397
Source Investigations	\$40,000	\$0	\$0	\$40,000
Non-Stormwater Outfall Monitoring	\$41,718	\$41,718	\$41,718	\$125,155
Data Management (15%)	\$20,567	\$6,258	\$6,258	\$33,083
Program Management (5%)	\$7,884	\$2,399	\$2,399	\$12,682
Monitoring Cost Sub-Total	\$165,566	\$50,375	\$50,375	\$266,316
Contingency (10%)	\$16,557	\$5,037	\$5,037	\$26,632
Annual Escalation (0%, 2%, 2%)	\$0	\$1,108	\$1,108	\$2,216
Arroyo Seco (Total)	\$182,123	\$56,520	\$56,520	\$295,164

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$9,106	\$2,826	\$2,826	\$14,758
City of Los Angeles	3,936.66	27.73%	\$47,972	\$14,888	\$14,888	\$77,748
County of Los Angeles	2,361.13	16.63%	\$28,773	\$8,929	\$8,929	\$46,632
City of Glendale	9.39	0.07%	\$114	\$36	\$36	\$186
City of La Canada Flintridge	3,791.77	26.71%	\$46,207	\$14,340	\$14,340	\$74,886
City of Pasadena	3,586.72	25.26%	\$43,708	\$13,564	\$13,564	\$70,837
City of South Pasadena	512.25	3.61%	\$6,242	\$1,937	\$1,937	\$10,117
Arroyo Seco (Total)	14,197.93	100%	\$182,123	\$56,520	\$56,520	\$295,164

Table 3c. Distribution of Costs for Non-Stormwater Outfall Monitoring in Segment E of Los Angeles River.

Non-Stormwater Outfall Monitoring (Segment E)	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Inventory and 6 screening Events	\$89,880	\$0	\$0	\$89,880
Source Investigations	\$60,000	\$0	\$0	\$60,000
Non-Stormwater Outfall Monitoring	\$0	\$82,052	\$82,052	\$164,104
Data Management (15%)	\$22,482	\$12,308	\$12,308	\$47,098
Program Management (5%)	\$8,618	\$4,718	\$4,718	\$18,054
Monitoring Cost Sub-Total	\$180,980	\$99,078	\$99,078	\$379,136
Contingency (10%)	\$18,098	\$9,908	\$9,908	\$37,914
Annual Escalation (0%, 2%, 2%)	\$0	\$2,180	\$2,180	\$4,359
Segment E (Total)	\$199,079	\$111,165	\$111,165	\$421,409

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$9,954	\$5,558	\$5,558	\$21,070
City of Los Angeles	30,933.21	78.68%	\$148,800	\$83,090	\$83,090	\$314,981
County of Los Angeles	8,382.73	21.32%	\$40,324	\$22,517	\$22,517	\$85,358
Segment E (Total)	39,315.94	100%	\$199,079	\$111,165	\$111,165	\$421,409

Table 3d. Distribution of Costs for Non-Stormwater Outfall Monitoring in Compton Creek.

Non-Stormwater Outfall Monitoring (Compton Creek)	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Inventory and 6 screening Events	\$77,454	\$0	\$0	\$77,454
Source Investigations	\$0	\$50,000	\$0	\$50,000
Non-Stormwater Outfall Monitoring	\$0	\$0	\$47,990	\$47,990
Data Management (15%)	\$11,618	\$7,500	\$7,198	\$26,317
Program Management (5%)	\$4,454	\$2,875	\$2,759	\$10,088
Monitoring Cost Sub-Total	\$93,525	\$60,375	\$57,948	\$211,848
Contingency (10%)	\$9,353	\$6,038	\$5,795	\$21,185
Annual Escalation (0%, 2%, 2%)	\$0	\$1,328	\$1,275	\$2,603
Compton Creek (Total)	\$102,878	\$67,741	\$65,018	\$235,636

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$5,144	\$3,387	\$3,251	\$11,782
City of Los Angeles	10,602.17	62.91%	\$61,480	\$40,482	\$38,855	\$140,817
County of Los Angeles	6,251.93	37.09%	\$36,254	\$23,872	\$22,912	\$83,037
Compton Creek (Total)	16,854.11	100%	\$102,878	\$67,741	\$65,018	\$235,636

Table 3e. Distribution of Costs for Non-Stormwater Outfall Monitoring in Segment B of Los Angeles River.

Non-Stormwater Outfall Monitoring (Segment B)	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Inventory and 6 screening Events	\$0	\$0	\$0	\$0
Source Investigations	\$0	\$40,000	\$0	\$40,000
Non-Stormwater Outfall Monitoring	\$0	\$0	\$33,798	\$33,798
Data Management (15%)	\$0	\$6,000	\$5,070	\$11,070
Program Management (5%)	\$0	\$2,300	\$1,943	\$4,243
Monitoring Cost Sub-Total	\$0	\$48,300	\$40,811	\$89,111
Contingency (10%)	\$0	\$4,830	\$4,081	\$8,911
Annual Escalation (0%, 2%, 2%)	\$0	\$1,063	\$898	\$1,960
Segment B (Total)	\$0	\$54,193	\$45,790	\$99,983

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$0	\$2,710	\$2,290	\$4,999
City of Los Angeles	15,089.17	62.03%	\$0	\$31,933	\$26,982	\$58,915
County of Los Angeles	5,152.65	21.18%	\$0	\$10,904	\$9,214	\$20,118
City of Alhambra	1,573.00	6.47%	\$0	\$3,329	\$2,813	\$6,142
City of Monterey Park	952.18	3.91%	\$0	\$2,015	\$1,703	\$3,718
City of Pasadena	66.59	0.27%	\$0	\$141	\$119	\$260
City of South Pasadena	1,493.50	6.14%	\$0	\$3,161	\$2,671	\$5,831
Segment B (Total)	24,327.09	100%	\$0	\$54,193	\$45,790	\$99,983

Note:

1. For Non-stormwater Outfall Monitoring, Los Angeles County Flood Control District (LACFCD) is responsible for 5% of the Total Cost, which is subtracted before the cost is distributed among the other Parties.
2. Distributed Cost to each Party within a given Segment or Tributary = [(Total of Non-Stormwater Outfall Monitoring Costs – LACFCD 5%) x Agency Percent Area].

Table 3f. Distribution of Costs for Legg Lake Receiving Water Monitoring.

Legg Lake Receiving Water Monitoring	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
Receiving Water Monitoring	\$15,458	\$15,458	\$15,458	\$46,373
Data Management (15%)	\$2,319	\$2,319	\$2,319	\$6,956
Program Management (5%)	\$889	\$889	\$889	\$2,666
Monitoring Cost Sub-Total	\$18,665	\$18,665	\$18,665	\$55,996
Contingency (10%)	\$1,867	\$1,867	\$1,867	\$5,600
Annual Escalation (0%, 2%, 2%)	\$0	\$411	\$411	\$821
Legg Lake (Total)	\$20,532	\$20,942	\$20,942	\$62,417

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (5%)	--	--	\$1,027	\$1,047	\$1,047	\$3,121
County of Los Angeles	2,044.68	56.21%	\$10,965	\$11,184	\$11,184	\$33,332
City of South El Monte	1,592.68	43.79%	\$8,541	\$8,712	\$8,712	\$25,964
Legg Lake (Total)	3,637.35	100%	\$20,532	\$20,942	\$20,942	\$62,417

Table 3g. Distribution of Costs for Arroyo Seco Load Reduction Strategy Document Preparation.

Agency	Land Area (acres)	% of Area	Fiscal Year 15-16	Fiscal Year 16-17	Fiscal Year 17-18	Total
LACFCD (10%)	--	--	\$3,675	\$0	\$0	\$3,675
City of Los Angeles	3,936.66	27.73%	\$9,171	\$0	\$0	\$9,171
County of Los Angeles	2,361.13	16.63%	\$5,500	\$0	\$0	\$5,500
City of Glendale	9.39	0.07%	\$22	\$0	\$0	\$22
City of La Canada Flintridge	3,791.77	26.71%	\$8,833	\$0	\$0	\$8,833
City of Pasadena	3,586.72	25.26%	\$8,356	\$0	\$0	\$8,356
City of South Pasadena	512.25	3.61%	\$1,193	\$0	\$0	\$1,193
Arroyo Seco LRS (Total)	14,197.93	100%	\$36,750	\$0	\$0	\$36,750

EXHIBIT B

Upper Los Angeles River Enhanced Watershed Management Area CIMP Responsible Agencies Representatives

Agency Address	Agency Contact
City of Los Angeles Department of Public Works Bureau of Sanitation, Watershed Protection Division 1149 S. Broadway Los Angeles, CA 90015	Shahram Kharaghani E-mail: Shahram.Kharaghani@Lacity.org Phone: (213) 485-0587 Fax: (213) 485-3939
County of Los Angeles Department of Public Works Watershed Management Division, 11 th Floor 900 South Fremont Avenue Alhambra, CA 91803-1331	Paul Alva E-mail: PALVA@dpw.lacounty.gov Phone: (626) 458-4325 Fax: (626) 457-1526
Los Angeles County Flood Control District Department of Public Works Watershed Management Division, 11 th Floor 900 South Fremont Avenue Alhambra, CA 91803-1331	Terri Grant E-mail: TGRANT@dpw.lacounty.gov Phone: (626) 458-4309 Fax: (626) 457-1526
City of Alhambra 11 South First Street Alhambra, CA 91801-3796	David Dolphin E-mail: DDOLPHIN@cityofalhambra.org Phone: (626) 300-1571 Fax:
City of Burbank P.O. Box 6459 Burbank, CA 91510	Alvin Cruz E-mail: ACruz@burbankca.gov Phone: (818) 238-3941 Fax:
City of Calabasas 100 Civic Center Way Calabasas, CA 91302-3172	Alex Farassati E-mail: afarassati@cityofcalabasas.com Phone: Fax:
City of Glendale Engineering Section, 633 East Broadway, Room 209 Glendale, CA 91206-4308	Maurice Oillataguerre E-mail: moillataguerre@ci.glendale.ca.us Phone: Fax:
City of Hidden Hills 6165 Spring Valley Road Hidden Hills, CA 91302	Joe Bellomo jbellomo@willdan.com Phone: (805) 279-6856
City of La Canada Flintridge 1327 Foothill Blvd. La Canada Flintridge, CA 91011-2137	Edward Hitti E-mail: EHitti@lcf.ca.gov Phone: 818-790-8882 Fax: 818-70-8897

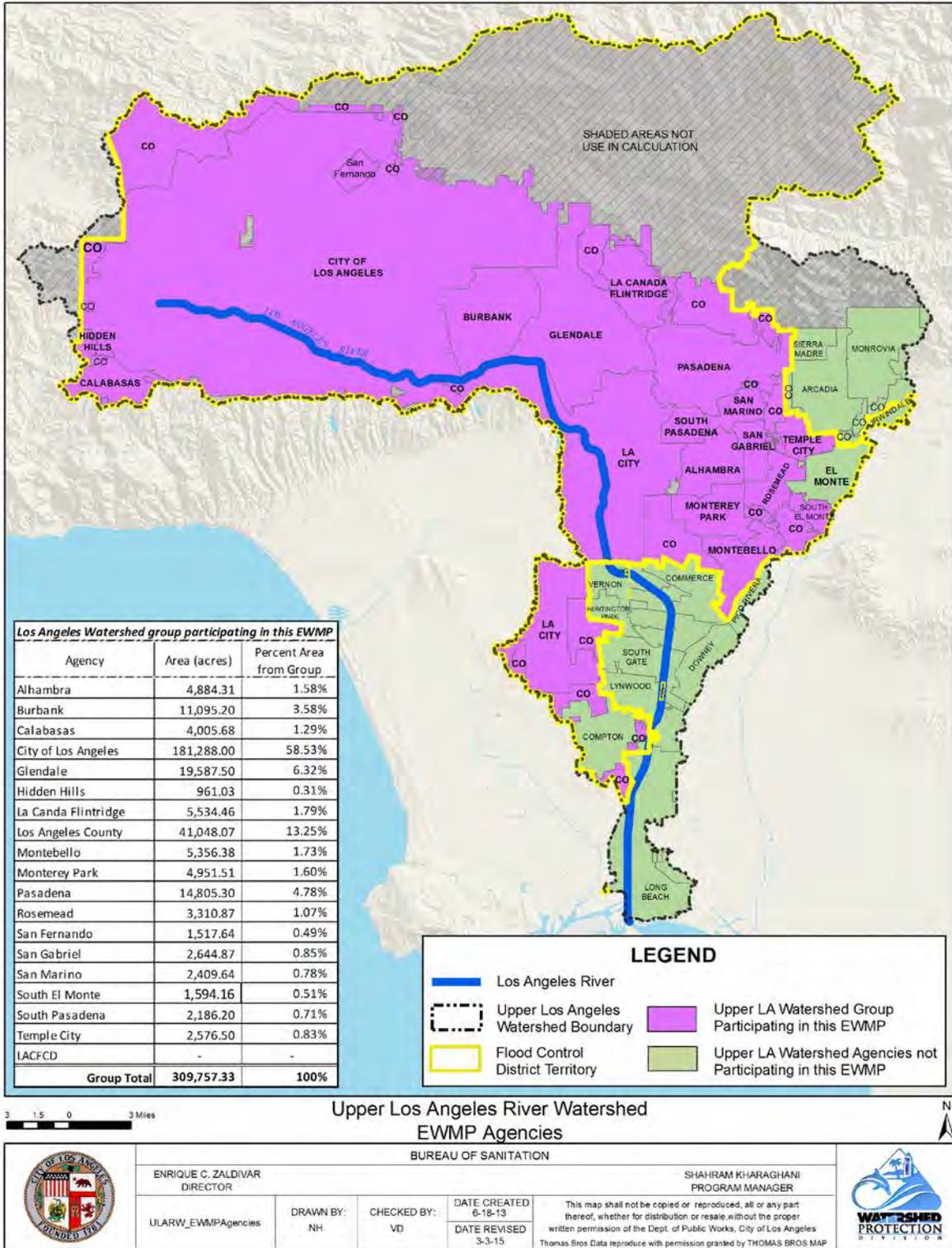
EXHIBIT B

Upper Los Angeles River Enhanced Watershed Management Area CIMP Responsible Agencies Representatives

City of Montebello 1600 W Beverly Blvd Montebello, CA 90640	Norma Salinas E-mail: Nsalinas@cityofmontebello.com Phone: 323-887-1365 Fax: 323- 887-1410
City of Monterey Park 320 West Newmark Avenue Monterey Park, CA 91754-2896	Amy Ho E-mail: amho@montereypark.ca.gov Mikki Klee E-mail: mkleee@jlha.net Phone: (562) 802-7880 Fax: (562) 802-2297
City of Pasadena P.O. Box 7115 Pasadena, CA 91109-7215	Stephen Walker E-mail: SWalker@cityofpasadena.net Phone: (626) 744-4271 Fax:
City of Rosemead, 8838 East Valley Blvd. Rosemead, CA 91770-1787	Anthony La E-mail: ala@cityofrosemead.org Phone: (626) 569-2118
City of San Fernando 117 Macneil Street San Fernando, CA 91340	Joe Bellomo Email: jbellomo@willdan.com Phone: (805) 279-6856
City of San Gabriel 425 South Mission Avenue San Gabriel, CA 91775	Daren Grilley E-mail: dgrilley@sgch.org Phone: Fax:
City of San Marino 2200 Huntington Drive San Marino, CA 91108-2691	Kevin Sales E-mail: kjserv@aol.com Phone: Fax:
City of South El Monte [insert address]	[insert name] E-mail: Phone: Fax:
City of South Pasadena 1414 Mission Street South Pasadena, CA 91020-3298	Shin Furukawa E-mail: SFurukawa@ci.south-pasadena.ca.us Phone: (626) 403-7246 Fax:
City of Temple City 9701 Las Tunas Drive Temple City, CA 9178	Michael Forbes, AICP, Community Development Director E-mail: Mikki Klee E-mail: mkleee@jlha.net Phone: (562) 802-7880 Fax: (562) 802-2297

EXHIBIT C

Upper Los Angeles River Enhanced Watershed Management Area Group



City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LISA BAILEY, FINANCE DIRECTOR

DATE: FEBRUARY 10, 2016

SUBJECT: **FINANCIAL STATEMENTS FOR THE PERIOD ENDING
JUNE 30, 2015**

Allan Yung, MD, Mayor
Richard Sun, DDS, Vice Mayor
Steven W. Huang, DDS, Council Member
Steve Talt, Council Member
Richard Ward, Council Member

BACKGROUND

The CPA firm of Lance, Soll & Lunghard has completed an audit of the City's Financial Statements for the fiscal year ending June 30, 2015 and issued their report. They have also issued a Report on Compliance and Internal Control Over Financial Reporting and an Audit Committee letter. These three reports and the Financial Statements are attached.

The deficiencies described in these letters have been corrected, and to ensure these situations do not occur in future audits, the Finance Department will request that future audits be conducted far enough after the end of the fiscal year to allow ample time for review and completion of the year's work before the audit.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council receive and file the Financial Statements for the fiscal year ending June 30, 2015, the auditor's report included therein, the Auditor's Report on Compliance and Internal Control Over Financial Reporting and the Audit Committee letter. If Council concurs, the appropriate action would be:

“A motion to receive and file the Financial Statements for the fiscal year ending June 30, 2015, the auditor's report included therein, the Auditor's Report on Compliance and Internal Control Over Financial Reporting and the Audit Committee letter.”

Attachments: Financial Statements for the Period Ending June, 30, 2015
Auditor's Report on Compliance and Internal Control Over Financial Reporting Audit
Committee letter

CITY OF SAN MARINO, CALIFORNIA
FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED
JUNE 30, 2015

CITY OF SAN MARINO, CALIFORNIA
FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED
JUNE 30, 2015

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CITY OF SAN MARINO
 FINANCIAL STATEMENTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2015

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CITY OF SAN MARINO
 FINANCIAL STATEMENTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2014

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members of the City Council
City of San Marino, California

Report on Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of City of San Marino, California, (the City) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



To the Honorable Mayor and Members of the City Council
City of San Marino, California

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of San Marino, California, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As discussed in Note 6 to the financial statements, in 2015 the City adopted new accounting guidance, GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27*.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis, and the respective budgetary comparison for the General Fund, schedule of proportionate share of the net pension liability, and the schedule of plan contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.



To the Honorable Mayor and Members of the City Council
City of San Marino, California

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2015, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City's internal control over financial reporting and compliance.

Lance, Soll & Lughard, LLP

Brea, California
November 30, 2015

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MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the City of San Marino, we offer readers of the City of San Marino's financial statements this narrative overview and analysis of the financial activities of the City of San Marino for the fiscal year ended June 30, 2015. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in the City's financial statements.

FINANCIAL HIGHLIGHTS

- The City implemented GASB 68 – Accounting and Financial Reporting for Pensions, which resulted in a negative restatement of net position of \$27 million. This decreased the City's net position from \$207 million at the beginning of the year to \$180 million.
- The City separated the Capital Equipment Fund from the General Fund, creating an internal service fund to accumulate assets for the replacement of equipment, and to show the cost of utilizing the equipment in the departments that provide services.
- The City's governmental activities net position increased by \$4,354,838 as a result of operations.
- During the year, the City had revenues that were \$4.35 million more than the \$22.5 million expenses recorded by the City in its governmental activities.
- The revenues available for expenditure were \$722,423 more than budgeted for in the General Fund.
- The City over-spent its expenditure budget by \$225,569 in its General Fund. This is mostly due to more transfers out to the Capital Projects Fund than budgeted because of projects that were originally budgeted in the prior year, but completed in 2014-15.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and Statement of Activities (on pages 13 and 14) provide information about the activities of the City as a whole and present a long-term view of the City's finances. Fund financial statements start on page 15. For governmental activities, these fund statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operation in more detail than the government-wide statements by providing information about the City's most significant funds and other funds. The remaining fiduciary (Agency) fund statement provides financial information about activities for which the City acts solely as a trustee or agent for the benefit of those outside of the government.

REPORTING THE CITY AS A WHOLE

The Statement of Net Position and the Statement of Activities:

Our analysis of the City as a whole begins on page 13. One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that answers this question. These statements include all assets and liabilities of the City using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's *net position* and *changes*. Net position are the difference between assets and liabilities, which is one way to measure the City's financial health, or *financial position*. Over time, *increases or decreases* in the City's net position are an indication of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the economy due to external factors that will cause a decrease in property values.

REPORTING THE CITY'S MOST SIGNIFICANT FUNDS

Fund Financial Statements:

The fund financial statements provide detailed information about the most significant funds and other funds – not the City as a whole. Some funds are required to be established by State or federal law. However, management established many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other resources.

Governmental funds – Most of the City's basic services are reported in governmental funds, which focus on how money flows in and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called *modified accrual* accounting, which measures cash and all other *financial* assets that can readily be converted to cash. The governmental fund statements provide a detailed *short-term view* of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The differences of results in the Governmental Fund financial statements to those in the Government-Wide financial statements are explained in a reconciliation following each Governmental Fund financial statement.

THE CITY AS TRUSTEE

Reporting the City's Fiduciary Responsibilities:

The City is the trustee, or *fiduciary*, for certain funds held on behalf of those entities outside of the government. The City's fiduciary activities are reported in a separate Statement of Fiduciary Net position. We exclude these activities from the City's other financial statements because the City cannot use these assets to finance its operations. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

THE CITY AS A WHOLE

Our analysis below focuses on the net position (Table 1) and changes in net position (Table 2). The City's Net Position is made-up of three components: Net Investment in Capital Assets, Restricted Net Position and Unrestricted Net Position. The City's combined net position decreased \$22.8 million from \$206.83 million to \$184.035 million mostly due to the implementation of GASB 68. This required that the City restate its net position by \$27,158,751. This restatement includes the removal of the prepaid pension obligation of \$5,129,218 and the addition of the beginning net pension liability of \$22,029,533.

TABLE 1
NET POSITION

As of June 30, 2015

	Governmental Activities	
	2015	2014
Current and Other Assets	\$ 23,506,094	\$ 27,171,041
Capital Assets	191,516,729	188,499,194
TOTAL ASSETS	215,022,823	215,670,235
Deferred Outflows of Resources		
Deferred Pension Related Items	2,041,008	-
Current Liabilities	1,831,889	1,513,775
Long-term Liabilities	25,205,613	7,317,747
TOTAL LIABILITIES	27,037,502	8,831,522
Deferred Inflows of Resources		
Deferred Pension Related Items	5,991,529	-
Net Position:		
Net Investment in		
Capital Assets	191,516,729	188,499,194
Restricted	1,298,249	2,189,735
Unrestricted	(8,780,178)	16,149,784
Total Net Position	\$ 184,034,800	\$ 206,838,713

TABLE 2
CHANGES IN NET POSITION

As of June 30, 2015

	Governmental Activities	
	2015	2014
REVENUES:		
Program Revenues		
Charges for Services & Special Taxes	\$ 6,816,265	\$ 6,577,711
Operating Grants & Contributions	1,880,539	2,414,284
Capital Grants & Contributions	183,052	139,163
General Revenues		
Property Taxes	12,697,179	12,400,796
Utility Users Taxes	1,711,274	1,801,159
Business License Taxes	484,672	511,963
Sales Taxes	398,890	375,779
Franchise Taxes	596,534	577,961
Other Taxes	4,300	-
Intergovernmental-Unrestricted	1,437,563	1,428,019
Use of Money & Property	274,288	202,050
Other Revenues	382,801	145,332
TOTAL REVENUES	26,867,357	26,574,217
EXPENSES:		
General Government	3,320,007	2,597,992
Public Safety	10,548,949	10,758,331
Community Development	997,514	921,167
Recreation	2,072,272	2,001,992
Parks & Public Works	3,576,954	3,697,649
Library	1,714,096	1,611,557
Interest on Long Term Debt	282,727	302,883
TOTAL EXPENSES	22,512,519	21,891,571
INCREASE/(DECREASE) IN NET POSITION	\$ 4,354,838	\$ 4,682,646
NET POSITION AT BEGINNING OF YEAR	\$ 206,838,713	\$ 202,156,067
RESTATEMENT OF NET POSITION	(27,158,751)	-
NET POSITION AT END OF YEAR	\$ 184,034,800	\$ 206,838,713

Governmental Activities

The following (Table 3) presents the cost of each of the City's departments – general government, public safety, community development, library, recreation and parks & public works – as well as each program's *net* cost (total cost less revenues generated by the activities). The net cost shows the financial burden that was placed on the City's taxpayers by each of these functions. The Public Safety tax has already been factored into the net cost of services so the \$5.76 million is the additional burden in excess of that tax.

Table 3
Governmental Activities

	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
General Government	\$ 3,320,007	\$ 2,638,401
Public Safety	10,548,949	5,757,743
Community Development	997,514	(83,597)
Recreation	2,072,272	647,262
Parks & Public Works	3,576,954	2,877,905
Library	1,714,096	1,512,222
Interest on Long Term Debt	<u>282,727</u>	<u>282,727</u>
Total	<u>\$ 22,512,519</u>	<u>\$ 13,632,663</u>

THE CITY'S FUNDS

On page 15, the governmental funds balance sheet is shown. The combined fund balance of \$21.54 million increased from \$20.05 million.

General Fund Budgetary Highlights

During the year, with the recommendation from the City's staff, the City Council revised the City budget several times. Adjustments were made as the City's staff requested additional appropriations to cover the cost of projects that either had change orders for additional work, or the cost at the beginning of the project was underestimated. Adjustments were also made as department heads requested increases or decreases to their budgets to maintain their current level of services. All amendments that either increase or decrease appropriations are approved by the City Council.

For the City's general fund, actual ending revenues of \$44.3 million were \$722,423 more than the final budgeted revenues of \$43.56 million. \$263,000 of this was because of an unexpected reimbursement from CalTrans for the 2011 windstorm. Also, the City received \$163,500 more in shared fire command revenue, \$121,000 more in mandated cost reimbursements and \$108,000 more building permit revenues than budgeted.

The general fund actual ending expenditures of \$23.6 million were \$225,569 more than the final budget of \$24.1 million. The main reason is that there was \$670,000 more in transfers going to the Capital Projects Fund than budgeted. This was due to a larger than normal amount of capital outlays being carried over into the 2014-15 fiscal year.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

At the end of 2015, the City had \$191.5 million invested in a broad range of capital assets. (See Table 4). This amount represents a net increase (including additions and deductions) of \$3.02 million. This is mainly due to an increase in construction in progress and in completed infrastructure, both largely due to street projects.

Table 4
CAPITAL ASSETS AT YEAR-END
(NET OF DEPRECIATION)

	Governmental Activities	
	2015	2014
Land	\$ 149,584,512	\$ 149,584,512
Construction in Progress	2,488,247	1,030,773
Structures & Improvements	14,983,728	15,227,444
Furniture & Equipment	1,732,103	1,668,788
Infrastructure	22,728,139	20,987,677
Total	\$ 191,516,729	\$ 188,499,194

Capital outlay for Fiscal Year 2014-15 totaled \$4.5 million for all categories of the capital improvement projects reported by the various City departments. The previous fiscal year's capital expenditure was \$2.5 million.

ECONOMIC FACTORS AND NEXT YEAR'S (FY 2015-16) BUDGET

In preparing the budget for 2015-16, management looked at the following economic factors:

- Moderate increase in interest rates
- Moderate economic growth

Key budget assumptions for forecasting General Fund revenues included the following:

- Property Tax revenues are expected to increase by 3%.
- City revenues may be adversely affected by court decisions, state legislative actions, various propositions, initiatives, or other actions beyond the City's control. The main concern is the State budget. The effects are unknown as of the writing of this letter.

The original operating budget for 2015-16 is \$21.37 million. The prior year's original operating budget was \$23.12 million. This \$1.75 million increase includes planned increases for labor agreements, and an increase of 0.39 full time equivalent (FTE) staff positions. The prior year included a total decrease of 0.38 FTEs.

Questions or requests for information regarding the City of San Marino's 2015-16 Budget should be sent to the City Manager's Office at the address below.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City of San Marino's finances and to show the City's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information, should be addressed to the City Manager's Office, at the City of San Marino, 2200 Huntington Drive, San Marino, CA 91108.

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CITY OF SAN MARINO

STATEMENT OF NET POSITION
 JUNE 30, 2015

	<u>Primary Government Governmental Activities</u>
Assets:	
Cash and investments	\$ 22,130,382
Receivables:	
Accounts	136,582
Taxes	926,239
Notes and loans	41,295
Accrued interest	8,443
Due from other governments	221,956
Inventories	41,146
Restricted assets:	
Cash with fiscal agent	51
Capital assets not being depreciated	152,072,759
Capital assets, net of depreciation	<u>39,443,970</u>
Total Assets	<u>215,022,823</u>
Deferred Outflows of Resources:	
Deferred pension-related items	<u>2,041,008</u>
Total Deferred Outflows of Resources	<u>2,041,008</u>
Liabilities:	
Accounts payable	874,508
Accrued liabilities	803,569
Accrued interest	20,663
Unearned revenue	133,149
Noncurrent liabilities:	
Due within one year	1,836,260
Due in more than one year	5,249,694
Other pension employee benefits liability	161,584
Net pension liability	<u>17,958,075</u>
Total Liabilities	<u>27,037,502</u>
Deferred Inflows of Resources:	
Deferred pension-related items	<u>5,991,529</u>
Total Deferred Inflows of Resources	<u>5,991,529</u>
Net Position:	
Net investment in capital assets	191,516,729
Restricted for:	
Community development projects	119,000
Public safety	164,060
Parks and recreation	461,179
Public works	460,118
Debt service	51
Library	93,841
Unrestricted	<u>(8,780,178)</u>
Total Net Position	<u>\$ 184,034,800</u>

CITY OF SAN MARINO

STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2015

	Program Revenues				Net (Expenses)
	Expenses	Charges for Services	Operating Contributions and Grants	Capital Contributions and Grants	Revenues and Changes in Net Position
					Primary Governmental Activities
Functions/Programs					
Primary Government:					
Governmental Activities:					
General government	\$ 3,320,007	\$ 347,634	\$ 333,972	\$ -	\$ (2,638,401)
Public safety	10,548,949	3,882,070	909,136	-	(5,757,743)
Community development	997,514	1,048,145	32,966	-	83,597
Recreation	2,072,272	1,334,840	90,170	-	(647,262)
Parks & public works	3,576,954	96,354	419,643	183,052	(2,877,905)
Library	1,714,096	107,222	94,652	-	(1,512,222)
Interest on long-term debt	282,727	-	-	-	(282,727)
Total Governmental Activities	22,512,519	6,816,265	1,880,539	183,052	(13,632,663)
Total Primary Government	\$22,512,519	\$6,816,265	\$ 1,880,539	\$ 183,052	(13,632,663)
General Revenues:					
Taxes:					
Property taxes, levied for general purpose					12,697,179
Sales taxes					398,890
Franchise taxes					596,534
Business licenses taxes					484,672
Utility users tax					1,711,274
Other taxes					4,300
Motor vehicle in lieu - unrestricted					1,437,563
Use of money and property					274,288
Other					382,801
Total General Revenues					17,987,501
Change in Net Position					4,354,838
Net Position at Beginning of Year					206,838,713
Restatement of Net Position					(27,158,751)
Net Position at End of Year					\$ 184,034,800

CITY OF SAN MARINO

**BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2015**

	<u>General</u>	<u>Capital Projects Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets:				
Pooled cash and investments	\$ 20,643,338	\$ 235,772	\$ 1,157,619	\$ 22,036,729
Receivables:				
Accounts	136,582	-	-	136,582
Taxes	918,779	-	7,460	926,239
Notes and loans	41,295	-	-	41,295
Accrued interest	7,436	-	1,006	8,442
Due from other governments	85,657	-	136,299	221,956
Due from other funds	166,402	-	-	166,402
Inventories	41,146	-	-	41,146
Restricted assets:				
Cash and investments with fiscal agents	-	-	51	51
Total Assets	<u>\$ 22,040,635</u>	<u>\$ 235,772</u>	<u>\$ 1,302,435</u>	<u>\$ 23,578,842</u>
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ 433,379	\$ 353,570	\$ 72,393	\$ 859,342
Accrued liabilities	803,569	-	-	803,569
Due to other funds	-	-	166,402	166,402
Total Liabilities	<u>1,236,948</u>	<u>353,570</u>	<u>238,795</u>	<u>1,829,313</u>
Deferred Inflows of Resources:				
Unavailable revenues	122,157	-	87,721	209,878
Total Deferred Inflows of Resources	<u>122,157</u>	<u>-</u>	<u>87,721</u>	<u>209,878</u>
Fund Balances:				
Nonspendable:				
Inventory	41,146	-	-	41,146
Notes and loans	41,295	-	-	41,295
Restricted for:				
Community development projects	-	-	119,000	119,000
Public safety	9,159	-	154,901	164,060
Parks and recreation	69,193	-	391,986	461,179
Public works	-	-	460,118	460,118
Debt service	-	-	51	51
Library	93,841	-	-	93,841
Unassigned	<u>20,426,896</u>	<u>(117,798)</u>	<u>(150,137)</u>	<u>20,158,961</u>
Total Fund Balances	<u>20,681,530</u>	<u>(117,798)</u>	<u>975,919</u>	<u>21,539,651</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 22,040,635</u>	<u>\$ 235,772</u>	<u>\$ 1,302,435</u>	<u>\$ 23,578,842</u>

CITY OF SAN MARINO

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2015**

Fund balances of governmental funds		\$ 21,539,651
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets net of depreciation have not been included as financial resources in governmental fund activity.		191,091,975
Deferred outflows related to pension items:		
Pension contribution subsequent to measurement date	\$ 1,802,867	
Adjustment due to differences in proportion	<u>238,141</u>	2,041,008
Long-term debt, compensated absences, OPEB and net pension liability that have not been included in the governmental fund activity:		
Pension obligation bonds	\$ (4,830,000)	
Bond discount	14,150	
Accrued claims and judgments	(1,653,218)	
Compensated Absences	<u>(616,886)</u>	(7,085,954)
Accrued interest payable for the current portion of interest due on Bonds has not been reported in the governmental funds.		(20,663)
Governmental funds report all OPEB contributions as expenditures, however in the statement of net position any excesses or deficiencies in contributions in relation to the Annual Required Contribution (ARC) are recorded as an asset or liability.		(161,584)
Governmental funds report all pension contributions as expenditures, however in the statement of net position any excesses or deficiencies in contributions in relation to the actuarial proportionate contributions are recorded part of net pension liability.		(17,958,075)
Deferred inflows related to pension items:		
Net differences between projected and actual earnings	(5,456,864)	
Change in employees' proportion differences in proportionate share of contributions	(426,493)	
Adjustment due to differences in proportions	<u>(108,172)</u>	(5,991,529)
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues in the governmental fund activity.		76,729
Internal service funds are used by management to charge the costs of certain activities such as equipment management, to individual funds. The assets and liabilities of the internal service funds must be added to the statement of net position.		<u>503,242</u>
Net position of governmental activities		<u>\$ 184,034,800</u>

CITY OF SAN MARINO

STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

	General	Capital Projects Funds	Other Governmental Funds	Total Governmental Funds
Revenues:				
Taxes	\$ 20,335,016	\$ -	\$ 353,974	\$ 20,688,990
Licenses and permits	662,126	-	-	662,126
Intergovernmental	835,602	-	1,333,803	2,169,405
Charges for services	2,634,228	-	28,423	2,662,651
Use of money and property	271,005	-	3,283	274,288
Fines and forfeitures	269,198	-	-	269,198
Contributions	179,092	-	-	179,092
Miscellaneous	382,801	-	-	382,801
Total Revenues	25,569,068	-	1,719,483	27,288,551
Expenditures:				
Current:				
General government	2,091,877	-	119,717	2,211,594
Public safety	10,680,186	-	182,770	10,862,956
Community development	969,573	-	29,264	998,837
Parks and recreation	1,934,341	-	149,686	2,084,027
Public works	2,842,288	-	18,597	2,860,885
Library	1,428,748	-	-	1,428,748
Capital outlay	6,402	2,900,270	1,608,398	4,515,070
Debt service:				
Principal retirement	-	-	420,000	420,000
Interest and fiscal charges	-	-	282,913	282,913
Total Expenditures	19,953,415	2,900,270	2,811,345	25,665,030
Excess (Deficiency) of Revenues Over (Under) Expenditures	5,615,653	(2,900,270)	(1,091,862)	1,623,521
Other Financing Sources (Uses):				
Transfers in	-	2,803,781	701,005	3,504,786
Transfers out	(3,643,219)	-	(1,390)	(3,644,609)
Total Other Financing Sources (Uses)	(3,643,219)	2,803,781	699,615	(139,823)
Net Change in Fund Balances	1,972,434	(96,489)	(392,247)	1,483,698
Fund Balances, Beginning of Year, as previously reported	18,705,689	(21,309)	1,368,166	20,052,546
Restatements	3,407	-	-	3,407
Fund Balances, Beginning of Year, as restated	18,709,096	(21,309)	1,368,166	20,055,953
Fund Balances, End of Year	\$ 20,681,530	\$ (117,798)	\$ 975,919	\$ 21,539,651

CITY OF SAN MARINO

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2015**

Net change in fund balances - total governmental funds \$ 1,483,698

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

Capital outlay	\$ 4,102,376	
Depreciation	<u>(1,509,595)</u>	2,592,781

Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position:

Pension obligation bonds' principal repayments	420,000	
Bond discount amortization	(1,572)	
Changes in claims and judgments liabilities	<u>(277,510)</u>	140,918

Accrued interest for long-term liabilities. This is the net change in accrued interest for the current period. 1,758

Compensated absences expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. (32,459)

Governmental funds report all contributions in relation to the annual required contribution (ARC) for OPEB as expenditures, however in the statement of activities only the ARC is an expense. (38,250)

Pension obligation expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. 120,937

Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues in the governmental fund activity. (421,194)

Change in net position of governmental activities \$ 4,354,838

CITY OF SAN MARINO

COMBINING STATEMENT OF NET POSITION
INTERNAL SERVICE FUNDS
JUNE 30, 2015

	<u>Governmental Activities - Internal Service Fund</u>
	<u>Capitalized Equipment</u>
Assets:	
Current:	
Cash and investments	93,654
Total Current Assets	93,654
Noncurrent:	
Capital assets - net of accumulated depreciation	424,754
Total Noncurrent Assets	424,754
Total Assets	\$ 518,408
Liabilities and Net Position:	
Liabilities:	
Current:	
Accounts payable	\$ 15,166
Total Current Liabilities	15,166
Net Position:	
Unrestricted	503,242
Total Net Position	503,242
Total Liabilities and Net Position	\$ 518,408

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET POSITION
INTERNAL SERVICE FUNDS
YEAR ENDED JUNE 30, 2015

	Governmental Activities - Internal Service Fund
	Capitalized Equipment
Operating Revenues:	
Interdepartmental charges	389,779
Total Operating Revenues	389,779
Operating Expenses:	
Depreciation expense	22,953
Total Operating Expenses	22,953
Operating Income (Loss)	366,826
Income (Loss) Before Transfers	366,826
Transfers in	139,823
Changes in Net Position	506,649
Net Position:	
Beginning of Year, as originally reported	-
Restatements	(3,407)
Beginning of Fiscal Year, as restated	(3,407)
End of Fiscal Year	\$ 503,242

CITY OF SAN MARINO

COMBINING STATEMENT OF CASH FLOWS
INTERNAL SERVICE FUNDS
YEAR ENDED JUNE 30, 2015

	<u>Governmental Activities - Internal Service Fund</u>
	<u>Capitalized Equipment</u>
Cash Flows from Operating Activities:	
Cash received from/(paid to) interfund service provided	389,779
Cash paid to suppliers for goods and services	11,759
Net Cash Provided (Used) by Operating Activities	<u>401,538</u>
Cash Flows from Non-Capital Financing Activities:	
Cash transfers in	139,823
Net Cash Provided (Used) by Non-Capital Financing Activities	<u>139,823</u>
Cash Flows from Capital and Related Financing Activities:	
Acquisition and construction of capital assets	(447,707)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(447,707)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	93,654
Cash and Cash Equivalents at Beginning of Year	-
Cash and Cash Equivalents at End of Year	<u>\$ 93,654</u>
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:	
Operating income (loss)	\$ 366,826
Adjustments to reconcile operating income (loss) net cash provided (used) by operating activities:	
Depreciation	22,953
Increase (decrease) in accounts payable	11,759
Total Adjustments	<u>34,712</u>
Net Cash Provided (Used) by Operating Activities	<u>\$ 401,538</u>

CITY OF SAN MARINO

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2015

	<u>Agency Funds</u>
Assets:	
Pooled cash and investments	\$ 32,876
Receivables:	
Accounts	<u>220,780</u>
Total Assets	<u>\$ 253,656</u>
Liabilities:	
Accounts payable	\$ 237,200
Deposits payable	<u>16,456</u>
Total Liabilities	<u>\$ 253,656</u>

I. SIGNIFICANT ACCOUNTING POLICIES

Note 1: Summary of Significant Accounting Policies

a. Description of Entity

The City of San Marino was incorporated on April 13, 1913, under the laws of the State of California and enjoys all the rights and privileges applicable to a General Law City.

The attached financial statements contain information for the total reporting entity, which includes the City of San Marino (the primary government). There is no component unit as defined by accounting principles generally accepted in the United States of America.

b. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

c. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon

Note 1: Summary of Significant Accounting Policies (Continued)

enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

- The General Fund is used to account for all financial resources of the general government, except those required to be accounted for in another fund.
- Capital Project Fund is used to track the investment of City funds for capital projects that have a cost greater than \$5,000 per unit and a useful life of two or more years.

Additionally, the City reports the following fund types:

- Special Revenue Funds are used to account for financial resources which are restricted for specific purposes.
- The Debt Service Fund is used to account for the accumulation of resources for and the payment of general long-term debt principal and interest.
- The Internal Service Fund is used to account for equipment purchases and capital assets of the City and the replacement of equipment to other departments of the City.
- The Agency Fund is used to report resources held by the City in a purely custodial capacity, which involves only the receipt, temporary investment and remittance of fiduciary resources to individuals, private organizations or other governments.

d. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position or Equity

Cash and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments for the City are reported at fair value, which is the quoted market price at June 30, 2015. The City's policy is generally to hold investments until maturity or until market values equal or exceed cost. The State Treasurer's Investment Pool operates in accordance with appropriate state laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 1: Summary of Significant Accounting Policies (Continued)

Receivables and Payables

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectibles.

Functional Classifications

Expenditures of the Governmental Funds are classified by function. Functional classifications are defined as follows:

- General Government includes legislative activities that have a primary objective of providing legal and policy guidelines for the City. Also included in this classification are those activities that provide management or support services across more than one functional area.
- Public Safety includes those activities that involve the protection of people and property.
- Community Development includes those activities that involve the enhancing of the general quality of life.
- Library includes those activities related to the provision of library services to the community.
- Recreation includes activities for children, adults and senior citizens.
- Parks and Public Works include those activities that involve the maintenance and improvement of City streets, roads and park department development and maintenance.

Inventories and Prepaid Items

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories in the General Fund consist of gasoline and garage items. Inventory costs are recorded as expenditures when used.

The General Fund inventory is accounted for on the consumption method and is equally offset by a reservation of fund balance in the fund-level statements, which indicates that it does not constitute "available spendable resources."

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 1: Summary of Significant Accounting Policies (Continued)

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The fund balances in the governmental fund types have been reserved for amounts equal to the prepaid items in the fund-level statements, since these amounts are not available for appropriation.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

In accordance with GASB Statement No. 34, the City has reported general infrastructure assets acquired in the current and prior fiscal years.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Structures and Improvements	7-50
Furniture and Equipment	3-20
Infrastructure	10-25

Deferred outflows/inflows of resources

In addition to assets, the statement of financial position and governmental fund balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position or fund balance that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City only has one item that qualifies for reporting in this category. The deferred outflow relating to the net pension obligation reported in the government-wide statement of net position. These outflows are the results of contributions made after the measurement period, which are expensed in the following year, and of adjustments due to difference in proportions and the difference between actual contributions made and the proportionate share of the risk pool's total contributions. These amounts are deferred and amortized over the expected average remaining service life time.

Note 1: Summary of Significant Accounting Policies (Continued)

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has two items reported in this category. One arises only under a modified accrual basis of accounting. Accordingly, the item, unavailable revenues, is reported only in the governmental fund balance sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. The second item is the deferred inflows relating to the net pension obligation reported in the government-wide statement of net position. These inflows are the result of the net difference between projected and actual earnings on pension plan investments, which are deferred and amortized straight-line over a five year period, and changes in employees' proportion differences in proportionate share of contributions and adjustments due to differences in proportions, which are deferred and recognized over the remaining service life.

Pension Plans

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position have been determined on the same basis as they are reported by the CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. CalPERS audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used.

Valuation Date (VD): June 30, 2013

Measurement Date (MD): June 30, 2014

Measurement Period (MP): July 1, 2013 to June 30, 2014

Compensated Absences

It is the government's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Vacation time accrued is transferable from one year to the next with the exception that no more than 180 through 624 hours of vacation time may be carried over to the next year, depending on the job classification. An employee accruing the maximum number of hours for vacation time shall be compensated at the employee's regular hourly rate on a monthly basis for the number of vacation hours the employee would have accrued, until the number of accrued hours drops below the number of accruable hours.

Employees are entitled to accrue sick leave, depending on job classification, from 240 up to 288 hours. Upon reaching the maximum accrual allowed, the employee shall cease to accrue sick leave time until such time as the total accrued hours are less than the maximum permitted. Employees have no vested rights in the accrued sick leave time.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 1: Summary of Significant Accounting Policies (Continued)

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities in the statement of net position.

Fund Equity

In the fund financial statements, government funds report the following fund balance classification:

Nonspendable include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted include amounts that are constrained on the use of resources by either (a) external creditors, grantors, contributors, or laws of regulations of other governments or (b) by law through constitutional provisions or enabling legislation.

Committed include amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest authority, City Council. The formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is resolution. The City reports no committed balance as of June 30, 2015.

Assigned include amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. The Finance Director is authorized to assign amounts to a specific purpose, which was established by the governing body in resolution. The City reports no assigned balance as of June 30, 2015.

Unassigned include the residual amounts that have not been restricted, committed, or assigned to specific purposes.

An individual governmental fund could include nonspendable resources and amounts that are restricted or unrestricted (committed, assigned, or unassigned) or any combination of those classifications. Restricted and Unrestricted amounts are to be considered spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available and committed, assigned, then unassigned amounts are considered to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications can be used.

Net position flow assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 1: Summary of Significant Accounting Policies (Continued)

Fund balance flow assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Property Tax Revenue

Property tax revenue is recognized on the basis of NCGA Interpretation No. 3, (adopted by GASB) that is, in the fiscal year for which the taxes have been levied providing they become available. Available means then due, or past due and receivable within the current period and collected within the current period, or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The County of Los Angeles collects property taxes for the City. Tax liens attach annually as of 12:01 A.M. on the first day in January preceding the fiscal year for which the taxes are levied. The tax levy is made July 1 and covers the fiscal period July 1 to June 30. All secured personal property taxes and one-half of the taxes on real property are due November 1; the second installment is due February 1. All taxes are delinquent, if unpaid, on December 10 and April 10, respectively. Unsecured personal property taxes become due on the first of March each year and are delinquent, if unpaid, on August 31.

Change in Accounting Principle

The City implemented GASB Statement 68, Accounting and Financial Reporting for Pensions – An Amendment for GASB Statement No. 27. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the government-wide statement of activities.

II. DETAILED NOTES ON ALL FUNDS

Note 2: Cash and Investments

As of June 30, 2015, cash and investments were reported in the accompanying financial statements as follows:

Governmental Activities	\$ 22,130,433
Fiduciary Funds	<u>32,876</u>
Total Cash and Investments	<u><u>\$ 22,163,309</u></u>

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under provisions of bond indentures. Interest income earned on pooled cash and investments is allocated monthly to the various funds based on

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 2: Cash and Investments (Continued)

monthly cash and investment balances. Interest income from cash and investments with fiscal agents is credited directly to the related fund.

Deposits

As of June 30, 2015, the carrying amount of the City's deposits was \$562,876 and the bank balance was \$1,189,299. The \$752,175 difference represents outstanding checks and other reconciling items.

The California Government Code requires California banks and savings and loan associations to secure a city's deposits by pledging government securities with a value of 110% of a city's deposits. California law also allows financial institutions to secure city deposits by pledging first trust deed mortgage notes having a value of 150% of a city's total deposits. The City Treasurer may waive the collateral requirement for deposits that are fully insured up to \$250,000 by the FDIC. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an Agent of Depository has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

Investments

Under provision of the City's investment policy and in accordance with the California Government Code, the following investments are authorized:

- United States Treasury Bills, Bonds and Notes
- State of California Local Agency Investment Fund (LAIF)
- Money Market Funds
- Certificates of Deposit placed through a private placement service in compliance with California Government Code Sections 53601.8 and 53635.8

Investments Authorized by Debt Agreements

The above investments do not address investment of debt proceeds held by a bond trustee. Investments of debt proceeds held by a bond trustee are governed by provisions of the debt agreements rather than the general provisions of the California Government Code or the City's investment policy.

Investments in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute.

Note 2: Cash and Investments (Continued)

The State Treasurer's Office audits the fund annually. The fair value of the position in the investment pool is the same as the value of the pool shares.

GASB Statement No. 31

The City adopted GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, as of July 1, 1997. GASB Statement No. 31 establishes fair value standards for investments in participating interest earning investment contracts, external investment pools, equity securities, option contracts, stock warrants and stock rights that have readily determinable fair values. Accordingly, the City reports its investments at fair value in the balance sheet. All investment income, including changes in the fair value of investments, is recognized as revenue in the operating statement.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party.

As of June 30, 2015, none of the City's deposits or investments were exposed to custodial credit risk.

Concentration of Credit Risk

The City's investment policy does not impose restrictions on the percentage that the City can invest in certain types of investments. As of June 30, 2015, in accordance with GASB Statement No. 40, Deposits and Investment Risk Disclosures – an amendment of GASB Statement No. 3, the City has not invested more than 5% of its total investments in any one issuer. Investments guaranteed by the U.S. government and investments in mutual funds and external investment pools are excluded from this requirement.

Credit Risk

As of June 30, 2015, the City's investments in external investment pools and money market mutual funds are unrated.

Interest Rate Risk

The City's investment policy limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The City's investment policy states that all investments shall mature in five years or less. The City has elected to use the segmented time distribution method of disclosure for its interest rate risk.

CITY OF SAN MARINO

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 2: Cash and Investments (Continued)

As of June 30, 2015, the City had the following investments and remaining maturities:

	Maturities (in Years)				Fair Value
	Less Than 1	1 - 3	3 - 5	5+	
California Local Agency Investment Fund	\$ 11,410,502	\$ -	\$ -	\$ -	\$ 11,410,502
Certificates of Deposit	1,240,005	2,233,000	3,226,000	249,000	6,948,005
Federal Home Loan Bank	-	-	247,295	-	247,295
Federal Home Loan Mortgagr Corp.	-	-	998,738	-	998,738
Federal Natinoal Mortgage Association	-	498,957	996,338	-	1,495,295
Money market mutual funds - held by fiscal agent	-	-	500,547	-	500,547
	51	-	-	-	51
	<u>\$ 12,650,558</u>	<u>\$ 2,731,957</u>	<u>\$ 5,968,918</u>	<u>\$ 249,000</u>	<u>\$ 21,600,433</u>

Note 3: Capital Assets

Capital asset activity for the year ended June 30, 2015, was as follows:

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
Governmental Activities:					
Capital assets, not being depreciated:					
Land	\$ 149,584,512	\$ -	\$ -	\$ -	\$ 149,584,512
Construction-in-progress	1,030,773	2,039,267	-	(581,793)	2,488,247
Total Capital Assets, Not Being Depreciated	<u>150,615,285</u>	<u>2,039,267</u>	<u>-</u>	<u>(581,793)</u>	<u>152,072,759</u>
Capital assets, being depreciated:					
Structures and improvements	18,096,033	106,364	-	-	18,202,397
Furniture and equipment	4,462,261	444,387	147,288	-	4,759,360
Infrastructure	64,616,163	1,960,065	1,929,769	581,793	65,228,252
Total Capital Assets, Being Depreciated	<u>87,174,457</u>	<u>2,510,816</u>	<u>2,077,057</u>	<u>581,793</u>	<u>88,190,009</u>
Less accumulated depreciation:					
Structures and improvements	2,868,589	350,080	-	-	3,218,669
Furniture and equipment	2,793,473	381,072	147,288	-	3,027,257
Infrastructure	43,628,486	801,396	1,929,769	-	42,500,113
Total Accumulated Depreciation	<u>49,290,548</u>	<u>1,532,548</u>	<u>2,077,057</u>	<u>-</u>	<u>48,746,039</u>
Total Capital Assets, Being Depreciated, Net	<u>37,883,909</u>	<u>978,268</u>	<u>-</u>	<u>581,793</u>	<u>39,443,970</u>
Governmental Activities Capital Assets, Net	<u>\$ 188,499,194</u>	<u>\$ 3,017,535</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 191,516,729</u>

CITY OF SAN MARINO

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 3: Capital Assets (Continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

General government	\$ 404,289
Public safety	13,726
Park and public works	801,396
Library	290,184
Internal service fund	<u>22,953</u>
Total Governmental Activities:	<u>\$ 1,532,548</u>

Note 4: Interfund Receivable, Payable and Transfers

The composition of interfund balances as of June 30, 2015, was as follows:

a. Due To/From Other Funds

	<u>Due To Other Funds</u>	
<u>Due From Other Funds:</u>	<u>Nonmajor Funds</u>	<u>Total</u>
General Fund	\$ 166,402	\$ 166,402
Total	<u>\$ 166,402</u>	<u>\$ 166,402</u>

The due to General Fund of \$166,402 from various nonmajor funds was a result of temporary deficit cash balances in those funds.

b. Interfund Transfers

<u>Transfers Out</u>	<u>Transfers In</u>			<u>Total</u>
	<u>Capital Projects Fund</u>	<u>Nonmajor Funds</u>	<u>Capitalized Equipment Internal Service</u>	
General Fund	\$ 2,803,781	\$ 699,615	\$ 139,823	\$ 3,643,219
Nonmajor Funds	-	1,390	-	1,390
Total	<u>\$ 2,803,781</u>	<u>\$ 701,005</u>	<u>\$ 139,823</u>	<u>\$ 3,644,609</u>

Transfers into the General Fund are to reimburse costs incurred by the General Fund on behalf of nonmajor funds. The transfers out of the General Fund are to cover negative fund balances of the non-major funds.

CITY OF SAN MARINO

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 5: Long Term Debt

The following is a summary of changes in long-term debt of the City for the year ended June 30, 2015:

	Balance			Balance	Due Within
	July 1, 2014	Additions	Deletions	June 30, 2015	One Year
Pension Obligation Bonds	\$ 5,250,000	\$ -	\$ 420,000	\$ 4,830,000	\$ 475,000
Compensated absences	584,427	1,281,664	1,249,205	616,886	616,886
Accrued claims and judgments	1,375,708	896,933	619,423	1,653,218	744,374
Total Long Term Debt	<u>\$ 7,210,135</u>	<u>\$ 2,178,597</u>	<u>\$ 2,288,628</u>	7,100,104	<u>\$ 1,836,260</u>
			Unamortized bond discount	(14,150)	
				<u>\$ 7,085,954</u>	

a. Taxable Pension Obligation Bonds, 2007 Series A-1

On April 1, 2007, the City issued \$7,095,000 in Taxable Pension Obligation Bonds, 2007 Series A-1, for the purpose of funding its unfunded accrued actuarial liability of the California Public Employee's Retirement System. The bonds mature annually each June 1, commencing June 1, 2008 through June 1, 2024, in amounts ranging from \$130,000 to \$545,000. The bonds bear interest at 5.210% and are subject to optional redemption prior to their maturity at the option of the City, in whole or in part on any date, at a redemption price equal to the greater of: (1) 100% of the principal amount of the Redeemable Term Bonds to be redeemed; or (2) the sum of the present values of the remaining scheduled payments of principal and interest on the Redeemable Term Bonds to be redeemed discounted to the date of redemption on a semiannual basis. As of June 30, 2015, the outstanding balance was \$4,830,000.

The annual requirements to amortize the 2007 Taxable Pension Obligation Bonds outstanding at June 30, 2015, were as follows:

Year Ending	Principal	Interest
June 30,		
2016	\$ 475,000	\$ 260,737
2017	525,000	235,562
2018	580,000	207,370
2019	645,000	176,224
2020	705,000	141,587
2021-2025	1,900,000	272,362
Totals	<u>\$ 4,830,000</u>	<u>\$ 1,293,842</u>

b. Compensated Absences and Accrued Claims and Judgments

Compensated absences and accrued claims and judgments are normally liquidated by the General Fund. There is no fixed payment schedule.

Note 6: City Employees Retirement Plan - Pension Plans

a. PERS – Public Employees Retirement System

1. General Information about the Pension Plans

Plan Descriptions

All qualified permanent and probationary employees are eligible to participate in the City of San Marino's nine separate cost-sharing multiple-employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plans are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website. The nine San Marino cost-sharing plans are listed as follows:

- i. Miscellaneous Plan
- ii. Miscellaneous Second Tier Plan
- iii. Miscellaneous PEPRA Plan
- iv. Safety Fire First Tier Plan
- v. Safety Fire Second Tier Plan
- vi. Safety Police Plan
- vii. Safety Police Second Tier Plan
- viii. Safety Fire PEPRA Plan
- ix. Safety Police PEPRA Plan

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

CITY OF SAN MARINO

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 6: City Employees Retirement Plan - Pension Plans (Continued)

Below is a summary of the plans' provisions and benefits in effect at June 30, 2015, for which the City of San Marino has contracted:

Major Benefit Options	Miscellaneous*	Miscellaneous Second Tier*	Miscellaneous PEPRA
Hire Date	Prior to January 1, 2010	January 1, 2010 but prior to January 1, 2013	On or after January 1, 2013
Benefit Provision			
Benefit Formula	2.0% @ 55	2.0% @ 60	2.0% @ 62
Social Security	no	no	no
Full/Modified	full	full	full
Benefit vesting schedule	5 yrs service	5 yrs service	5 yrs service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	50-63	50-63	52-67
Monthly benefits, as a % of eligible compensation	1.426% to 2.418%	1.092% to 2.418%	1.0% to 2.5%
Required employer contribution rates	19.956%	8.768%	6.700%
Required employee contribution rates	6.891%	6.880%	6.308%

Major Benefit Options	Safety Fire First Tier	Safety Fire Second Tier	Safety Police	Safety Police Second Tier	Safety Fire PEPRA	Safety Police PEPRA
Hire Date	Prior to January 1, 2010*	January 1, 2010 but prior to January 1, 2013*	Prior to January 1, 2010*	January 1, 2010 but prior to January 1, 2013*	On or after October 6 2013	On or after January 1, 2013
Benefit Provision						
Benefit Formula	3.0% @ 50	3.0% @ 55	3.0% @ 50	2.0% @ 55	2.0% @ 57	2.0% @ 57
Social Security	no	no	no	no	no	no
Full/Modified	full	full	full	full	full	full
Benefit vesting schedule	5 yrs service	5 yrs service	5 yrs service	5 yrs service	5 yrs service	5 yrs service
Benefit payments	monthly for life	monthly for life	monthly for life	monthly for life	monthly for life	monthly for life
Retirement age	50	50-55	50	50-55	minimum 50	minimum 50
Monthly benefits, as a % of eligible compensation	3%	2.4% to 3.0%	3%	1.426% to 2.0%	1.426% to 2.0%	1.426% to 2.0%
Required employer contribution rates	27.877%	23.397%	27.877%	16.489%	10.050%	10.050%
Required employee contribution rates	8.986%	8.980%	8.986%	6.905%	10.250%	10.250%

*Closed to new entrants.

Contribution Description

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2015, the contributions recognized as a reduction to the net pension liability for all Plans was \$1,790,281.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 6: City Employees Retirement Plan - Pension Plans (Continued)

2. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2015, the City of San Marino reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

	Proportionate Share of Net Pension Liability
Miscellaneous	\$ 4,737,504
Miscellaneous Second Tier	12,977
Miscellaneous PEPRA	72
Safety Fire First Tier	6,607,036
Safety Fire Second Tier	196,687
Safety Police	6,401,422
Safety Police Second Tier	2,377
	<u>\$ 17,958,075</u>

The City of San Marino's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2014, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013 rolled forward to June 30, 2014 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for each Plan as of June 30, 2013 and 2014, was as follows:

Proportions as a percentage of the CalPERS Miscellaneous risk pool:

	Miscellaneous	Miscellaneous Second Tier	Miscellaneous PEPRA
Proportion - June 30, 2013	0.19267%	0.00054%	0.00000%
Proportion - June 30, 2014	0.19169%	0.00053%	0.00000%
Change - Increase (Decrease)	-0.50859%	-2.97343%	-2.59516%

Proportions as a percentage of the CalPERS Safety risk pool:

	Safety Fire First Tier	Safety Fire Second Tier	Safety Police	Safety Police Second Tier
Proportion - June 30, 2013	0.18286%	0.00544%	0.17717%	0.00007%
Proportion - June 30, 2014	0.17614%	0.00524%	0.17066%	0.00006%
Change - Increase (Decrease)	-3.67619%	-3.67613%	-3.67619%	-3.65961%

Employees were not enrolled in the Safety PEPRA (Police PEPRA and Fire PEPRA) Plans therefore a GASB 68 net pension liability was not available for disclosure.

For the year ended June 30, 2015, the City of San Marino recognized a pension expense of \$1,681,930. At June 30, 2015, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

CITY OF SAN MARINO

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 6: City Employees Retirement Plan - Pension Plans (Continued)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 1,802,867	\$ -
Net differences between projected and actual earnings on plan investments	-	5,456,864
Change in employer's proportion and differences between the employer's contributions and the employer's proportionate share of contributions	-	426,493
Adjustment due to differences in proportions	238,141	108,172
Total	<u>\$ 2,041,008</u>	<u>\$ 5,991,529</u>

\$1,802,867 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	Deferred Outflows/(Inflows) of Resources
2016	\$ (1,430,033)
2017	(1,430,033)
2018	(1,439,321)
2019	(1,454,001)

Actuarial Assumptions

For the measurement period ended June 30, 2014 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2013, total pension liability. The June 30, 2013 and the June 30, 2014, total pension liabilities were based on the following actuarial methods and assumptions:

Actuarial Cost Method Actuarial Assumptions	Entry Age Normal Cost Method
Discount Rate	7.50%
Inflation	2.75%
Salary Increases	3.3% - 14.2% (1)
Investment Rate of Return	7.50% (2)
Mortality Rate Table (3)	Derived using CalPERS' Membership Data for all Funds
Post Retirement Benefit Increase	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.75% thereafter

(1) Depending on age, service and type of employment

(2) Net of Pension Plan Investment and Administrative Expenses; includes Inflation

(3) The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the 2014 experience study report on the CalPERS website.

All other actuarial assumptions used in the June 30, 2013, valuation were based on the results of an actuarial experience study for the period from 1997 to 2011, including updates to salary increase, mortality and retirement rates. The Experience Study report can be obtained at CalPERS' website under Forms and Publications.

Note 6: City Employees Retirement Plan - Pension Plans (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.50 percent. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.50 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.50 percent is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50 percent investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65 percent. Using this lower discount rate has resulted in a slightly higher total pension liability and net pension liability. CalPERS decided this difference was deemed immaterial to the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 6: City Employees Retirement Plan - Pension Plans (Continued)

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 (1)	Real Return Years 11+ (2)
Global Equity	47.0%	5.25%	5.71%
Global Fixed Income	19.0	0.99	2.43
Inflation Sensitive	6.0	0.45	3.36
Private Equity	12.0	6.83	6.95
Real Estate	11.0	4.50	5.13
Infrastructure and Forestland	3.0	4.50	5.09
Liquidity	2.0	(0.55)	(1.05)

(1) An expected inflation of 2.5% used for this period

(2) An expected inflation of 3.0% used for this period

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability/ (asset) of the Plan, calculated using the discount rate for each Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% point lower (6.50 percent) or 1% point higher (8.50 percent) than the current rate:

Plan's Net Pension Liability/(Assets)	Discount Rate - 1% (6.50%)	Current Discount Rate (7.5%)	Discount Rate +1% (8.5%)
Miscellaneous	\$ 8,194,849	\$ 4,737,504	\$ 1,868,235
Miscellaneous Second Tier	23,121	12,977	4,558
Miscellaneous PEPRA	128	72	25
Safety Fire First Tier	11,369,854	6,607,036	2,682,680
Safety Fire Second Tier	338,473	196,687	79,862
Safety Police	11,016,019	6,401,422	2,599,194
Safety Police Second Tier	4,090	2,377	965

Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports. See CalPERS website for additional information.

b. PARS - Public Agency Retirement System

The City of San Marino contributes to the California Public Agency Retirement System (PARS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating public entities within the State of California.

PARS is a defined contribution retirement plan in which the City and the participant each contribute 3.75% of the participant's before tax compensation. All City employees who are not participating in PERS are required to participate in PARS. Employees are 100% vested in employee and City contributions upon enrollment.

For fiscal year 2014-2015, the City and employee's contributions to PARS were \$23,548 (7.5% of covered payroll). Total covered payroll was \$313,973.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
 JUNE 30, 2015

Note 7: Postemployment Benefits

Plan Description

The City has established the City of San Marino Retiree Health Insurance Program, a single-employer defined benefit retiree health insurance plan. The plan, which is administered by the City, provides medical insurance benefits to eligible retirees. The plan provides lifetime benefits ranging from \$175 to \$275 per month towards the health insurance premiums of all employees who retire from employment with the City and who elect to buy insurance through CALPERS. All employees are vested after five years of employment and must reach the age of 50 and qualify for CALPERS retirement in order to receive these benefits. The plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreement between the City and the bargaining units. The plan does not issue a separate report. All transactions are included within the financial statements of the City of San Marino.

Funding Policy

The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year 2014-2015, the City contributed \$165,960 to the plan in the form of current premiums. Plan members receiving benefits contribute the difference between the City contribution of \$175 to \$275 per month and the plan members' chosen CALPERS medical plan. The funding policy is determined by the City Council.

Annual OPEB Cost and Net OPEB Obligation

The City's annual other postemployment benefit (OPEB) cost is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

The following table shows the components of the City's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the City's net OPEB obligation:

	Fiscal Year Ended June 30, 2015
Annual required contribution (ARC)	\$ 205,856
Interest on OPEB obligation (a)	3,927
Adjustment to annual required contribution	(5,573)
Annual OPEB cost	<u>204,210</u>
Less: contributions made	<u>165,960</u>
Increase/(Decrease) in net OPEB obligation	38,250
Net OPEB obligation(asset) - beginning of year	<u>123,334</u>
Net OPEB obligation(asset) -end of year	<u><u>\$ 161,584</u></u>

(a) Rate is estimated at 5%

CITY OF SAN MARINO

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015**

Note 7: Postemployment Benefits (Continued)

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for 2014-2015, and the two preceding years were as follows:

Three-Year Trend Information for OPEB				
Fiscal Year	Annual OPEB Cost	Annual OPEB Cost Contributed	Percentage of	
			Annual OPEB Cost Contributed	Net OPEB Obligation (Asset)
6/30/2013	\$ 180,359	\$ 164,023	90.9%	\$ 131,661
6/30/2014	179,949	188,276	104.6%	123,334
6/30/2015	204,210	165,960	81.3%	161,584

Funded Status and Funding Progress

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

The schedule of funding progress below presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits. The actuarial valuation is prepared triennially. The table below presents the latest information available.

Type of Valuation	Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability	Unfunded Actuarial Accrued Liability	Funded Ratio	Covered Payroll	UAAL as a Percent of Covered Payroll	Interest Rate	Salary Scale
Actual	7/1/2008	100%	\$ 2,051,764	\$ 2,051,764	0%	\$ 9,786,063	21%	5%	3%
Actual	7/1/2011	100%	2,137,188	2,137,188	0%	8,071,681	26%	5%	3%
Actual	7/1/2014	100%	2,549,885	2,549,885	0%	8,834,299	29%	5%	3%

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. These amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

Note 7: Postemployment Benefits (Continued)

In the July 1, 2012, actuarial valuation, the Projected Unit Credit actuarial cost method was used. The actuarial assumptions included a 5% investment rate of return (net of administrative expenses), which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments calculated based on the funded level of the plan at the valuation date, an annual healthcare cost trend rate of 8% initially, reduced by decrements to an ultimate rate of 5% after three years, and a payroll increase rate of 3%. The actuarial value of assets was determined using techniques that spread the effects of short-term volatility in the market value of investments over a five-year period. The UAAL is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at June 30, 2015, was twenty-three years. The number of active plan participants is 113.

Note 8: Risk Management

a. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The City of San Marino is a member of the California Joint Powers Insurance Authority (Authority). The Authority is composed of 118 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Restrospective adjustments are scheduled to continue indefinitely on coverage years 2012-13 and prior, until all claims incurred during those coverage years are closed, on a pool-wide basis. This subsequent cost re-allocation among members, based on actual claim development, can result in adjustments of either refunds or additional deposits required. Coverage years 2013-14 and forward are not subject to routine annual restrospective adjustment.

b. Self-Insurance Programs of the Authority

The total funding requirement for self-insurance programs is estimated using actuarial models and pre-funded through the annual contribution. Costs are allocated to individual agencies based on exposure (payroll) and experience (claims) relative to other members of the risk-sharing pool. Additional information regarding the cost allocation methodology is provided below.

Liability

In the liability program claims are pooled separately between police and non-police exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to \$30,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from \$30,000 to \$750,000 for each

NOTES TO FINANCIAL STATEMENTS (CONTINUED)
JUNE 30, 2015

Note 8: Risk Management (Continued)

occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from \$750,000 to \$50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2014-15, the Authority's pooled retention is \$2 million per occurrence, with reinsurance to \$20 million, and excess insurance to \$50 million. The Authority's reinsurance contracts are subject to the following additional pooled retentions: (a) 50% of the \$2.5 million annual aggregate deductible in the \$3 million x/s \$2 million layer, (b) 50% quota share of the \$3 million x/s \$2 million layer, and (c) \$3 million annual aggregate deductible in the \$5 million x/s \$10 million layer.

The overall coverage limit for each member including all layers of coverage is \$50 million per occurrence. Costs of covered claims for subsidence losses have a sublimit of \$30 million per occurrence.

c. Self-Insurance – Workers Compensation

The City is self-insured for workers compensation insurance up to a maximum of \$1,000,000 per incident. The claims which exceed the limit are insured by a commercial excess insurance policy up to a maximum per incident of \$10,000,000 for workers compensation and \$1,000,000 for employer's liability. Settled claims have not exceeded this commercial coverage in any of the past three years.

A reconciliation of changes in aggregate liabilities for claims for the current fiscal year and the prior fiscal year is as follows:

	<u>6/30/2014</u>	<u>6/30/2015</u>
Claims payable, beginning of year	\$ 1,153,004	\$ 1,375,708
Incurred claims, including a provision for events for the current fiscal year and any changes in the provision for events of prior fiscal years and adjustments to estimates	770,051	896,933
Claims paid/dismissed	<u>547,347</u>	<u>619,423</u>
Claims payable, end of year	<u>\$ 1,375,708</u>	<u>\$ 1,653,218</u>

d. Purchased InsurancePollution Legal Liability Insurance

The City of San Marino participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City of San Marino. Coverage is on a claims-made basis. There is a \$50,000 deductible. The Authority has a limit of \$50 million for the 3-year period from July 1, 2014 through July 1, 2017. Each member of the Authority has a \$10 million sub-limit during the 3-year term of the policy.

Note 8: Risk Management (Continued)

Property Insurance

The City of San Marino participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. City of San Marino property is currently insured according to a schedule of covered property submitted by the City of San Marino to the Authority. City of San Marino property currently has all-risk property insurance protection in the amount of \$36,844,729. There is a \$5,000 deductible per occurrence except for non-emergency vehicle insurance which has a \$1,000 deductible. Premiums for the coverage are paid annually and are not subject to retrospective adjustments.

Crime Insurance

The City of San Marino purchases crime insurance coverage in the amount of \$1,000,000 with a \$2,500 deductible. The fidelity coverage is provided through the Authority. Premiums are paid annually and are not subject to retrospective adjustments.

e. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2014-15.

The CJPIA has published its own financial report for the year ended June 30, 2015, which can be obtained from California Joint Powers Insurance Authority, La Palma, California.

Note 9: Fund Balance and Net Position Restatements

Due to creating an internal service fund, Capitalized Equipment Fund, which was previously reported within the General Fund, there were restatements in the amount of \$3,407.

The net position has been restated by \$27,158,751 due to the implementation of GASB Statement 68, Accounting and Financial Reporting for Pensions – An Amendment for GASB Statement No. 27 and recognition of Proportionate share of net pension liability.

Note 10: Commitments and Contingencies

Numerous claims and suits have been filed against the City in the normal course of business. Based upon information received from the City Attorney and the self-insurance administrator, the estimated liability under such claims would be adequately covered by self-insurance designations and insurance coverage.

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NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2015

Budgets and Budgetary Accounting Data

The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The annual budget is adopted by the City Council and provides for the general operation of the City. The operating budget includes proposed expenditures and the means of financing them.
2. The City Council approves total budgeted appropriations and any amendments to appropriations throughout the year. This "appropriated budget" covers substantially all City expenditures. Actual expenditures may not exceed budgeted appropriations at the fund level. The City Manager is authorized to transfer budgeted amounts between the accounts of any department. Budgets are controlled at the function level.
3. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the Governmental Fund Types during the year. However, at year-end all appropriations lapse. Accordingly, encumbrances are canceled and generally reappropriated as part of the following year's budget. Encumbrances are not included in reported expenditures.
4. The following funds contained a deficit fund balance:

Non-Major Special Revenue Funds:	
Safe Routes to School	\$ (119,613)
Used Oil Grant	(30,524)

5. Budgets for the general, special revenue and capital project funds are adopted on a basis substantially consistent with generally accepted accounting principles (GAAP). Accordingly, actual revenues and expenditures can be compared with related budgeted amounts without any significant reconciling items. The debt service fund is monitored through the use of the bond indenture; therefore no formal budget has been adopted for this fund and accordingly a budgetary comparison is not presented for these funds.
6. Under Article XIIIB of the California Constitution (the Gann Spending Limitation Initiative), the City is restricted as to the amount of annual appropriations from proceeds of taxes, and if proceeds of taxes exceed allowed appropriations, the excess must either be refunded to the State Controller or returned to the taxpayers through revised tax rates or revised fee schedules, or an excess in one year may be offset against a deficit in the following year. For the fiscal year ended June 30, 2015, based on calculations by City management, proceeds of taxes did not exceed appropriations.

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CITY OF SAN MARINO

**BUDGETARY COMPARISON SCHEDULE BY DEPARTMENT
GENERAL FUND
YEAR ENDED JUNE 30, 2015**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1, as restated	\$ 18,709,096	\$ 18,709,096	\$ 18,709,096	\$ -
Resources (Inflows):				
Taxes	20,425,072	20,425,072	20,335,016	(90,056)
Licenses and permits	530,750	530,750	662,126	131,376
Intergovernmental	547,584	547,584	835,602	288,018
Charges for services	2,630,105	2,630,105	2,634,228	4,123
Use of money and property	211,900	211,900	271,005	59,105
Fines and forfeitures	279,000	279,000	269,198	(9,802)
Contributions	108,634	108,634	179,092	70,458
Miscellaneous	113,600	113,600	382,801	269,201
Amounts Available for Appropriations	43,555,741	43,555,741	44,278,164	722,423
Charges to Appropriation (Outflow):				
General government				
City Council	7,600	7,600	9,902	(2,302)
Administration	1,950,285	2,077,785	2,025,790	51,995
El Molino Viejo	51,775	51,775	56,185	(4,410)
Public safety				
Emergency Services	42,025	42,025	41,698	327
Police	5,621,276	5,623,776	5,522,360	101,416
Fire	4,969,610	4,969,610	5,116,128	(146,518)
Community development				
Planning & Building	956,192	958,992	969,573	(10,581)
Recreation				
Recreation Administration	553,315	553,315	535,899	17,416
Aquatics	190,482	190,482	193,725	(3,243)
Contract Classes	368,317	368,317	361,334	6,983
Special Events	93,606	93,606	92,908	698
Senior Activities	21,900	21,900	22,770	(870)
Day Care	127,987	127,987	139,445	(11,458)
Day Camp	88,396	88,396	120,102	(31,706)
Preschool	414,793	414,793	398,706	16,087
San Marino Center	83,947	83,947	67,452	16,495
Recreation	2,000	2,000	2,000	-
Parks and Public Works				
Public Works Administration	354,383	354,383	339,879	14,504
Garage	197,922	197,922	193,691	4,231
Sewers	407,132	407,132	317,637	89,495
Streets	950,956	950,956	783,384	167,572
Lacy Park	522,573	522,573	465,032	57,541
Public Grounds	813,798	813,798	742,665	71,133
Library				
Library Administration	657,368	689,006	627,753	61,253
Adult Services	285,271	286,007	287,842	(1,835)
Children Services	185,229	187,845	199,889	(12,044)
Processing	107,298	107,298	91,014	16,284
Circulation	198,597	198,597	222,250	(23,653)
Capital outlay	10,000	10,000	6,402	3,598
Transfers out	2,969,242	2,969,242	3,643,219	(673,977)
Total Charges to Appropriations	23,203,275	23,371,065	23,596,634	(225,569)
Budgetary Fund Balance, June 30	\$ 20,352,466	\$ 20,184,676	\$ 20,681,530	\$ 496,854

CITY OF SAN MARINO

**COST-SHARING MULTIPLE EMPLOYER MISCELLANEOUS PLANS
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)**

	<u>2015</u>
Miscellaneous	
Proportion of the Net Pension Liability	0.07614%
Proportionate Share of the Net Pension Liability	\$ 4,737,504
Covered-Employee Payroll	\$ 3,490,161
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	135.74%
Plan Fiduciary Net Position	\$ 21,323,662
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.82%
Miscellaneous Second Tier	
Proportion of the Net Pension Liability	0.00021%
Proportionate Share of the Net Pension Liability	\$ 12,977
Covered-Employee Payroll	\$ 260,493
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	4.98%
Plan Fiduciary Net Position	\$ 63,489
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	83.03%
Miscellaneous PEPRA	
Proportion of the Net Pension Liability	0.00000%
Proportionate Share of the Net Pension Liability	\$ 72
Covered-Employee Payroll	\$ 108,020
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	0.07%
Plan Fiduciary Net Position	\$ 350
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	82.94%

Notes to Schedule:

Benefit Changes: None

Changes of Assumptions: None

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only one year is shown.

CITY OF SAN MARINO

**COST-SHARING MULTIPLE EMPLOYER MISCELLANEOUS PLANS
SCHEDULE OF PLAN CONTRIBUTIONS
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)**

	<u>2015</u>
Miscellaneous	
Actuarially Determined Contribution	\$ 414,615
Contribution in Relation to the Actuarially Determined Contribution	(414,615)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 3,357,675
Contributions as a Percentage of Covered-Employee Payroll	12.35%
Miscellaneous Second Tier	
Actuarially Determined Contribution	\$ 27,207
Contribution in Relation to the Actuarially Determined Contribution	(27,207)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 314,837
Contributions as a Percentage of Covered-Employee Payroll	8.64%
Miscellaneous PEPPRA	
Actuarially Determined Contribution	\$ 21,220
Contribution in Relation to the Actuarially Determined Contribution	(21,220)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 189,662
Contributions as a Percentage of Covered-Employee Payroll	11.19%

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only one year is shown.

Note to Schedule:

Valuation Date:	June 30, 2012
Methods and assumptions used to determine contribution rates:	
Single and Agent Employers	Entry age normal
Amortization method	Level Percent of Payroll
Remaining amortization period	19 Years as of the Valuation Date
Assets valuation method	15 year smoothed market
Inflation	2.75%
Salary Increases	3.3% to 14.20%
Investment rate of return	7.50% net of pension plan investment and administrative expense, including inflation
Retirement age	minimum 50 years
Mortality	RP-2000 Heath Annuitant Mortality Table

CITY OF SAN MARINO

**COST-SHARING MULTIPLE EMPLOYER SAFETY PLANS
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)**

	<u>2015</u>
Safety Fire First Tier	
Proportion of the Net Pension Liability	0.10618%
Proportionate Share of the Net Pension Liability	\$ 6,607,036
Covered-Employee Payroll	\$ 1,517,059
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	435.52%
Plan Fiduciary Net Position	\$ 28,950,304
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.42%
Safety Fire Second Tier	
Proportion of the Net Pension Liability	0.00316%
Proportionate Share of the Net Pension Liability	\$ 196,687
Covered-Employee Payroll	\$ 708,727
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	27.75%
Plan Fiduciary Net Position	\$ 861,830
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.42%
Safety Police	
Proportion of the Net Pension Liability	0.10288%
Proportionate Share of the Net Pension Liability	\$ 6,401,422
Covered-Employee Payroll	\$ 2,168,925
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	295.14%
Plan Fiduciary Net Position	\$ 28,049,358
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.42%
Safety Police Second Tier	
Proportion of the Net Pension Liability	0.00004%
Proportionate Share of the Net Pension Liability	\$ 2,377
Covered-Employee Payroll	\$ 280,139
Proportionate Share of the Net Pension Liability as Percentage of Covered-Employee Payroll	0.85%
Plan Fiduciary Net Position	\$ 10,415
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	81.42%

Notes to Schedule:

Benefit Changes: None

Changes of Assumptions: None

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only one year is shown.

CITY OF SAN MARINO

**COST-SHARING MULTIPLE EMPLOYER SAFETY PLANS
SCHEDULE OF PLAN CONTRIBUTIONS
AS OF JUNE 30, FOR THE LAST TEN FISCAL YEARS (1)**

	<u>2015</u>
Safety Fire First Tier	
Actuarially Determined Contribution	\$ 446,024
Contribution in Relation to the Actuarially Determined Contribution	(446,024)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 1,505,742
Contributions as a Percentage of Covered-Employee Payroll	29.62%
Safety Fire Second Tier	
Actuarially Determined Contribution	\$ 173,277
Contribution in Relation to the Actuarially Determined Contribution	(173,277)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 755,345
Contributions as a Percentage of Covered-Employee Payroll	22.94%
Safety Police	
Actuarially Determined Contribution	\$ 654,061
Contribution in Relation to the Actuarially Determined Contribution	(654,061)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 2,195,008
Contributions as a Percentage of Covered-Employee Payroll	29.80%
Safety Police Second Tier	
Actuarially Determined Contribution	\$ 66,463
Contribution in Relation to the Actuarially Determined Contribution	(66,463)
Contribution Deficiency (Excess)	<u>\$ -</u>
Covered-Employee Payroll	\$ 417,258
Contributions as a Percentage of Covered-Employee Payroll	15.93%

(1) Historical information is required only for measurement for which GASB 68 is applicable. Fiscal Year 2015 was the first year of implementation, therefore only one year is shown.

Note to Schedule:

Valuation Date:	June 30, 2012
Methods and assumptions used to determine contribution rates:	
Single and Agent Employers	Entry age normal
Amortization method	Level Percent of Payroll
Remaining amortization period	19 Years as of the Valuation Date
Assets valuation method	15 Year Smoothed Market
Inflation	2.75%
Salary Increases	3.3% to 14.20%
Investment rate of return	7.50% net of pension plan investment and administrative expense, including inflation
Retirement age	minimum 50 years
Mortality	RP-2000 Heath Annuitant Mortality Table

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

	<u>Special Revenue Funds</u>			
	<u>State Gas Tax</u>	<u>Community Development</u>	<u>County Park Bond</u>	<u>Prop. A Transit</u>
Assets:				
Pooled cash and investments	\$ 269,585	\$ 8,094	\$ 474	\$ 418,283
Receivables:				
Taxes	-	-	-	-
Accrued interest	359	6	-	311
Due from other governments	-	-	44,502	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total Assets	<u>\$ 269,944</u>	<u>\$ 8,100</u>	<u>\$ 44,976</u>	<u>\$ 418,594</u>
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ -	\$ 7,884	\$ 340	\$ 26,683
Due to other funds	-	-	44,561	-
Total Liabilities	<u>-</u>	<u>7,884</u>	<u>44,901</u>	<u>26,683</u>
Deferred Inflows of resources:				
Unavailable revenues	-	-	-	-
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances:				
Restricted for:				
Community development projects	-	216	-	-
Public safety	-	-	-	-
Parks and recreation	-	-	75	391,911
Public works	269,944	-	-	-
Debt service	-	-	-	-
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fund Balances	<u>269,944</u>	<u>216</u>	<u>75</u>	<u>391,911</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 269,944</u>	<u>\$ 8,100</u>	<u>\$ 44,976</u>	<u>\$ 418,594</u>

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

(CONTINUED)

	Special Revenue Funds			
	Southern California Air Quality	TDA Article 3	Prop. C Transit	Asset Seizure
Assets:				
Pooled cash and investments	\$ 18,498	\$ 3,312	\$ 34,666	\$ 66,089
Receivables:				
Taxes	-	-	-	-
Accrued interest	13	2	25	48
Due from other governments	4,300	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total Assets	\$ 22,811	\$ 3,314	\$ 34,691	\$ 66,137
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ 2,499
Due to other funds	-	-	-	-
Total Liabilities	-	-	-	2,499
Deferred Inflows of resources:				
Unavailable revenues	4,300	-	-	-
Total Deferred Inflows of Resources	4,300	-	-	-
Fund Balances:				
Restricted for:				
Community development projects	18,511	-	-	-
Public safety	-	-	-	63,638
Parks and recreation	-	-	-	-
Public works	-	3,314	34,691	-
Debt service	-	-	-	-
Unassigned	-	-	-	-
Total Fund Balances	18,511	3,314	34,691	63,638
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 22,811	\$ 3,314	\$ 34,691	\$ 66,137

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

	Special Revenue Funds			
	Granada Avenue Assessment District #2	Assistance to Firefighters Grant	California Recycling Grant	COPS Grant
Assets:				
Pooled cash and investments	\$ 21,683	\$ 8,120	\$ 13,478	\$ 81,811
Receivables:				
Taxes	36	-	-	-
Accrued interest	15	6	10	58
Due from other governments	-	-	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total Assets	\$ 21,734	\$ 8,126	\$ 13,488	\$ 81,869
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Due to other funds	-	-	-	-
Total Liabilities	-	-	-	-
Deferred Inflows of resources:				
Unavailable revenues	-	-	-	-
Total Deferred Inflows of Resources	-	-	-	-
Fund Balances:				
Restricted for:				
Community development projects	-	-	13,488	-
Public safety	-	8,126	-	81,869
Parks and recreation	-	-	-	-
Public works	21,734	-	-	-
Debt service	-	-	-	-
Unassigned	-	-	-	-
Total Fund Balances	21,734	8,126	13,488	81,869
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 21,734	\$ 8,126	\$ 13,488	\$ 81,869

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

(CONTINUED)

	Special Revenue Funds			
	Homeland Security	Safe Routes to School	STPL	Prop 1B Street Funds
Assets:				
Pooled cash and investments	\$ -	\$ -	\$ 16,348	\$ -
Receivables:				
Taxes	-	-	-	-
Accrued interest	-	-	12	-
Due from other governments	4,076	49,014	-	-
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total Assets	\$ 4,076	\$ 49,014	\$ 16,360	\$ -
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ 18	\$ 562	\$ -	\$ -
Due to other funds	2,790	119,051	-	-
Total Liabilities	2,808	119,613	-	-
Deferred Inflows of resources:				
Unavailable revenues	-	49,014	-	-
Total Deferred Inflows of Resources	-	49,014	-	-
Fund Balances:				
Restricted for:				
Community development projects	-	-	-	-
Public safety	1,268	-	-	-
Parks and recreation	-	-	-	-
Public works	-	-	16,360	-
Debt service	-	-	-	-
Unassigned	-	(119,613)	-	-
Total Fund Balances	1,268	(119,613)	16,360	-
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 4,076	\$ 49,014	\$ 16,360	\$ -

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

	<u>Special Revenue Funds</u>			
	<u>Measure R</u>	<u>PEG Fund</u>	<u>Windstorm Tree Grant</u>	<u>Used Oil Grant</u>
Assets:				
Pooled cash and investments	\$ 113,987	\$ 79,304	\$ 7	\$ 3,880
Receivables:				
Taxes	-	7,424	-	-
Accrued interest	81	57	-	3
Due from other governments	-	-	-	34,407
Restricted assets:				
Cash and investments with fiscal agents	-	-	-	-
Total Assets	<u>\$ 114,068</u>	<u>\$ 86,785</u>	<u>\$ 7</u>	<u>\$ 38,290</u>
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ 34,407
Due to other funds	-	-	-	-
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,407</u>
Deferred Inflows of resources:				
Unavailable revenues	-	-	-	34,407
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,407</u>
Fund Balances:				
Restricted for:				
Community development projects	-	86,785	-	-
Public safety	-	-	-	-
Parks and recreation	-	-	-	-
Public works	114,068	-	7	-
Debt service	-	-	-	-
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>(30,524)</u>
Total Fund Balances	<u>114,068</u>	<u>86,785</u>	<u>7</u>	<u>(30,524)</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 114,068</u>	<u>\$ 86,785</u>	<u>\$ 7</u>	<u>\$ 38,290</u>

CITY OF SAN MARINO

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2015

	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
	<u>City Debt Service Fund</u>	
Assets:		
Pooled cash and investments	\$ -	\$ 1,157,619
Receivables:		
Taxes	-	7,460
Accrued interest	-	1,006
Due from other governments	-	136,299
Restricted assets:		
Cash and investments with fiscal agents	51	51
Total Assets	\$ 51	\$ 1,302,435
Liabilities, Deferred Inflows of Resources, and Fund Balances:		
Liabilities:		
Accounts payable	\$ -	\$ 72,393
Due to other funds	-	166,402
Total Liabilities	-	238,795
Deferred Inflows of resources:		
Unavailable revenues	-	87,721
Total Deferred Inflows of Resources	-	87,721
Fund Balances:		
Restricted for:		
Community development projects	-	119,000
Public safety	-	154,901
Parks and recreation	-	391,986
Public works	-	460,118
Debt service	51	51
Unassigned	-	(150,137)
Total Fund Balances	51	975,919
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 51	\$ 1,302,435

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

	Special Revenue Funds			
	State Gas Tax	Community Development	County Park Bond	Prop. A Transit
Revenues:				
Taxes	\$ 346,613	\$ -	\$ -	\$ -
Intergovernmental	-	32,966	85,316	234,259
Charges for services	-	-	-	-
Use of money and property	1,218	9	-	1,127
Total Revenues	347,831	32,975	85,316	235,386
Expenditures:				
Current:				
General government	-	-	-	118,014
Public safety	-	-	-	-
Community development	-	29,264	-	-
Parks and recreation	-	4,403	44,501	96,546
Public works	-	-	-	-
Capital outlay	821,133	-	-	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	821,133	33,667	44,501	214,560
Excess (Deficiency) of Revenues Over (Under) Expenditures	(473,302)	(692)	40,815	20,826
Other Financing Sources (Uses):				
Transfers in	1,390	-	-	-
Total Other Financing Sources (Uses)	1,390	-	-	-
Net Change in Fund Balances	(471,912)	(692)	40,815	20,826
Fund Balances, Beginning of Year	741,856	908	(40,740)	371,085
Fund Balances, End of Year	\$ 269,944	\$ 216	\$ 75	\$ 391,911

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

(CONTINUED)

	Special Revenue Funds			
	Southern California Air Quality	TDA Article 3	Prop. C Transit	Asset Seizure
Revenues:				
Taxes	\$ -	\$ 4,921	\$ -	\$ -
Intergovernmental	16,476	-	194,546	6,544
Charges for services	-	-	-	-
Use of money and property	39	33	35	155
Total Revenues	16,515	4,954	194,581	6,699
Expenditures:				
Current:				
General government	1,703	-	-	-
Public safety	-	-	-	46,726
Community development	-	-	-	-
Parks and recreation	-	-	-	-
Public works	-	-	-	-
Capital outlay	-	34,582	373,498	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	1,703	34,582	373,498	46,726
Excess (Deficiency) of Revenues Over (Under) Expenditures	14,812	(29,628)	(178,917)	(40,027)
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	14,812	(29,628)	(178,917)	(40,027)
Fund Balances, Beginning of Year	3,699	32,942	213,608	103,665
Fund Balances, End of Year	\$ 18,511	\$ 3,314	\$ 34,691	\$ 63,638

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

	Special Revenue Funds			
	Granada Avenue Assessment District #2	Assistance to Firefighters Grant	California Recycling Grant	COPS Grant
Revenues:				
Taxes	\$ 2,440	\$ -	\$ -	\$ -
Intergovernmental	-	-	5,000	106,230
Charges for services	-	-	-	-
Use of money and property	60	24	41	157
Total Revenues	2,500	24	5,041	106,387
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	87,311
Community development	-	-	-	-
Parks and recreation	-	-	4,236	-
Public works	-	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	-	-	4,236	87,311
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,500	24	805	19,076
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	2,500	24	805	19,076
Fund Balances, Beginning of Year	19,234	8,102	12,683	62,793
Fund Balances, End of Year	\$ 21,734	\$ 8,126	\$ 13,488	\$ 81,869

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

(CONTINUED)

	Special Revenue Funds			
	Homeland Security	Safe Routes to School	STPL	Prop 1B Street Funds
Revenues:				
Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental	343,993	145,059	-	-
Charges for services	-	-	-	-
Use of money and property	3	-	28	4
Total Revenues	343,996	145,059	28	4
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	4,351	44,382	-	-
Community development	-	-	-	-
Parks and recreation	-	-	-	-
Public works	-	6,183	-	-
Capital outlay	-	3,104	52,509	540
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	4,351	53,669	52,509	540
Excess (Deficiency) of Revenues Over (Under) Expenditures	339,645	91,390	(52,481)	(536)
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	(1,390)
Net Change in Fund Balances	339,645	91,390	(52,481)	(1,926)
Fund Balances, Beginning of Year	(338,377)	(211,003)	68,841	1,926
Fund Balances, End of Year	\$ 1,268	\$ (119,613)	\$ 16,360	\$ -

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

	<u>Special Revenue Funds</u>			
	<u>Measure R</u>	<u>PEG Fund</u>	<u>Windstorm Tree Grant</u>	<u>Used Oil Grant</u>
Revenues:				
Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental	145,767	-	12,647	5,000
Charges for services	-	28,423	-	-
Use of money and property	199	189	-	4
Total Revenues	145,966	28,612	12,647	5,004
Expenditures:				
Current:				
General government	-	-	-	-
Public safety	-	-	-	-
Community development	-	-	-	-
Parks and recreation	-	-	-	-
Public works	12,414	-	-	-
Capital outlay	284,424	-	4,201	34,407
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	296,838	-	4,201	34,407
Excess (Deficiency) of Revenues Over (Under) Expenditures	(150,872)	28,612	8,446	(29,403)
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-
Net Change in Fund Balances	(150,872)	28,612	8,446	(29,403)
Fund Balances, Beginning of Year	264,940	58,173	(8,439)	(1,121)
Fund Balances, End of Year	\$ 114,068	\$ 86,785	\$ 7	\$ (30,524)

CITY OF SAN MARINO

COMBINING STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2015

	Debt Service Funds	Total Nonmajor Governmental Funds
	City Debt Service Fund	
Revenues:		
Taxes	\$ -	\$ 353,974
Intergovernmental	-	1,333,803
Charges for services	-	28,423
Use of money and property	(42)	3,283
Total Revenues	(42)	1,719,483
Expenditures:		
Current:		
General government	-	119,717
Public safety	-	182,770
Community development	-	29,264
Parks and recreation	-	149,686
Public works	-	18,597
Capital outlay	-	1,608,398
Debt service:		
Principal retirement	420,000	420,000
Interest and fiscal charges	282,913	282,913
Total Expenditures	702,913	2,811,345
Excess (Deficiency) of Revenues Over (Under) Expenditures	(702,955)	(1,091,862)
Other Financing Sources (Uses):		
Transfers in	699,615	701,005
Total Other Financing Sources (Uses)	699,615	699,615
Net Change in Fund Balances	(3,340)	(392,247)
Fund Balances, Beginning of Year	3,391	1,368,166
Fund Balances, End of Year	\$ 51	\$ 975,919

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 STATE GAS TAX
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 741,856	\$ 741,856	\$ 741,856	\$ -
Resources (Inflows):				
Taxes	348,251	348,251	346,613	(1,638)
Use of money and property	1,000	1,000	1,218	218
Amounts Available for Appropriations	1,091,107	1,091,107	1,091,077	(30)
Charges to Appropriation (Outflow):				
Capital outlay	445,664	1,021,201	821,133	200,068
Total Charges to Appropriations	445,664	1,021,201	821,133	200,068
Budgetary Fund Balance, June 30	\$ 645,443	\$ 69,906	\$ 269,944	\$ 200,038

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 COMMUNITY DEVELOPMENT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 908	\$ 908	\$ 908	\$ -
Resources (Inflows):				
Intergovernmental	93,663	93,663	32,966	(60,697)
Use of money and property	-	-	9	9
Amounts Available for Appropriations	94,571	94,571	33,883	(60,688)
Charges to Appropriation (Outflow):				
Community development	113,295	113,295	29,264	84,031
Parks and recreation	-	-	4,403	(4,403)
Total Charges to Appropriations	113,295	113,295	33,667	79,628
Budgetary Fund Balance, June 30	\$ (18,724)	\$ (18,724)	\$ 216	\$ 18,940

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 COUNTY PARK BOND
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (40,740)	\$ (40,740)	\$ (40,740)	\$ -
Resources (Inflows):				
Intergovernmental	56,544	56,544	85,316	28,772
Amounts Available for Appropriations	15,804	15,804	44,576	28,772
Charges to Appropriation (Outflow):				
Parks and recreation	53,544	53,544	44,501	9,043
Total Charges to Appropriations	53,544	53,544	44,501	9,043
Budgetary Fund Balance, June 30	\$ (37,740)	\$ (37,740)	\$ 75	\$ 37,815

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 PROP. A TRANSIT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 371,085	\$ 371,085	\$ 371,085	\$ -
Resources (Inflows):				
Intergovernmental	235,072	235,072	234,259	(813)
Use of money and property	1,000	1,000	1,127	127
Amounts Available for Appropriations	607,157	607,157	606,471	(686)
Charges to Appropriation (Outflow):				
General government	124,449	124,449	118,014	6,435
Parks and recreation	110,038	110,038	96,546	13,492
Total Charges to Appropriations	234,487	234,487	214,560	19,927
Budgetary Fund Balance, June 30	\$ 372,670	\$ 372,670	\$ 391,911	\$ 19,241

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 SOUTHERN CALIFORNIA AIR QUALITY
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 3,699	\$ 3,699	\$ 3,699	\$ -
Resources (Inflows):				
Intergovernmental	15,000	15,000	16,476	1,476
Use of money and property	15	15	39	24
Amounts Available for Appropriations	18,714	18,714	20,214	1,500
Charges to Appropriation (Outflow):				
General government	3,000	3,000	1,703	1,297
Total Charges to Appropriations	3,000	3,000	1,703	1,297
Budgetary Fund Balance, June 30	\$ 15,714	\$ 15,714	\$ 18,511	\$ 2,797

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
TDA ARTICLE 3
YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 32,942	\$ 32,942	\$ 32,942	\$ -
Resources (Inflows):				
Taxes	10,744	10,744	4,921	(5,823)
Use of money and property	-	-	33	33
Amounts Available for Appropriations	43,686	43,686	37,896	(5,790)
Charges to Appropriation (Outflow):				
Capital outlay	38,902	38,902	34,582	4,320
Total Charges to Appropriations	38,902	38,902	34,582	4,320
Budgetary Fund Balance, June 30	\$ 4,784	\$ 4,784	\$ 3,314	\$ (1,470)

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 PROP. C TRANSIT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 213,608	\$ 213,608	\$ 213,608	\$ -
Resources (Inflows):				
Intergovernmental	195,712	195,712	194,546	(1,166)
Use of money and property	240	240	35	(205)
Amounts Available for Appropriations	409,560	409,560	408,189	(1,371)
Charges to Appropriation (Outflow):				
Capital outlay	181,790	408,942	373,498	35,444
Total Charges to Appropriations	181,790	408,942	373,498	35,444
Budgetary Fund Balance, June 30	\$ 227,770	\$ 618	\$ 34,691	\$ 34,073

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 ASSET SEIZURE
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 103,665	\$ 103,665	\$ 103,665	\$ -
Resources (Inflows):				
Intergovernmental	5,000	5,000	6,544	1,544
Use of money and property	700	700	155	(545)
Amounts Available for Appropriations	109,365	109,365	110,364	999
Charges to Appropriation (Outflow):				
Public safety	39,300	53,484	46,726	6,758
Total Charges to Appropriations	39,300	53,484	46,726	6,758
Budgetary Fund Balance, June 30	\$ 70,065	\$ 55,881	\$ 63,638	\$ 7,757

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 GRANADA AVENUE ASSESSMENT DISTRICT #2
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 19,234	\$ 19,234	\$ 19,234	\$ -
Resources (Inflows):				
Taxes	2,200	2,200	2,440	240
Use of money and property	-	-	60	60
Amounts Available for Appropriations	21,434	21,434	21,734	300
Budgetary Fund Balance, June 30	\$ 21,434	\$ 21,434	\$ 21,734	\$ 300

CITY OF SAN MARINO

**BUDGETARY COMPARISON SCHEDULE
ASSISTANCE TO FIREFIGHTERS GRANT
YEAR ENDED JUNE 30, 2015**

	<u>Budget Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Budgetary Fund Balance, July 1	\$ 8,102	\$ 8,102	\$ 8,102	\$ -
Resources (Inflows):				
Intergovernmental	67,500	67,500	-	(67,500)
Use of money and property	-	-	24	24
Amounts Available for Appropriations	<u>75,602</u>	<u>75,602</u>	<u>8,126</u>	<u>(67,476)</u>
Budgetary Fund Balance, June 30	<u>\$ 75,602</u>	<u>\$ 75,602</u>	<u>\$ 8,126</u>	<u>\$ (67,476)</u>

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 CALIFORNIA RECYCLING GRANT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 12,683	\$ 12,683	\$ 12,683	\$ -
Resources (Inflows):				
Intergovernmental	5,000	5,000	5,000	-
Use of money and property	20	20	41	21
Amounts Available for Appropriations	17,703	17,703	17,724	21
Charges to Appropriation (Outflow):				
Parks and recreation	5,000	5,000	4,236	764
Total Charges to Appropriations	5,000	5,000	4,236	764
Budgetary Fund Balance, June 30	\$ 12,703	\$ 12,703	\$ 13,488	\$ 785

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 COPS GRANT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 62,793	\$ 62,793	\$ 62,793	\$ -
Resources (Inflows):				
Intergovernmental	100,000	100,000	106,230	6,230
Use of money and property	300	300	157	(143)
Amounts Available for Appropriations	163,093	163,093	169,180	6,087
Charges to Appropriation (Outflow):				
Public safety	90,530	90,530	87,311	3,219
Total Charges to Appropriations	90,530	90,530	87,311	3,219
Budgetary Fund Balance, June 30	\$ 72,563	\$ 72,563	\$ 81,869	\$ 9,306

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 SAFE ROUTES TO SCHOOL
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (211,003)	\$ (211,003)	\$ (211,003)	\$ -
Resources (Inflows):				
Intergovernmental	-	-	145,059	145,059
Amounts Available for Appropriations	(211,003)	(211,003)	(65,944)	145,059
Charges to Appropriation (Outflow):				
Public safety	51,957	104,075	44,382	59,693
Public works	-	7,000	6,183	817
Capital outlay	15,000	40,299	3,104	37,195
Total Charges to Appropriations	66,957	151,374	53,669	97,705
Budgetary Fund Balance, June 30	\$ (277,960)	\$ (362,377)	\$ (119,613)	\$ 242,764

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 STPL
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 68,841	\$ 68,841	\$ 68,841	\$ -
Resources (Inflows):				
Use of money and property	-	-	28	28
Amounts Available for Appropriations	68,841	68,841	68,869	28
Charges to Appropriation (Outflow):				
Capital outlay	16,462	68,742	52,509	16,233
Total Charges to Appropriations	16,462	68,742	52,509	16,233
Budgetary Fund Balance, June 30	\$ 52,379	\$ 99	\$ 16,360	\$ 16,261

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 PROP 1B STREET FUND
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 1,926	\$ 1,926	\$ 1,926	\$ -
Resources (Inflows):				
Use of money and property	-	-	4	4
Amounts Available for Appropriations	1,926	1,926	1,930	4
Charges to Appropriation (Outflow):				
Capital outlay	1,921	1,921	540	1,381
Total Charges to Appropriations	1,921	1,921	1,930	(9)
Budgetary Fund Balance, June 30	\$ 5	\$ 5	\$ -	\$ (5)

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 MEASURE R
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 264,940	\$ 264,940	\$ 264,940	\$ -
Resources (Inflows):				
Intergovernmental	146,064	146,064	145,767	(297)
Use of money and property	125	125	199	74
Amounts Available for Appropriations	411,129	411,129	410,906	(223)
Charges to Appropriation (Outflow):				
Public works	17,215	17,215	12,414	4,801
Capital outlay	244,237	278,526	284,424	(5,898)
Total Charges to Appropriations	261,452	295,741	296,838	(1,097)
Budgetary Fund Balance, June 30	\$ 149,677	\$ 115,388	\$ 114,068	\$ (1,320)

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 PEG FUND
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ 58,173	\$ 58,173	\$ 58,173	\$ -
Resources (Inflows):				
Charges for services	30,000	30,000	28,423	(1,577)
Use of money and property	35	35	189	154
Amounts Available for Appropriations	88,208	88,208	86,785	(1,423)
Charges to Appropriation (Outflow):				
General government	30,000	30,000	-	30,000
Total Charges to Appropriations	30,000	30,000	-	30,000
Budgetary Fund Balance, June 30	\$ 58,208	\$ 58,208	\$ 86,785	\$ 28,577

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 WINDSTORM TREE GRANT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (8,439)	\$ (8,439)	\$ (8,439)	\$ -
Resources (Inflows):				
Intergovernmental	24,834	24,834	12,647	(12,187)
Amounts Available for Appropriations	16,395	16,395	4,208	(12,187)
Charges to Appropriation (Outflow):				
Capital outlay	-	4,200	4,201	(1)
Total Charges to Appropriations	-	4,200	4,201	(1)
Budgetary Fund Balance, June 30	\$ 16,395	\$ 12,195	\$ 7	\$ (12,188)

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 HOMELAND SECURITY
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (338,377)	\$ (338,377)	\$ (338,377)	\$ -
Resources (Inflows):				
Intergovernmental	181,503	186,961	343,993	157,032
Use of money and property	-	-	3	3
Amounts Available for Appropriations	(156,874)	(151,416)	5,619	157,035
Charges to Appropriation (Outflow):				
Public safety	-	5,458	4,351	1,107
Total Charges to Appropriations	-	5,458	4,351	1,107
Budgetary Fund Balance, June 30	\$ (156,874)	\$ (156,874)	\$ 1,268	\$ 158,142

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 USED OIL GRANT
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (1,121)	\$ (1,121)	\$ (1,121)	\$ -
Resources (Inflows):				
Intergovernmental	5,000	45,761	5,000	(40,761)
Use of money and property	-	-	4	4
Amounts Available for Appropriations	3,879	44,640	3,883	(40,757)
Charges to Appropriation (Outflow):				
Community development	5,000	8,879	-	8,879
Capital outlay	-	40,761	34,407	6,354
Total Charges to Appropriations	5,000	49,640	34,407	15,233
Budgetary Fund Balance, June 30	\$ (1,121)	\$ (5,000)	\$ (30,524)	\$ (25,524)

CITY OF SAN MARINO

BUDGETARY COMPARISON SCHEDULE
 CAPITAL PROJECTS FUND
 YEAR ENDED JUNE 30, 2015

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1	\$ (21,309)	\$ (21,309)	\$ (21,309)	\$ -
Resources (Inflows):				
Transfers in	-	-	2,803,781	2,803,781
Amounts Available for Appropriations	(21,309)	(21,309)	2,782,472	2,803,781
Charges to Appropriation (Outflow):				
Capital outlay	2,879,500	5,719,200	2,900,270	2,818,930
Total Charges to Appropriations	2,879,500	5,719,200	2,900,270	2,818,930
Budgetary Fund Balance, June 30	\$ (2,900,809)	\$ (5,740,509)	\$ (117,798)	\$ 5,622,711

CITY OF SAN MARINO

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
 ALL AGENCY FUNDS
 YEAR ENDED JUNE 30, 2015

<u>Agency Fund</u>	<u>Balance 7/1/2014</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 6/30/2015</u>
Assets:				
Pooled cash and investments	\$ 61,941	\$ 1,280,276	\$ 1,309,341	\$ 32,876
Receivables:				
Accounts	395,975	762,003	937,198	220,780
Total Assets	<u>\$ 457,916</u>	<u>\$ 2,042,279</u>	<u>\$ 2,246,539</u>	<u>\$ 253,656</u>
Liabilities:				
Accounts payable	\$ 430,736	\$ 1,175,071	\$ 1,368,607	\$ 237,200
Deposits payable	27,180	225,137	235,861	16,456
Total Liabilities	<u>\$ 457,916</u>	<u>\$ 1,400,208</u>	<u>\$ 1,604,468</u>	<u>\$ 253,656</u>

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and Members of the City Council
City of San Marino, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of San Marino, California, (the City) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 30, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the following deficiencies to be material weaknesses:

2015-001: Budget in Accounting System

During our test work of the budget, we noted there were a number of accounts for which the original budget that was uploaded into the accounting system did not agree to the City Council adopted budget. The presence of the correct budget in the accounting system is crucial as many departments rely on the budget-to-actual reports generated to make financial and operating decisions.

Recommendation: We recommend the City of San Marino prepare written instructions to be included as a part of the City's accounting policies and procedures manual that defines the procedures for budget input and review to ensure the correct adopted budget is entered into the accounting system.



To the Honorable Mayor and Members of the City Council
City of San Marino, California

2015-002: Accounts Payable Accrual

During our test work of accounts payable, we noted one invoice for All American Asphalt in the amount of \$73,432 which related to fiscal year 2014-15 was not properly recognized as a liability in the prior fiscal year. This occurred because this invoice was received after the City's cut-off date for payables.

Recommendation: Since recent auditing standards have made it clear that the independent auditor is not and cannot be part of their client's financial reporting process or its internal control, the City needs to review its procedures to ensure that all items which relate to the prior fiscal year are appropriately recorded. Towards that end, we recommend that in addition to the performance of the City's general cutoff procedures for payable, the City also review subsequent disbursements for potential accrual.

2015-003: Accrued Payroll Misstatement

During our payroll accrual recalculation, we noted the City of San Marino over accrued in the amount of \$112,565 for fiscal year ended June 30, 2015. Proper cutoff is critical for accuracy of the accrual basis of accounting.

Recommendation: We recommend the City of San Marino prepare written instructions to be included as a part of the City's accounting policies and procedures manual that indicates basic concepts of proper cutoffs and the individuals responsible for accruing payables and payroll at year-end.

2015-004: Accounting Treatment of Prepaid Expenses

During our test work of prepaid expenses, we noted incorrect accounting treatment regarding the reversal of prepaid expenses related to maintenance fees paid to the City of West Covina. The result was an overstatement of expenditures and accounts payable in the amount of \$174,622.

Recommendation: We recommend the City of San Marino prepare written instructions to be included as a part of the City's accounting policies and procedures manual that indicates basic concepts of the reversal of prepaid expenses.

2015-005: Grants Reconciliation

During the course of the audit we identified grant activity related to unavailable revenue balances that required adjustment in the amount of \$173,378. The City is responsible for reviewing their grant agreements to determine if a grant revenue, unearned revenue or unavailable revenue should be recorded. The finance department serves as a centralized unit to train and provide guidance to the City departments on the importance of identifying federal expenditures and ensuring all federal grant expenditures and revenues are reported correctly on the general ledger. Each department is responsible to report federal award expenditures by the City's specified deadlines.

Recommendation: We recommend the City develop and implement a comprehensive policy and procedures to create list of grants to track all expenditures and revenues and properly record the grant revenues in accordance with the City's revenue recognition period.

Management Response: The City booked receivables for these grants as "due from other governments". The City is aware that after 90 days these receivables need to be reclassified to deferred revenues and this was done so during September (within the 90 day limit).



To the Honorable Mayor and Members of the City Council
City of San Marino, California

2015-006: Interfund Activity

During the course of the audit, we identified and corrected a journal entry relating to interfund activity that caused transfers in and out to not reconcile within the City in the amount of \$166,402.

Recommendation: We recommend the City of San Marino prepare written instructions to be included as a part of the City's year-end accounting policies and procedures manual that indicates basic concepts of interfund activity.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies to be significant deficiencies:

2015-007: Fund Balance Adjusting Entry

During our test work of fund balance, an adjusting journal entry in the amount of \$20,060 to agree the General Fund's beginning fund balance to the prior year ending balance was recorded.

Recommendation: We recommend the City tie out prior year's ending fund balance per the financial statements to current year's opening balance on the City's general ledger system.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City's Response to Findings

The City's response to the Finding 2015-005 identified in our audit was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it. The City did not provide responses to the other findings identified in our audit.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Lance, Soll & Luyhard, LLP". The signature is written in a cursive, flowing style.

Brea, California
November 30, 2015

November 30, 2015

To the Honorable Mayor and Members of the City Council
City of San Marino, California

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of San Marino (City) for the year ended June 30, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 15, 2015. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in the notes to the financial statements.

As described in Note 6, the City changed accounting policies related to pensions reporting by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 68, Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27 in fiscal year 2014-2015. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the government-wide statement of activities and fiduciary fund statements of change in net position.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements was (were):

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. These differences are described below. In addition, we detected misstatements as a result of audit procedures which were material, and were subsequently corrected by management. The details of these misstatements are described in a separate letter dated November 30, 2015.



To the Honorable Mayor and Members of the City Council
City of San Marino, California

Unadjusted Audit Differences	Current Year Over (Under) Revenues and Expenditures/Expenses and Changes in Fund Balance/Equity
Shared Fire - Overstatement of revenues from prior year	\$ 144,629
Shared Fire - Understatement of expenditures	(101,479)
Cumulative effect (before effect of prior year differences)	43,150
Effect of unadjusted audit difference - prior year	-
Cumulative effect (after effect of prior year differences)	\$ 43,150

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 30, 2015.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We were not engaged to report on supplementary information such as the nonmajor combining statements, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.



To the Honorable Mayor and Members of the City Council
City of San Marino, California

The following new Governmental Accounting Standards Board (GASB) pronouncements were effective for fiscal year 2014-2015 audit:

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27*. The City properly implemented.

GASB Statement No. 69, *Government Combinations and Disposals of Government Operations*. Not applicable to the City of San Marino.

GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to Measurement Date – an Amendment of GASB Statement No. 68*. The City properly implemented.

The following Governmental Accounting Standards Board (GASB) pronouncements are effective in the following fiscal year audit and should be reviewed for proper implementation by management:

Fiscal year 2015-2016

GASB Statement No. 72, *Fair Value Measurement and Application*.

GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not Within the Scope of GASB Statement No. 68, and Amendments to Certain Provisions of GASB Statement Nos. 67 and 68*.

GASB Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*.

Fiscal year 2016-2017

GASB Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*.

Fiscal year 2017-2018

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*.

Restriction on Use

This information is intended solely for the use of City Council and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "Lance, Soll & Lughard, LLP". The signature is written in a cursive, flowing style.

Brea, California

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor
Richard Sun, DDS, Vice Mayor
Steven W. Huang, DDS, Council Member
Steve Talt, Council Member
Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: JOHN N. INCONTRO, CHIEF OF POLICE
DATE: JANUARY 27, 2016
SUBJECT: **ANNUAL TRAFFIC REPORT**

BACKGROUND

Section 15.03.05 of the San Marino City Code (entitled: ANNUAL TRAFFIC REPORT) states:

The Police Department shall, annually, prepare a traffic report, which shall be filed with the City Council. Such report shall contain information on traffic matters as follows:

- A. The number of traffic accidents, the number of persons killed, the number of persons injured and other pertinent traffic accident data.*
- B. The number of traffic accidents investigated and other pertinent data on the traffic safety activities of the Department. (Ord. 977, 6-13-90)*

Accordingly, Records Supervisor Angie Gonzalez has compiled the following summation of traffic related information that occurred within the City of San Marino for calendar year 2015.

Total calls for service regarding traffic collisions in 2015 – 249 (2014 - 259, 2013 – 273)

Break down by day of week from 01/01/15-12/31/15

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Non-Injury Collisions	6	14	10	13	7	20	11
Injury Collisions	12	9	12	8	10	10	7
Misdemeanor Hit and Run	1	3	1	7	4	9	1
Felony Hit and Run	0	0	0	1	0	1	0

Total number of traffic collision reports taken for 2015-177 (2014 - 211, 2013 – 200)

Break down by day of week of documented collisions from 01/01/15-12/31/15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
19	26	23	29	21	40	19

Total number of people involved in the 177 documented collisions – 322 (Documented Collisions 2014 - 211, 2013 – 200)

Injuries: 92 Non-injured: 230 Killed: 0

Thirty-nine (39) of the 177 collisions required additional investigation.

Twenty-six (26) collisions were misdemeanor hit and run (CVC 20002) collisions with vehicle damage. Two (2) collisions were felony hit and run (CVC 20001) with injuries. One (1) suspect was arrested and is pending court appearance.

Eleven (11) collisions involved drivers who were under the influence (CVC 23152(a)). Five (5) suspects were convicted, five (5) are still pending court appearances, and one (1) arrest warrant has been issued.

Total number of traffic stops for the year – 4146	(2014 – 6,095/ 2013 – 5,889)
Total number of citations issued – 1,742	(2014 – 2,846/ 2013 – 2774)
Total number of parking citations issued – 1,760	(2014 – 1,960/ 2013 – 2,630)
Total number of parking permits issued – 1,531	(free-955 / paid-576)
Total number of DUI arrests for the year – 41	(2014-45/2013-63)

Number of Pedestrian safety operations- 0

Number of multi-agency traffic saturations – 1, with 36 citations issued. The primary areas of focus were school zones during the morning traffic and areas where residents have requested more traffic enforcement. During the operation, 5 motor officers (San Marino, South Pasadena, and Alhambra) conducted 46 traffic enforcement stops. 2 arrests were made for CVC 12500(a). One driver performed a field sobriety test for a possible DUI, but was determined not to be under the influence.

Traffic Complaint Areas:

1. Orlando Rd. between San Marino Ave. and Cameron Ave(morning rush hour/CVC 22450 and CVC 22350)
2. Winston Ave. and California Ave/ CVC 21800 (morning rush hour)
3. Los Robles Ave between Marengo Ave. and Monterey Rd (CVC 22350 (0730-0930)
4. El Molino Ave./ (CVC 22450(a) and CVC 22350 (morning rush hour)

Total number of overweight vehicle saturation – 1, entire city - 54 / Los Robles - 17 / Oak Knoll – 11

FISCAL IMPACT

[None.]

RECOMMENDATION

Staff recommends the Council receive and file the annual traffic report. If Council concurs, the appropriate action would be:

Recommendation: “A motion to receive and file the Annual Traffic Report for the period ending December 31, 2015.”

City of San Marino AGENDA REPORT



Dr. Allan Yung, Mayor

Richard Sun, DDS, Vice Mayor

Steve Talt, Council Member

*Steven Huang, DDS, Council
Member*

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN SCHAEFER, CITY MANAGER

BY: ALDO CERVANTES
PLANNING AND BUILDING DIRECTOR

DATE: FEBRUARY 10, 2016

SUBJECT: **ORDINANCE NO. O-16-1306 STANDARDS FOR HEARING NOTICES AND DOCUMENTATION REQUIRED FOR DESIGN REVIEW APPLICATIONS (FIRST READING)**

BACKGROUND

On January 29, 2016 the City Council directed staff to return with a code amendment establishing notice provisions for continued design review items, requiring that the streetscape include all properties in the legal neighborhood and a requirement that the applicant sign a statement under penalty of perjury indicating all steps taken to meet with residents in the legal neighborhood to discuss the proposed project..

Section 23.15.05, requires a ten (10) day notice for design review projects increasing square-footage and a three (3) day notice for all other projects. Currently, additional notice is not required for projects that are continued to future meetings. A majority of the persons interested in a particular project attend and voice their opinions at the first meeting on the project. These persons receive knowledge about a continuance by virtue of attending the original meeting. However some persons interested in the project cannot attend the meeting and are, thus, unaware of the continuance. The City Council requested staff to amend the City Code to require additional notice for continued hearings.

City Code Section 23.15.12 includes a list of items required to be submitted as part of the Design Review application. This list includes a site plan, elevations, roof plans, landscape plans and floor plans. Staff uses its discretion to require additional items not listed in the Code. Paragraph 7 of Subsection G requires the submittal of a street elevation of the adjacent homes. The City Council requested staff to prepare an ordinance extending the required elevation of all homes in the legal neighborhood.

Finally, the City Council is concerned that applicants might not be attempting to contact residents in the legal neighborhood to explain the design review project as required. The City Council directed that an ordinance be prepared requiring applicants to submit a statement under penalty of perjury indicating the steps they have taken to discuss their projects with the neighbors.

All three of these new requirements are contained in the attached ordinance.

FISCAL IMPACT

At this point, this item presents no fiscal impact.

RECOMMENDATION

Staff recommends the City Council approve Ordinance No. O-16-1306 on first reading. If Council concurs, the appropriate action would be:

“A motion to approve Ordinance No. O-16-1306 on first reading.”

Attachments: Ordinance No. O-16-1306

ORDINANCE NO. O-16-1306

AN ORDINANCE OF THE CITY OF SAN MARINO REQUIRING NOTICE FOR CONTINUED DESIGN REVIEW HEARINGS AND ESTABLISHING NEW DOCUMENTATION REQUIREMENTS FOR DESIGN REVIEW APPLICATIONS AND AMENDING THE SAN MARINO CITY CODE

THE SAN MARINO CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Section 23.15.05 of Chapter 15, Title 23 of the San Marino City Code is hereby amended by redesignating Subsections E and F as subsections F and G, respectively, and adding a new subsection E to read as follows:

“23.15.05: NOTICE

....

- E. Notice of a continued hearing shall be provided in the same manner notice was provided for the original hearing.
- F. The applicant shall be responsible for providing stamped envelopes with the name and addresses of owners of record and current residents within the neighborhood for all meetings. The failure on the part of any person to receive or to give due and careful consideration to any such published or mailed notice shall not affect the validity of the proceedings; provided that such publication and mailing have been done in good faith.
- G. On Site Notification: For new or replacement residential structures, a sign shall be posted, at least ten (10) days before the public hearing held by the design review committee or planning commission, in the following manner:
 - 1. For corner lots, signs shall be posted on each street frontage.
 - 2. The sign(s) shall be located in a conspicuous place on the property abutting a street not more than ten feet (10') inside the property line, but no closer than five feet (5') to a property line.
 - 3. The director of planning and building may approve deviations to these requirements in order to meet the intent of these noticing provisions.
 - 4. Each sign shall comply with the following:
 - a. The sign shall be twelve (12) square feet in sign area, generally measuring three feet by four feet (3' x 4').
 - b. The sign shall not exceed five feet (5') in height from the ground level; provided that if the property is surrounded by fences, walls, or hedges

at or near the street property line, additional height may be provided as necessary to ensure visibility of the sign from the public right of way.

- c. The sign shall not be illuminated.
- d. The sign shall include all of the factual information about the pending application including, but not limited to, the date and location of the meeting, address of the property, the case number, and a description of the project.
- e. The size, style, and color of the sign's lettering shall be the specifications approved by the director of planning and building.
- f. Support elements for the sign shall be made of four inch by four inch (4" x 4") wood posts.
- g. A building permit shall not be required for the posting of a sign installed in compliance with this subsection.
- h. The sign shall remain in place until the expiration of the appeal period following a decision by the review authority. If the application has been appealed or called for review, the sign shall remain in place with the new hearing date noted until the final decision is rendered. The sign shall be removed within ten (10) days of either the appeal period or the final decision, whichever applies.
- i. The applicant shall submit to the director of planning and building an affidavit verifying that the sign was posted on the subject site in a timely manner in compliance with this subsection.
- j. Failure to post the sign, to include the required information, or to comply with applicable placement or graphic standards or requirements may result in the delay of the required public hearing.
- k. To ensure consistency in appearance and information on the sign, the sign will be provided by the city and given to the applicant. The applicant would then staple or nail the sign to the plywood or posts."

SECTION 2. Section 23.15.12 of Chapter 15, Title 23 of the San Marino City Code is hereby amended by amending Paragraph 7 of Subsection A and amending Subsection G to read as follows:

23.15.12: DOCUMENTATION REQUIRED FOR REVIEW

- "A. All requests which increase the square footage of a building shall submit a complete set of plans with basic size information and a narrative description of work proposed and also including, but not limited to, the following list. After initial review by City

staff, eight (8) sets of plans are required in order to continue the design review process.

....

7. Requests for a new residence or adding a second story to an existing one story residence shall include a detailed landscape plan, color and materials samples, a street elevation showing profiles of all residences within the legal neighborhood and the proposed residence and the location of the datum plane with appropriate topographical elevations.

....

- G. For all submittals a statement signed under penalty of perjury describing all attempts to notify the property owners in the legal neighborhood of the pending application.”

PASSED, APPROVED AND ADOPTED this ___th day of _____, 2016 by the following vote:

AYES:

NOES:

ABSTAIN:

Allan Yung, Mayor

ATTEST:

Veronica Ruiz
City Clerk

APPROVED AS TO FORM:

Steven L. Dorsey
City Attorney

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: LUCY GARCIA, ASSISTANT CITY MANAGER
AMY TSENG, ADMINISTRATIVE ANALYST

DATE: FEBRUARY 10, 2016

SUBJECT: **AWARD PROPOSAL OF RECRUITING SEARCH OF
A PARKS AND PUBLIC WORKS DIRECTOR/CITY
ENGINEER**

BACKGROUND

In December 2014, the City Council approved the creation of the Parks and Public Works Director/City Engineer position to enable some restructuring and help streamline the Assistant City Manager responsibilities. Two recruitments ensued; however, neither resulted in the City hiring a successful candidate. The City has since paused on the recruitment to give sufficient time for a new pool of candidates to possibly emerge.

The City Manager has received a proposal to solicit candidates via the assistance of an outside firm. The City Manager felt this could better serve the City and/or expedite the search. VCA Code Staffing Solutions, a recruitment firm that specializes in City Engineer searches, has proposed the City specifically consider them for the recruitment. If successful, they guarantee a candidate's placement for a minimum of a year and/or they will conduct a subsequent recruitment at no cost to the City.

FISCAL IMPACT

The cost of VCA Code Staffing Solutions proposal is \$13,000.00. While the City has budgeted funds for Administrative Recruitments (101-07-4436-0000) there are not sufficient funds to cover this cost. Staff is proposing that \$13,000.00 of salary savings from the vacant Parks and Public Works Director/City Engineer position be moved from 101-40-4001-0000 to 101-07-4436 to cover this cost.

Staff researched two similar recruitment firms and both delivered higher bids. Randstad Engineering proposed 20% of the first year annual salary of said position \$23,755.20. The Avery Group also proposed 20% of the first year annual salary which is \$23,755.20. VCA Code Staffing Solutions is the lowest priced proposal.

RECOMMENDATION

Staff recommends that the City Council accept the proposal submitted by VCA Code Staffing Solutions. | If Council concurs, the appropriate action would be:

“A motion to award the proposal for VCA Code Staffing Solutions to conduct a recruitment search for a Parks and Public Works Director/City Engineer in the amount of \$13,000.00.” |

Attachments: | Bid Proposals |

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: [JOHN T. SCHAEFER, CITY MANAGER]

DATE: [FEBRUARY 10, 2016]

SUBJECT: **REQUEST FOR COUNCIL DIRECTION ON DONATIONS**

BACKGROUND

Each year the Valentine and Carver PTA conduct annual fund raising events to raise funds to enhance school activities. The major fund raiser for each school site is the “Parent Party.” Included in this event is a silent auction that brings a large amount of revenue for each school. Each year, the PTAs ask the City to contribute and make donations of time or services, including, for example, Mayor for a Day, one week of Day Camp via Recreation, or activities involving the Police or Fire Departments.

For this year’s Carver Hall of Fame Gala on March 5, 2016, the following items have been requested:

- Mayor for a Day
- Birthday Party with our Firefighters
- One-hour of Adult Range Training
- One week Summer Registration for Camp Lacy
- One week Summer Registration for Camp Lacy
- One month of after or before school care
- Assist Athletics Youth Sports Program Pee Wee Soccer for 1 Player
- Assist Athletics Youth Sports Program Pee Wee Soccer for 1 Player

In the past, some of these items have been approved at the discretion of the City Manager and Department Head. While the City is very interested in supporting San Marino Schools, the growing number of these requests and the fact that these gifts can potentially represent a “gift of public funds”, prompts staff to seek Council approval of the specific requests for the Carver Hall of Fame Galas as well as Council direction on how to respond to such requests in the future.

FISCAL IMPACT

[Some of the costs associated with the City items requested can be considered soft costs in terms of staff time (ie, Mayor for a Day or a birthday party with our firefighters); however, the costs can be absorbed in the City’s regular operating budget.

The cost for one week of summer registration for Camp Lacy is \$300; one month of after school care is \$400; and registration for a recreation sports program like Pee Wee Soccer for one player is \$194. The total revenue impact to Recreation for these items to support the Carver Hall of Fame Gala represents \$1,388. |

RECOMMENDATION

Staff recommends the City Council discuss this matter and provide direction on the City’s contribution to the Carver Hall of Fame Gala. If the Council wishes to approve the PTA’s request as submitted, the appropriate action would be:

“A motion to approve the donation request submitted by Carver Elementary PTA for the 2016 Carver Hall of Fame Gala.”

Additionally, as these requests occur with a certain degree of regularity, staff is seeking the Council provide policy direction for future requests to provide support to the San Marino Unified School District fund-raising events. Possible options could include:

1. Authorize the Mayor, the Recreation Commission or the City Manager to approve requests for the schools (and the Chinese Club) for future events up to a total value of \$1,000.00 in hard and soft costs per event. Requests exceeding this sum would be submitted to the City Council. (The Council could also establish an annual total threshold.)
2. Require that all requests for future events be submitted to the City Council.
3. Request the San Marino Unified School District and all affiliated organizations (ie, Chinese Club) to provide the City with an annual request for donations to fund-raising events that can be incorporated into the City budget.

|

City of San Marino AGENDA REPORT



Allan Yung, MD, Mayor

Richard Sun, DDS, Vice Mayor

Steven W. Huang, DDS, Council Member

Steve Talt, Council Member

Richard Ward, Council Member

TO: MAYOR AND CITY COUNCIL
FROM: JOHN T. SCHAEFER, CITY MANAGER
BY: PADDY M. TABER, ADMINISTRATIVE ANALYST
DATE: FEBRUARY 10, 2016
SUBJECT: **COMMUNITY DEVELOPMENT BLOCK GRANT
PROJECTS FOR FISCAL YEAR 2016-2017**

BACKGROUND

As part of the planning cycle for the Community Development Block Grant (CDBG) program, the Community Development Commission (CDC) requires cities that utilize CDBG funds, to identify proposed projects for FY 2016-2017. The City has utilized CDBG funding for the past several years for various projects within the community. This year the City completed a Sidewalk Capital Improvement Project, using unspent allocated monies from previous years. The sidewalk improvement project replaced 12,596 square feet of sidewalk and 465 square feet of driveway approach. Our regular annual projects also include senior services, under the direction of the Recreation Department and Housing Rehabilitation. Housing rehabilitation using CDBG funds are restricted for projects benefiting low-income, senior, or disabled citizens. Due to Federal budget constraints, CDBG funds for FY 2016-2017 were reduced. In addition to lower funds, changes in the CDC policy now prohibit the direct use of any unspent funds from the current fiscal cycle. The projects below reflect the reductions in CDBG funding. The total estimated CDBG allocation for FY 2016-2017 is \$37,720, down \$769 or 2%, from the current year total of \$38,489. Staff is proposing that these funds will be used in two projects offered by the City.

The first proposed project is \$5,658 for a public service program benefiting San Marino seniors (55 years and older). The FY 2015-2016 program funding for this project was \$5,773. Pursuant to federal regulations governing CDBG public service projects, no more than 15% of the annual CDBG allocation may be spent for these projects. San Marino utilizes the Senior Program to connect seniors to needed municipal, recreational, and community service programs and special events. During FY 2016-2017, approximately 70 seniors are expected to benefit from this program.

The Housing Rehabilitation Program is the City's second proposed program. This program benefits low-income households by providing grants for residential repairs, which are often health and safety-related. Home improvements typically include new roofing, electrical upgrades, paint, new heaters, or restroom conversions for handicap accessibility. Staff recommends an appropriation of \$32,062 to finance the rehabilitation of approximately one to three San Marino homes.

During the current FY (2015-2016) we expect to complete one rehabilitation project. The proposed project includes roofing repairs, installation of a new water heater, installation of egress security bars, front entry

sidewalk repair, garage door replacement, installation of a new garage door, and minor tree trimming (above the existing roof).

FISCAL IMPACT

[The funds for the senior and home rehabilitation programs will be provided by the Los Angeles Community Development Commission. The total allocation for FY 2016-2017 is \$37,720. There will be no fiscal impact on the City’s General Fund.]

RECOMMENDATION

[Staff recommends that the City Council conduct a public hearing to consider the use of CDBG funds for proposed projects in FY 2016-2017. If the Council concurs, the appropriate action, after the hearing, would be:]

“A motion to [adopt Resolution R-16-02.]”

Attachments: [Resolution R-16-02
Exhibit A]

RESOLUTION NO. R-16-02

**RESOLUTION OF THE CITY OF SAN MARINO, CALIFORNIA ADOPTING THE
PROJECTED USE OF FUNDS FOR THE COMMUNITY DEVELOPMENT BLOCK
GRANT PROGRAM FOR FISCAL YEAR 2016-2017**

WHEREAS, the City of San Marino is participating under the County of Los Angeles Community Development Block Grant Program; and

WHEREAS, the City staff has considered and evaluated projects and programs fulfilling important community needs; and

WHEREAS, the City Council has provided the opportunity for public input regarding the City's Community Development Block Grant Program for the 2016-2017 program year.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of San Marino, California's follows:

SECTION 1. Approve the projected use of CDBG funds attached hereto as Exhibit A for Fiscal Year 2016-2017 and instruct staff to submit the Program Planning Summary for approval to the Los Angeles County Community Development Commission.

SECTION 2. Approve the inclusion of said projects in the City of San Marino Fiscal Year 2016-2017 budget.

SECTION 3. Authorize staff to adjust the program budget as necessary to take into account the final CDBG allocation from the US Department of Housing and Urban Development (HUD) and any amounts remaining unspent at the close of the fiscal year.

SECTION 4. Authorize the City Manager to execute all necessary contracts and agreements with the Community Development Commission and with each approved recipient/subrecipient of the program, together with any changes therein which may be approved by the City Manager and, as necessary, the City Attorney.

PASSED, APPROVED, AND ADOPTED this 10th day of February, 2016.

ALLAN YUNG, MD
MAYOR

ATTEST:

VERONICA RUIZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF SAN MARINO)

I HEREBY CERTIFY that the foregoing Resolution No. R-16-02 was duly adopted by the City Council of the City of San Marino at a Regular Meeting held on the 10th day of February 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

VERONICA RUIZ, CMC
CITY CLERK

EXHIBIT A

**CITY OF SAN MARINO
FY 2016-2017 PROPOSED CDBG FUNDING RECOMMENDATION**

<u>PROJECT</u>	<u>PROPOSED FUNDING AMOUNT</u>
Senior Outreach Program	\$5,658
Housing Rehabilitation Program	\$32,062
TOTAL GRANT AMOUNT:	\$37,720

**CONFERENCE WITH LABOR NEGOTIATOR –
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: City Manager, John Schaefer
Employee Organization: San Marino City Employees’
Association representing General Employees

**CONFERENCE WITH LABOR NEGOTIATOR
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: City Manager, John Schaefer

Employee Organization: San Marino Fire Fighters'
Association

**CONFERENCE WITH LABOR NEGOTIATOR
PURSUANT TO GOVERNMENT CODE SECTION
54957.6:**

Agency Negotiator: City Manager, John Schaefer

Employee Organization: San Marino Police Officers'
Association

City of San Marino AGENDA REPORT



TO: MAYOR AND CITY COUNCIL

FROM: JOHN T. SCHAEFER, CITY MANAGER

BY: |VERONICA RUIZ, CITY CLERK|

DATE: |FEBRUARY 10, 2016|

SUBJECT: 2016 CITY COUNCIL MEETING CALENDAR

Allan Yung, MD, Mayor
Richard Sun, DDS, Vice Mayor
Steven W. Huang, DDS, Council Member
Steve Talt, Council Member
Richard Ward, Council Member

DATE	DESCRIPTION	LOCATION *	TIME
January 13, 2016	Joint Meeting with DRC	City Hall EOC	5:00 P.M.
January 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
January 20, 2016	Meeting with the Community on the Budget Process	San Marino Center – Fireside Room	7:00 P.M.
January 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
February 10, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
February 26, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
March 9, 2016	Joint Meeting with Traffic Commission	City Hall EOC	5:00 P.M.
March 9, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
March 25, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
April 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
April 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
May 11, 2016	Joint Meeting with Library Board	City Hall EOC	5:00 P.M.
May 11, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
May 27, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
June 8, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
June 24, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
July 13, 2016	Joint Meeting with Planning Commission	City Hall EOC	5:00 P.M.
July 13, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
July 29, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
September 14, 2016	Joint Meeting with School Board	City Hall EOC	5:00 P.M.
September 14, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
September 30, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
October 12, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
October 28, 2016	Adjourned Regular Meeting	City Hall Council Chamber	8:00 A.M.
November 9, 2016	Joint Meeting w/ Recreation Commission	City Hall EOC	5:00 P.M.
November 9, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.
December 14, 2016	Regular Meeting	City Hall Council Chamber	6:00 P.M.

* Unless otherwise notified, all City Council Meetings will take place in the City Hall Council Chamber, located at 2200 Huntington Drive, San Marino, CA 91108.

** If deemed necessary, the Council may schedule additional meetings.