

**AGENDA
SPECIAL MEETING
SIERRA MADRE CITY COUNCIL,**

Tuesday, September 10, 2019

6:00 PM

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



PUBLIC COMMENT

The Council will listen to the public on any item on the agenda. Under the Brown Act, Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

PUBLIC COMMENT FOR ITEMS ON THE AGENDA:

Persons wishing to speak on closed session items have a choice of doing so either immediately prior to the closed session or at the time for comments on items at the open session.

CLOSED SESSION

CALL TO ORDER/ROLL CALL

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss

PUBLIC COMMENT

Regarding Closed Session Items

RECESS TO CLOSED SESSION REGARDING:

1. **CONFERENCE WITH LEGAL COUNSEL—Anticipated Litigation**
(Government Code Section 54946.9(d)(2))
Number of potential cases: 1
2. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
(Government Code Section 54956.8)
Property: 700 N. Sunnyside Avenue, Sierra Madre, CA 91024
Agency Negotiator: Gabriel Engeland, City Manager

**AGENDA
CITY COUNCIL MEETING**

Tuesday, July 09, 2019

6:30 PM

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL:

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss.

PLEDGE OF ALLEGIANCE AND INSPIRATION:

Mayor Pro Tem John Capoccia.

APPROVAL OF MEETING AGENDA:

Vote of the Council to proceed with City business.

REPORT OUT FROM CLOSED SESSION:

City Attorney report from the closed sessions on July 23, 2019 and September 10, 2019.

APPROVAL OF CITY COUNCIL MEETING MINUTES:

Approval of the City Council meeting minutes from July 23, 2019 Council meeting.

MAYOR AND CITY COUNCIL REPORTS:

Reporting of Council Member activities related to City business.

PUBLIC COMMENT:

The Council will listen to the public on any item on the agenda. Early in the meeting, the Council will also devote time for public comment on items not on the agenda.

Under the Brown Act, the Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

ACTION ITEMS

1. CONSENT

a) CONSIDERATION OF RESOLUTION 19-45 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 19-45 for approval of payment of City warrants in an aggregate amount of \$472,074.36; Library warrants in an aggregate amount of \$3,804.38; and payroll transfer in the aggregate amount of \$696,525.87 for the fiscal year ending June 30, 2019 and June 30, 2020.

b) CONSIDERATION OF RESOLUTION 19-46 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 19-46 for approval of payment of City warrants in an aggregate amount of \$303,168.57; Library warrants in an aggregate amount of \$9,961.13; and payroll transfer in the aggregate amount of \$348,816.08 for the fiscal year ending June 30, 2020.

c) CONSIDERATION OF RESOLUTION 19-47 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 19-47 for approval of payment of City warrants in an aggregate amount of \$150,116.31; Library warrants in an aggregate amount of \$1,777.65; and payroll transfer in the aggregate amount of \$391,097.79 for the fiscal year ending June 30, 2020.

d) TREASURER'S REPORT FOR THE QUARTER ENDING MARCH 31, 2019

It is recommended that the City Council receive and file the Treasurer's Report.

e) RECOMMENDATION TO APPROVE CHANGE ORDER #1 TO THE 2019 WATER MAIN REPLACEMENT PROJECT CONSTRUCTION CONTRACT IN THE AMOUNT OF \$226,850.

It is recommended that the City Council approve Change Order #1 to the construction contract previously awarded to Big Ben, Inc. in the amount of \$226,850.00 for the inclusion of 700' of 10 " water main in Woodland Drive and Alta Vista Drive to the 2019 Water Main Replacement Project.

2. PUBLIC HEARINGS

CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT FUNDING FOR FISCAL YEAR 2019-2020

Recommendation that the City Council hold a Public Hearing, receive testimony, and consider acceptance of grant funds from the COPS grant program and authorize appropriations and expenditures.

3. DISCUSSION

COMMUNITY GARDEN PROGRAM RESTRUCTURE

Recommendation that the City Council suspend the Community Garden Program during the months from October 1, 2019 to December 31, 2019 to allow staff to clean, measure, rebuild, and implement new policy and regulations. It is also recommended that the City Council authorize staff to explore alternate locations for the Community Garden Program.

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

AVAILABILITY OF AGENDA MATERIALS

Materials related to items on this agenda are available for public inspection on the City's website at www.cityofsierramadre.com, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Clerk's Office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a Public Hearing at this same place on September 24, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, July 23, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 6:30 p.m. Assistant City Clerk Laura Aguilar called the roll.

Present: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Absent: None

Also Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Hillary Guirola-Leon, Finance Manager
Miguel Hernandez, Human Resources Manager
Colby Konisek, Finance Director

PLEDGE OF ALLEGIANCE AND INSPIRATION:

Mayor Harabedian led the Pledge of Allegiance.

APPROVAL OF AGENDA AS PRESENTED:

Mayor Harabedian asked for a motion to approve the agenda as presented.

Council Member Delmar moved to approve the agenda as presented.

Council Member Goss seconded the motion to approve.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

The motion to approve the agenda as presented was passed by a unanimous vote.

The motion to approve the Minutes of the Regular City Council Meeting of June 11, 2019 as presented was passed by a vote of four (4) yes votes and one (1) abstain.

MAYOR AND CITY COUNCIL REPORTS:

- A. Council Member Delmar had nothing to report.
- B. Mayor Pro Tem John Capoccia reported that he attended a meeting of the San Gabriel Valley Council of Governments regarding a Coyote management Plan for Public Outreach. Capoccia voted no because he did not feel it was appropriate for the COG to take on more contract-type projects at a cost of \$10,000 without knowing how many cities would participate. .
- C. Council Member Rachele Arizmendi thanked Mayor Pro Tem Capoccia for voting “no.” Also, Council Member Arizmendi and Mayor Pro Tem Capoccia met yesterday with the sub-committee for the Commercial Code Update so hopefully we will be moving on that.
- D. Council Member Gene Goss reported that he attended a Library Foundation meeting last night. They are moving ahead and about ready to start their publicity. Their website is SierraMadreLibraryFoundation.org.
- E. Mayor John Harabedian reported that he hosted the annual Mayor’s breakfast with City staff. We were able to honor and recognize our employees that have been with the City for 5, 10, 15, 20 years. The longest employee has been here for 25 years. One of the employees, Meegan Tosh, is retiring. Her last day is on Monday. Please wish her a happy retirement.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mayor Harabedian opened the meeting for Public Comment on items not on the agenda.

Seeing no one come forward, Mayor Harabedian closed Public Comment.

AGENDA ACTION ITEMS

1. CONSENT CALENDAR

Assistant City Clerk Aguilar gave the following reports under the Consent Calendar:

- a) ADOPTION OF RESOLUTION 19-39 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS
Recommendation that the City Council adopt Resolution 19-39 for approval of payment of City warrants in an aggregate amount of \$1,172,144.73; Sierra Madre Library warrants in an aggregate amount of \$13,126.41; and payroll transfer in the aggregate amount of \$352,389.07 for the fiscal years ending June 30, 2019 and June 30, 2020.
- b) CONSIDERATION OF AWARD OF BID FOR A CONSTRUCTION CONTRACT TO BIG BEN, INC. FOR THE 2019 WATER MAIN REPLACEMENT PROJECT IN AN AMOUNT NO-TO EXCEED \$1,263,875.00
Recommendation that the City Council City Council award a construction contract in an amount not-to-exceed \$1,263,875 for the base bid plus alternate #1 of the 2019 Water Main Replacement Project to Big Ben, Inc.

c) CONSIDERATION OF APPROVAL OF PURCHASES AND SERVICES IN EXCESS OF \$60,000 FOR FISCAL YEAR 2019-2020

Recommendation that the City Council City Council authorize the purchase, services, supplies, and contracts listed and authorize encumbrance of funds based upon estimated annual needs for each department.

d) CONSIDERATION OF RESOLUTION 19-41 DELEGATING AUTHORITY TO THE CITY MANAGER TO MAKE DETERMINATIONS REGARDING INDUSTRIAL DISABILITY RETIREMENT AND TO SUBMIT EMPLOYER-ORIGINATED DISABILITY APPLICATIONS TO CALPERS

Recommendation that the City Council adopt Resolution 19-41 Delegating Authority to the City Manager to Make Determinations Regarding Industrial Disability Retirement and to Submit Employer-Originated Disability Applications to CalPERS.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 1a – 1d.

Mayor Pro Tem Capoccia made a motion to approve Consent Items 1a – 1d as presented.

Council Member Arizmendi seconded the motion to approve.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to approve Consent Items 1a – 1d as presented was passed by a unanimous vote.

2. PUBLIC HEARING - CONSIDERATION OF RESOLUTION 19-42 APPROVING AMENDMENTS TO THE FISCAL YEAR 2019-2020 FEE SCHEDULE

Recommendation that the City Council open a public hearing to receive testimony and consider approval of Resolution 19-42 amending the FY 2019 - 2020 Fee Schedule.

City Manager Engeland requested that the third fee listed representing Open Space Rental and Bounce House fees be pulled because it is a policy discussion change and staff has not previously discussed these changes with Council. Staff would like all other fees in the report considered for approval.

Finance Manager Hillary Guirola-Leon gave the report.

Mayor Harabedian asked the Council if there were any questions. Seeing none, Mayor Harabedian opened the topic for public comment. Seeing no one come forward, Mayor Harabedian closed public comment and brought the matter back to Council.

Council Member Arizmendi made a motion to approve Resolution 19-42 with amendments.

Council Member Delmar seconded the motion to approve with amendments.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members
Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to adopt Resolution 19-42 with amendments was passed by a unanimous vote.

3. PUBLIC HEARING - 2019-2020 ASSESSMENT DISTRICTS – PUBLIC HEARING AND RESOLUTION OF CONFIRMATION 19-43 AND RESOLUTION 19-44 SETTING ASSESSMENT RATES FOR AD VALOREM MAINTENANCE DISTRICTS 1, 3A, AND 3B

Recommendation that the City Council open a public hearing to receive testimony and consider approval of Resolution 19-43 confirming assessment proceedings for Assessment Districts 3 and 5, Community Facilities District No. 1, E. Miramonte Sewer District, and E. Bonita Sewer District for Fiscal Year 2019-2020; and approving the City Engineer's Report; and approve Resolution 19-44 setting tax rates for Ad Valorem Districts No. 1, 3A, and 3 B.

City Engineer Kev Tcharkhoutian gave the report.

Mayor Harabedian asked if any Member of the Council had questions on this item. No questions were asked.

Mayor Harabedian opened this item for Public Comment. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Mayor Pro Tem Capoccia made a motion to approve Resolutions 19-43 and 19-44.

Council Member Arizmendi seconded the motion to approve.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members
Rachelle Arizmendi, Denise Delmar, and Gene Goss
Noes: None
Absent: None
Abstain: None

The motion to approve Resolutions 19-43 and 19-44 was passed by a unanimous voice vote.

4. DISCUSSION – CONSIDERATION OF RESOLUTION 19-40 AMENDING THE CITY'S CLASSIFICATION PLAN AND SALARY MATRIX

Recommendation that the City Council Staff recommends City Council approve Resolution 19-40, Amending the Classification Plan and Salary Matrix for the following positions:

- Creating a new full-time position of Police Lieutenant;
- Creating a new full-time position of Services Division Supervisor;
- Creating a new full-time position of Library Technician II;
- Creating a new part-time position of Fire Recruit;
- Creating part-time Intern positions;

Updating Utilities Water Lead worker to Water Lead Worker/Sewer Lead Worker;
Updating Fleet Mechanic range to be included as a skilled labor position.

Human Resources Manager Hernandez gave the report.

Mayor Harabedian brought the matter to Council for discussion. Council discussed the matter then the Mayor opened for public comment. Seeing no one come forward, Mayor Harabedian closed public comment and matter back to Council for a motion.

Council Member Denise Delmar asked that the Intern Program be brought back to Council when it is ready.

Council Member Rachelle Arizmendi made a motion to approve Resolution 19-40 amending the City's Classification Plan and Salary Matrix.

Council Member Denise Delmar seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to approve Resolution 19-40 was passed by a unanimous vote.

5. CONSIDERATION OF ADOPTING THE CITY'S COMPENSATION PHILOSOPHY

Recommendation that the City Council approve the proposed Compensation Philosophy, a statement that documents the City's approach to establishing staff compensation.

City Manager Engeland and Human Resources Manager Hernandez gave the report.

Mayor Harabedian asked if anyone else would like to come forward to speak on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Mayor Harabedian opened this item for Public Comment. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Council Member Rachelle Arizmendi made a motion to adopt the City's Compensation Philosophy.

Council Member Denise Delmar seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachelle Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to approve Resolution 19-40 was passed by a unanimous vote.

ADJOURNMENT:

Mayor Harabedian adjourned the meeting to a closed session at 7:38 pm.

The Mayor and City Council returned to the open session and adjourned the regular meeting at 8:30 pm. THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 8:30 p.m. to a Regular meeting to be held on Tuesday, September 10, 2019, in the Sierra Madre City Hall Council Chambers.

Minutes taken and prepared by:

John Harabedian, Mayor

Laura Aguilar, Assistant City Clerk

RESOLUTION NUMBER 19-45

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the audited August 13, 2019 demands were released to vendors in accordance with City Council action item 1d on the June 25, 2019 Council meeting; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby ratify payment of City Warrants in the aggregate amount of **\$472,074.36**; Sierra Madre Library Warrants in aggregate amount of **\$3804.38**; and Payroll Transfer in the aggregate amount of **\$696,525.87** for the fiscal year ending June 30, 2019 and 2020.

APPROVED AND ADOPTED this 10th day of September, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-45** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 10th day of September, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of September 10, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants\$472,074.36

Sierra Madre Library Warrants.....\$3,804.38

Payroll
Transfer.....\$696,525.87

Warrant Register 8/13/19

Attachment 1A

Fiscal Year	Description	Amount	Page #
FY1819	Manual Warrants	190,214.15	1
FY1920	Manual Warrants	900.00	2
FY1920	Manual Warrants	2,312.37	3
FY1819/1920	Manual Warrants	8,778.53	4-5
FY1819	General Warrants - Utility Bills	393.37	6
FY1920	General Warrants - Utility Bills	5,389.14	7
FY1819	General Warrants	140,530.30	8-10
FY1920	General Warrants	123,556.50	11-13
	Total	472,074.36	

FY1819	Library Warrants	3,094.60	14
FY1920	Library Warrants (FY 19/20)	259.78	15
FY1920	Library Manual Warrants	450.00	16
	Total	3,804.38	

Date: 7/25/19	Payroll #15 Electronic Tansfers	\$337,237.45	
8/8/2019	Payroll #16 Electronic Tansfers	\$359,288.42	
	From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.		
	Total	696,525.87	



Packet: APPKT04676 - GEN MANUAL CHECK 08/13/19
Vendor Set: 01 - Vendor Set 01

Check Date: 07/22/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0222</u>	GENTRY BROTHERS, INC.				185,720.25
APBWEST	Check	<u>PB 2 Final (rev)</u>	FY 18/19 STREET IMPROVEMENT	37009.83500.56010	90,733.00
				38007.83500.56010	32,500.00
				38012.83500.56010	40,000.00
				40000.00000.23500	-9,774.75
				40000.83500.56010	32,262.00
<u>0642</u>	VERIZON WIRELESS - LA				4,493.90
APBWEST	Check	<u>9832909977</u>	CELL PHONE SCV 05/26/19-06/25/19	60003.30000.55005	4,493.90
Report Total:					190,214.15



Packet: APPKT04675 - GEN MANUAL CHECK 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 07/22/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN02632</u>	PAT O'BRIEN				900.00
APBWEST	Check	<u>INV05100</u>	CONCERT IN THE PARK	10000.79002.52999	900.00
Report Total:					900.00



Packet: APPKT04687 - MANUAL CHECK 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 07/31/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN01588</u>	EMERGENCY MEDICAL SERVICES AGENCY				1,751.00
APBWEST	Check	<u>INV024893</u>	PTI CLASS 251 MARK DUSON	10000.64000.52205	875.50
				60007.70100.52205	875.50
<u>1497</u>	MOUNTAIN VIEWS NEWS				561.37
APBWEST	Check	<u>CM140578</u>	CITY OF SIERRA MADRE NOTICES	10000.12000.52206	561.37
Report Total:					2,312.37



Packet: APPKT04696 - MANUAL CHECK 8/13/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0823	BANK OF AMERICA				8,778.53
APBWEST	Check	INV025167	CC VEHICLE MAINTENANCE	60000.83100.53208	20.70
		INV025168	CC COUNCIL FUNCTION	10000.11000.53999	21.88
		INV025169	CC FLAG KERSTING COURT	10000.83300.53001	314.97
		INV025170	GE YEARS OF SERVICE AWARD MUG	60007.70100.53403	61.14
		INV025171	VG SUPPLIES FOR PLANNING COMMISSION	10000.40000.53999	24.18
		INV025172	HGL CPE ANNUAL SUBSCRIPTION	60002.30000.53409	299.00
		INV025173	HGL OFFICE SUPPLIES	60002.30000.53100	142.34
		INV025174	JH UNIFORM	10000.50000.53303	130.03
		INV025175	JH PD BADGE STICKERS	10000.50000.53999	131.12
		INV025176	JH PD BADGE STICKERS	10000.50000.53999	12.13
		INV025177	JH UNIFORM	10000.50000.53303	8.77
		INV025178	JH 4TH OF JULY 2019 PARADE	10000.50000.53999	92.95
		INV025179	JH 4TH OF JULY 2019 PARADE	10000.50000.53999	161.96
		INV025180	JH 4TH OF JULY 2019 PARADE	10000.50000.53999	138.58
		INV025181	JH VEHICLE MAINTENANCE	10000.50000.52302	9.00
		INV025182	JH SUPERVISOR MEETING	10000.50000.53402	29.20
		INV025183	KN INTERVIEW PANEL/FIRE ENGINEER	60007.70100.53999	79.00
		INV025184	JR MAINTENANCE SUPPLIES	71000.81100.53205	711.72
		INV025185	JR MAINTENANCE SUPPLIES	71000.81100.53205	19.78
		INV025186	CS CRAFT PROGRAM	39006.90000.53999	39.96
		INV025187	CS BOOK SUPPLIES	10000.90000.53406	440.60
		INV025188	CS INTERVIEW PANEL	60007.70100.53999	45.34
		INV025189	CS ALA CONFERENCE	10000.90000.53402	42.00
		INV025190	CS ALA CONFERENCE	10000.90000.53402	14.96
		INV025191	CS ALA CONFERENCE	10000.90000.53402	15.85
		INV025192	CS ALA CONFERENCE	10000.90000.53402	45.10
		INV025193	CS ALA CONFERENCE	10000.90000.53402	15.78
		INV025194	CS ALA CONFERENCE	10000.90000.53402	44.00
		INV025195	CS ALA CONFERENCE	10000.90000.53402	29.70
		INV025196	CS ALA CONFERENCE	10000.90000.53402	22.50
		INV025197	CS ALA CONFERENCE	10000.90000.53402	16.92
		INV025198	CS LBT FUNCTION	39006.90000.53999	178.08
		INV025199	CS ALA CONFERENCE	10000.90000.53402	44.00
		INV025200	CS ALA CONFERENCE	10000.90000.53402	18.11
		INV025201	CS ALA CONFERENCE	10000.90000.53402	44.00
		INV025202	CS ALA CONFERENCE	10000.90000.53402	17.53
		INV025203	CS BOOK SUPPLIES	10000.90000.53406	97.91
		INV025204	CS ALA CONFERENCE	10000.90000.53402	49.06
		INV025205	CS ALA CONFERENCE	39002.90000.53402	1,258.70
		INV025206	CS ALA CONFERENCE	10000.90000.53402	29.46
		INV025207	CS GRATITUDE FOR CHAIR TRUSTEE	39006.90000.53999	39.61
		INV025208	CS TEEN PROGRAM	39006.90000.53999	51.26
		INV025252	GE ELECTION HANDBOOK	10000.12000.52207	249.48
		INV025253	GE CITY LABELED PENS	10000.11000.53999	551.87
		INV025258	RS SPECIAL EVENTS IN THE PARKS	37003.70000.53999	650.00
		INV025259	RS SENIOR ACTIVITIES	37006.72000.53999	39.99
		INV025261	RS SENIOR ECURSION	10000.79003.52999	100.00
		INV025262	JR 4TH OF JULY BANNERS	37003.70000.53999	504.40
		INV025263	RS SPECIAL EVENTS BANNER	37003.70000.53999	105.97
		INV025264	RS MWTR PASTA FEED	10000.79007.52999	523.58
		INV025265	RS 4TH OF JULY 2019 BANNERS	37003.70000.53999	596.08
		INV025266	RS NRPA ANNUAL DUES 19/20	10000.70000.53409	175.00
		INV025267	RS SPECIAL EVENT EQUIPMENT REPAIR	10000.70000.53999	160.35

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
APBWEST	Check	<u>INV025268</u>	RS 4th OF JULY 2019 SUPPLIES	10000.79012.52999	79.04
		<u>INV025269</u>	RS SPECIAL EVENT SUPPLIES	10000.70000.53999	27.90
		<u>INV025270</u>	RS SENIOR CELEBRATION	37006.72000.53999	5.99
				Report Total:	8,778.53



Packet: APPKT04703 - UB 08/13/19

Check Date: 08/12/2019

Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
0216	THE GAS COMPANY				393.37
APBWEST	Check	<u>INV025106</u>	VEHICLE FUEL	60000.83100.55001	370.51
		<u>INV025255</u>	135 119 3500 2 SVC 6/7/19-7/9/19	60001.83200.55004	22.86
Report Total:					393.37



Packet: APPKT04704 - UB 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN03086</u>	GC PIVOTAL LLC				1,557.52
APBWEST	Check	<u>INV2491659</u>	BACKUP INTERNET SVCS 9/1/19-9/30/19	60003.30000.52200	1,557.52
<u>0216</u>	THE GAS COMPANY				109.34
APBWEST	Check	<u>INV025256</u>	168 618 7700 5 SVC 7/8/19-8/6/19	60001.83200.55004	89.87
		<u>INV025257</u>	195 918 7100 9 SVC 7/8/19-8/6/19	60001.83200.55004	19.47
<u>1439</u>	TIME WARNER CABLE				629.38
APBWEST	Check	<u>0164625071219</u>	PD CABLE SVCS 7/12/19-8/11/19	10000.50000.55005	219.42
		<u>0192683072519</u>	LIB INTERNET SVCS 7/25/19-08/24/19	10000.90000.52200	209.98
		<u>0192691072519</u>	SM INTERNET SVCS 7/25/19-8/24/19	60003.30000.52200	199.98
<u>0642</u>	VERIZON WIRELESS - LA				3,092.90
APBWEST	Check	<u>9834894321</u>	CELL PHONE SVCS 06/26/19-07/25/19	60003.30000.55005	3,092.90
Report Total:					5,389.14



Packet: APPKT04701 - GEN 08/13/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>1644</u>	AMAZON				5,641.18
APBWEST	Check	<u>433839764375</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	19.88
		<u>435489349789</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	224.46
		<u>439497359648</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	102.49
		<u>457439786847</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	20.48
		<u>459383933436</u>	OFFICE SUPPLIES	60003.30000.53801	230.29
		<u>463985583586</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	220.54
		<u>468696397398</u>	COMPUTER SUPPLIES	60003.30000.53801	192.14
		<u>657483688996</u>	OFFICE SUPPLIES	10000.40000.53999	248.55
		<u>685575743899</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	779.63
		<u>688476456338</u>	COMPUTER SUPPLIES	71000.81100.53801	734.10
		<u>754783995567</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	686.58
		<u>783848858376</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	128.35
		<u>846469798969</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	239.83
		<u>888595433398</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	316.47
		<u>967987466466</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	717.64
		<u>984556649853</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	52.23
		<u>996877389978</u>	COMPUTER SUPPLIES AND EQUIPMENT	60003.30000.53103	727.52
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				457.37
APBWEST	Check	<u>000534132894</u>	UNIFORMS	60001.83200.53303	82.11
		<u>000534150476</u>	UNIFORMS	60001.83200.53200	82.11
		<u>000534150477</u>	UNIFORMS	60001.83200.53200	293.15
<u>1553</u>	ARNOLD'S FRONTIER HARDWARE - Police				63.13
APBWEST	Check	<u>091136</u>	FY 18-19 BLANKET PO	10000.50000.53204	63.13
<u>VEN03422</u>	BADGE FRAME, INC.				2,352.18
APBWEST	Check	<u>34570</u>	Formal Medals Perpetual Plaques	10000.50000.53100	2,352.18
<u>VEN03072</u>	CA DEPT OF TAX AND FEE ADMINISTRATION				369.45
APBWEST	Check	<u>INV025166</u>	GOVERNMENT ENTITY DIESEL ACCT#57-425204	60000.83100.55001	369.45
<u>VEN02208</u>	CALIFORNIA BUILDING STANDARDS COMMISSION				82.34
APBWEST	Check	<u>INV025156</u>	FEE REPORT FORM	10000.00000.23207	82.34
<u>1167</u>	COMMUNITY MEDIA OF THE FOOTHILLS				23,721.01
APBWEST	Check	<u>400</u>	CHAMBER VIDEO INSTALLATION	34002.83000.56009	16,560.00
		<u>401</u>	CITY HALL INSTALLATION ADD ON	34002.83000.56009	4,830.00
		<u>403</u>	FY 18-19 SIERRA MADRE PROD. JUNE 2019 SERV	60003.30000.52100	2,331.01
<u>VEN02101</u>	County of Los Angeles				122.87
APBWEST	Check	<u>01949H</u>	AGRICULTURAL INSPECTION	71000.81100.52205	122.87
<u>0841</u>	DAPEER, ROSENBLIT & LITVAK, LLP				789.95
APBWEST	Check	<u>16090</u>	Specialized Legal Services	10000.40000.52201	37.00
		<u>16091</u>	Specialized Legal Services 06-21-2019 - 06-30-20	10000.40000.52201	752.95
<u>1681</u>	DEPT OF CONSERVATION				146.97
APBWEST	Check	<u>INV025155</u>	FEE REPORT FORM	10000.00000.23206	146.97
<u>0713</u>	DEPT OF JUSTICE				49.00
APBWEST	Check	<u>390188</u>	FINGERPRINT APPS	10000.50000.52200	49.00
<u>VEN03180</u>	DICKS AUTO SUPPLY				223.44
APBWEST	Check	<u>170589</u>	Vehicle maintenance supplies	60000.83100.53208	223.44
<u>1455</u>	FIRST TRANSIT INC				12,340.67
APBWEST	Check	<u>11599684</u>	Dial a ride Services	37004.70000.52203	12,340.67
<u>0871</u>	GOLDEN WEST ELECTRIC				1,732.58
APBWEST	Check	<u>3243</u>	ELECTRICAL SUPPLIES	71000.81100.52200	1,732.58
<u>0833</u>	HOME DEPOT				913.84
APBWEST	Check	<u>145250</u>	TOOLS	72000.81200.53205	970.79
		<u>145250b</u>	REVERSE LATE AND INTEREST FEES	60001.83200.55003	-56.95
<u>0398</u>	HONG L. TAM				16,716.01
APBWEST	Check	<u>INV025107</u>	FY 18/19 Structural Plan check 3/1/19-06/30/19	10000.40000.52100	16,716.01

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN02874</u>	HOWARD R. ROMERO				1,000.00
APBWEST	Check	<u>SMSFD009</u>	Medical Director JUNE 2019	10000.64000.52200	1,000.00
<u>0512</u>	HUNTINGTON HOSPITAL				1,648.79
APBWEST	Check	<u>INV025163</u>	MEDICAL SERVICES	10000.50000.52107	1,648.79
<u>VEN01969</u>	INLAND EMPIRE STAGES				1,119.59
APBWEST	Check	<u>54345</u>	SENIOR EXCURSION AQUARIUM	37006.72000.52200	1,119.59
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.				1,402.11
APBWEST	Check	<u>S1023924.003</u>	Distribution supplies	71000.81100.53200	267.68
		<u>S1024466.002</u>	Distribution supplies	71000.81100.53200	240.90
		<u>S1024938.002</u>	Distribution supplies	71000.81100.53200	423.77
		<u>S1024938.003</u>	Distribution supplies	71000.81100.53200	469.76
<u>0913</u>	IRWINDALE INDUSTRIAL CLINIC				1,132.82
APBWEST	Check	<u>2130-898450</u>	PHYSICAL EXAM	60007.70101.52106	1,000.00
		<u>401432-107652-8903</u>	INTERMEDIATE EXAM	60007.70101.52106	132.82
<u>VEN02967</u>	KAESER & BLAIR INC				886.96
APBWEST	Check	<u>90619346</u>	SUPPLIES	60002.30000.53999	886.96
<u>VEN03395</u>	KAREN BUSTILLOS				5,552.00
APBWEST	Check	<u>INV025150</u>	TUITION REIMBURSEMENT	60007.70100.53401	5,552.00
<u>1717</u>	LACMTA				225.00
APBWEST	Check	<u>104070</u>	Senior Disable Tap Cards JUNE 2019	37004.70000.52001	165.00
				37006.72000.52200	60.00
<u>0271</u>	LAWN MOWER CORNER				1,568.54
APBWEST	Check	<u>14275</u>	EQUIPMENT MAINTENANCE	10000.61000.52302	252.91
		<u>15245</u>	EQUIPMENT MAINTENANCE	10000.61000.52302	1,271.59
		<u>15333</u>	MAINTENANCE SUPPLIES	60001.83200.53200	44.04
<u>0277</u>	LIEBERT CASSIDY WHITMORE				502.50
APBWEST	Check	<u>1482210</u>	PROFESSIONAL SERVICES JUNE 2019	60007.70100.52201	206.50
		<u>1482211</u>	PROFESSIONAL SERVICES JUNE 2019	60007.70100.52201	296.00
<u>VEN03433</u>	LILIAN SHAW				2,082.00
APBWEST	Check	<u>INV025149</u>	TUITION REIMBURSEMENT	60007.70100.53401	2,082.00
<u>0291</u>	MATT-CHLOR, INC.				1,632.52
APBWEST	Check	<u>22232</u>	MAINTENANCE SUPPLIES	71000.81100.53200	1,632.52
<u>VEN02976</u>	MEDICO PROFESSIONAL LINEN SERVICE				52.00
APBWEST	Check	<u>20051665</u>	Medical Waste	10000.64000.53300	52.00
<u>1690</u>	MERCHANTS LANDSCAPE SVC INC				12,480.00
APBWEST	Check	<u>54261</u>	Exterior Landscape Maintenance JUNE 2019	10000.81201.52200	212.40
				10000.83300.52200	6,810.00
				32002.83000.52200	560.40
				32003.83000.52200	172.80
				32005.83000.52200	524.40
				32006.83000.52200	105.60
				32007.83000.52200	655.20
				32008.83000.52200	992.40
				38005.83500.52200	595.20
				60001.83200.52200	1,371.60
		<u>54374</u>	EXTRA LANDSCAPE JUNE 2019	10000.83300.52200	480.00
<u>0786</u>	OFFICE DEPOT, INC				3,667.40
APBWEST	Check	<u>214732553001</u>	OFFICE SUPPLIES CM INV#994546865001	10000.50000.53100	-444.99
		<u>274268552001</u>	OFFICE SUPPLIES	10000.61000.53100	81.82
		<u>274275624001</u>	OFFICE SUPPLIES	71000.81100.53100	58.07
		<u>304329078001</u>	OFFICE SUPPLIES	10000.70000.53999	52.62
		<u>304329078001b</u>	FY 18-19 BPO-OFFICE SUPPLIES	60002.30000.53100	31.30
		<u>305166315001</u>	Office Supplies	60002.30000.53100	44.44
		<u>305166728001</u>	OFFICE SUPPLIES	10000.40000.53100	13.35
		<u>305903311001</u>	OFFICE SUPPLIES	10000.50000.53100	62.59
		<u>306459509001</u>	Office Supplies	60002.30000.53100	325.12
		<u>307041033001</u>	Office Supplies	60002.30000.53100	362.68
		<u>307044241001</u>	Office Supplies	60002.30000.53100	5.16
		<u>307262234001</u>	OFFICE SUPPLIES	10000.61000.53100	309.58
		<u>308800220001</u>	OFFICE SUPPLIES	60002.30000.53100	249.28
		<u>309393471001</u>	OFFICE SUPPLIES	37003.70000.53999	336.53

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
		APBWEST	Check	<u>309444982001</u>	OFFICE SUPPLIES	37003.70000.53999		75.48
				<u>310116292001</u>	OFFICE SUPPLIES	71000.81100.53100		374.02
				<u>310117888001</u>	OFFICE SUPPLIES	71000.81100.53100		22.00
				<u>310139925001</u>	OFFICE SUPPLIES	10000.40000.53999		532.73
				<u>316220555001</u>	Office Supplies	60002.30000.53100		910.83
				<u>328836308001</u>	Office Supplies	60002.30000.53100		35.03
				<u>331239187001</u>	Office Supplies	60002.30000.53100		68.00
				<u>331248226001</u>	Office Supplies	60002.30000.53100		66.29
				<u>331793904001</u>	OFFICE SUPPLIES	10000.40000.53100		87.55
				<u>335698101001</u>	Office Supplies	60002.30000.53100		7.92
<u>0124</u>	PATTON SALES CORP.							27.16
		APBWEST	Check	<u>3785674</u>	MAINTENANCE SUPPLIES	71000.81100.53200		27.16
<u>0336</u>	POST ALARM SYSTEMS							412.50
		APBWEST	Check	<u>1179077</u>	ALARM MAINTENANCE	60001.83200.52200		412.50
<u>2012</u>	SAPPHOS ENVIRONMENTAL							5,985.30
		APBWEST	Check	<u>1485006-01</u>	Historic Assesment Consultant 5/7/19-06/30/19	10000.40000.52213		1,197.06
				<u>1485007-01</u>	Historic Assesment Consultant 5/7/19-6/30/19	10000.40000.52213		1,197.06
				<u>1485008-01</u>	Historic Assesment Consultant 05/10/19-06/30/	10000.40000.52213		1,197.06
				<u>1485009-01</u>	Historic Assesment Consultant 06/7/19-06/30/1	10000.40000.52213		1,197.06
				<u>1485010-01</u>	Historic Assesment Consultant 06/7/19-06/30/1	10000.40000.52213		1,197.06
<u>VEN01072</u>	SBR INC							1,000.00
		APBWEST	Check	<u>41724</u>	LEAK REPAIR	60001.83200.52301		1,000.00
<u>1091</u>	STETSON ENGINEERS, INC.							2,528.75
		APBWEST	Check	<u>1543-28-2018</u>	2018 Consumer Confidence Report	71000.81100.52100		2,528.75
<u>0574</u>	WEST COAST ARBORISTS, INC.							18,780.00
		APBWEST	Check	<u>143470</u>	FY 18-19 Arborists services	38004.83300.52200		14,880.00
				<u>145763</u>	FY 18-19 Arborists services	38004.83300.52200		1,800.00
				<u>147584</u>	FY 18-19 Arborists services	38004.83300.52200		2,100.00
<u>0425</u>	WILLDAN ASSOCIATES							9,763.18
		APBWEST	Check	<u>00617777</u>	Traffic Speed Study	34002.80000.52200		1,732.68
				<u>00617877</u>	Traffic Speed Study	34002.80000.52200		8,030.50
<u>1053</u>	WITTMAN ENTERPRISES, LLC							1,359.19
		APBWEST	Check	<u>1906056</u>	Ambulance Billing Service JUNE 2019	10000.64000.52200		1,359.19
Report Total:								140,530.30



Packet: APPKT04702 - GEN 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Vendor Total
							Distribution Amount
<u>VEN01796</u>	Adamson Police Products						1,631.56
APBWEST	Check		<u>SC068804</u>	SAFETY EQUIPMENT	10000.50000.53300		1,631.56
<u>0433</u>	ALLSTAR FIRE EQUIPMENT, INC.						353.00
APBWEST	Check		<u>217075</u>	FY 2019-2020 SUPPRESSION EQUIPMENT	10000.61000.53300		353.00
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC						750.52
APBWEST	Check		<u>534376496</u>	FY 19/20 Uniform	60001.83200.53303		82.11
			<u>534376497</u>	FY 19/20 Janitorial	60001.83200.53200		293.15
			<u>534393819</u>	FY 19/20 Uniform	60001.83200.53303		82.11
			<u>534393820</u>	FY 19/20 Janitorial	60001.83200.53200		293.15
<u>1552</u>	ARNOLD'S FRONTIER HARDWARE - Fire						48.15
APBWEST	Check		<u>091838</u>	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204		27.36
			<u>091935</u>	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204		20.79
<u>0125</u>	ARROW AUTOMOTIVE SERVICE						213.33
APBWEST	Check		<u>1042131</u>	VEHICLE MAINTENANCE	60000.83100.53208		153.33
			<u>1042155</u>	VEHICLE MAINTENANCE	60000.83100.53208		60.00
<u>0741</u>	BEAR FRAME & WHEEL #3						60.00
APBWEST	Check		<u>89397</u>	VEHICLE MAINTENANCE	60000.83100.53208		60.00
<u>VEN03441</u>	BELL GARDENS POLICE DEPARTMENT						300.00
APBWEST	Check		<u>INV025164</u>	PD TRAINING	10000.50000.52205		300.00
<u>1200</u>	BLUE DIAMOND MATERIALS						164.43
APBWEST	Check		<u>1542042</u>	ASPHALT MATERIALS	71000.81100.53206		164.43
<u>1130</u>	BROADCAST MUSIC INC						358.00
APBWEST	Check		<u>35317305</u>	ANNUAL LICENSE 7/1/19-6/30/20	10000.70000.53999		358.00
<u>VEN03427</u>	CHRISTIAN AVILA						45.00
APBWEST	Check		<u>INV025105</u>	CPR CERTIFICATION	10000.64000.52205		45.00
<u>0169</u>	CITY ELECTRIC SUPPLY						492.61
APBWEST	Check		<u>PDA/009817</u>	ELECTRICAL SUPPLIES	60001.83200.53200		363.39
			<u>PDA/009938</u>	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200		111.03
			<u>PDA/009939</u>	ELECTRICAL SUPPLIES	60001.83200.53200		18.19
<u>0795</u>	CITY OF GLENDALE						37,337.50
APBWEST	Check		<u>363</u>	FY 2019-20 VERDUGO DISPATCH SERVICES	10000.61000.52100		37,337.50
<u>1428</u>	DAN GINTER						356.50
APBWEST	Check		<u>INV025161</u>	RETIREE HEALTH INS.	60007.70100.51302		356.50
<u>0186</u>	DANIELS TIRE SERVICE						482.90
APBWEST	Check		<u>200371314</u>	VEHICLE MAINTENANCE	60000.83100.53208		191.42
			<u>200371631</u>	VEHICLE MAINTENANCE	60000.83100.53208		291.48
<u>1812</u>	DEPT OF INDUSTRIAL RELATIONS						225.00
APBWEST	Check		<u>E 1661488 SB</u>	ANNUAL INSPECTION OF ELEVATORS	60001.83200.52301		225.00
<u>VEN03180</u>	DICKS AUTO SUPPLY						517.13
APBWEST	Check		<u>171101</u>	VEHICLE MAINTENANCE	60000.83100.53208		331.54
			<u>171360</u>	VEHICLE MAINTENANCE	60000.83100.53208		116.16
			<u>171390</u>	VEHICLE MAINTENANCE	60000.83100.53208		51.55
			<u>171443</u>	VEHICLE MAINTENANCE	60000.83100.53208		17.88
<u>VEN01449</u>	EL CAMINO COMMUNITY COLLEGE DISTRICT						138.00
APBWEST	Check		<u>4683</u>	PARAMEDIC TUITION / FIRE-MD	10000.64000.52205		138.00
<u>VEN03442</u>	FAILSAFE TESTING LLC						555.90
APBWEST	Check		<u>10490</u>	EQUIPMENT MAINTENANCE	10000.61000.52302		555.90
<u>0209</u>	FEDERAL EXPRESS CORPORATION						35.96
APBWEST	Check		<u>6-610-44747</u>	EXPRESS SERVICE	60007.70100.53101		35.96
<u>0551</u>	FOOTHILL LOCK & KEY						126.54
APBWEST	Check		<u>45722</u>	MAINTENANCE SUPPLIES	60001.83200.53200		126.54
<u>VEN02778</u>	FORMLA LANDSCAPING INC						833.33
APBWEST	Check		<u>31881</u>	FY 19/20 City Hall Landscape Maintenance	10000.83300.52200		833.33
<u>0222</u>	GENTRY BROTHERS, INC.						35,687.66

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount	Vendor Total
<u>VEN02265</u>	GOVERNMENT FINANCE OFFICERS ASSOCIATION	APBWEST	Check	<u>RETENTION (rev)</u>	Street Improvement Project Completion	40000.00000.23500	35,687.66	190.00
		APBWEST	Check	<u>INV025247</u>	MEMBER #3001914375 NOTICE 0130169	60002.30000.53409	190.00	391.79
<u>1359</u>	HIRERIGHT, LLC	APBWEST	Check	<u>HO169057</u>	BACKGROUND SCREENING SVCS JUNE 19	60007.70101.52100	391.79	320.59
<u>0833</u>	HOME DEPOT	APBWEST	Check	<u>13036</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	193.13	94.64
				<u>5024659</u>	FACILITIES MAINTENANCE SUPPLIES	71000.81100.53200	94.64	32.82
				<u>9031050</u>	FACILITIES MAINTENANCE SUPPLIES	60001.83200.53200	32.82	42.45
<u>0243</u>	HOSE MAN	APBWEST	Check	<u>2365752-0001-02</u>	VEHICLE MAINTENANCE	60000.83100.53208	14.63	27.82
				<u>2365795-0001-02</u>	VEHICLE MAINTENANCE	60000.83100.53208	27.82	350.75
<u>VEN03212</u>	INLAND OVERHAED DOOR COMPANY	APBWEST	Check	<u>44078</u>	SERVICE CALL	60001.83200.53200	350.75	3,951.50
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.	APBWEST	Check	<u>S1025599.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	367.92	170.82
				<u>S1025599.002</u>	FY 19/20 Distribution Supplies	71000.81100.53200	170.82	56.94
				<u>S1025599.003</u>	FY 19/20 Distribution Supplies	71000.81100.53200	56.94	113.88
				<u>S1025599.004</u>	FY 19/20 Distribution Supplies	71000.81100.53200	113.88	346.90
				<u>S1025722.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	346.90	436.75
				<u>S1025756.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	436.75	793.88
				<u>S1025967.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	793.88	279.23
				<u>S1025973.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	279.23	1,385.18
				<u>S1025979.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	1,385.18	124.68
<u>0937</u>	INTERSTATE BATTERY SYSTEM OF	APBWEST	Check	<u>50146111</u>	VEHICLE MAINTENANCE	60000.83100.53208	124.68	72.41
<u>VEN02088</u>	JCL TRAFFIC SERVICES	APBWEST	Check	<u>101039</u>	STREET MAINTENANCE	10000.83500.53206	72.41	140.00
<u>1454</u>	JDS TANK TESTING & REPAIR INC	APBWEST	Check	<u>13494</u>	MONTHLY INSPECTION OF UST SYSTEM JULY 20:	71000.81100.52100	140.00	178.25
<u>1044</u>	JESSE TORIBIO	APBWEST	Check	<u>INV025162</u>	RETIREE HEALTH INS.	60007.70100.51302	178.25	169.00
<u>VEN03437</u>	JOAN HASIBAR	APBWEST	Check	<u>INV025248</u>	BUSINESS LICENSE REFUND	10000.00000.43002	169.00	249.55
<u>1156</u>	JOHN FORD	APBWEST	Check	<u>INV025157</u>	RETIREE HEALTH INS.	60007.70100.51302	249.55	2,500.00
<u>VEN03424</u>	JOHNSON INVESTIGATIONS	APBWEST	Check	<u>2019-009</u>	BACKROUND INVESTIGATION	60007.70101.52100	1,400.00	500.00
				<u>2019-010</u>	BACKROUND INVESTIGATION	60007.70101.52100	500.00	600.00
				<u>2019-011</u>	BACKROUND INVESTIGATION	60007.70101.52100	600.00	5,773.00
<u>1336</u>	L.A. CO. FIRE DEPT.	APBWEST	Check	<u>IN0305907</u>	AR 0024967 HAZARDOUS MATERIALS DISCLOSU	60000.83100.52401	5,773.00	798.81
<u>1280</u>	L.A. COUNTY AUDITOR-CONTROLLER	APBWEST	Check	<u>INV025165</u>	LOCAL AGENCY FORMATION COMMISSION CHA	60002.30000.53999	798.81	338.53
<u>0515</u>	LANDSCAPE WAREHOUSE	APBWEST	Check	<u>2598108</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	46.46	62.68
				<u>2598901</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	62.68	24.32
				<u>2599847</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	24.32	28.18
				<u>2599947</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	28.18	176.89
				<u>2601656</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	176.89	77.16
<u>0271</u>	LAWN MOWER CORNER	APBWEST	Check	<u>15741</u>	EQUIPMENT MAINTENANCE	60000.83100.53208	77.16	238.01
<u>0640</u>	LIFE-ASSIST INC.	APBWEST	Check	<u>932497</u>	FY 2019-2020 EMS SUPPLIES	10000.64000.53300	238.01	285.20
<u>VEN01660</u>	LISA VOLPE	APBWEST	Check	<u>INV025159</u>	RETIREE HEALTH INS.	60007.70100.51302	285.20	1,896.00
<u>VEN03428</u>	LOGMEIN USA, INC	APBWEST	Check	<u>QPPOCI7M1286000</u>	RESCUE YEARLY SUBSCRIPTIONS	60003.30000.52200	1,896.00	1,600.00
<u>VEN03211</u>	MACLEOD WATTS INC	APBWEST	Check	<u>190718Sierr</u>	GASB 75 ACTUARIAL REPORT FY END 06/30/19	60002.30000.52100	1,600.00	52.00
<u>VEN02976</u>	MEDICO PROFESSIONAL LINEN SERVICE							

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
0312	APBWEST Check	<u>20066582</u>	FY 2019-20 MEDICAL WASTE	10000.64000.53300	52.00
	NEOPOST				1,000.00
0980	APBWEST Check	<u>INV025246</u>	POSTAGE JULY 2019	60002.30000.53101	1,000.00
	NORMAN A. TRAUB				2,335.73
	APBWEST Check	<u>19053</u>	INVESTIGATION P.W.	60007.70100.52100	2,335.73
<u>VEN03105</u>	NORTHWEST EXCAVATING INC				9,640.00
0786	APBWEST Check	<u>M7042</u>	FY 19/20 Spreading Grounds Maintenance	71000.81100.53210	9,640.00
	OFFICE DEPOT, INC				213.88
	APBWEST Check	<u>342700386001</u>	OFFICE SUPPLIES	10000.40000.53100	144.47
		<u>351922194001</u>	FY 2019-20 OFFICE DEPOT SUPPLIES	60002.30000.53100	43.26
		<u>351928387001</u>	FY 2019-20 OFFICE DEPOT SUPPLIES	60002.30000.53100	26.15
<u>1372</u>	ORKIN COMMERCIAL SERVICES				679.18
	APBWEST Check	<u>185750456</u>	155 E MIRA MONTE AVE	60001.83200.53200	70.00
		<u>185751137</u>	232 W SIERRA MADRE BLVD	60001.83200.53200	250.00
		<u>185751258</u>	621 W SIERRA MADRE BLVD	60001.83200.53200	162.29
		<u>185751376</u>	440 E SIERRA MADRE BLVD	60001.83200.53200	196.89
<u>0332</u>	PETTY CASH FUND-ADMIN				203.56
	APBWEST Check	<u>INV025254</u>	PETTY CASH ADMIN REIMBURSE	10000.00000.42003	8.17
		<u>INV025271</u>	RG SENIOR EXCURSION DRIVERS TIP	10000.79003.52999	66.00
		<u>INV025272</u>	RV INTERVIEW PANEL MEAL	60007.70100.53999	40.76
		<u>INV025273</u>	LA MAYOR'S BREAKFAST SUPPLIES	60007.70100.53403	35.90
		<u>INV025274</u>	HA INTERVIEW PANEL MEAL	60007.70100.53999	52.73
<u>0336</u>	POST ALARM SYSTEMS				183.73
	APBWEST Check	<u>1181048</u>	FY 19/20 Alarm Monitoring	60001.83200.52200	48.92
		<u>1183826</u>	FY 19/20 Alarm Monitoring	60001.83200.52200	43.26
		<u>1186933</u>	FY 19/20 Alarm Monitoring	60001.83200.52200	52.40
		<u>1187079</u>	FY 19/20 Alarm Monitoring	60001.83200.52200	39.15
<u>1687</u>	POSTER COMPLIANCE CENTER				349.75
	APBWEST Check	<u>3131272-RN</u>	ANNUAL COMPLIANCE RENEWAL	60007.70100.53409	349.75
<u>1113</u>	RUBEN ENRIQUEZ				356.50
	APBWEST Check	<u>INV025158</u>	RETIREE HEALTH INS.	60007.70100.51302	356.50
<u>VEN01256</u>	SKY BLUEPRINT & SUPPILES INC				46.31
	APBWEST Check	<u>B78391</u>	MATERIAL & SUPPLIES	71000.81100.53001	46.31
<u>0378</u>	SMART & FINAL				392.49
	APBWEST Check	<u>3056650047981</u>	EMPLOYEE APPRECIATION DAY	60007.70100.53999	89.48
		<u>3056650051093</u>	MAYOR'S FUNCTION	60007.70100.53999	98.06
		<u>3056650058830</u>	MAYOR'S FUNCTION	60007.70100.53999	204.95
<u>0382</u>	SOUTH COAST A Q M D				557.42
	APBWEST Check	<u>3498315</u>	I C E M ELEC GEN-DIESEL	71000.81100.52401	421.02
		<u>3501717</u>	FLAT FEE LAST FISCAL YEAR EMISSIONS	71000.81100.52401	136.40
<u>2016</u>	STEVE POCK				356.50
	APBWEST Check	<u>INV025160</u>	RETIREE HEALTH INS.	60007.70100.51302	356.50
<u>VEN01027</u>	STUBBIES				1,180.32
	APBWEST Check	<u>19081</u>	UNIFORMS	60001.83200.53303	1,180.32
<u>1368</u>	SWANK MOTION PICTURES INC				585.00
	APBWEST Check	<u>RG2708281</u>	MOVIES IN THE PARK	10000.79008.52999	585.00
<u>0399</u>	TELETRONIC ALARM SYSTEMS				62.00
	APBWEST Check	<u>INV025151</u>	FY 19/20 Alarm Monitoring JULY 2019	60001.83200.52200	62.00
<u>VEN02639</u>	TURNOUT MAINTENANCE COMPANY				867.50
	APBWEST Check	<u>21127</u>	TURNOUT MAINTENANCE	10000.61000.52302	867.50
<u>1799</u>	TYLER TECHNOLOGIES INC				225.00
	APBWEST Check	<u>025-267380</u>	MONTHLY FEE/UB ONLINE WEB SITE, INSITE TR	71000.32000.52200	180.00
				72000.32000.52200	45.00
<u>VEN03096</u>	WARD M. JOY				2,720.00
	APBWEST Check	<u>1612</u>	BPO-NTWRK CABLING & INFRASTRCTURE	60003.30000.52200	2,720.00
<u>2005</u>	WEST COAST LIGHTS & SIRENS INC				1,148.93
	APBWEST Check	<u>18646</u>	VEHICLE MAINTENANCE	60000.83100.53208	1,148.93
Report Total:					123,556.50



Packet: APPKT04706 - LIB 08/13/19

Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN02953</u>	CPACINC.COM				2,216.39
APBWEST	Check	<u>SI-1287984</u>	Microsoft Licensing - 3 year agreement/Backup	60003.30000.52200	2,216.39
<u>0598</u>	DEMCO, INC.				310.55
APBWEST	Check	<u>6627982</u>	Library Supplies	10000.90000.53100	310.55
<u>0786</u>	OFFICE DEPOT, INC				567.66
APBWEST	Check	<u>274926661001</u>	OFFICE SUPPLIES	10000.90000.53100	303.74
		<u>303845417001</u>	OFFICE SUPPLIES	10000.90000.53100	55.97
		<u>303855597001</u>	OFFICE SUPPLIES	10000.90000.53100	6.56
		<u>305601639001</u>	OFFICE SUPPLIES	10000.90000.53100	71.83
		<u>306776828001</u>	OFFICE SUPPLIES	10000.90000.53100	85.96
		<u>319845397001</u>	OFFICE SUPPLIES	10000.90000.53100	27.51
		<u>331720183001</u>	OFFICE SUPPLIES	10000.90000.53100	16.09
Report Total:					3,094.60



Packet: APPKT04705 - LIB 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 08/12/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>0132</u>	BAKER & TAYLOR, INC.				195.62
APBWEST	Check	<u>4012587721</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	191.41
		<u>4012587722</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.21
<u>0786</u>	OFFICE DEPOT, INC				64.16
APBWEST	Check	<u>344521891001</u>	OFFICE SUPPLIES	10000.90000.53100	64.16
Report Total:					259.78



Packet: APPKT04674 - LIB MANUAL CHECK 08/13/19 (FY 19/20)
Vendor Set: 01 - Vendor Set 01

Check Date: 07/22/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03149</u>	ANDRE GIRALDO				150.00
APBWEST	Check	<u>INV025101</u>	CLASSICAL GUITAR RECITAL	39006.90000.53999	150.00
<u>VEN03415</u>	DANIEL RAMIREZ				150.00
APBWEST	Check	<u>INV025103</u>	CLASSICAL GUITAR RECITAL	39006.90000.53999	150.00
<u>VEN03416</u>	MAXIMILLIAN MENDOZA				150.00
APBWEST	Check	<u>INV025102</u>	CLASSICAL GUITAR RECITAL	39006.90000.53999	150.00
Report Total:					450.00

RESOLUTION NUMBER 19-46

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the audited August 27, 2019 demands were released to vendors in accordance with City Council action item 1d on the June 25, 2019 Council meeting; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby ratify payment of City Warrants in the aggregate amount of **\$303,168.57**; Sierra Madre Library Warrants in aggregate amount of **\$9,961.13**; and Payroll Transfer in the aggregate amount of **\$348,816.08** for the fiscal year ending June 30, 2020.

APPROVED AND ADOPTED this 10th day of September, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-46** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 10th day of September, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of September 10, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants\$303,168.57

Sierra Madre Library Warrants.....\$9,961.13

Payroll

Transfer.....\$348,816.08

Warrant Register 8/27/19

Attachment 1A

Fiscal Year	Description	Amount	Page #
FY1920	Manual Warrants	1,676.42	1
FY1920	General Warrants	221,644.70	2-5
FY1920	General Warrants - Utility Bills	79,847.45	6
	Total	303,168.57	

FY1920	Library Warrants	9,961.13	7-8
	Total	9,961.13	

Date:			
8/22/2019	Payroll #17 Electronic Tansfers	\$348,816.08	
	From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.		
	Total	348,816.08	



Packet: APPKT04717 - MANUAL CHECK 08/27/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/19/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
1488	FEDEX OFFICE				126.42
APBWEST	Check	370100020211	LOCAL DELIVERY POSTAGE SUPPLIES	39006.90000.53999	126.42
VEN03277	MAUREEN KANE & ASSOCIATES INC				1,550.00
APBWEST	Check	INV025286	STAFF TRAINING	60002.30000.53402	1,550.00
				Report Total:	1,676.42



Packet: APPKT04728 - GEN 08/27/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/26/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN01763	123STICKERS				172.75
APBWEST	Check	81534	BUSINESS LICENSE VEHICLE STICKERS	60002.30000.53102	172.75
0109	AIRGAS USA				72.87
APBWEST	Check	9964026074	FY 2019-2020 MEDICAL OXYGEN	10000.64000.53300	72.87
1484	ALLIANT INSURANCE SERVICES				1,311.00
APBWEST	Check	1151785	HALLOWEEN HAPPENINGS INSURANCE	10000.79004.53999	1,311.00
0433	ALLSTAR FIRE EQUIPMENT, INC.				586.18
APBWEST	Check	217202	FY 2019-2020 SUPPRESSION EQUIPMENT	10000.61000.53300	205.67
		217284	FY 2019-2020 SUPPRESSION EQUIPMENT	10000.61000.53300	380.51
VEN03251	AMERICAN RIVER BENEFIT ADMINISTRATORS				196.42
APBWEST	Check	INV025285	FF INSURANCE SEPT 2019	10000.61000.53409	196.42
0859	AQUA METRIC				61,462.30
APBWEST	Check	INV0074256	Water Meter Purchase Installation Infrastructure	71000.81100.56011	50,258.00
		INV0074474	Water Meter Purchase Installation Infrastructure	71000.81100.56011	2,463.76
		INV0074586	Water Meter Purchase Installation Infrastructure	71000.81100.56011	6,939.09
		INV0074711	Water Meter Purchase Installation Infrastructure	71000.81100.56011	5,000.00
		SCM000219	CREDIT FOR SCRAP METERS	71000.81100.56011	-3,198.55
VEN02961	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				1,233.10
APBWEST	Check	534411063	FY 19/20 Uniform	60001.83200.53303	82.11
		534411064	FY 19/20 Janitorial	60001.83200.53200	293.15
		534428293	FY 19/20 Uniform	60001.83200.53303	189.43
		534428294	FY 19/20 Janitorial	60001.83200.53200	293.15
		534462809	FY 19/20 Uniform	60001.83200.53303	82.11
		534462810	FY 19/20 Janitorial	60001.83200.53200	293.15
1662	ARNOLD'S FRONTIER HARDWARE - CS				29.53
APBWEST	Check	091995	WOODCHIPS - COMMUNITY GARDEN	10000.70000.53999	29.53
1206	B & H SIGN CO.				225.00
APBWEST	Check	18211	WINDOW GRAPHICS	10000.11000.53999	225.00
1200	BLUE DIAMOND MATERIALS				162.75
APBWEST	Check	1584122	STREET MATERIALS	71000.81100.53206	162.75
0169	CITY ELECTRIC SUPPLY				22.89
APBWEST	Check	PDA/010006	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	22.89
VEN03003	CLARISSA LOWE				104.96
APBWEST	Check	INV025340	CA PARKS REC. CONFERENCE	10000.70000.53402	104.96
1167	COMMUNITY MEDIA OF THE FOOTHILLS				2,400.94
APBWEST	Check	407	FY 19/20 Sierra Madre Production Services JULY	60003.30000.52100	2,400.94
0190	DECCO AWARDS INC				260.11
APBWEST	Check	19-12019	EMPLOYEE RECOGNITION AWARD	60007.70100.53403	260.11
1181	DELTA DISTRIBUTING				201.46
APBWEST	Check	146491	JANITORIAL SUPPLIES	60001.83200.53200	201.46
1584	DENRAM PRODUCTS CORP				476.70
APBWEST	Check	18593	BUIDING DEPARTMENT	10000.40000.53999	353.75
		18596	BUISNESS CARDS	10000.40000.53999	122.95
0196	DUNN EDWARDS CORPORATION				108.82
APBWEST	Check	2026700501	PAINT SUPPLIES	10000.83500.53206	108.82
VEN02997	DYNAMIC BUILDING MAINT INC				2,919.00
APBWEST	Check	27	FY 19/20 Monthly Janitorial Services JULY 2019	60001.83200.52200	2,919.00
1462	FASCHING'S CAR WASH				423.80
APBWEST	Check	INV025296	FY 19-20 CAR WASH SERVICES JULY 2019	10000.50000.52302	140.60
		INV025345	FY 18-19 BLANKET PO MAY/JUNE 2019	10000.50000.52302	283.20
1455	FIRST TRANSIT INC				12,341.67
APBWEST	Check	11606535	FY 19/20 Dial A Ride Services JULY 2019	37004.80000.52203	12,341.67
1639	GMS ELEVATOR SERVICES INC				87.50
APBWEST	Check	97730	FY 19/20 Elevator Maintenance	60001.83200.52200	87.50

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN02697</u>	GWMA				22.38
APBWEST	Check	<u>HTU-19-52</u>	FY 2019/20 ADMINISTRATIVE COST SHARING	10000.81201.52001	22.38
<u>0814</u>	HDL, COREN & CONE				2,168.10
APBWEST	Check	<u>0026732-IN</u>	FY 19-20 PROF SVCS/PROP TAX CONSULTANTS	60002.30000.52100	2,168.10
<u>1334</u>	HP MECHANICAL INC.				2,281.00
APBWEST	Check	<u>2391</u>	A/C SERVICE PD/GYM	60001.83200.52200	582.00
		<u>2524</u>	SERVICE CALL	60001.83200.52200	323.00
		<u>2532</u>	SERVICES CALL	60001.83200.52200	514.00
		<u>2538</u>	SERVICE CALL	71000.81100.52200	862.00
<u>VEN01500</u>	INLAND WATER WORKS SUPPLY CO.				2,733.40
APBWEST	Check	<u>S1025967.002</u>	FY 19/20 Distribution Supplies	71000.81100.53200	793.88
		<u>S1025973.002</u>	FY 19/20 Distribution Supplies	71000.81100.53200	186.15
		<u>S1026144.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	1,164.26
		<u>S1026144.002</u>	FY 19/20 Distribution Supplies	71000.81100.53200	227.76
		<u>S1026238.001</u>	FY 19/20 Distribution Supplies	71000.81100.53200	361.35
<u>0913</u>	IRWINDALE INDUSTRIAL CLINIC				1,250.00
APBWEST	Check	<u>2130-906160</u>	PRE EMPLOYMENT EXAM	60007.70100.52106	50.00
				60007.70101.52106	1,200.00
<u>VEN02088</u>	JCL TRAFFIC SERVICES				512.20
APBWEST	Check	<u>101237</u>	SAFETY SUPPLIES	10000.83500.53206	512.20
<u>1454</u>	JDS TANK TESTING & REPAIR INC				500.00
APBWEST	Check	<u>13182</u>	COMPLIANCE WITH REGULATORY SERVICE	60000.83100.55001	360.00
		<u>13585</u>	DESIGNATED OPERATOR AUG 2019	60000.83100.55001	140.00
<u>0397</u>	KEVORK TCHARKHOUTIAN				6,502.00
APBWEST	Check	<u>2019-07D</u>	FY 19/20 CITY ENGINEER SERVICES JULY 2019	10000.82000.52100	5,702.00
		<u>2019-07R</u>	FY19/20 CITY ENGINEER RETAINER	10000.82000.52100	800.00
<u>1336</u>	L.A. CO. FIRE DEPT.				2,409.00
APBWEST	Check	<u>IN0305908</u>	HAZARDOUS MATERIALS DISCLOSURE PGM ARO	60001.83200.52401	572.00
		<u>IN0306545</u>	CA ACCIDENTAL RELEASE PROGRAM ARO30218	71000.81100.52401	1,837.00
<u>0515</u>	LANDSCAPE WAREHOUSE				264.27
APBWEST	Check	<u>2601948</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	37.49
		<u>2602453</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	6.01
		<u>2602803</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	57.42
		<u>2603561</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	112.50
		<u>3329608</u>	FY 19/20 Maintenance Supplies	10000.83300.53001	50.85
<u>0727</u>	LAWREN HEINZ				110.76
APBWEST	Check	<u>INV025342</u>	CA PARKS REC. CONFERENCE	10000.70000.53402	110.76
<u>0277</u>	LIEBERT CASSIDY WHITMORE				2,422.50
APBWEST	Check	<u>1483733</u>	PROFESSIONAL SVCS JULY 2019	60007.70100.51400	2,194.50
		<u>1483734</u>	PROFESSIONAL SVCS JULY 2019	60007.70100.51400	228.00
<u>0640</u>	LIFE-ASSIST INC.				481.39
APBWEST	Check	<u>935286</u>	FY 2019-2020 EMS SUPPLIES	10000.64000.53300	181.38
		<u>936882</u>	FY 2019-2020 EMS SUPPLIES	10000.64000.53300	300.01
<u>VEN01196</u>	LOS ANGELES COUNTY POLICE CHIEFS' ASSOC.				200.00
APBWEST	Check	<u>INV025291</u>	LACPCA STRATEGIC PLANING WORKSHOP	10000.50000.53402	200.00
<u>1690</u>	MERCHANTS LANDSCAPE SVC INC				12,000.00
APBWEST	Check	<u>54449</u>	FY 19/20 Landscape Services JULY 2019	10000.81201.52200	114.64
				10000.83300.52200	6,052.73
				32002.83000.52200	834.54
				32008.83000.52200	1,329.77
				60001.83200.52200	3,668.32
<u>VEN03250</u>	NATHALIA FLORES				93.31
APBWEST	Check	<u>INV025276</u>	REIMBURSE CAL FIRE AFFS REGISTRATION FEE	10000.61000.53402	31.21
		<u>INV025277</u>	REIMBURSEMENT CAL FIRE AFFSS REGISTRATIOI	10000.61000.53409	62.10
<u>1642</u>	NBS				2,473.20
APBWEST	Check	<u>719000112</u>	Downtown Business Assesment District Consult:	32006.83000.52200	1,236.60
				32007.83000.52200	1,236.60
<u>0786</u>	OFFICE DEPOT, INC				189.51
APBWEST	Check	<u>354182532001</u>	OFFICE SUPPLIES	60007.70100.53999	82.82
		<u>354182532001b</u>	FY 2019-20 OFFICE DEPOT SUPPLIES	60002.30000.53100	23.83
		<u>358585042001</u>	OFFICE SUPPLIES	60000.83100.52200	82.86

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN01608	PHOENIX GROUP INFORMATION SYSTEMS				1,973.78
APBWEST	Check	062019200	CONTRACT SERVICE JUNE 2019	10000.50000.52200	1,973.78
1687	POSTER COMPLIANCE CENTER				36.55
APBWEST	Check	3266213-CA	POSTER COMPLIANCE	60007.70100.53409	36.55
1483	PRO PRINTING INC				55.85
APBWEST	Check	50979	BUSINESS CARDS	10000.50000.53102	55.85
0447	RAYMOND BASIN MANAGEMENT BOARD				1,950.17
APBWEST	Check	3-19-0006	LABORATORY FEES THRU MARCH 31, 2019	71000.81100.52001	571.49
		6-19-0006	LABORATORY FEE THRU JUNE 30, 2019	71000.81100.52001	1,378.68
VEN03161	REBECCA SILVA-BARRON				108.83
APBWEST	Check	INV025341	CA PARKS REC. CONFERENCE	10000.70000.53402	108.83
1485	RED SUPPLY INC				213.25
APBWEST	Check	68353	MAINTENANCE SUPPLIES	60001.83200.53200	60.83
		74450	MAINTENANCE SUPPLIES	60001.83200.53200	152.42
0346	RED WING SHOES				1,552.79
APBWEST	Check	12-1-73791	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-16466	FY 19/20 SAFETY BOOTS	60001.83200.53303	188.50
		989-1-16469	FY 19/20 SAFETY BOOTS	60001.83200.53303	187.40
		989-1-16470	FY 19/20 SAFETY BOOTS	60001.83200.53303	188.50
		989-1-16509	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-16548	FY 19/20 SAFETY BOOTS	60001.83200.53303	193.49
		989-1-16693	FY 19/20 SAFETY BOOTS	60001.83200.53303	188.50
		989-1-16767	FY 19/20 SAFETY BOOTS	60001.83200.53303	198.44
0267	REGIONAL TAP SERVICE CENTER				25.00
APBWEST	Check	6010324	REG SV REGULAR	37004.70000.52001	25.00
0552	RKA CONSULTING GROUP				70.00
APBWEST	Check	29033	CONSTRUCTION MANAGEMENT	38012.83500.56010	70.00
VEN02718	ROADLINE PRODUCTS INC				1,226.32
APBWEST	Check	15073	MAINTENANCE SUPPLIES	10000.83500.53206	1,226.32
VEN01670	ROGERS, ANDERSON, MALODY & SCOTT, LLP				13,000.00
APBWEST	Check	61561	FY 19-20 BPO - AUDIT SVCS	60002.30000.52100	11,190.00
		61561b	SUCCESSOR AGENCY JULY 2019	50003.30000.52100	1,810.00
0373	SAN GAB VALLEY CITY MANAGERS ASSOC.				55.00
APBWEST	Check	INV025275	MEMBERSHIP DUES 7/1/19-6/30/20	60002.30000.53409	55.00
VEN03444	SCOTT EQUIPMENT				718.69
APBWEST	Check	E03355	EQUIPMENT PARTS	60000.83100.53208	718.69
VEN03199	SO CAL MAILING SERVICES				2,280.88
APBWEST	Check	62780	FY19-20 BPO- MAILING AND WATER BILLING	71000.32000.53101	1,161.15
		62795	FY19-20 BPO- MAILING AND WATER BILLING	71000.32000.53101	1,119.73
0381	SOUTHEAST CONSTRUCTION PRODUCT				24.86
APBWEST	Check	1907-256998	CONSTRUCTION MATERIAL	10000.83500.53206	24.86
VEN02444	SUPERIOR COURT OF CA, CO OF L. A.				664.00
APBWEST	Check	INV025344	FY 18-19 BPO- REVENUE DISTRIBUTION JUNE 20	10000.50000.52200	664.00
1368	SWANK MOTION PICTURES INC				1,386.00
APBWEST	Check	RG2716106	MOVIES IN THE PARK 8/9/19	10000.79008.52999	693.00
		RG2725196	MOVIES IN THE PARK 8/16/19	10000.79008.52999	693.00
VEN02863	THE COUNSELING TEAM INTERNATIONAL				900.00
APBWEST	Check	72904	PSYCHOLOGICAL ASSESSMENT	60007.70101.52100	300.00
		72918	PSYCHOLOGICAL ASSESSMENT	60007.70101.52100	300.00
		72985	PSYCHOLOGICAL ASSESSMENTS	60007.70101.52100	300.00
VEN01194	THORSON MOTOR CENTER				98.46
APBWEST	Check	BUR358726	VEHICLE MAINTENANCE	60000.83100.53208	98.46
0410	UNDERGROUND SERVICE ALERT				162.95
APBWEST	Check	18dsbfee4157	FY 19/20 Underground Alert Services - Digalert	71000.81100.52200	44.05
		720190681	FY 19/20 Underground Alert Services - Digalert	71000.81100.52200	118.90
1390	VALLEY POWER SYSTEMS				2,125.78
APBWEST	Check	132642	Repair of E-One Fire Truck	60000.83100.53208	2,125.78
VEN01208	VERSATILE INFORMATION PRODUCTS, INC				1,216.00
APBWEST	Check	190907-PSC19-20	Digital Recorder System Maintenance 8/1/19-7/	10000.50000.52200	1,216.00
VEN02280	VISTA PAINT CORP				152.01
APBWEST	Check	2019-012509-00	PAINT SUPPLIES	60001.83200.53200	152.01

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0158	VULCAN MATERIALS COMPANY				718.41
APBWEST	Check	72284403	MAINTENANCE SUPPLIES	71000.81100.53206	718.41
0335	WATERLINE TECHNOLOGIES				1,428.13
APBWEST	Check	5449337	CYLINDER DEPOSIT	71000.81100.53209	-750.00
		5461940	CYLINDER DEPOSIT	71000.81100.53209	-750.00
		5464917	FY 19/20.Chlorine Gas Water Treatment	71000.81100.53209	2,928.13
0425	WILLDAN ASSOCIATES				34,099.87
APBWEST	Check	002-21374	FY 19/20 Building Official/Inspection/ JULY 2019	10000.40000.52100	33,284.11
		00617888	ENGRNG AND TRAFFIC SURVEY	38005.83500.52200	815.76
1053	WITTMAN ENTERPRISES, LLC				1,631.11
APBWEST	Check	1907056	FY 2019-20 EMS BILLING SERVICES	10000.64000.52200	1,631.11
0629	WONDRIES FLEET GROUP				32,357.24
APBWEST	Check	PC95130	2019 Police Vehicle	60000.83100.56006	32,357.24
Report Total:					221,644.70



Packet: APPKT04719 - UB MANUAL CHECK 8/27/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/21/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0129</u>	AT&T				788.46
APBWEST	Check	INV025287	818 246-3783 591 4 SVC 7/23/19-8/22/19	10000.61000.55005	245.60
		INV025288	818 291-0241 661 1 SVC 7/4/19-8/3/19	10000.61000.55005	258.00
		INV025289	818 291-0241 661 1 SVC 8/4/19-9/3/19	10000.61000.55005	284.86
<u>0384</u>	SOUTHERN CALIF. EDISON CO.				76,689.80
APBWEST	Check	INV025292	2-03-661-3305 SVC 7/3/19-8/2/19	60001.83200.55003	1,972.72
		INV025293	2-41-970-4713 SVC 7/9/19-8/7/19	60001.83200.55003	27.87
		INV025294	2-03-752-0756 SVC 7/9/19-8/7/19	32008.83000.55003	334.33
				38005.83500.55003	20.51
				60001.83200.55003	61,688.58
				71000.81100.55003	6,455.34
		INV025295	2-01-194-6423 SVC 6/1/19-7/1/19	32005.83500.55003	149.03
				32006.83000.55003	288.03
				32007.83000.55003	1,158.70
				38005.83500.55003	4,420.26
				60001.83200.55003	174.43
<u>0216</u>	THE GAS COMPANY				480.73
APBWEST	Check	INV025339	NATURAL GAS VEHICLE FUEL JULY 2019	60001.83200.55004	480.73
<u>1439</u>	TIME WARNER CABLE				1,888.46
APBWEST	Check	0027467080119	FD CABLE SVCS 8/1/19-8/31/19	60003.30000.52200	63.49
		0131806081119	PD INTERNET CABLE SVC 8/11/19-9/10/19	60003.30000.52200	447.43
		0137019070619	SM INTERNET SVCS 7/16/19-8/5/19	60003.30000.52200	529.96
		0137019080619	SM INTERNET SVCS 8/6/19-9/5/19	60003.30000.52200	264.98
		0179789072719	PD INTERNET SVCS 7/27/19-8/26/19	60003.30000.52200	582.60
Report Total:					79,847.45



Packet: APPKT04729 - LIB 08/27/19
Vendor Set: 01 - Vendor Set 01

Check Date: 08/26/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN03266</u>	A TO Z DATABASES				1,200.00
APBWEST	Check	<u>502773</u>	A to Z Databases Subscription 9/1/19-8/31/20	10000.90000.52200	1,200.00
<u>0132</u>	BAKER & TAYLOR, INC.				5,237.43
APBWEST	Check	<u>4012591344</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		51.62
		<u>4012591345</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		8.99
		<u>4012593858</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		1,494.07
		<u>4012593859</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		50.50
		<u>4012594860</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		124.06
		<u>4012594861</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		3.95
		<u>4012595178</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		369.10
		<u>4012595179</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		18.01
		<u>4012596157</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		736.33
		<u>4012596158</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		20.43
		<u>4012596414</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		17.01
		<u>4012596415</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		4.50
		<u>4012596454</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		236.98
		<u>4012596455</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		45.00
		<u>4012596480</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		37.75
		<u>4012596481</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		1.42
		<u>4012596879</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		621.03
		<u>4012596880</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		21.91
		<u>4012597219</u>	LIBRARY BOOKS	39006.90000.53406	130.40
		<u>4012597798</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		307.13
		<u>4012597799</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		12.32
		<u>4012599049</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		155.22
		<u>4012599050</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		36.00
		<u>4012599255</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		296.90
		<u>4012599256</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		12.81
		<u>4012599626</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		104.74
		<u>4012599627</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		4.46
		<u>4012600288</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.53406		231.08
		<u>4012600289</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 10000.90000.52200		6.64
		<u>H37611320</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		8.90
		<u>T05361680</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		12.30
		<u>T05461900</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		25.44
		<u>T05461901</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		25.08
		<u>T05583590</u>	BOOKS & REFERENCE, PROCESSING FEES & MED 39006.90000.53406		5.35
<u>0145</u>	BRODART				161.32
APBWEST	Check	<u>534846</u>	LIBRARY SUPPLIES	10000.90000.53100	86.43
		<u>534849</u>	LIBRARY SUPPLIES	10000.90000.53100	74.89
<u>0203</u>	ELLEN'S SILKSCREENING				68.44
APBWEST	Check	<u>71990</u>	SCREEN PRINTING	10000.90000.53999	68.44
<u>VEN03445</u>	INLAND LIBRARY SYSTEM				30.00
APBWEST	Check	<u>EYA_S MPL 01</u>	EVERYTHING YA CONFERENCE FY 19/20	10000.90000.53402	30.00
<u>0786</u>	OFFICE DEPOT, INC				90.05
APBWEST	Check	<u>354276625001</u>	OFFICE SUPPLIES	10000.90000.53100	63.04
		<u>356766844001</u>	OFFICE SUPPLIES	10000.90000.53100	27.01
<u>VEN03435</u>	REBECKA AKER				300.81
APBWEST	Check	<u>INV025343</u>	REIMBURSEMENT WORKSHOP MATERIALS	39006.90000.53999	300.81
<u>1817</u>	SOUTHERN CALIFORNIA LIBRARY COOPERATIVE				2,078.00
APBWEST	Check	<u>SMD_1920</u>	SCLC and Califa Consortium Membership FY 19/	10000.90000.53409	2,078.00
<u>1125</u>	VANGUARD ID SYSTEMS				795.08
APBWEST	Check	<u>8142415</u>	LIBRARY YOUTH CARDS	10000.90000.53100	795.08

RESOLUTION NUMBER 19-47

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the register of audited demands has been submitted to the City Council for approval; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby ratify payment of City Warrants in the aggregate amount of **\$150,116.31**; Sierra Madre Library Warrants in aggregate amount of **\$1,777.65**; and Payroll Transfer in the aggregate amount of **\$391,097.79** for the fiscal year ending June 30, 2020.

APPROVED AND ADOPTED this 10th day of September, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-47** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 10th day of September, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of September 10, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants\$150,116.31

Sierra Madre Library Warrants.....\$1,777.65

Payroll
Transfer.....\$391,097.79

Warrant Register 9/10/19

Attachment 1A

Fiscal Year	Description	Amount	Page #
FY1920	General Warrants	139,878.30	1-4
FY1920	General Warrants - Utility Bills	10,238.01	5
	Total	150,116.31	

FY1920	Library Warrants	1,777.65	6
	Total	1,777.65	

Date:			
9/5/2019	Payroll #18 Electronic Tansfers	\$391,097.79	
	From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.		
	Total	391,097.79	



Account: APPKT04741 - GEN 09/10/19
Vendor Set: 01 - Vendor Set 01

Check Date: 09/04/2019

Vendor Number	Vendor Name	Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Vendor Total
							Distribution Amount
EN03438	A TO Z CUSTOM UPHOLSTERY						8,000.00
APBWEST	Check			103	Council Chamber chair upholstery	60001.83200.56010	8,000.00
644	AMAZON						5,295.67
APBWEST	Check			449587545935	FD EQUIPMENT	10000.64000.56009	1,090.98
				455383544366	RECREATION SUPPLIES	10000.70000.53999	15.37
				465934898697	RECREATION SUPPLIES	10000.70000.53999	20.70
				496376575646	FD EQUIPMENT	10000.64000.56009	839.99
				498836994356	RECREATION SUPPLIES	10000.70000.53999	426.54
				687597838758	RECREATION SUPPLIES	10000.70000.53999	18.36
				747784868648	FD EQUIPMENT	10000.64000.56009	1,428.30
				863638364434	SPECIAL EVENT SUPPLIES	10000.70000.53999	59.17
				863977646489	FD EQUIPMENT	10000.64000.56009	1,341.00
				885736975396	RECREATION SUPPLIES	10000.70000.53999	55.26
EN02961	ARAMARK UNIFORM & CAREER APPAREL GROUP INC						539.48
APBWEST	Check			534445566	FY 19/20 Uniform	60001.83200.53303	82.11
				534445567	FY 19/20 Janitorial	60001.83200.53200	293.15
				534479985	FY 19/20 Uniform	60001.83200.53303	82.11
				534497200	FY 19/20 Uniform	60001.83200.53303	82.11
1125	ARROW AUTOMOTIVE SERVICE						250.00
APBWEST	Check			1042158	VEHICLE MAINTENANCE	60000.83100.53208	100.00
				1042162	VEHICLE MAINTENANCE	60000.83100.53208	40.00
				1042224	VEHICLE MAINTENANCE	60000.83100.53208	70.00
				1042245	VEHICLE MAINTENANCE	60000.83100.53208	40.00
1025	CALIFORNIA J P I A						1,023.00
APBWEST	Check			UST001066	UNDERGROUND STORAGE TANKS 2019-2020	60007.70100.54801	1,023.00
1169	CITY ELECTRIC SUPPLY						465.92
APBWEST	Check			PDA/010122	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	12.20
				PDA/010187	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	105.38
				PDA/010221	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	89.06
				PDA/010238	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	259.28
1485	CITY OF MONROVIA						2,083.33
APBWEST	Check			2000401	RICE/ENGLANDER PROFESSIONAL SERVICE	60002.30000.52100	2,083.33
1326	CITY OF PASADENA						756.00
APBWEST	Check			30008136	FY 19-20 BPO- INMATE HOUSING DISTRIBUTION	10000.50000.52003	252.00
				30008137	FY 19-20 BPO- INMATE HOUSING DISTRIBUTION	10000.50000.52003	504.00
1171	CLINICAL LABORATORY OF SAN BERNARDINO, INC.						1,596.00
APBWEST	Check			969499	WATER TESTING	71000.81100.52200	1,596.00
1121	COLANTUONO, HIGHSMITH & WHATLEY, PC						22,676.12
APBWEST	Check			39820	FY 19-20 LEGAL SVCS-RETAINER JULY 2019	10000.21000.52201	10,500.00
				39821	LABOR AND EMPLOYMENT SERVICES JULY 19	60007.70100.52201	728.50
				39822	SPECIAL COUNSEL PROJECTS JULY 2019	10000.21000.52201	3,833.62
				39823	ASSES. PROP 218 ADVICE JULY 2019	10000.21000.52201	2,679.00
				39824	MISC LITIGATION PROJECTS JULY 2019	10000.21000.52201	47.00
				39825	WATER & UTILITIES JULY 2019	71000.81100.52201	4,512.00
				39826	adv. RWQCB JULY 2019	71000.81100.52201	376.00
VEN02871	CYBERREEF SOLUTIONS INC						299.78
APBWEST	Check			3455	1 GB DATA PLAN 8/1/19-8/31/19	10000.50000.52200	299.78
1190	DECCO AWARDS INC						1,992.23
APBWEST	Check			19-12041	EMPLOYEE RECOGNITION	60007.70100.53403	1,992.23
VEN03180	DICKS AUTO SUPPLY						751.97
APBWEST	Check			172029	VEHICLE MAINTENANCE	60000.83100.53208	150.72
				172192	VEHICLE MAINTENANCE	60000.83100.53208	178.42
				172349	VEHICLE MAINTENANCE	60000.83100.53208	165.39
				172463	VEHICLE MAINTENANCE	60000.83100.53208	38.98

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
APBWEST	Check	172713	VEHICLE MAINTENANCE	60000.83100.53208	62.01
		172977	VEHICLE MAINTENANCE	60000.83100.53208	94.99
		173234	VEHICLE MAINTENANCE	60000.83100.53208	61.46
VEN01977	DOOLEY ENTERPRISES, INC.				1,915.02
APBWEST	Check	56878	Range supplies	10000.50000.53302	1,915.02
VEN03446	DUMMIES UNLIMITED INC				542.51
APBWEST	Check	19-10381	STAFF TRAINING	10000.50000.52302	542.51
1157	EMBLEM ENTERPRISES, INC.				756.31
APBWEST	Check	762628	PD UNIFORM	10000.50000.53303	756.31
VEN02842	EVERBRIDGE INC				5,304.50
APBWEST	Check	M43642	FY 19-20 BPO- ANNUAL RENEWAL OF NIXLE	10000.50000.52200	5,304.50
0759	EXECUTIVE INFORMATION SERVICES				19,308.00
APBWEST	Check	8184	CAD/RMS Maintenance 7/1/19-6/30/20	10000.50000.52200	19,308.00
VEN01936	FOOTHILL COMMUNICATIONS LLC				9,300.00
APBWEST	Check	3190	FY 19-20 CONTRACT DISPATCH CONSOLE 7/1/19	10000.50000.52200	9,300.00
VEN02778	FORMLA LANDSCAPING INC				833.33
APBWEST	Check	32031	FY 19/20 City Hall Landscape Maint 7/11/19-8/1	10000.83300.52200	833.33
VEN01613	GANAHL LUMBER COMPANY				129.20
APBWEST	Check	141222169	LUMBER MATERIAL	60001.83200.53200	115.99
		141224445	STREET MAINTANENCE	10000.83500.53206	13.21
VEN03106	GLOBAL POWER GROUP INC				1,323.00
APBWEST	Check	63625	GENERATOR MAINTENANCE	60000.83100.53208	1,323.00
VEN03195	GREATAMERICA FINANCIAL SERVICES				7,949.08
APBWEST	Check	24796143B	LASERCARE HP MFP	60003.30000.53210	44.88
		25077892	LASERCARE HP MFP	60003.30000.53210	1,072.75
		25154648	LASERCARE HP MFP	60003.30000.53210	492.59
		25258922	LASERCARE HP MFP	60003.30000.53210	3,965.17
		25342328	LASERCARE HP MFP	60003.30000.53210	456.83
		25434930	LASERCARE HP MFP	60003.30000.53210	1,916.86
VEN02895	GUERRERO INVESTIGATIVE SERVICES				1,021.52
APBWEST	Check	INV025348	BACKGROUND INVESTIGATION	60007.70101.52100	1,021.52
0241	HINDERLITER, DE LLAMAS & ASSOC				317.32
APBWEST	Check	0031899-IN	AUDIT SERVICES - SALES TAX	60002.30000.52100	317.32
0243	HOSE MAN				121.07
APBWEST	Check	2367319-0001-02	VEHICLE MAINTENANCE	60000.83100.53208	121.07
VEN01969	INLAND EMPIRE STAGES				1,354.41
APBWEST	Check	54435	SENIOR EXCURSION	37006.72000.52200	1,354.41
VEN01500	INLAND WATER WORKS SUPPLY CO.				4,148.86
APBWEST	Check	S1025722.002	FY 19/20 Distribution Supplies	71000.81100.53200	1,387.58
		S1025979.002	FY 19/20 Distribution Supplies	71000.81100.53200	520.13
		S1026055.001	FY 19/20 Distribution Supplies	71000.81100.53200	684.38
		S1026238.002	FY 19/20 Distribution Supplies	71000.81100.53200	317.55
		S1026238.003	FY 19/20 Distribution Supplies	71000.81100.53200	328.50
		S1026867.002	FY 19/20 Distribution Supplies	71000.81100.53200	166.12
		S1026934.001	FY 19/20 Distribution Supplies	71000.81100.53200	744.60
0937	INTERSTATE BATTERY SYSTEM OF				281.25
APBWEST	Check	50146794	VEHICLE MAINTENANCE	60000.83100.53208	146.10
		50146880	VEHICLE MAINTENANCE	60000.83100.53208	135.15
VEN02088	JCL TRAFFIC SERVICES				457.25
APBWEST	Check	101337	STREET MAINTANENCE	10000.83500.53206	347.75
		101338	STREET MAINTENANCE	10000.83500.53206	109.50
VEN03424	JOHNSON INVESTIGATIONS				1,400.00
APBWEST	Check	2019-015	BACKGROUND INVESTIGATION PD	60007.70101.52100	1,400.00
1185	KEYSTONE UNIFORM				1,805.95
APBWEST	Check	066847	Uniforms	10000.50000.53303	1,068.76
		066895	Uniforms	10000.50000.53303	737.19
1717	LACMTA				357.00
APBWEST	Check	104203	TAP CARDS	37004.80000.52001	297.00
				37006.72000.52200	60.00
VEN01628	LAW ENFORCEMENT MEDICAL SERVICES, INC				75.00
APBWEST	Check	14561	MEDICAL EXAM	10000.50000.52107	75.00

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>0640</u>	LIFE-ASSIST INC.				186.88
APBWEST	Check	<u>939216</u>	FY 2019-2020 EMS SUPPLIES	10000.64000.53300	186.88
<u>VEN02976</u>	MEDICO PROFESSIONAL LINEN SERVICE				52.00
APBWEST	Check	<u>20081519</u>	FY 2019-20 MEDICAL WASTE	10000.64000.53300	52.00
<u>VEN03449</u>	MOLLY PETERS				250.00
APBWEST	Check	<u>INV025358</u>	SECURITY DEPOSIT REFUND	10000.00000.23200	250.00
<u>0786</u>	OFFICE DEPOT, INC				1,001.03
APBWEST	Check	<u>339663058001</u>	FY 19-20 OFFICE DEPOT	10000.50000.53100	54.74
		<u>343042869001</u>	FY 19-20 OFFICE DEPOT	10000.50000.53100	59.77
		<u>347618145001</u>	FY 19-20 OFFICE DEPOT	10000.50000.53100	61.25
		<u>348330711001</u>	FY 19-20 OFFICE DEPOT	10000.50000.53100	55.67
		<u>364047528001</u>	OFFICE SUPPLIES	71000.81100.53100	640.91
		<u>3640507586001</u>	OFFICE SUPPLIES	71000.81100.53100	6.56
		<u>364050784001</u>	OFFICE SUPPLIES	71000.81100.53100	38.51
		<u>364050785001</u>	OFFICE SUPPLIES	71000.81100.53100	5.02
		<u>364050785002</u>	OFFICE SUPPLIES	71000.81100.53100	23.26
		<u>365850107001</u>	FY 19-20 OFFICE DEPOT	10000.50000.53100	55.34
<u>1372</u>	ORKIN COMMERCIAL SERVICES				9,788.93
APBWEST	Check	<u>INV025351</u>	FY 19/20 Pest 440 E SIERRA MADRE Acct#27214	60001.83200.52200	2,363.33
		<u>INV025352</u>	FY 19/20 Pest 232 W SIERRA MADRE Acct#27214	60001.83200.52200	2,880.00
		<u>INV025353</u>	FY 19/20 Pest 155 E MIRA MONTE Acct#272145	60001.83200.52200	806.40
		<u>INV025354</u>	FY 19/20 Pest 621 W SIERRA MADRE Acct#27214	60001.83200.52200	3,739.20
<u>0321</u>	PARKHOUSE TIRE, INC.				2,338.30
APBWEST	Check	<u>1010690744</u>	VEHICLE MAINTENANCE	60000.83100.53208	2,338.30
<u>0323</u>	PASADENA HUMANE SOCIETY				2,518.60
APBWEST	Check	<u>AUG2019CtySM</u>	FY 19-20 BPO- ANIMAL CONTROL SERVICE AUG	10000.50000.52004	2,518.60
<u>VEN01558</u>	PAT'S TIRE SERVICE				55.00
APBWEST	Check	<u>41912</u>	FLAT TIRE REPAIR	60000.83100.53208	30.00
		<u>42143</u>	FLAT TIRE REPAIR	60000.83100.53208	25.00
<u>0124</u>	PATTON SALES CORP.				32.85
APBWEST	Check	<u>3822237</u>	STREET MAINTENANCE	10000.83500.53206	32.85
<u>1399</u>	PAUL ROBERTS				4,900.00
APBWEST	Check	<u>INV025356</u>	MAIN LINE AND STREET REPAIR	72000.81200.52200	4,900.00
<u>VEN01608</u>	PHOENIX GROUP INFORMATION SYSTEMS				2,035.75
APBWEST	Check	<u>072019200</u>	FY 19-20 BPO- PARKING CITATION SERVICE JULY	10000.50000.52200	2,035.75
<u>VEN03448</u>	PLURALSIGHT LLC				1,042.20
APBWEST	Check	<u>INV05029650</u>	BUSINESS PROFESSIONAL 8/21/19-8/20/20	60003.30000.52100	1,042.20
<u>0336</u>	POST ALARM SYSTEMS				183.73
APBWEST	Check	<u>1189508</u>	FY 19/20 Alarm Monitoring SEPT 2019	60001.83200.52200	48.92
		<u>1192263</u>	FY 19/20 Alarm Monitoring SEPT 2019	60001.83200.52200	43.26
		<u>1195380</u>	FY 19/20 Alarm Monitoring SEPT 2019	60001.83200.52200	52.40
		<u>1195528</u>	FY 19/20 Alarm Monitoring SEPT 2019	60001.83200.52200	39.15
<u>1483</u>	PRO PRINTING INC				555.80
APBWEST	Check	<u>50817</u>	HR LABELS	10000.50000.53102	31.76
		<u>50909</u>	PD PRINTING SUPPLIES	10000.50000.53102	468.19
		<u>51072</u>	PD PRINTING SUPPLIES	10000.50000.53102	55.85
<u>1381</u>	PROFORCE LAW ENFORCEMENT				476.93
APBWEST	Check	<u>384720</u>	Firearms supplies	10000.50000.53302	476.93
<u>1749</u>	PTS				165.28
APBWEST	Check	<u>2025874</u>	PD PHONE SVCS 8/1/19 - 9/30/19	10000.50000.55005	165.28
<u>0267</u>	REGIONAL TAP SERVICE CENTER				100.00
APBWEST	Check	<u>6009395</u>	REG SV REGULAR	37004.80000.52001	100.00
<u>VEN03450</u>	RITA RODRIGUEZ				519.00
APBWEST	Check	<u>INV025359</u>	SECURITY DEPOSIT REFUND	10000.00000.23200	519.00
<u>VEN02718</u>	ROADLINE PRODUCTS INC				970.28
APBWEST	Check	<u>15144</u>	MAINTENANCE SUPPLIES	10000.83500.53206	970.28
<u>0351</u>	SAN GAB VALLEY WATER ASSOC.				100.00
APBWEST	Check	<u>INV025357</u>	2019 ASSOCIATE DUES	71000.81100.53409	100.00
<u>1443</u>	SHRED-IT USA LLC				1,265.83
APBWEST	Check	<u>8127231217</u>	FY 19-20 Document Shredding Services APRIL&N	10000.50000.52200	420.27
		<u>8127663655</u>	FY 19-20 Document Shredding Services JUNE 20:	10000.50000.52200	406.80

Vendor Number	Vendor Name				Vendor Total	
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount	
	APBWEST	Check	8127877933	FY 19-20 Document Shredding Services	10000.50000.52200	438.76
2013			SIGN CONTRACTORS INC			901.32
	APBWEST	Check	21504	DECALS FOR NEW PATROL	60000.83100.56006	901.32
0381			SOUTHEAST CONSTRUCTION PRODUCT			67.78
	APBWEST	Check	1908-264830	CONSTRUCTION MATERIAL	10000.83500.53206	67.78
VENO2444			SUPERIOR COURT OF CA, CO OF L. A.			342.00
	APBWEST	Check	INV025347	FY 19-20 BPO- COUNTY FEES DISTRIBUTION JUL	10000.50000.52200	342.00
1368			SWANK MOTION PICTURES INC			28.00
	APBWEST	Check	RG2708281B	SHIPPING	10000.79008.52999	28.00
VENO3447			TELEFLEX LLC			212.08
	APBWEST	Check	9501579656	SAFETY EQUIPMENT	10000.64000.53300	212.08
0404			TOM'S UNIFORMS			713.91
	APBWEST	Check	14450	FY 2019-20 EMS AND SUPPRESSION UNIFORMS	10000.61000.53303	713.91
0403			TRIANGLE TRUCK PARTS			547.56
	APBWEST	Check	337326	VEHICLE MAINTENANCE	60000.83100.53208	239.31
			337418	VEHICLE MAINTENANCE	60000.83100.53208	280.87
			337450	VEHICLE MAINTENANCE	60000.83100.53208	27.38
1799			TYLER TECHNOLOGIES INC			225.00
	APBWEST	Check	025-270626	MONTHLY FEE/UB ONLINE WEB SITE, INSITE TR	71000.32000.52200	180.00
					72000.32000.52200	45.00
0410			UNDERGROUND SERVICE ALERT			44.05
	APBWEST	Check	18dsbfe4766	FY 19/20 Underground Alert Services - Digalet	71000.81100.52200	44.05
0335			WATERLINE TECHNOLOGIES			2,178.13
	APBWEST	Check	5466069	FY 19/20 Chlorine Gas Water Treatment	71000.81100.53209	2,928.13
			5466263	CYLINDER DEPOSIT	71000.81100.53209	-750.00
0574			WEST COAST ARBORISTS, INC.			1,650.00
	APBWEST	Check	151207	TREE MAINTENANCE	38004.83300.52200	1,650.00
Report Total:						139,878.30



Packet: APPKT04739 - UB 09/10/19
Vendor Set: 01 - Vendor Set 01

Check Date: 09/04/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN02792	FRONTIER CALIFORNIA INC				696.65
APBWEST	Check	INV025359	310-001-5763-051199-5 SVC 4/28/19-9/27/19	60003.30000.55005	696.65
VEN03086	GC PIVOTAL LLC				1,557.52
APBWEST	Check	INV2598471	BACKUP INTERNET SVCS 10/1/19-10/31/19	60003.30000.52200	1,557.52
VEN02829	RINGCENTRAL INC				5,036.01
APBWEST	Check	CD 000052720	VOIP TELEPHONE SERVICES 8/23/19-9/22/19	60003.30000.55005	5,036.01
0942	TELEPACIFIC COMMUNICATIONS				812.73
APBWEST	Check	120277614-0	TI BACKUP SVC 7/23/19-9/22/19	60003.30000.55005	812.73
0642	VERIZON WIRELESS - LA				2,135.10
APBWEST	Check	9836888230	CELL PHONE SCVS 7/26/19-8/25/19	60003.30000.55005	2,135.10
Report Total:					10,238.01



Packet: APPKT04738 - LIB 09/10/19
 Vendor Set: 01 - Vendor Set 01

Check Date: 09/04/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>VEN02711</u>	AMERICAS PRINTER				843.68
APBWEST	Check	<u>1160899</u>	BROCHURES	39006.90000.53999	267.75
		<u>1160917</u>	PRINTING	39006.90000.53999	575.93
<u>0132</u>	BAKER & TAYLOR, INC.				549.72
APBWEST	Check	<u>2034735931</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	34.76
		<u>2034735932</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	0.13
		<u>4012601502</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	324.55
		<u>4012601503</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	14.72
		<u>4012601800</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	39.77
		<u>4012601801</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	4.50
		<u>T05518700</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	36.10
		<u>T05652140</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	16.41
		<u>T05683360</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	24.62
		<u>T05696210</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	9.02
		<u>T05756460</u>	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	45.14
<u>0203</u>	ELLEN'S SILKSCREENING				328.50
APBWEST	Check	<u>A71343</u>	OFFICE SUPPLIES	10000.90000.53100	328.50
<u>0786</u>	OFFICE DEPOT, INC				55.75
APBWEST	Check	<u>367450738001</u>	OFFICE SUPPLIES	10000.90000.53100	39.20
		<u>367455714001</u>	OFFICE SUPPLIES	10000.90000.53100	16.55
Report Total:					1,777.65



City of Sierra Madre Agenda Report

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk,
Michael Amerio City Treasurer*

TO: Honorable Mayor and Members of the City Council
FROM: Michael Amerio, City Treasurer
PREPARED BY: Satnam Rait, Accountant
REVIEWED BY: Gabriel Engeland, City Manager
DATE: September 10, 2019
SUBJECT: **TREASURER'S REPORT –QUARTER ENDING MARCH 31, 2019**

STAFF RECOMMENDATION

Receive and file the Treasurer's Report for the cash and investment portfolio for quarter ending March 31, 2019.

SUMMARY

Attached is the 3rd quarter of the Treasurer's Report for the 2018-19 fiscal year.

ANALYSIS

The fiscal officer is presenting to the City Council a quarterly treasurer's report along with a statement that the City has sufficient investment liquidity and revenues to be able to meet the City's expenditure requirements for the next three months. In addition, the statement verifies that the investments are in compliance with the City's Statement of Investment Policy.

Cash held in demand deposit accounts are kept at a level to ensure that all city outstanding warrants are covered, to maximize interest income and to minimize bank fees. Idle cash is invested in LAIF and other investments in compliance with the City's Investment Policy.

FINANCIAL REVIEW/SOURCE OF FUNDING

No fiscal impact from this action.

ENVIRONMENTAL (CEOA)

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

Treasurer's Report for January - March 2019

**CITY OF SIERRA MADRE
TREASURER'S REPORT
CASH AND INVESTMENT PORTFOLIO
January - March 2019**

CITY CASH

ACCOUNT	INSTITUTION	BALANCE	RATE
ALL	BANK OF THE WEST	\$ 2,001,995.28	0.000%
	TOTAL	\$ 2,001,995.28	

ACCOUNT NAME	INSTITUTION	BEGINNING BALANCE	+ DEPOSITS	(-) WITHDRAWALS	ENDING BALANCE
General Account	BANK OF THE WEST	2,978,737.47	7,474,967.33	(8,449,709.52)	2,001,995.28
	TOTAL	\$ 2,978,737.47	\$ 7,474,967.33	\$ (8,449,709.52)	\$ 2,001,995.28

CITY INVESTMENT

ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	STATED RATE
LOCAL AGENCY INVESTMENT FUND	\$ 9,511,329.69	\$ 9,511,329.69	\$ 9,511,329.69	52.80%	2.436%
BANK OF THE WEST -BNP PARIBAS	\$ 8,511,231.96	\$ 8,500,600.00	\$ 8,501,228.00	47.20%	See Attached
TOTAL	\$ 18,022,561.65	\$ 18,111,929.69	\$ 18,012,557.69	100.00%	

ISSUER	BEGINNING BALANCE	+ DEPOSITS	(-) WITHDRAWALS	ENDING BALANCE	STATED RATE
LOCAL AGENCY INVESTMENT FUND	\$ 6,917,893.66	\$ 4,843,436.03	(2,250,800.00)	\$ 9,511,329.69	2.436%
BANK OF THE WEST -BNP PARIBAS	\$ 8,511,231.96	\$ 0.00	\$ 0.00	\$ 8,511,231.96	See Attached
TOTAL	\$ 15,429,125.62	\$ 4,843,436.03	\$ (2,250,800.00)	\$ 18,022,561.65	

CITY - TOTAL CASH AND INVESTMENT \$ 20,024,556.93

FISCAL AGENT

ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	STATED RATE
BNY MELLON	407,776.60	\$ 407,776.60	\$ 407,776.60	100.00%	0.00%
TOTAL	\$ 407,776.60	\$ 407,776.60	\$ 407,776.60	100.00%	

ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	(-) WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
BNY MELLON Tax 1995 Reserve Fund	405,770.49	2,006.11	0.00	407,776.60	0.00%
TOTAL	\$ 405,770.49	\$ 2,006.11	\$ 0.00	\$ 407,776.60	

CITY - TOTAL FISCAL AGENT \$ 407,776.60

In compliance with the California Code Section 53646, as the City Treasurer of the City of Sierra Madre, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's expenditure requirements for the next six months and that all investments are in compliance to the City's Statement of Investment Policy.
I also certify that this report reflects all Government Agency pooled investments and all City's bank balances.

Michael Amerio 6/25/19

Michael Amerio, City Treasurer

Date

**City of Sierra Madre
Treasurer's Report
Cash Balances by Fund
For the Quarter Ended March 31, 2019**

Fund No.	Fund	Balance			Balance 3/31/2019
		1/1/2019	Receipts	Disbursements	
10000	General	5,835,075	3,737,774	2,003,403	7,369,446
28002	Misc Grants	(12,198)	-	-	(12,198)
32XXX	Assessment Districts	939,261	46,098	25,676	959,681
34002	Development Impact Fees	1,429,075	-	28,000	1,401,075
34003	Art In Public Places	59,073	-	-	59,073
35003	Police Donations	5,099	-	175	4,924
35004	PSAF	211,030	36,470	-	247,501
35005	State COPS Grant	257,363	29,803	27,729	259,538
38002	Fire Department Donations	3,508	62	-	3,570
37001	Community Arts Commission	6,327	-	-	6,327
37003	Recreation Donations	43,785	-	3,457	40,328
37004	Prop A	310,991	58,031	25,599	343,423
37005	Open Space Fund	(85,384)	12,395	-	(72,990)
37006	Senior Center	158,694	44,436	4,638	198,493
37007	SM Community Foundation	40,756	-	-	40,756
37008	Youth Activity Center	59,988	-	-	59,988
37009	Prop C	117,068	47,458	-	164,524
38001	CA Beverage Container	38,826	-	-	38,826
38002	CDBG	-	-	-	-
38003	AQMD	45,170	3,276	-	48,447
38004	Environmental Fund	(55,485)	23,640	5,627	(37,482)
38005	Gas Tax	(66,805)	48,182	62,069	(80,691)
38006	TDA Fund	(1,351)	-	-	(1,351)
38007	Measure R	146,398	35,670	51,642	130,325
38012	Measure M	94,649	40,244	24,599	110,495
38013	RMRA	70,037	48,270	-	118,307
38014	Traffic Congestion Relief Program	12,518	12,389	-	24,905
39002	Library Gift & Memorial	251,700	1,556	92	253,163
39008	Friends of the Library	(15,494)	8,388	5,288	(12,394)
40000	Capital Projects Fund	696,759	28,000	78,845	646,114
47000	Low & Mod Housing	2,562	-	-	2,562
50001	Debt Service	11,422	-	91,042	(79,620)
50003	Successor Agency	204,987	-	5,707	199,281
60000	Internal Svcs - Fleet	598,504	463	94,388	502,578
60001	Internal Svcs - Facilities	1,241,406	299	120,261	1,121,444
60002	Internal Svcs - Admin	412,670	5,318	178,227	239,761
60003	Internal Svcs - Technology	478,708	10,251	174,560	314,399
60007	IS-Personnel & Risk Mgmt	1,826,475	885,521	811,719	1,900,277
60008	General Plan Update	97,868	-	-	97,868
71000	Water	1,568,969	1,471,226	907,351	2,130,843
72000	Sewer	1,148,662	271,413	137,031	1,283,045
77001	Aquatics	217,317	217,317	434,634	-
77003	Special Events	5,601	-	5,601	-
77004	Movie Details Services	198,092	-	198,092	-
	TOTALS	18,405,863	7,123,945	5,505,251	20,024,557

	Amount
Local Agency Investment Fund	9,511,330
Investments Bank of the West - Paribas	8,511,232
Checking - Bank of the West	2,001,995
	20,024,557

City of Sierra Madre
 Bank Reconciliation
 General Account- Bank of the West
 Period Ending 3/31/19

General Ledger Beginning Balance	\$	2,609,818.28
Deposits		1,249,552.98
Withdrawals/Debits/Checks		(1,857,375.96)
General Ledger Ending Balance:	\$	<u>2,001,995.28</u>
Bank Statement Ending Balance:	\$	2,126,515.17
Deposits in Transit		82,239.95
Outstanding Checks/Withdrawals		(206,759.84)
Other Reconciling Items		-
General Ledger Ending Balance:	\$	<u>2,001,995.28</u>
	\$	-

City of Sierra Madre Schedule of Investments As of March 31, 2019

#	Investment	Purchase	Maturity	Amount	Yield	Annual Interest Income
1	LAIF (Estimate)	Various	Any time	\$ 9,511,329	2.436%	\$ 231,696
2	FHLMC	4/12/2017	4/15/2019	1,100,000	1.00%	11,000 *
3	US Treasury	4/12/2017	10/15/2019	1,100,000	1.10%	12,100
4	US Treasury	4/12/2017	3/31/2020	1,100,000	1.20%	13,200
5	US Treasury	10/23/2017	10/15/2020	1,100,000	1.55%	17,050
6	US Treasury	10/23/2017	4/30/2021	1,000,000	1.68%	16,800
7	US Treasury	10/23/2017	11/30/2021	1,000,000	1.75%	17,500
8	US Treasury	5/24/2018	4/30/2022	1,100,000	2.60%	28,600
9	US Treasury	11/1/2018	11/15/2022	1,100,000	2.75%	30,250
	Total			\$ 18,111,329		\$ 378,196

Investment Income Illustration

2015	\$ 20,000
2016	\$ 80,000
Projected Future Investment Income	\$ 378,196

Investment Maturity Illustration

	Annual Maturities
2019	\$ 11,711,329
2020	2,200,000
2021	2,200,000
2022	2,000,000
Total	\$ 18,111,329

* Investment matured on April 15, 2019 and was replaced with a \$1,100,000 investment with a yield of 2.30%. Maturity date is on May 31, 2023. Annual yield is \$25,300

ACCOUNT NO. 51E07689

CITY OF SIERRA MADRE
232 W SIERRA MADRE BLVD
SIERRA MADRE CA 91024

DDA: 041495730
PAGE 1

SAFEKEEPING INVENTORY
03/31/19

CUSIP SETTLE	RATE MATURITY	CALL/PUT SECURITY	INFORMATION DESCRIPTION	RECPT#	ORIGINAL COST UNIT/PAR VALUE	INFLATED PAR/ ORIGINAL FACE	MARKET PRICE MARKET VALUE
CLASS: TREASURY NOTES							
912828052 04/12/17	.875 04/15/19	UST	0.875 04/15/19	033523	1,097,272.76 1,100,000.00		99.94000000 1,099,340.00
912828759 04/12/17	1.000 10/15/19	UST	1.000 10/15/19	033521	1,097,285.76 1,100,000.00		99.21500000 1,091,365.00
912828784 04/12/17	1.375 03/31/20	UST	1.375 03/31/20	033522	1,105,593.53 1,100,000.00		98.98100000 1,088,791.00
912828232 10/23/17	1.625 10/15/20	UST	1.625 10/15/20	036183	1,100,795.15 1,100,000.00		98.90200000 1,087,922.00
912828078 10/23/17	1.375 04/30/21	UST	1.375 04/30/21	036182	988,258.34 1,000,000.00		98.17200000 981,720.00
912828065 10/23/17	1.750 11/30/21	UST	1.750 11/30/21	036181	998,024.11 1,000,000.00		98.70700000 987,070.00
912828147 04/24/18	1.875 04/30/22	UST	1.875 04/30/22	038131	535,810.75 550,000.00		98.92200000 544,071.00

(CONT.)





BANK OF THE WEST
BNP PARIBAS

ACCOUNT NO. 81E27689

CITY OF SIERRA MADRE
 232 W SIERRA MADRE BLVD
 SIERRA MADRE CA 91024

DDA: 041495730
 PAGE 2

SAFEKEEPING INVENTORY
 03/31/19

CUSIP SETTLE	RATE MATURITY	CALL/PUT SECURITY DESCRIPTION	INFORMATION DESCRIPTION	RECPY#	ORIGINAL COST UNIT/FAR VALUE	INFLATED FAR/ ORIGINAL FACE	MARKET PRICE MARKET VALUE
912820K47	1.875				535,087.26		98.922000000
05/15/18	04/30/22	UST	1.875 04/30/22	038568	550,000.00		544,071.00
912828TY6	1.625				1,053,004.30		97.698000000
11/01/18	11/15/22	UST	1.625 11/15/22	040527	1,100,000.00		1,076,878.00
CLASS TOTAL:					ORIGINAL COST	8,511,231.96	
GRAND TOTAL:					UNITS/CURRENT FACE	8,600,000.00	MARKET VALUE
GRAND TOTAL:					ORIGINAL COST	8,511,231.96	
GRAND TOTAL:					UNITS/CURRENT FACE	8,600,000.00	MARKET VALUE
							8,501,228.00
							8,501,228.00



Member
FDIC



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works
Jose Reynoso, Director of Utilities

REVIEWED BY: Gabriel Engeland, City Manager

DATE: September 10, 2019

SUBJECT: **RECOMMENDATION TO APPROVE CHANGE ORDER #1 TO THE 2019 WATER MAIN REPLACEMENT PROJECT CONSTRUCTION CONTRACT IN AN AMOUNT OF \$226,850**

STAFF RECOMMENDATION

Staff recommends the City Council approve Change Order #1 to the construction contract to Big Ben Inc. in an amount not to exceed \$226,850 for the inclusion of 700' of 10" water main in Woodland Drive and Alta Vista Drive to the 2019 Water Main Replacement Project.

ALTERNATIVES

1. The City Council may decline to approve the addition of the 700' on Woodland Drive and Alta Vista Drive 10" water main, in which case the work identified on Change Order #1 will not proceed.

SUMMARY

Staff is recommending a change order to the existing water main replacement contract. The change order is needed to replace 700' of 1930 water main on Woodland Drive and Alta Vista Drive and is an extension of bid alternate 1 of the original bid schedule. The section of main was not identified an immediate priority when the current mainline project was designed; however the pipe has shown rapid deterioration becoming the City's top mainline replacement priority. Crews are responding to as many as 3 leaks per day on this 700 foot section of water main.

The change order will replace an additional 700 feet of 10" water main extending south on Woodland Drive from Sunnyside Lane and east on Alta Vista Drive where it will tie into newer ductile iron pipe on Vista Circle installed in 1987.

ANALYSIS

Council at the regular City Council Meeting on July 23, 2019 awarded the contract in amount of \$1,263,875 to Big Ben Inc... The awarded amount included a contingency of \$115,000, which can be applied towards this change order, assuming the original contract comes in at or below budget. With the project just getting started Staff recommends not to use the

contingency. The contingency is there for any unforeseen circumstances during the installation of the project.

The following water mains will be replaced as part of the original project awarded on July 23, 2019:

1. West Algeria Avenue from North Michillinda Avenue to North Sunnyside Avenue,
2. West Algeria Avenue from North Sunnyside Avenue to End of street,
3. Fairview Avenue from North Michillinda Avenue to North Sunnyside Avenue,
4. Fairview Terrace cul-de sac,
5. North Sunnyside Avenue form West Grandview Avenue to End,
6. West Bonita Avenue from South Baldwin Avenue to South Hermosa Avenue,
7. Webster Way cul-de sac,
8. West Montecito Avenue from North Baldwin Avenue to Auburn Avenue,
9. Windsor Lane from Montecito Court to West Montecito Avenue.
10. Sunnyside Lane from Brookside Lane to Woodland Drive

FINANCIAL REVIEW/SOURCE OF FUNDING

The bid for accomplishing the recommended main replacements exceeds the amount of funding available in the 2019-20 Budget. Staff believes the \$226,850 additional expenditure is warranted and recommended due to the age and condition of the water mains in question. The additional funds may be absorbed in the Water budget through a change in operations or a budget adjustment may be necessary. If a budget adjustment is required it will come before Council as a mid-year adjustment.

ENVIRONMENTAL (CEQA)

This project, consisting of the replacement of existing water mains with similarly sized pipelines, is categorically exempt from review under CEQA pursuant to Guidelines section 15302, subdivision (c), which exempts "replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced, including... (c) Replacement or reconstruction of existing utility systems and/or facilities involving negligible or no expansion of capacity."

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

1. Change order form
2. Big Ben Inc. (Proposal)



City of Sierra Madre

232 West Sierra Madre Boulevard
Sierra Madre, CA 91024
626.355.7135

CHANGE ORDER

DATE: 8/12/19	PROJECT NO. WT2002
CHANGE ORDER NO. 1	

Project Name: 2019 Water Main Replacement Project
Project No. WT2002- Spec #19-01

To: Big Ben Inc.
4790 Irvine Blvd. #105-404
Irvine, CA 92620

TRADE: Procurement

- Owner Change
- Engineer Change
- Field Conditions

You are directed to make the following changes in this contract. Subject to the terms and conditions of the original contract dated 8/15/19, including payment.

REVISED SCOPE OF WORK	QTY	UNIT	UNIT PRICE	TOTAL
Additional 700 feet of 10" water main on Woodland Drive and Alta Vista Drive to tie in the new mains on Sunnyside Lane and Vista Circle The condition of the water main on Woodland Drive and Alta Vista Drive rapidly failed during the past month to where the crews are repairing 2 to 3 leaks a day. See attached for details of change.	700	L.F.	\$00.00	\$226,850.00

The Original Contract Amount was: \$ 1,148,875.00

Net Change by previously Change Orders: \$ 0

The Contract Amount prior to this Change Order was: \$ 1,148,875.00

This Change Order Amount is: \$ 226,850.00

The new Contract Amount including this Change Order will be: \$ 1,375,725.00

The Contract Completion Time will be shortened/lengthened by this change order: 0 working Days*

This Change Order is not valid until signed by both the Contractor and the City of Sierra Madre.

Recommended by Director of Public Works _____ Date _____

Reviewed by Director of Finance _____ Date _____

By: _____ City of Sierra Madre
By: _____

Responsible Party _____ Date _____
Gabe Engeland, City Manager _____ Date _____

BID SCHEDULE
WATER MAIN REPLACEMENT PROJECT
185' WOODLAND DRIVE- 515' ALTA VISTA DRIVE
IN THE CITY OF SIERRA MADRE, CALIFORNIA

No.	Item Description	Estimated Quantity	Unit	Unit Price	Item Amount
1	Mobilization (Not to exceed 5%)	1	LS	12,000.00	12,000.00
2	Traffic Control and Public Safety	1	LS	10,000.00	10,000.00
3	Furnish and Install 10" dia PVC C909 DR 14 Water Main by Open Trench Method including hauling away and disposing of excavated materials and importing City approved backfill	700	LF	250.00	175,000.00
4	Furnish and Install Tapping Sleeve and Valve on 6" Steel pipe at Woodland above Sunnyside Lane	1	EA	10,000.00	10,000.00
5	Furnish and Install 10x10X6 Tee at Woodland and Sunnyside lane	1	EA	1,000.00	1,000.00
6	Furnish and Install 10x10X10 Tee	2	EA	1,000.00	2,000.00
7	Furnish and Install 10" 22 deg. bend	3	EA	700.00	2,100.00
8	Furnish and Install 10" 45 deg. bend	4	EA	800.00	3,200.00
9	Furnish and Install 10" 90 deg. bend	3	EA	1,000.00	3,000.00
10	Furnish and Install 6" 90 deg. bend	1	EA	400.00	400.00
11	Furnish and Install 10" pipe joint restraint	20	EA	300.00	6,000.00
12	Furnish and Install 6" Gate Valve	1	EA	1,200.00	1,200.00
13	Furnish and Install 10" Gate Valve	2	EA	3,500.00	7,000.00
14	Furnish and install 2" gate valve	1	EA	1,000.00	1,000.00
15	Connect existing 2" water service lateral	1	EA	1,200.00	1,200.00
16	Install New Fire Hydrant Assembly to Existing Fire Hydrant	2	EA	9,500.00	19,000.00
17	Connect to Existing Meter Box (Install 3/4" Angle Meter Stop and 3/4" Water Service Laterals) per technical specifications	11	EA	1,600.00	17,600.00
18	Cut and Plug Existing Water Main	LS	LS	3,000.00	3,000.00
19	Trench repair Pavement with 4" AC	2,100	SF	10.00	21,000.00
20	Grind and cap 1" overlay 1' outside of trench	3,500	SF	5.00	17,500.00
21	Pressure test, Chlorination and flush		LS	5,000.00	5,000.00
	Total				318,200.00

The Contractor shall be responsible for calculating and providing unit prices for the schedule. The proposal schedule shall include all costs for services, labor, materials, equipment, and installation associated with completing the work in place per the plans, specifications and details.



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio, City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Gabriel England, City Manager

INITIATED BY: James Hunt, Chief of Police

DATE: September 10, 2019

SUBJECT: **CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT
FUNDING FY 2019-2020**

STAFF RECOMMENDATION

Staff recommends that the City Council accept the grant funds from the COPS/SLESF grant program and authorize appropriations and expenditures as proposed in this report, including increasing the revenues and expenditures in the current year budget to \$150,000.

ALTERNATIVES

1. Accept the grant funds from COPS/SLESF program and approve the appropriations expenditures detailed in this report.
2. Request additional information from staff.
3. Decline the grant and return the funds to the State of California.

SUMMARY

Each year as part of the State budget process funding is proposed to support local law enforcement. Although the funding is allocated on a “year-to-year” basis, it has been authorized annually since 1996. The funds, designated as “Citizens Option for Public Safety, Supplemental Law Enforcement Service Funds” (COPS/SLESF) have certain restrictions on their use, which include the fact that they must be used to support “front-line” police operations, require a public hearing as to proposed use, and that they must not supplant funds that would normally be used for police operations. These funds do not require any matching contribution from the City.

Cops/SLESF funding over the last several years has increased. Last fiscal year the City of Sierra Madre received \$148,800, which was more than the budgeted amount of \$120,000. For fiscal year 2019-2020 the Sierra Madre Police Department again expects to receive funds from the State of approximately \$150,000. The budget for the Cops/SLESF in the current budget year is \$106,000.

Staff recommends that the City Council accept the grant funds from the COPS/SLESF grant program and authorize appropriations and expenditures as proposed in this report, including increasing the revenues and expenditures in the current year budget to \$150,000.

CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT FUNDING FY 2019-2020

Date: September 10, 2019

Page 2 of 3

ANALYSIS

The City of Sierra Madre expects to receive approximately \$150,000 from the State COPS/SLESF funding program to support front-line police operations. The funds were authorized by the State of California during the 2018-2019 budget sessions. As noted above, the funds must be used to support front-line police services and must supplement, not supplant existing police funding.

The City of Sierra Madre has been using the Interagency Communications Interoperability (ICI) radio system. The ICI radio system is a trunked municipal radio system in the UHF spectrum serving communities in the greater Los Angeles area. It has been operating since 2003 and is a shared system with components purchased and constructed by individual cities and linked together through a microwave network in order to provide regional coverage. The renewal of the ICI system provides regional mutual-aid communication on critical events such as earthquakes, fire, wind storms and other natural disasters.

ICI Radio System The funds will go towards the payment to ICI for the annual subscriber cost to be on the county wide radio system.

Cost: **\$12,810**

The use of LAPD Part-Time experienced officers has been an integral part of patrol operations since 2010. The supplemental officers have been an invaluable asset providing professional, experienced officers with specialized skill sets providing additional resources to our officers and the community of Sierra Madre. In addition, these officers assist with patrol operations by supplementing patrol needs when our officers are on vacation, training or when vacant positions are open. Each supplemental officers brings special skill sets ranging from supervisory to specialized assignments that our current personnel benefit from.

Supplemental Officers (LAPD Experienced Officers Part-Time) the funds received this year will go towards the salaries associated with the Supplemental Officers.

Cost: **\$81,000**

Foothill Air Support Team, otherwise known as FAST, was developed in 1999 after several local cities expressed an interest in airborne law enforcement assistance. FAST offers air operations support for the City of Sierra Madre along with the cities of Alhambra, Arcadia, Covina, Glendora, Irwindale, Monrovia, Pasadena, San Marino, South Pasadena and Pomona.

FAST is governed through a Joint Powers Agreement (JPA) and the costs associated with membership are calculated by population percentages. A portion of FAST's annual operating costs are based on an estimated 234 hours of dedicated flight time on Saturday evenings and another 250 annual hours of flight time during non-dedicated shifts. Additional costs include personnel, administrative, equipment upgrades and training. Pomona PD's air unit provides air support to FAST cities on Friday nights in exchange for Saturday coverage by the Pasadena PD air unit.

Helicopter Services. The funds will go towards the payment to Foothill Air Support for annual Police Helicopter Services in the community.

Cost: **\$12,724**

CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT FUNDING FY 2019-2020

Date: September 10, 2019

Page 3 of 3

Foothill Special Enforcement Team or FSET was founded in 2004 as one of the first regional SWAT programs in Los Angeles County. FSET has shown multiple agencies can work cooperatively as a team for the benefit of all the participating communities. FSET is in the eighth year of successful operation and in 2019, was comprised of police personnel from the cities of Glendora, La Verne, Monrovia and Claremont.

The Foothill Special Enforcement Team trains once each month. Being part of the team will allow our officers a training opportunity to tactically respond efficiently to complex problems and to assist tactical team operators on critical incidents. The combined resources of the four agencies allows for a larger, well prepared and better equipped team than each agency could field by themselves.

The purpose of the FSET team is to have highly trained and well-equipped officers available to respond to the most dangerous and critical incident situations. These highly trained team members help provide greater safety for our community members, the police officers responding to the call and for the suspects themselves.

Foothill Special Enforcement Team (FSET) costs will include equipment, uniforms, training, and backfill for a Sierra Madre Police Officer to participate on the team.

Cost: **\$20,000**

The additional funds from COPS/SLESF will be used to pay for supplemental services as needed to expand and improve front line law enforcement services to the City of Sierra Madre, and may include expenditures on supplemental personnel, training, equipment, or other services that support front line police operations.

Cost **\$23,466**

Total Expenditures: \$150,000

FINANCIAL REVIEW/SOURCE OF FUNDING

Staff expects the State to provide supplemental funding for FY 2019-2020 of approximately \$150,000. City expenditures projected for fiscal year 2019/20 of COPS funds total \$150,000. To ensure compliance with all expenditure guidelines, the City maintains the COPS grant money in a separate account (COPS fund 35005) wherein it is assured that the funds are not transferred, nor co-mingled with any other funds in City accounts. There is no matching fund requirement for this grant.

ENVIROMENTAL (CEQA)

Not Applicable

PUBLIC NOTICE PROCESS

This item has been noticed though the regular agenda notification process. Copies of the report are available via the City's website at www.cityofsierramadre.com, at the City Hall public counter, and the Sierra Madre Public Library.



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

INITIATED: Rebecca Silva-Barrón, Community Services Manager
Chris Cimino, Public Works Director

REVIEWED BY: Gabriel Engeland, City Manager

DATE: September 10, 2019

SUBJECT: **COMMUNITY GARDEN PROGRAM RESTRUCTURE**

STAFF RECOMMENDATION

Staff recommends the City Council suspend the Community Garden Program from October - December 2019, allowing areas to be cleaned, measured, rebuilt, and have staff implement new rules and regulations.

Staff further recommends the City Council authorize considering alternate locations for the Community Garden Program.

ALTERNATIVES

1. Council may leave the current rules and regulations in place;
2. Council may allow the community garden to continue operating as is, and not clean, measure or rebuild garden plots;
3. Council may decide to not consider alternative properties to relocate and host the Community Garden.

SUMMARY

The Community Garden Program started in 1990 and currently has 16 active participants, and two vacant plots, for a total of 18 plots. Over time the City's management of the community garden has become informal, and the current rules and regulations (attachment 1) do not adequately manage the Community Garden Program. In addition, garden plots are no longer similar in size or shape due to the combination, sharing, and removal of plots since the program was started. Additionally, the pathways between plots have been reduced, removed entirely, or access has been impeded through the addition of walls, markers, trellises, and other hardscape objects.

Staff would like to implement new rules and regulations (attachment 2), a revocable license permit (attachment 3), and clean the community garden area, reinstall the walkways, and measure out garden plots to ensure similar size and shape.

COMMUNITY GARDEN PROGRAM RESTRUCTURE

September 10, 2019

Page 2 of 2

ANALYSIS

The Community Garden area is currently in a state of disrepair. Garden plots are no longer similar in size or shape due to the combination, sharing, and removal of plots since the program was started. Additionally, the pathways between plots have been reduced, removed entirely, or access has been impeded through the addition of walls, markers, trellises, and other hardscape objects. Items have been installed over garden plots which limit the amount of garden space available, including a stove and a deck over two plots, and a greenhouse over two additional plots. The foot pathways have been reduced or removed and access barriers installed, and there are an assortment of other items, including continual standing water collected in a birdbath, buckets, and irrigation area; propane storage and grill use and storage; tarps and vines attached to the City's tennis court fencing; and general neglect of the premises.

Staff would like to implement an enhanced application process with new policies and procedures as the community garden area is replotted. To do this, staff is recommending the Community Garden Program is suspended from October – December of this year (2019) to allow Public Works adequate time to complete the cleaning and layout, while Community Services implements new rules, regulations, and a revocable permit.

Furthermore, staff would like Council to consider alternate locations for the Community Garden Program. City departments have not completed any due diligence on any alternate locations at this time; however, the three-month program suspension will help determine if other locations are more suitable for this type of use.

FINANCIAL REVIEW

If the Council chooses to suspend the Community Garden Program it will result in a loss of revenue in the amount of \$2,736.

CEQA / ENVIRONMENTAL

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments:

1. Current Rules and Regulations
2. Proposed Rules and Regulations

Attachment 1

Community Garden Plot
3.0

DATE: July 1, 2019
City of Sierra Madre
REVISION NO.: _____
APPROVED: _____

DEPARTMENT:
Community Services

REGULATIONS AND PURPOSE

The following rules have been developed to improve and maintain the appearance of the City's Community Garden.

- A. Garden plots are made available to the general public at a cost of \$38 per quarter for a rental of a half plot, payable by the first day of the new quarter. Quarters are designated to be as follows: January - March, April - June, July - September, October - December.
- B. Applicant shall be responsible for submitting a complete Community Garden Plot Application.
- C. Applications are to be submitted to the Community Services Department between the first and fifteenth day of the month preceding the commencement of the next quarter.
- D. If the number of applications exceeds the number of plots available, those persons currently renting plots are to be given priority over new applicants. New applicants will be placed on a waiting list by the department.
- E. Once received, applications are to be reviewed by City staff and permits issued in accordance with the following priority:
 1. Current renters whose plots were properly maintained during the previous quarter.
 2. Sierra Madre organizations.
 3. Earliest date of submittal (within the parameters of the guidelines).
- F. Garden plots are to be maintained in such a manner that they are free of weeds and/or dead leaves, grass, plastic pots, and tools.
- G. Plot cultivation should not encroach into paths.
- H. Rotten produce and plants through bearing must either be removed or turned under.
- I. Fences may not be used to indicate the boundaries of one's plot.
- J. The garden shed is intended for the safe storage of garden tools. It is to be maintained by all renters in a condition that does not present a safety hazard to those utilizing the facility.
- K. Pets are prohibited in the garden area.
- L. One plot maximum per family.
- M. No smoking or alcohol beverages are permitted in the garden.
- N. Garden plots are for fruits, vegetables and flowers only. No trees of any kind will be allowed to be planted in the garden (includes any and all fruit trees).
- O. City staff is to review the condition of the garden sites each month. Those plots not meeting the maintenance requirements described herein, shall be notified and requested to improve the condition within 30 days or risk the permanent loss of their permit, effective on the first day of the following quarter.
- P. Failure to comply with the guidelines listed herein may result in the loss of the garden plot.
- Q. Visitors must be accompanied at all times with a plot renter. The plot renter is responsible for their visitors and ensures that all rules are followed by their visitors.

**COMMUNITY GARDEN PLOT RULES & REGULATIONS**

The following rules have been developed to improve and maintain the appearance of the Community Garden.

Revocable License Application

- Applicant shall be responsible for submitting a completed Community Garden Plot Application & Agreement. Applications, when approved, constitute a revocable license agreement.
- Applicants must be 18 or over to obtain a license to use a plot.
- Applications are to be submitted to the Community Services Department between the first and fifteenth day of the month proceeding the commencement of the next quarter.
- If the number of applications exceeds the number of plots available, those persons currently using plots are to be given priority over new applicants. New applicants shall be placed on a waiting list by the department.
- Once received, applications are to be reviewed by City staff and permits issued in accordance with the following priority:
 1. Current users whose plots were properly maintained during the previous quarter.
 2. Sierra Madre Organizations
 3. Earliest date of submittal (within the parameters of the guidelines).

Community Garden Use Regulations

- City staff will review the condition of each garden regularly. Those plots not meeting the maintenance requirements described herein, shall be notified that the privileges associated with the plot have been revoked or requested in writing to improve the condition within 30 days or risk the permanent loss of their plot, effective on the first day of the following quarter.
- Gardeners who do not maintain their plots or who have forfeited their plots due to a violation of the Community Garden Rules will not be eligible for a renewed license agreement.
- Gardeners who are ill or who plan to be on vacation are still responsible for the maintenance of their garden plot. If another person is tending your plot in your absence, please notify the Garden Coordinator.
- A gardener must notify the Garden Coordinator if they no longer wish to garden. Garden plots cannot be passed on to family members, friends, or housemates. The Garden Coordinator will offer the plot to the next person on the waiting list.

Community Garden Site Regulations

- The garden shed is intended for the safe storage of garden tools. It is to be maintained by all users in a condition that does not present a safety hazard to those utilizing the facility.
- Visitors must be accompanied at all times by a plot licensee. The plot licensee is responsible for their visitors and ensures that all rules are followed by their visitors.
- Children must be supervised at all times by a gardener and not allowed to enter the plots of other gardeners.
- Pets are prohibited in the garden area.
- One plot maximum per family. For purposes of community garden users, family includes immediate family and family through marriage, including mother, father, wife, husband, daughter, son, granddaughter, or grandson.
- Alcoholic beverages, illegal substances, and or smoking is prohibited.
- No barbecue, propane, or other items to cook or prepare food are permitted in the garden, including use and storage of such items.
- Gardeners who wish to listen to music must use headphones.

COMMUNITY GARDEN

Rules and Regulations

Exhibit "A"



City of Sierra Madre

232 W. Sierra Madre Blvd.

City of Sierra Madre, 91024

626-355-5278

Rules of Conduct

- Gardeners are required to be active participating members. An additional ten (10) hours per year for the management and maintenance of the community garden is required of each member. Each year, the Community Garden members will select a Community Garden Committee to delegate maintenance/repairs of common areas and communicate concerns and or needs of the garden to the Garden Coordinator.
- The City of Sierra Madre reserves the right to amend the Community Garden Rules and Regulations as necessary and without notice. Established fees shall be evaluated on an annual basis and adjusted as necessary by Sierra Madre City Council. The Garden Coordinator may terminate the garden use agreement by providing gardeners with a one-month notice to vacate.
- No gardener shall:
 1. Damage or misuse any Community Garden property.
 2. Water, weed or cultivate any plot not assigned to them.
 3. Use abusive or profane language or harass or discriminate against others (gardeners, guests and City employees), including, but not limited to age, race, religion, national origin, gender, sex, sexual orientation, political affiliation or ability.
 4. Bring a "weapon" into the gardens. Legal knives for pruning purposes are not considered weapons. This prohibition does not apply to police officers carrying service weapons in accordance with their department's policies.
 5. Possess or sell cannabis or illegal drugs in or around the gardens.
 6. Fail to leave any portion of the gardens immediately upon being told by a City employee.
 7. Disturb other gardeners or employees so as to substantially interfere with their use of the gardens or constitute a general nuisance. Disturbances may arise from inappropriate use of personal equipment include but not limited to: cellular phones, computers, PDA's, radios, music players, MP3 players, and conservations which contain any obviously offensive utterance, gesture, or display, which tends to incite an immediate breach of peace.
 8. Take produce or plants from another gardener's plot without expressed permission of that gardener.
 9. Grow produce or plants in the Community Garden for sale.

Penalties for Violation of Rules

A violation of any Community Garden Rule may result in loss of gardening privileges. Violations may be reported to City Staff at the Community Services Department.

1. When a violation occurs, Staff will send the plot tender a written warning via mail or email. The warning will have the details of the violation and the deadline set for the gardener to fix the problem or notify the gardener their privileges have been revoked.
 - a. Violations of Personal Conduct rules must be corrected immediately. Any subsequent violation shall result in immediate forfeiture of the gardener's plot and expulsion from the Community Garden, without further notice from the City.
2. If the problem is not fixed by the deadline included in the warning, Staff will issue a second warning to be mailed to the violator. This warning will detail the violation, the deadline for fixing the problem, as well as the consequence of ignoring the warning, which is plot forfeit. A decision by the City Manager resulting in plot forfeiture is final. The gardener shall receive no refund in the event of plot forfeiture resulting from a violation of the Community Garden Rules.

If you have any questions about the Community Garden Rules and Regulations, staff can be reached Monday through Thursday 8:00 a.m.-5:30 p.m. at City Hall, the Hart Park House Senior Center or by phone at (626) 355-5278.

COMMUNITY GARDEN

Rules and Regulations

Exhibit "A"



City of Sierra Madre

232 W. Sierra Madre Blvd.

City of Sierra Madre, 91024

626-355-5278

Plot Maintenance

- The garden is open dawn to dusk. Work shall not be done outside of these hours.
- Pathways must be clear of debris, growth, and hazards, and cultivation should not encroach into pathways.
- Gardeners are responsible for keeping the paths surrounding their plots free from weeds and encroachments.
- Plots must be free of weeds, dead leaves, grass, plastic pots, and tools.
- Gardeners shall adhere to organic gardening practices. No chemical pesticides, insecticides, or herbicides may be used anywhere in the Community Garden.
- Use of organic mulch in the garden plot is encouraged for water conservation. Black plastic mulches, rubber mulches and any pressure-treated wood are prohibited in all plots.
- Gardeners may not construct any barrier fences, shelters or storage sheds in the garden. Frames constructed of lightweight wire frames available at nurseries will be allowed from climbing vines. You will be asked to remove any frames that are determined not acceptable by the Garden Coordinator. Height of frames may not exceed five (5) feet and must not inhibit visibility into the garden plot. Attachments to City fences is prohibited.

Planting Regulations

- Garden plots are for fruits, vegetables, and flowers only. No trees of any kind will be allowed in the garden.
- It is unlawful for a gardener to grow illegal substances on any plot. Growing cannabis or hemp is prohibited.
- Rotten produce and plants must either be removed or turned under.

Water Regulations

- Gardeners must conserve water and not overwater their plots.
- Gardeners must ensure there is no standing water in the garden. If standing water is used for irrigation it must be treated to kill mosquitoes and stop breeding.
- Water is provided at outlet spigots scattered throughout the garden. Gardeners should only use one hose at a time on their plot. Water should never be left unattended at a plot. Deliberate flood irrigation is not allowed. If observed, gardeners are to turn off unattended water and report the incident to the Garden Coordinator.